

**Austwick Parish Council**  
**Meeting 5 2018-2019 – Monday 15<sup>th</sup> October 2018**  
**Minutes**

**Present:** Cllrs Peter Goold (Chairman), Barbara Tibbatts, David Dewhirst and Sarah Wiltshire.

**In attendance:** County Cllr David Ireton, District Cllr Carl Lis, PC 247 Andy McClurg, Parish Clerk Marijke Hill and two members of the public.

The Parish Council allocated a reasonable period of time at the start of the meeting to allow registered electors the opportunity to ask questions and / or make statements that relate to the work of the Council.

**Public Participation:**

Mrs Jayne Lothian, Treasurer of the Austwick Street Market Committee asked if the Council would consider to support an application to CDC from the Street Market Committee for a temporary road closure and to give permission to the Street Market Committee to use the village greens on 27<sup>th</sup> May 2019. The clerk was asked to send the letter so that the Street Market Committee can start the formal process.

Mr Graham Cleverly asked to participate at item 5.8h.

**5.1 Apologies for absence:** Cllr Ian Smith.

**5.2 Code of Conduct and Declaration of Interests**

- a. Councillors did not record any Disclosable Pecuniary Interests (DPI) or other interests in relation to items on this Agenda.
- b. No requests were made for dispensation in connection with items on this Agenda.

**5.3 Police, District and County Councillors' and YDNPA Reports:**

County Cllr Ireton asked to participate at items 5.7c and 5.8k.

District Cllr and Chairman of the YDNPA Carl Lis asked to participate at item 5.12a.

PCSO Grace had sent a written police report for the period of 29 August to 10 October and had reported 3 incidents, notably one RTC on the A65 between Austwick and Clapham. PC Andy McClurg added one more incident of theft of a generator to this. PC McClurg reported on the total number of crimes in Craven and North Craven for the year and of a shortage of police staff.

**5.4 Minutes of the Parish Council Meeting 4 2018-2019 (3<sup>rd</sup> September 2018)**

The Council **resolved** that the minutes of the Parish Council Meeting, held on 3<sup>rd</sup> September 2018 should be confirmed and signed by the Chairman, Cllr Peter Goold, as a true and accurate record.

**5.5 Matters from previous meetings not otherwise included on the Agenda**

No matters from previous meetings not otherwise included on the Agenda were reported.

**5.6 Planning**

a. Applications

1. C/04/618C full planning permission for erection of extension to provide new group space, adjacent group room and storage space, Austwick Church of England Primary School, Austwick.

The Council **agreed** that the clerk should inform YDNPA that it had no comments to make.

b. Decisions

1. C/04/612E full planning permission for erection of agricultural building, Silloth House, Austwick. **Withdrawn.**
2. C/04/91C full planning permission for use of garage as an annexe to main dwelling; alteration of doors; insertion of new opening and construction of stone chimney stack, Garage at Limestoneber, Austwick. **Not yet decided.**

3. C/04/643C and D/LB: full planning permission and listed building consent for alterations to, and extension of single storey wing, Harden House, Austwick; and C/04/643E: listed building consent for internal alterations to dwelling; insertion of new window to east elevation and housing of 4 no. ground source heat pump units in basement, Harden House, Austwick. **Not yet decided.**
4. C/04/611H and J/LB: full planning permission and listed building consent for alterations to barn/garage to incorporate garaging, store, home office, art studio and a guest bedroom suite to be used in conjunction with the main dwelling and installation of photovoltaic roof covering, with glazed lantern roof light, installation of flue pipes and air source heat pump, Harden House, Austwick. **Not yet decided.**
5. C/04/663C/LB listed building consent to replace two doors and replacement of ground floor windows on front elevation with timber "heritage" double glazed units, The Old Post Office, Austwick. **Approved conditionally.**

c. Additional planning matters

1. Update on future plans for Dry Rigg Quarry and public exhibition on 1 October  
Cllrs Tibbatts and Wiltshire had attended the public exhibition by Tarmac on 1<sup>st</sup> October at Dry Rigg Quarry regarding the expiration of their current planning permission in 2021 and **reported** that Dry Rigg Quarry are at the early stages of preparing a new planning application to submit next year to ensure a continued supply of the mineral beyond 2021 and a continuation of quarrying operations until the year 2039. Public consultation will follow in due course.

**5.7 Parish matters other than maintenance**

- a. 'First Responder' provision in Austwick and CPR/first aid training  
The Chairman, Cllr Goold, **reported** that Laraine Sullivan, leader in providing CPR training in Ingleton, and Chrissy Blakely, Community Defibrillation Trainer within the Yorkshire Ambulance Service, have agreed to speak at an introductory meeting regarding First Responders and CPR/first aid training, on Saturday 2<sup>nd</sup> February 2019 at Austwick Parish Hall. The objectives of such public meeting of approximately one hour, would be to promote interest and engagement in First Responder and CPR training in the community. The Council **agreed** that Cllr Goold should discuss this initiative with Clapham cum Newby Parish Council and Lawkland Parish Meeting with a view to enjoin as many local people as possible in this initiative.
- b. appointment with NY Police and Crime Commissioner on 24 September  
The Chairman, Cllr Goold, **reported** on his meeting with Julia Mulligan, the Police and Crime Commissioner for North Yorkshire, notably concerning the recent burglary in Austwick. The Council had asked for an increased police presence for a short time to ease residents' concerns and, when told that this was not possible, Cllr Goold had **expressed** the Council's view that NYP should see this as a case study concerning how police effectiveness is viewed by the public. PC Andy McClurg reiterated the staff shortages and consequent increased work load that all police forces face.
- c. to consider Member Ward Grant application  
The Council was **informed** that County Cllr Ireton has no further budget for the Member Ward Grant, however, the County Council's Environmental Grant Scheme might provide some funding.
- d. Hargraves and Green Educational Foundation: meeting held on 24<sup>th</sup> September  
The Chairman, Cllr Goold, **reported** that seven applicants had come forward to the Hargraves and Green Educational Foundation and that each candidate had received £40.00.

**5.8 Parish maintenance matters**

- a. potholes on the Helwith Bridge Road  
The Council was **informed** that all but two of the potholes in the area have been patched up. The Council had reported the two that were missed out on the Helwith Bridge Road to NYCC

Highways and a reply has not been received. The Council **agreed** to ask the clerk to contact NYCC Highways again and request the immediate repair of these two potholes as they are substantial in depth and pose a danger to all road users.

- b. parking issues on highway opposite the village shop  
Cllr Dewhirst **reported** that Mr David Cairns of NYCC Highways has been contacted regarding the parking issues on the highway opposite the village shop and the Council is awaiting a reply.
- c. other issues relating to NYCC Highways  
The Council was **informed** that a blockage might have occurred in a culvert on land near 'Eastwind' on Wharfe Road and water has spilled across the road in flood conditions. As this would be an issue for the landowner, the Council **agreed** it should, for the time being, monitor the situation.  
Cllr Tibbatts **reported** that the problem with the blocked drains between Helwith Bridge and Dry Rigg Quarry, first reported to NYCC Highways in January 2018 has re-occurred. Jetting works to the offending gullies had been carried out, and further digging works to rectify this problem had been planned to be carried out. The Council **agreed** that the clerk should contact NYCC Highways again to request that the blockages in the majority of the pipework serving the gullies are all cleared out as soon as possible.
- d. maintenance on bridleway from the 'Cross Roads' to Wood End Farm at Wharfe  
The Council **noted** the response from the YDNPA Area Ranger that work on Stinky Bank would take place in October and clearing along Wood Lane would be fitted in on the worst affected sections. The Council **agreed** that it would monitor the situation and report back to the next Parish Council meeting.
- e. replacement of the finger post and faded sign at Wood Lane, Austwick  
The Council was **informed** that the Area Ranger team has some work scheduled in the area and the replacement of the sign at Wood Lane could be fitted in. The Council **agreed** that it would monitor the situation and report back to the next Parish Council meeting.
- f. outstanding maintenance work at Oxenber and Wharfe Woods  
The Council **noted** the response from the YDNPA Area Ranger that the Young Rangers have been booked to assist the Area Ranger Team with the outstanding work required in Oxenber and Wharfe Woods in January 2019. The Council **agreed** that it would monitor the situation.
- g. missing and reappearing cairns on Norber and Longscar  
The Council was **informed** that all the affected cairns are now rebuilt and that the YDNPA Area Ranger had reported no knowledge of the matter.
- h. Graystonber Lane and Clapham Road Conservation verges  
Cllr Dewhirst **reported** that Mr Mark Hewitt, YDNPA Wildlife Conservation Officer, had indicated that a further £200 could be granted to be used on extending and 'autumn clearing' the conservation verge on Graystonber Lane. Cllr Dewhirst will instruct the lengthsman to strim this section as soon as possible, so that Mr Graham Cleverly could plant some plugs from his own stock. The Council **agreed** that Cllr Dewhirst could proceed to submit the grant application.  
The Council also **agreed** that no further work is required on the Clapham Road conservation verge this year.
- i. other issues relating to YDNPA  
There were no other issues relating to YDNPA to report.
- j. state of disrepair of The Weaving Shed, Graystonber Lane  
The Council had **received** a letter from the owner of the Weaving Shed that, due to ill health, none of the necessary repair works have been carried out. The Council had also **received**

further residents' concerns about the dilapidated and neglected condition of the property and the present and increasing safety risks. The Council **decided** to write to the owner again and request that he should provide details of the repair work, including a detailed timescale in which this will be done prior to the Council meeting on 14<sup>th</sup> January 2019.

- k. repairs to bus shelter railings  
The Council was **informed** that Cllr Dewhirst had received a quotation for the replacement of the railings, retaining and re-using the cast iron posts, for £2,856 + VAT. Some repointing and re-setting of the existing stonework may require a further £400. County Cllr Ireton will make enquiries if a project like this would fit the criteria for an Environmental Grant and will report the outcome to Cllr Dewhirst. The Council **agreed** that Cllr Dewhirst should seek an alternative quotation for the work, for comparison purposes.
- l. other lengthsman duties or parish maintenance matters  
Cllr Tibbatts asked for some clarification on the future strategy for lengthsman's work on outlying areas, in particular verge strimming on Wharfe Road and the Council **agreed** that it would review this at the next Parish Council meeting in the context of the presentation of the draft budget for 2019-2020  
The Chairman, Cllr Goold, **reported** that he had received several residents' complaints that a large pile of builder's rubble and other materials has been accumulating on the forecourt of Swallow Barn on Main Street. The Council **agreed** to write to the owner and request that he should take action to remove this.

## 5.9 Finance

- a. The total balance of the HSBC current account on 30<sup>th</sup> September 2018 as £15,634.71 comprising £14,034.56 parish council monies and £1,600.15 AED funds was **noted**.
- b. Receipt of the second instalment of the precept of £6,250.00 was **noted**.
- c. Cllr Wiltshire **verified** the bank reconciliation for the second quarter, July to September 2018 of the Finance Year 2018-2019 and reported that no issues were found.
- d. The Council **resolved** to approve payment of £30.00 to Charlotte Wilkinson for 6 weeks of bus shelter cleaning.
- e. The Council **resolved** to approve payment to Craven Garden Care of £149.55 for village verges; of £184.50 for village greens; of £70.88 for miscellaneous maintenance work; of £135 for outlying verges; of £36 for Graystonber Lane conservation verge maintenance; and of £27 for Clapham Road conservation verge maintenance: all for September
- f. The Council **reviewed** the updated Lengthsman Services Report – comparison of budget vs actual costs to September. The Council **noted** that the grass cutting on both the village greens and the village verges will show a combined, predicted underspend of approximately £500 by the end of the year as a result of the dry summer weather. The Council also **noted** that approximately half of the budget on outlying areas work has been spent and it **agreed** that the lengthsman should continue with targetting the worst affected areas until the budget review takes place at the next Council meeting. The Council **reiterated** that the work on the Graystonber Lane and Clapham Road Conservation Verges is all grant-aided.
- g. The Council **resolved** to approve payment of £213.52 to the clerk for salary for September 2018 and of £85.28 for expenses for July to September 2018.
- h. The Council **considered** two other financial issues: it **resolved** to approve payment of £30.00 to Austwick Parish Hall Council for hall hire on 3<sup>rd</sup> September and 15<sup>th</sup> October. The Council **agreed** that, at its next Parish Council meeting, it will present the draft budget for the Finance Year 2019-2020 as well as a spent-to-date and a predicted outcome for the current finance year, for the Council to consider.

## 5.10 The Council **considered** and **approved** the following documents:

- a. The Fixed Assets Register. Assets were valued at £16,480 in September 2018.
- b. The Parish Council Meeting dates for 2019 were **approved** as: 14<sup>th</sup> January; 25<sup>th</sup> February; 8<sup>th</sup> April, together with the Annual Parish Meeting; 20<sup>th</sup> May, together with the Annual Meeting of the Parish Council; 15<sup>th</sup> July; 2<sup>nd</sup> September; 14<sup>th</sup> October; 2<sup>nd</sup> December.

The Council also **considered** the start time of the meetings and it **approved** that this should change to 7.30pm with effect from the next Parish Council meeting.

**5.11 Correspondence**

The Council had not received any items of correspondence.

**5.12 Items of information**

- a. The Council **noted** the cancellation of the YDNPA Autumn Parish Forum meeting for southern parishes on 16<sup>th</sup> October in Austwick. The Chairman of the YDNPA, Mr Carl Lis, explained that the cancellation of this Parish Forum meeting and two others are due to insufficient interest from parish councils in attending. The Council **agreed** that a change in format could elicit better attendance. The Council **reiterated** that it will continue to attend these hugely valuable future Parish Forum meetings.
- b. The Council **noted** the review by CDC of all polling districts, polling places and polling stations. The (Acting) Returning Officer has published initial proposals and no changes for Austwick have been proposed.
- c. The Council **noted** that NYCC is looking to recruit volunteers to become members of its Local Access Forum.

**5.13 Date and time of the next meeting**

The Council **confirmed** the date of the Parish Council Meeting as Monday 3<sup>rd</sup> December 2018 at 7.30pm at Austwick Parish Hall.

Marijke Hill  
Clerk to the Council