

**Austwick Parish Council**  
**Meeting 5 2022-2023 – Monday 17<sup>th</sup> October 2022**  
**Minutes**

The Chairman proposed and the Council **agreed** that it place on record its tribute to Her Late Majesty Queen Elizabeth II, remembering with gratitude her lifetime of service to the United Kingdom, the Realms and Territories and to the Commonwealth, always steadfast in her duty and bringing constancy through 70 years of change.

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:**

Seven residents participated at item 5.6c1: Ingleborough Estate Woodland Management. Mr Cleverly also participated at item 5.8a: redundant A65 road and bridge.

- 5.1 Present:** Cllrs Peter Gould (Chairman), Barbara Tibbatts, Kate Smith, and Mark Robinson.  
**In attendance:** Parish Council Clerk Marijke Hill and seven members of the public.  
**Apologies for absence:** Cllr David Dewhirst.
- 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:**  
The Council had **received** the written police report, which contained 15 incidents in the wider area and 9 incidents in the parish during the period between 3<sup>rd</sup> September and 12<sup>th</sup> October 2022, all of a minor nature.  
There were no reports from the District and County Councillors and the YDNPA.
- 5.4 Minutes of Meeting 5 2022-2023**  
The Council **resolved** that the Minutes of Meeting 4 held on 5<sup>th</sup> September 2022, should be **confirmed** and signed by the Chairman, Cllr Gould, as a true and accurate record.
- 5.5 To receive updates on Matters from previous meetings not otherwise included on the Agenda**  
The Council **noted** no Matters from previous meetings were reported.
- 5.6 Planning**
- a. **Applications**
    1. C/04/704A Full planning permission for conversion of barn to provide short stay accommodation; installation of sewage treatment plant; installation of ground source heat loop and associated works at Dam House Barn, Wharfe, Austwick. The Council **agreed** to notify the YDNPA of its concerns regarding management and supervision of the proposed visitor accommodation, and particularly visitors' vehicles. The Council asked that the applicant be required to draw up a Management Plan, including maximum number of nights stay; there is only ever one vehicle parked; a prohibition of camping by visitors in the environs of Dam House Barn; and a control over the hours of night-time use by visitors of any external lighting facilities at the property. The Council **agreed** to request that such a Management Plan be approved by The Authority thereby forming part of the terms and conditions on which planning consent may be granted.

**b. Decisions**

1. C/04/148M amended plans to full planning permission for erection of 8 dwellings and creation of new vehicular access to site at Land off Pant Lane, Austwick. **Not yet decided.**
2. C/04/706 full planning permission for change of use, extension and alterations of former agricultural building to form local occupancy residential use and short term holiday-let, together with installation of package sewage treatment plant, Roadside Barn off Clapham Road, Austwick. **Refused.**
3. C/18/146F Section 73 application for variation of Condition 2 of C/18/146E (full planning permission for creation of timber wagon turning and timber stacking area; maintenance and improvement of timber extraction route and installation of reinforced concrete crossing over the sheep underpass), in respect of the haulage route being amended to include the use of Greystonber Lane, Austwick by haulage vehicles associated with timber extraction at Thwaite Wood & Lane, Ingleborough Estate, Clapham. **Not yet decided.** The Council was **informed** that this planning application will be considered at the YDNPA Planning Committee meeting on 25<sup>th</sup> October for determination.
4. C/04/708 full planning permission for change of use class from C1 (Guesthouse) back to C3(a) (Dwellinghouse) as originally granted by Planning Approval YD/5/49/43 on 14/12/1982. The current (C1) use class was allocated by Planning Approval YD/5/49/43A on 18/11/1992 at Scar Close Farm, Kiln Hill Lane, Austwick. **Not yet decided.**
5. C/18/637 full planning permission for works to undertake an archaeological excavation of a medieval structure at Clapham Bottoms, Austwick (Grid Ref SD 75986 72388). **Not yet decided.**
6. YDNPA notification under the Town and Country Planning Act 1990 to apply work to protected trees at 7 Hall Close, Austwick. **Consent given** for the removal of the Rowan tree T2 and **refused consent** for the crown lifting of the Rowan trees T1 and T3 and the removal of T4.

**c. Additional and other planning matters**

1. Ingleborough Estate Woodland Management  
The Council had **asked** the owners of 'Norber' on the corner of Wharfe Road and Townhead Lane to have cut back the coniferous trees, in order that pedestrians can use the footpath and **noted** that they have completed this work so that there is no longer an overhang on the highway itself allowing vehicles to park nearer the kerb.  
The Council had also **asked** NYCC Highways to survey the matter of Heavy Goods Vehicles driving over the verges at Townhead Lane, causing damage not only to the verges but potentially also to the drainage and cables beneath, as well as representing a danger to other vehicles and to pedestrians using the footpath and consider installing white posts. The Council **noted** that a reply has not yet been received. This item was further discussed at 5.8b.

The Council had **received** correspondence from the Ingleborough Estate Resident Trustee, Mr Farrer, reporting vandalism to the 'no parking' signs, installed on Thwaite Lane and asking if the Council would consider putting up a notice in support of the temporary no parking request. The Chairman, Cllr Goold, had **replied** to Mr Farrer that this vandalism is appalling behaviour and totally irresponsible and that the Council sincerely hopes, and very much prefers to believe, that no resident of Austwick is responsible. The Council **agreed** to further reply to Mr Farrer that it is in the interests of all concerned that motorists should be warned by notices not to park at the junction of Townhead Lane and Thwaite Lane when forestry vehicles are expected, nevertheless, that it would be counterproductive and divisive in the Austwick community if the Parish Council was now to be proactive by putting up a notice in support.

The matter of vandalism had also been reported to the YDNPA and the Council **noted** the correspondence received from the YDNPA Enforcement Officer that the erection of signage to stop parking along Thwaite Lane whilst works were ongoing was agreed as part of the Risk Assessment/Method Statement as well as part of Condition 7 of Planning Permission C/18/146E. The temporary no parking along the lane is to ensure the safety of users of the Public Right of Way and to allow lorries to access and egress the site easily. The Risk Assessment/Method Statement also allowed for other safety signage to be displayed whilst

the logging operations were ongoing.

The Council also **noted** the response from the YDNPA Area Ranger who intends to investigate the possibility of erecting a 'no parking' bridleway post sign on Thwaite Lane, which is privately owned.

The Council **noted** the continuing representations from residents objecting to planning application C/18/146F applying for variation of the existing planning consent to permit timber lorries to use Graystonber Lane as an alternative exit route onto the A65 for safety reasons.

2. The Council **noted** the NYCC Commons Act 2006 CA6 044 application to transfer rights held in gross and the application for registration of the transfer in the Commons Register exercisable over CL84 Oxenber – right entry 1.

## 5.7 To note reports and updates regarding parish and parish council matters other than maintenance

### a. additional defibrillator for Wharfe

The Chairman, Cllr Goold, **reported** that the estimated cost of a defibrillator approved by the Yorkshire Ambulance Service would be £1,370 and that Settle Rotary Council has approved a grant of £400 towards the cost. The Council **noted** that the Chairman has thanked the Secretary of the Settle Rotary Council for their generous gift.

The Chairman, Cllr Goold, has also **submitted** a Ward Member Grant application, asking for £485 from the allocation of both District Councillors, Cllrs Carl Lis and David Ireton, subject to CDC agreeing that this project meets their grant criteria.

The Council **agreed** it would approach any householders in Wharfe to identify one willing to have the AED attached to their property/electricity supply once the funding is in place and the purchase order has been issued.

### b. BOAT status issue for Thwaite Lane

The Council had **sent** a third letter to the County Council's Principal Definitive Map Officer, reiterating the request for priority treatment for final determination by the Secretary of State of an application in 2004 by the Trail Riders Fellowship to upgrade Thwaite Lane from bridleway or restricted byway to Byway Open to All Traffic. The Council was **informed** that NYCC has responded stating that it inherited this sealed order from the YDNPA and that the YDNPA have found some files of further evidence relating to the claimed route. The officer preparing a report to be considered by the Director will therefore need some time to consider this evidence in order to make appropriate recommendations regarding the stance which the Authority will take when the file is submitted to the Planning Inspectorate. The Council **noted** it is likely to be January 2023 before NYCC are able to obtain a decision regarding the stance.

### c. YDNPA Parish Forum meeting held on 12 October

Cllr Robinson **reported** in summary that all National Parks have received a report from an outside consultancy to help with the aim of being net zero carbon by 2033. Analysis of CO<sup>2</sup> emissions show the dominant factor to be agriculture, contributing 60%. The proposed long term solution was land use change, such as the use of more woodland, regenerative farming, and peat regeneration.

An update regarding the National Park Management Plan was presented and good progress was being made on many areas of the plan such as dark skies, upland commons, protected landscapes, field barns, rights of way and farm open days.

Regarding developing the new Local Plan the proposal is for 850 dwellings to be built in the Park by 2040, approximately 20 dwellings per year as affordable housing. Parish Councils will be consulted on possible sites for building.

The Authority is considering resuming in-person Parish Forum meetings by Spring 2023.

### d. meeting of Hargraves and Green Educational Foundation held on 7<sup>th</sup> October 2022

The Chairman, Cllr Goold, **reported** that the Trustees to the Hargraves and Green Educational Foundation meet once per year and that four applicants had come forward this year. Two college students from Giggleswick and two from Austwick had each received a

small grant.

- e. Austwick Street Market Committee request to support road closure and to use the village greens on 29<sup>th</sup> May 2023

The Council had **received** a request by email from Dr. Lindsey Smith on behalf of the Austwick Street Market Committee, asking if the Council would consider supporting an application to Craven District Council for a temporary road closure order for the centre of Austwick village on 29<sup>th</sup> May 2023 to enable the street market to take place and to give the Council's permission for the use of the car parks and village greens on that day. The Council also **noted** that the date of the event may be changed if national events result in a change to bank holiday dates for 2023. The Council **agreed** that the Clerk should write the appropriate letter to Dr. Smith granting her requests.

## 5.8 To note actions regarding parish maintenance matters:

- a. redundant A65 road and bridge

The Council had **reported** concerns about the damaged road bridge, the removal of the boundary gates at Holm Lane, damage to the boundary walls and gates fronting the A65, and the storage of a large quantity of concrete slabs to NYCC Highways. The Council **noted** the response by Highways Project Engineer that, whilst the damaged bridge is Highways' responsibility to repair, the priority of these works is very low as there are a lot of higher priority works outstanding. An order will be prepared to arrange a repair, likely to be in the next financial year. Regarding the damage to the boundary walls and gates fronting the A65 and the removal of the boundary gates at Holm Lane, these will not be replaced or repaired as they are not actually serving any function. The neatly stacked panels are not causing any current harm or hazards and no action will be taken at this moment. The Council **agreed** to monitor the situation and review at the Parish Council meeting in July 2023.

- b. installation of white posts on Townhead Lane verges

The Council had **discussed** this item 5.6c.1 and **agreed** to monitor the situation and ask for a reply from NYCC Highways prior to the Parish Council's next meeting on 5<sup>th</sup> December.

- c. split oak tree on Clapham Road

The Council had **contacted** NYCC Highways as a matter of urgency to report a substantial oak tree on the road verge on Clapham Road to be split nearly down to ground level, posing a clear danger that the tree may fall onto the highway at any time. The Council **noted** the reply from NYCC Highways Officer that the tree was felled on 7<sup>th</sup> October. The Council was **informed** that the stump is still there, which over time, may grow back to an oak tree.

- d. other issues relating to NYCC Highways

The Council **noted** that no further issues relating to NYCC Highways were reported.

- e. replacement of two footpath signs on Townhead lane

The Council **reiterated** to monitor the situation and review at the Parish Council meeting in February 2023.

- f. other issues relating to YDNPA

The Council was **informed** that there is no signage at 'Little Bridges', leading to the stepping stones on the PROW between Holm Lane and Owlet Hall. The Council **agreed** to address this matter when the stepping stones have been replaced, which intention was reported by the Area Ranger at the Annual Parish Meeting on 16<sup>th</sup> May.

- g. damaged wall at South View car park

The Council had **sent** two reports of a damaged and dangerous section of wall in South View car park which is urgently in need of repair and making safe to Yorkshire Housing, responsible for the maintenance at South View, asking them to repair the damaged wall. The Council noted the reply from Yorkshire Housing that a repair order has been issued to a contractor. The Council **agreed** to monitor the situation and report back at the Parish Council

meeting in February 2023.

- h. two street name signs  
The Council had **sent** two requests for replacement of two street name signs to CDC and **noted** their reply that a new “T” sticker was placed on Pant Lane, as at the time of inspection in February 2022, the plate looked in good condition. In regards a sticker for Townhead Lane, the maintenance team will install this when they are next in the area. The Council **agreed** to monitor the situation and report back at the Parish Council meeting in February 2023.
- i. Graystonber Lane and Clapham Road conservation verges  
The Council was **informed** that a site meeting had taken place on 16<sup>th</sup> September with a YDNPA Wildlife Conservation Officer, Rachel Brindle, and Cllrs Goold and Dewhirst and that the second instalment of the grant, agreed in principle with Ms Brindle’s predecessor, Mark Hewitt in February 2022, for ongoing work on the verges on Clapham Road and Graystonber Lane of £948.00 has been received. It had been agreed with Ms. Brindle that a further site meeting should take place in the Spring of 2023.
- j. lengthsman duties or parish maintenance matters  
The Council **noted** that no lengthsman duties or parish maintenance matters were reported.

#### 5.9 To consider and approve policy documents and papers

- a. The Council **approved** the following three policy documents: Standing Orders; Financial Regulations; and Records Management.
- b. The Council **approved** the following two papers: the Fixed Assets Register and the Parish Council meeting dates for 2023.  
The Council **noted** that the total valuation of fixed assets is £21,047.  
In regards the meeting dates, the Council was **informed** that these are booked in the Parish Hall diary.  
The Council **agreed** that all policy documents and papers are to be published on its website.

#### 5.10 Finance

- a. The Council **noted** the total balance of the HSBC current account bank on 30<sup>th</sup> September 2022 as £17,175.84 with £17,061.49 parish council monies and £114.35 AED funds.
- b. The Council **approved** payment of £30.00 to Charlotte Wilkinson for 6 weeks of bus shelter cleaning.
- c. The Council **noted** receipt of £6,500 from CDC as second instalment of the precept.
- d. The Council **noted** receipt of £948 from YDNPA as grant for further development of the conservation verges.
- e. The Council **approved** payment to Craven Garden Care of £260.10 for maintenance on village greens; and £231.15 for maintenance on village verges, both for September.
- f. The Council **noted** the Lengthsman Services Report – comparison of budget versus actual costs to 30 September.
- g. The Council **approved** payment of £529.99 to the Chairman, Cllr Goold, for the procurement of the Council’s laptop.
- h. The Council **approved** payment of £304.80 to the clerk as salary for September 2022 as well as payment of £43.68 as expenses for the second quarter of the finance year 2022-2023, July to September 2022.
- i. The Council **approved** payment of £30 to Austwick Parish Hall Council for the hire of the Parish Hall on 4<sup>th</sup> July and 5<sup>th</sup> September.
- j. The Council **approved** payment of £30 to Austwick Parish Hall Council as contribution to electricity running costs of the community defibrillator for 2020, 2021, and 2022.
- k. The Council was **informed** that the application form for internet banking will be submitted to HSBC bank.
- l. Cllr Robinson **verified** the bank reconciliation for the second quarter, July to September, of the Financial Year 2022-2023 and **reported** that no issues have been found.
- m. The Council **reported** no other financial issues.

**5.11 Correspondence received**

The Council **noted** it had not received any correspondence.

**5.12 To note and respond to items of information**

- a. The Council **noted** the establishment of the Craven District Council's Legacy Sub-Committee to nominate projects, organisations, teams, voluntary groups and individuals who have provided an exemplary service to the District as well as the invitation to nominate a Parish Councillor representative to serve on the CDC Standard Committee.
- b. The Council **noted** the NYCC policy on 20mph speed limits and zones.
- c. The Council **noted** the NYCC planned road closure notification 36079 at Graystonber Lane, Austwick, for a period of 5 days between 10<sup>th</sup> and 14<sup>th</sup> October 2022 to allow Electricity North West to install a new electric connection
- d. The Council **noted** the Yorkshire Dales National Park Management Plan Annual Forum 4<sup>th</sup> November. The Council was **informed** that the Chairman, Cllr Goold will attend and report back at the next Parish Council meeting.
- e. The Council **noted** the YLCA White Rose Updates 16/9; 30/9; 14/9; Law and Governance Bulletin October; Craven Branch Meeting 27 October.

**5.13 Date and time of the Parish Council**

The Council **confirmed** the date of the next Parish Council meeting as Monday 5<sup>th</sup> December 2022 to be held at Austwick Parish Hall at 7.30 pm.

There being no further business to discuss the Chairman closed the meeting at 21.55.

**Marijke Hill**  
**Clerk to the Council**