

**Austwick Parish Council**

Clerk: Marijke Hill, 4 Penny Green, Settle, North Yorkshire, BD24 9BT

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**Notice and Agenda Meeting 5 2023-2024**

**The Parish Council will meet in the Parish Hall on Monday 16<sup>th</sup> October 2023 at 7.30 pm.**

The Parish Council will allocate 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.

**5.1a To receive apologies for absence given in advance of the meeting.**

**5.1b To consider the approval of reasons given for absence.**

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

- a. To **record** Councillor's Disclosable Pecuniary Interests (DPI) and other interests in relation to items on this agenda as outlined in appendices A & B of the Code of Conduct (Localism Act 2011, sections 30 & 31).
- b. To consider, decide and record any Councillor's requests for dispensation in connection with any items on this agenda.

**5.3 To receive reports from North Yorkshire Councillor and North Yorkshire Police**

**5.4 To confirm the Minutes of Meeting 4 2023-2024, held on 4<sup>th</sup> September 2023**

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

**5.6 Planning**

- a. planning applications  
None received.
- b. planning decisions
  1. C/04/704A Full planning permission and further additional information 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. **Not yet decided.**
  2. C/04/64H Section 73 application for variation of Condition 2 of C/04/64G (Full planning permission for conversion of barn to single dwelling with local occupancy/holiday let restriction) in respect of installation of two additional windows to west elevation as required to conform to building regulations at Lawsons Barn, Wharfe, Austwick. **Not yet decided.**
  3. C/04/708A Householder planning permission for addition of open sided porch to front door, replacement of existing windows with new aluminium clad windows, enlargement of three windows to form window seats, replacement of one window on the rear elevation with French doors, replacement of sliding white uPVC patio doors on the rear elevation with French windows, relocation of utility room door, substitution of existing SW slate roof with Solar Tile solution, re-roof of NE roofs using existing materials, substitution of large Velux roof window with glass roof within lean-to roof pitch, addition of new Velux roof window, removal of existing oil fired boiler and oil tank and installation of air source heat pump at Scar Close Farm, Kiln Hill Lane, Feizor. **Not yet decided.**
  4. C/04/60E Section 73 application to vary Condition 2 (design details to retain shippon to form

stables including re-roofing; raise roof of outbuilding and extend to the north) & Condition 10 (owl nest box - barn owl nesting box to be provided to main barn) of C/04/60B (Full planning permission for conversion of barn to form local occupancy dwelling or holiday let) at Newfield Barn, Wharfe, Austwick. **Not yet decided.**

5. C/04/706A amended plans to 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 at Roadside Barn off Clapham Road, Austwick. **Not yet decided.**
  6. C/04/705 Full planning permission for conversion of barn to 4-bed dwelling for local occupancy, together with installation of package sewage treatment plant at Fleet Barn, Wharfe Road, Austwick. **Not yet decided**
  7. C/04/709B Section 73 application for variation of Condition 2 of C/04/709A (Householder planning permission for erection of single storey extension and alterations to existing annex and plant room to form garden room) relating to installation of 2 No inset solar panels to plant room roof at Fechs Sheiling, Kiln Hill Lane, Feizor, Austwick. **Approved conditionally**
  8. C/04/84E Householder planning permission for construction of patio to front of house at Victoria Lodge, Town Head, Austwick. **Not yet decided**
- c. To receive/consider additional and other planning matters
1. YDNPA: corresponding regarding outstanding planning applications in Austwick Parish
  2. YDNPA: Public Path Diversion Order of Footpath 20 and Bridleway 61. To **note** that the deadline to provide comments was on or before 12 October.

#### **5.7 To receive reports and decide actions regarding parish and parish council matters other than maintenance**

- a. Austwick Pumping Station discharges to watercourse
- b. Meeting of Hargraves & Green Educational Foundation held on 26<sup>th</sup> September

#### **5.8 To discuss and decide actions regarding parish maintenance matters**

- a. issues relating to NYC Highways
- b. issues relating to YDNPA
- c. lengthsman duties or parish maintenance matters

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

- a. Policy documents: Standing Orders, Financial Regulations, Record Management, Code of Conduct, and Member – Officer Protocol.
- b. Papers: Fixed Assets Register, and Parish Council meeting dates for 2024.

#### **5.10 Finance**

- a. To **note** the total balance of the HSBC current account bank on 30<sup>th</sup> September 2023 as £16,461.79.
- b. To **note** receipt of £6,750 from NYC as 2<sup>nd</sup> instalment of the precept.
- c. To **verify** the bank reconciliation to 30<sup>th</sup> September 2023.
- d. To **approve** payment of £45.00 to Charlotte Wilkinson for 6 weeks of bus shelter cleaning.
- e. To **note** the Lengthsman Services Report – comparison of budget versus actual costs to 30 September.
- f. To **approve** payment to Craven Care of £261.60 for maintenance on village greens; £207.90 for maintenance on village verges; and £217.80 for maintenance on outlying verges, all for September.
- g. To **approve** payment to the clerk of £334.80 per month as salary for September and October and £61.78 as expenses for July to September.
- h. To approve payment of £30.00 to Austwick Parish Hall Council for the hire of the hall on 3<sup>rd</sup> July and on the 4<sup>th</sup> September.
- i. To **consider** other financial issues

**5.11 To receive and respond to correspondence**

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

- a. YDNPA: Planning seminar 19 October; Autumn Parish Forum meeting 25 October
- b. YLCA White Rose Bulletins 8/9, 22/9, 6/10; Law and Governance Bulletin September
- c. D Day 80 – 6 June 2024

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

To **confirm** the date of the next Parish Council meeting as Monday 4<sup>th</sup> December 2023 to be held at Austwick Parish Hall at 7.30 pm.

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