

**Austwick Parish Council
Meeting 6 2023-2024 – Monday 4th December 2023
Minutes**

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:

Mr Cleverly participated at item 6.7g: proposal for an Austwick Environmental Advisory Group.

6.1 Apologies for absence given in advance of the meeting.

a Present: Cllrs Peter Gould (Chairman), Barbara Tibbatts, David Dewhirst, Mark Robinson, and Kate Smith.

In attendance: Parish Council Clerk Marijke Hill and two members of the public.

b The Council had **received** no apologies for absence given in advance of the meeting.

6.2 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.

6.3 North Yorkshire Councillor and North Yorkshire Police reports:

The Council had **received** the written police report, which contained 6 incidents in the parish and in the surrounding area during the period between 15th October and 30th November 2023, all of a minor nature.

There was no report from the North Yorkshire Council Councillor.

6.4 Minutes of Meetings

The Council **resolved** that the Minutes of Meeting 5, held on 16th October 2023, should be **confirmed** and signed by the Chairman, Cllr Gould, as a true and accurate record.

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

The Council **noted** that there were no updates on Matters from previous meetings reported.

6.6 Planning

a. Applications

1. C/04/711 Householder planning permission for re-ordering of existing dwelling and extension into attached former barn (already in domestic occupation) and two storey side extension and replacement rear single storey extension at Far End House, Wood Lane East, Austwick. The Council **agreed** to comment to the YDNPA that there is no reference on any of the documents to external lighting and asked that this comment is considered by the Planning Authority when processing this planning application.

2. C/04/611P and C/04/611Q/LB Householder planning permission and Listed Building consent for installation of inset solar panels in the north west and south east facing roof elevations of the detached outbuilding/annexe at Harden House, Holm Lane, Austwick. The Council **agreed** to notify the YDNPA that it had no comments to make.

b. Decisions

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. **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. **Approved conditionally**
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. **Approved conditionally**
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/04/84E Householder planning permission for construction of patio to front of house at Victoria Lodge, Town Head, Austwick. **Approved conditionally**
8. YDNPA notification under the Town and Planning Act 1990 to apply work to trees covered by Tree Preservation Order No 1 (Austwick) 1980 at 7, Hall Close, Austwick. **Consent given** for the removal of two Swedish Whitebeams, on the condition that replacement trees of native species are planted within the first planting season after felling.
9. YDNPA notification under the Town and Country Planning act 1990 to apply work to trees covered by Tree Preservation Order No 5 (Austwick) 2002 at Grey Gables, Austwick. **Consent given** to fell one ash tree, on the condition that a replacement tree of native species is planted within the first planting season after felling.

c. Additional and other planning matters

1. NYC: application for a Definitive Map Modification Order to amend Bridleway 05.2/39 to Byway Open To All Traffic, Cragg Lane, Austwick, Clapham, and Lawkland.
The Council **noted** that NYC determined that a Definitive Map Modification Order to amend Bridleway 05.2/39 to Byway Open To All Traffic for the whole of Cragg Lane should be made as the evidence showed that on the balance of probabilities the whole through route of Cragg Lane is a public vehicular highway.
2. Yorkshire Peat Partnership (led by Yorkshire Wildlife Trust) application to carry out construction works at Swarth Moor, Helwith Bridge. The Council **noted** that the YPP are applying to the Secretary of State for Environment, Food and Rural Affairs (Defra) for consent to construct works on Swarth Moor Common under section 38 of the Commons Act 2006, such as to block some drainage channels with peat dams; to install stone and timber sediment traps in drainage channels; to install peat bunds and coir log bunds in eroded areas and channels; and to create up to 3 ponds, all intended to restore the hydrology of the lagg fen habitat and increase biodiversity. The Council **agreed** to allow members to provide comments to the Planning Inspectorate, who will determine the application on behalf of Defra, prior to 15th January 2024.

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

- a. Austwick Pumping Station discharges to watercourse
Cllr Robinson **reported** on the meeting of the working group at Clapham-cum-Newby Parish Council meeting on 18th October. The Council **ratified** notifying the YDNPA about its concerns regarding the proposals on planning application C/04/148M/DIS1 – approval of details

reserved by condition which covers the drainage strategy for the new housing development in Austwick and that these proposals to use the existing combined sewer for the new housing development at Pant Lane may conflict with the very poor performance of the Austwick Waste Water Pumping Station (AWWPS), which handles all of Austwick's clean and waste water. The AWWPS working group had agreed to await the publication of the United Utilities mitigation improvement figures for 2023 to better understand the current extent of the overflow problems.

The AWWPS working group had suggested to request that United Utilities undertake investments to improve the situation at an earlier date than they had previously considered.

b. YDNPA: Planning seminar 19 October

Cllr Smith **reported** on the planning seminar, held on 19th October, which covered three areas: (1) parish councils contributing to the planning process effectively; (2) upcoming developments; and (3) progress of the Local Plan.

The Principal Planning Officer noted the value of parish council input, particularly due to their local knowledge and advised parish councils that planning application responses have most effect if they are concise, relevant and regarding material considerations, using the YDNPA Planning Citizen Portal.

Upcoming developments include a new Development Management Charter, a technical advice note in respect of lighting design to support the Dark Skies guidance; and guidance on Biodiversity Net Gain, a requirement for planning permissions although this will initially apply only to major developments.

A resume of the emerging Local Plan would include the proposals that all new housing should have a permanent residency clause and be permanently occupied, and that there should be less flexibility for barn conversions to be holiday homes.

The proposed development sites are being re-evaluated by the Local Plan Advisory Group and the shortlist of sites is expected to be published in January 2024, after which decisions on the sites are made in Spring 2024 and the report published in Summer 2024 for formal representation.

c. YDNPA: Autumn Parish Forum meeting 25 October

Cllr Robinson **reported** on the Autumn Parish Forum meeting, held on 25th October. Topics included Nature Recovery in the National Park including invasive non-native species and river water quality, and an update on the National Park Management Plan 2025-2029, whereby priority is given to tackle climate change and promote biodiversity. A Parish Council in the Western Dales also shared their experience of setting up a new village hall. There was also a discussion about how farmers can recycle the plastic used in the making of silage. As a result of his presentation at the meeting, the Council **agreed** to contact the Senior Wildlife Conservation Officer at the National Park as he may be able to offer advice for any future conservation projects in our parish.

d. Austwick Street Market Committee request to support road closure and to use the village greens on 27th May 2024

The Council had **received** a request by email from Mr Mark Stickland on behalf of the Austwick Street Market Committee, asking if the Council would consider supporting an application to North Yorkshire Council for a temporary road closure order for the centre of Austwick village on 27th May 2024 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 **agreed** that the Clerk should write the appropriate letter to Mr Stickland granting his requests.

e. proposed Swarth Moor peatland restoration works presentation

The Council had **received** communication from the Peat Project Officer of the Yorkshire Peat Partnership, led by Yorkshire Wildlife Trust, Sam Lewsey, regarding proposed peatland restoration projects at Swarth Moor, Helwith Bridge and the Dragons in the Dales project. Ms Lewsey had requested the opportunity to attend a Parish Council meeting to explain these projects. The Council was **informed** that this presentation would take between 20 to 30 minutes, whereas a brief talk would take 10 to 15 minutes, or less, depending on the number

of questions raised and would involve three people in attendance, including representatives from Natural England and the Dragons in the Dales project.

The Council **agreed** to invite Ms Lewsey and her two colleagues for a more detailed presentation at the Annual Parish meeting on 20th May.

f. Meeting of Settle and District Aid in Sickness Fund held on 15th November

The Chairman, Cllr Goold, **reported** that the Trustees had made only one small grant in the last year throughout the ten eligible local parishes and that the charity had, therefore, this year decided to award a donation of £400 to be divided between the three local foodbanks and a donation of £500 to Martin House Children's Hospice.

g. Proposal for an Austwick Environmental Advisory Group

The Council has **received** a proposal by Mr Cleverly to set up an Austwick Environmental Advisory Group, comprising a small group of residents of Austwick with an interest in improving the environmental situation in Austwick parish, inviting the Council to appoint one or more Councillors as representatives. The AEAG's main role would be to raise awareness and identify environmental issues in the parish, facilitate the securing of grants for new environmental projects in the parish, provide coordination and labour for any environmental work undertaken in the parish and liaise with the National Park Authority and other grant-awarding bodies.

The Council **agreed** to support the concept of forming such a community group but also **agreed** that a number of aspects, including both legal and financial, concerning how this group would relate to the Council, being a local government authority, would need to be considered in detail at a future Parish Council meeting. In the meantime, the Council also **agreed** for Cllr Robinson to make enquiries to the YDNPA Senior Wildlife Conservation Officer regarding ways in which the Authority has worked with community groups in other parishes and report back at the next Parish Council meeting.

6.8 To note actions regarding parish maintenance matters:

a. issues relating to NYC Highways

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

b. issues relating to YDNPA

The Council **noted** that no issues relating to YDNPA were reported.

c. lengthsman duties or parish maintenance matters

The Chairman, Cllr Goold, **reported** that the listed red telephone box will be repainted in the summer of 2024.

6.9 Finance

a. The Council **noted** the total balance of the HSBC current account on 30th November 2023 as £14,795.61.

b. The Council **ratified** the repayment of £156.50 to NYC as erroneously received credit.

c. The Council **approved** payment of £52.50 to Charlotte Wilkinson for 7 weeks of bus shelter cleaning.

d. The Council **approved** payment of £403.51 to Arthur J. Gallagher Insurance Brokers Limited for the annual renewal of the Parish Council insurance.

e. The Council **noted** the Lengthsman Services Report – comparison of budget versus actual costs to 30 November and **noted** the total for actual lengthsman services costs to be £6,800, an overspend of £500 to the current budget, as foreseen at the last Parish Council meeting. Cllrs Dewhirst and Goold **reported** on their recent meeting with the lengthsman discussing the budget for lengthsman services for the next financial year and the Council **agreed** to increase this budget to £6,800, ensuring adequate funding is available.

f. The Council **approved** payment to Craven Garden Care of £135.20 for maintenance on village greens; £325.20 for maintenance on village verges; £160.00 for maintenance on outlying verges; and £148.79 for miscellaneous grounds maintenance, all for October.

g.1 The Council **noted** the 2023-2024 National Salary Award for NJC employed staff;

- g.2 The Council **approved** payment of £358.80 to the Clerk as salary for November at the new rate of £14.95 per hour;
- g.3 The Council **approved** the back payments of salary to the Clerk to adjust to the new salary award for the months of April to October inclusive of £168.00.
- h. The Council **considered** the budget for the financial year 2024-2025 and **agreed** to set the expenditure budget at £14,436. The Council **resolved** to precept North Yorkshire Council, its Billing Authority, for £14,500, an increase of 7.4%, thereby setting a receipts budget at £14,644 for the year.
- i. The Council **considered** one other financial issue and **approved** payment to Craven Garden Care of £97.10 for maintenance on village greens; £441.00 for maintenance on village verges; £129.10 for maintenance on outlying verges; and £39.60 for miscellaneous grounds maintenance, all for November.

6.10 Correspondence received

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

6.11 To note and respond to items of information

- a. The Council **noted** the Parish Hall new audio visual system operational induction session, attended by Cllrs Goold and Robinson.
- b. The Council **noted** the YLCA White Rose Bulletins 20/10, 3/11, 17/11, 1/12; Law and Governance Bulletin October and November; training programme January to March 2024.
- c. The Council **noted** the Kirkby Lonsdale Coach Hire: winter timetable for services 580/581/81/82 between Skipton, Settle, Ingleton, Kirkby Lonsdale, and Lancaster.
- d. The Council **noted** the NYC invitation to join an introductory webinar about the Local Nature Recovery Strategy (LNRS) for North Yorkshire and York on 21 November; and the Household Waste Recycling Centre (HWRC) consultation until 31 January 2024.

6.12 Date and time of the Parish Council

The Council **confirmed** the date of the next Parish Council meeting as Monday 15th January 2024 to be held at Austwick Parish Hall at 7.30pm.

There being no further business to discuss the Chairman closed this meeting at 21.25

Marijke Hill
Clerk to the Council