

**Austwick Parish Council
Meeting 7 2019-2020 – Monday 13th January 2020
Minutes**

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

In attendance: 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:

Mr Graham Cleverly asked to participate at items 7.7c and 7.8d.

7.1 Apologies for absence: Craven District Council Cllr Carl Lis

7.2 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. Regarding Councillors' requests for dispensation Councillors **agreed** that the dispensation granted to Cllr Goold by resolution in minute 8.2b of meeting 8 2017-2018 applies to the matter now to be considered under item 7.6a1, namely the planning application for The Weaving Shed, Graystonber Lane.

7.3 Police, District and County Councillors' and YDNPA Reports:

PCSO Jayne Grace had sent a written police report, containing 3 incidents for the period between 29th November and 12th January, notably one RTC on the A65 with material damage only and one incident of a damaged vehicle tyre whilst parked on Clapham Road. There were no reports from the District Councillors, the County Councillor and the YDNPA.

7.4 Minutes of the Parish Council Meeting 6 2019-2020 (2nd December 2019)

The Council **resolved** that the minutes of the Parish Council Meeting held on 2nd December 2019 should be confirmed and signed by the Chairman, Cllr Goold, as a true and accurate record.

7.5 Matters from previous meetings not otherwise included on the Agenda

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

7.6 Planning

a. Applications

1. C/04/696 householder planning permission for erection of single storey rear extension and replacement of corrugated roof with blue slate roof, Sunny Dene, The Green, Austwick. The Council **agreed** to inform YDNPA that it has no comments to make.
2. C/04/47A householder planning permission for extension of existing living accommodation into garage/workshop; installation of 4 No. rooflights and alterations to windows and doors, The Weaving Shed, Greystonber Lane, Austwick. The Council **agreed** to inform YDNPA that it has no objection to this application but that, whilst The Weaving Shed is not itself a listed building, the Council believes that the criteria to be used in granting planning consent should be guided by the standards that would apply if it were so listed and 'conserved'. The Council also **agreed** to ask the planning officer that consideration be given to the proposed storage area and the all-glass window, both on the front elevation of the building; inclusion in the planning application of replacement of all windows and doors; and the four new 'skylights', which The Council **agreed** should be specified as 'conservation roof lights'.

- b. Decisions
1. 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.**
 2. CL339 proposal to erect temporary fencing on The Allotment (West Riding), Austwick: Section 38 of the Commons Act 2006. **not yet decided.**
 3. CL247 proposal for installation of peat bunds for restoration of the raised bog; installation of viewing platform and boardwalk; and construction of 3 mitigation ponds for great crested newts on Swarth Moor Common: Section 38 of the Commons Act 2006. **Not yet decided.**
 4. Planning Appeal - APP/C9499/W/19/3224518 C/04/643C and Planning Appeal: APP/C9499/Y/19/3224505 - C/04/643D/LB full planning permission and listed building consent for alterations to, and extension of single storey wing, Harden House, Austwick. **Not yet decided**
 5. C/04/148M full planning permission for erection of 8 No. dwellings and creation of new vehicular access to site at Land off Pant Lane, Austwick. **Not yet decided.**
- c. Additional and other planning matters
No additional or other planning matters were received.

7.7 **Parish matters other than maintenance**

- a. creation of a disabled parking space in the village centre
Cllr Dewhirst **reported** that the NYCC Highways Project Engineer had clarified that advisory disabled parking bays are no longer being installed and that all new disabled parking bays on the public highway must have a Traffic Regulations Order attached and are, therefore, enforceable. The Council **decided** it would not pursue the matter any further.
- b. advertising notices on road sign posts
The Council had reported that advertising notices have been put on road sign posts to NYCC Highways. The Council was **informed** that, despite the reply from NYCC Highways that the Manager of the caravan site has been instructed to collect the signs, or be incurred costs if not complying, more advertising notices have appeared. The Council **agreed** to notify NYCC Highways about these new notices, which can be found particularly on the road from Clapham to Bentham and from Buck Haw Brow to Giggleswick.
- c. plans for the Annual Parish Meeting on 6th April
The Council **agreed** that the same format as of last year's Annual Parish Meeting should be followed and that detailed organisational matters would be discussed at the next Parish Council meeting. The Council **agreed** to ask District Cllr Carl Lis to attend the next Parish Council meeting to participate in exploring whether the Annual Parish Meeting could include a presentation regarding CDC's Action Plan on climate change. Mr Graham Cleverly asked that this presentation might include CDC's present practices and policy on waste and recycling.

7.8 **Parish maintenance matters**

- a. removal of 'give way/50yds' road sign on junction Clapham Road/A65
The Council **noted** the reply from NYCC Highways that there have been no other works in the area nor is anything programmed at the moment for the road sign to be removed. The Council **agreed** to re-address this item at the Parish Council meeting of 15th July 2020.
- b. other issues relating to NYCC Highways
No other issues regarding NYCC Highways were reported.
- c. issues relating to YDNPA
There were no issues relating to the YDNPA reported.
- d. Graystonber Lane and Clapham Road conservation verges
Cllr Dewhirst **informed** the Council that he will explore the availability for a further grant from YDNPA for general maintenance of both verges in the next financial year. Mr Graham Cleverly asked the Council if it would consider the installation of a sign in both verges in order

to identify their 'conservation' status and thereby protect them. Cllr Dewhirst agreed to raise this in his approach to YDNPA for funding. Mr Cleverly also informed the Council that the bird boxes on the verges will be inspected soon.

- e. installation of warning dog fouling signs in the parish
Cllr Dewhirst **informed** the Council that the lengthsman will install the warning dog fouling signs in the four most persistent areas in the parish soon.
- f. other lengthsman duties or parish maintenance matters
The Council **acknowledged** all the clearing work on the verges on the Helwith Bridge Road that the lengthsman had carried out.

7.9 Finance

- a. The total balance of the HSBC current account on 31 December 2019 as £12,606.38 comprising £11,006.23 parish council monies and £1,600.15 AED funds was **noted**.
- b. Cllr Dewhirst **verified** the bank reconciliation for the 3rd quarter (October to December 2019) of the Finance Year 2019-2020 and **reported** that no issues were found.
- c. Receipt of £2.30 from ENW for two wayleave agreements on The Green was **noted**.
- 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 £32.40 for grass cutting on village verges; of £252.00 for maintenance on outlying areas; and of £45.00 for maintenance on the Clapham Road conservation verge; all for December.
- f. The Council **reviewed** the Lengthsman Services Report – comparison of budget vs actual costs and **noted** that the overall lengthsman services budget has been overspent by £334, largely owing to authorising the lengthsman to complete the remaining autumn maintenance work. The lengthsman services budget for the next financial year reflects this level of spending and was set at £6,300 by the Council at its previous meeting. The Council **reiterated** to transfer the unspent grant-aided conservation verge money to the next financial year.
- g. The Council **resolved** to set up a three year binding Long Term Agreement (LTA) insurance policy with Pen, thus reducing the annual premium by 5% and committing to keep its insurance policy with Pen at a fixed price for the period of the LTA. The Council **resolved** to approve payment of £330.00 to Came and Company for the annual renewal of the parish insurance.
- h. The Council **resolved** to approve payment of £228.90 to the clerk for salary for December 2019 of £74.92 for expenses for October to December 2019, including £11.99 for the annual web site domain name renewal.
- i. The Council **considered** one other financial issue: it **resolved** to approve payment of £99.98 to Craven District Council for the delivery of 4 boxes of dog waste bags to Crossleigh Stores. The Council **noted** that the new proprietors of the village shop will follow the agreed procedure in the future when dog waste boxes need to be ordered.

7.10 To consider NALC Legal Topic Note 22 and approve policy documents

The Council **considered** NALC Legal Topic Note 22 and **approved** the Grievance Policy and the Disciplinary Policy. The Council **agreed** to publish these two policies on its website.

7.11 Correspondence

The Council had not **received** items of correspondence.

7.12 Items of information

- a. The Council **noted** the presentations from the Yorkshire Dales National Park Management Plan Annual Forum, which included the Management Plan Progress; Socio-Economic Study of the National Park; Tees-Swale Nature Recovery Project; Restoring our Peatland; and Creating new Woodland.
- b. The Council **agreed** that it should respond to the YDNPA consultation on the new Local Plan and it will address a response to the two questions that may affect the Council at the next

- Parish Council meeting.
- c. The Council has **received** the route and marshall points for the Settle Half Marathon on 23rd February and it **noted** that this route is the same as last year's from Settle Swimming Pool via Stackhouse and Helwith Bridge to Austwick pavilion and back.
 - d. The Council **noted** the YLCA White Rose Update December 2019 Edition and Edition 1 dated 10th January 2020.

7.13 Date and time of the next meeting

The Council **confirmed** the date of the next Parish Council meeting as Monday 24th February 2020 at 7.30 pm at Austwick Parish Hall.

Marijke Hill
Clerk to the Council