

**Austwick Parish Council
Meeting 8 2018-2019 – Monday 25th February 2019
Minutes**

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

In attendance: Parish Clerk Marijke Hill.

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: There were no members of the public present at the meeting.

8.1 Apologies for absence: None received.

8.2 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.

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

PCSO Grace attended this part of the meeting and had sent a written police report, containing 14 incidents, for the period between 11th January and 23rd February, notably a Road Traffic Collision in Austwick which damaged a wall; the theft of a single axle trailer from a field near Wood Lane; the theft of a chain and lock from a gate at Crow Nest Road believed to be linked to the theft of four mountain bikes from Lawkland; and highway disruption issues with parking around the school area. Regarding these parking issues, PCSO Grace agreed to visit the school to discuss measures that the school could take to minimise any disruption related to parking issues around the school.

There were no reports from the District Councillors, the County Councillor and the YDNPA.

8.4 Minutes of the Parish Council Meeting 7 2018-2019 (14th January 2019)

The Council **resolved** that the minutes of the Parish Council Meeting, held on 14th January 2019 should be confirmed and signed by the Chairman, Cllr Peter Goold, as a true and accurate record.

8.5 Matters from previous meetings not otherwise included on the Agenda

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

8.6 Planning

a. Applications

The Council had not received any planning applications.

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. C/04/692 full planning permission for conversion of detached stone storage building to form a one bedroom local occupancy dwelling or holiday let, Little Barn, Fleet House, Wharfe. **Not yet decided.**
3. C/04/643F/LB listed building consent for alterations to sitting room fireplace comprising removal of existing surround, hearth and stove; re-model opening to correct size and install new surround, hearth and wood burning inset fire, Harden House, Holm Lane, Austwick. **Not yet decided.**
4. C/04/643G/LB listed building consent for insertion of new window to breakfast room to match the adjacent timber sliding sash windows, Harden House, Holm Lane, Austwick. **Not yet**

decided.

- c. Additional planning matters
No additional or other planning matters were received.

8.7 Parish matters other than maintenance

- a. update on 'First Responder' and CPR/first aid training meeting on Saturday 2nd February
The Chairman, Cllr Goold, **reported** that the meeting was well attended and that all three objectives have been fully achieved: approximately 20 people showed an interest in attending CPR/first aid training; four people showed an interest in becoming a 'First Responder' and Dr Colin Renwick volunteered to set up a self help training programme, assisted by some people with a medical background.
- b. building material at Swallow Barn
The Council **agreed** to continue to monitor the situation as building work is not yet completed and building rubble is removed on a regular basis.
- c. plans for the Annual Parish Meeting on 8th April
The Council **agreed** to a start time for the Annual Parish Meeting of 7.30 pm, preceded by the ordinary Parish Council meeting at 6.30 pm. The Council also **agreed** the items on the agenda and the list of the local groups and organisation invitees. Publicity will commence and invitations will be sent by 18th March.
- d. Dry Rigg & Arcow Quarry Liaison meeting with Tarmac and Horton in Ribblesdale PC
The Council was **informed** that a liaison meeting with Tarmac at Dry Rigg Quarry has been arranged for Monday 29th April 2019 and it **agreed** that the Council should be represented by Cllrs Tibbatts and Wiltshire.
- e. dog fouling: invitation from CDC Enforcement Officer to a site meeting
The Council had **received** correspondence from CDC's Interim Environmental Health & Clean Neighbourhoods Team Leader, Mr Richard Abdoolah that, as a new and effective approach to dog fouling enforcement, the Team would like to meet up with Parish Councillors to engage in a walk around the village to establish affected areas. The Council **agreed** that dog fouling is a persistent problem and that the clerk should arrange a site meeting.

8.8 Parish maintenance matters

- a. potholes on the Helwith Bridge Road
The Council was **informed** that it had still not received a reply from NYCC Highways to the request to carry out repairs to the two potholes that were missed out on the Helwith Bridge Road. The Council **agreed** to ask the clerk to contact NYCC Highways again and urge that this work is carried out without further delay.
- b. blocked drains between Helwith Bridge and Dry Rigg Quarry
The Council was **informed** that it had not received a reply from NYCC Highways Project Engineer Nik Goodman about the raised order for these gullies to be jetted and surveyed. The Council **agreed** to ask the clerk to contact NYCC Highways again and request when this work can be carried out. The Council also **agreed** that it would monitor the situation and report back in due course.
- c. assessment of the condition of parish road traffic signs
Cllr Dewhirst **informed** the Council about the completed survey of the condition of all parish road traffic signs. Three signs are in need of repair or replacement and the Council **agreed** that two more signs should be added to the list. The Council **decided** to ask the clerk to contact NYCC Highways to request attention to these signs after receipt of the updated list and photographs of their location.
- d. other issues relating to NYCC Highways
The Chairman, Cllr Goold, **informed** the Council about the lack of communication in

connection with the organisation of the 'Settle Half Marathon' on 3rd March from Giggleswick to Austwick Playing Fields and back. PCSO Grace had assured Councillors that NYCC has issued all necessary road closure notices and that the NYP Traffic Management Team will be present.

- e. maintenance on bridleway from the 'Cross Roads' to Wood End Farm at Wharfe
The Council was **informed** that the Area Ranger had conducted a site visit to Wood Lane in Austwick in December, but that the condition of Wood Lane at that time was such that, in the Area Ranger's opinion, it should not be submitted for resurfacing work in the next financial year. The Council **agreed** to monitor the situation and report back to the Area Ranger when the condition of Wood Lane justifies a further review.
- f. Graystonber Lane and Clapham Road Conservation verges
Cllr Wiltshire **informed** the Council that, together with Mr Graham Cleverly, all bird boxes have been checked and that some spare boxes have been installed in the Burial Ground off Clapham Road. Cllr Dewhirst **informed** the Council that he will continue to liaise with Mr Mark Hewitt, the YDNPA's Parish Wildlife Project Officer for obtaining a further grant for future maintenance work on the two verges in the next financial year.
- g. Oxenber and Wharfe Woods: outstanding maintenance work
The Chairman, Cllr Goold, and Cllr Tibbatts **informed** the council that some of the outstanding work in the Oxenber and Wharfe Woods, including the reinstatement and installation of a number of route way-markers and the resiting of the interpretation board at the eastern exit point of Wharfe Wood has been carried out. The Council **agreed** that further maintenance should be carried out before the large quota of visitors arrive, including the planting of a blackthorn hedge at the unwanted downhill path to Jop Ridding; the installation of a way-marker on the path route through Wharfe Wood and the removal of fallen branches in the area around the resited interpretation board.
- h. other issues relating to YDNPA
Cllr Tibbatts **informed** the Council that the fingerpost on Wharfe Road at Wharfe has collapsed. The Council **agreed** to ask the clerk to report this to the Area Ranger and arrange for its replacement.
- i. repairs to bus shelter railings
Cllr Dewhirst **informed** the Council that the Locality Budget Business Support grant from NYCC Cllr Ireton for £3,256 has been received and that the replacement works for the railings, at an estimated cost of £2,865 + VAT, is in progress. The Council **agreed** to accept the estimate from Mr Martin Pettiford for the repair work on the wall for £325 + VAT.
- j. repair/relocate waste bin on Wharfe Road/Flascoe Lane
Cllr Goold **informed** the Council about the reported red dog bin in disrepair at Tommy Bank Barn and the parishioner's request to replace this small bin with a full size bin and re-site this replacement bin at the junction of Town Head Lane with Wharfe Road on the grass verge. The Council considered this and it **agreed** to not pursue either at the present time.
- k. other lengthsman duties or parish maintenance matters
There were no other lengthsman duties or parish maintenance matters to report.

8.9 Finance

- a. The total balance of the HSBC current account on 31 January 2019 as £15,305.57 comprising £13,705.42 parish council monies and £1,600.15 AED funds was **noted**.
- b. The receipt of the Locality Budget Grant of £3,256.00 from NYCC for the refurbishment of the Austwick bus shelter was **noted**.
- c. The Council **resolved** to approve payment of £30.00 to Charlotte Wilkinson for 6 weeks of bus shelter cleaning.
- d. The Council **resolved** to approve payment of £45.00 to Austwick Parish Hall for hall hire on

- 3rd December, 14th January and 25th February.
- e. The Council **resolved** to approve payment of £15.00 to Church of the Epiphany PCC for advertisement in the Parish Newsletter.
 - f. The Council **resolved** to approve payment to Craven Garden Care of £603.00 for outlying verges and of £32.40 for Clapham Road conservation verge; both for January and February.
 - g. The Council **reviewed** Lengthsman Services Report – comparison of budget vs actual costs to February and **noted** that the overall budget has been slightly overspent by just £20.67. The Council **reiterated** to transfer the remaining unspent grant-aided money of £173.89 to the next financial year when work on the two Conservation verges will continue.
 - h. The Council **resolved** to approve payment of £11.99 to Cllr Ian Smith for annual web site domain name renewal.
 - i. The Council **resolved** to approve payment of £69.84 to the clerk for parish council annual web site hosting.
 - j. The Council **resolved** to approve payment of £74.99 to CDC for purchase of three boxes of dog waste bags.
 - k. The Council **resolved** to approve payment of £213.52 per month to the clerk for salary for January and February 2019.
 - l. The Council **reviewed** the parish clerk salary and **resolved** to increase it to NJC scale SCP 13 to £228.90 per month with effect from 1st April 2019.
 - m. The Council **considered** the appointment of the Internal Auditor for the Finance Year 2018-2019 and **resolved** to approve this appointment for a fee of £100.
 - n. The Council **resolved** to revise HSBC's bank mandate and authorise the bank to accept Cllr Sarah Wiltshire and remove former Cllr Kate Smith as signatories for the Parish Council. The Council **agreed** to ask the clerk to proceed.
 - o. The Council **considered** financial support to Settle Swimming Pool under Section 137 of the Local Government Act 1972 and **resolved** to approve a donation of £50.
 - p. The Council **resolved** to approve payment of £561.25 to Craven Garden Care for repairing the bench of £298.85, painting the bus shelter windows of £197.60, and bonfire work of £64.80.
 - q. To consider other financial issues: there were no other financial issues reported.

8.10 Correspondence

- a. salt bin replenishment by NYCC
The Council had **received** correspondence that the salt bin on Crummack Lane has been depleted. The Council **noted** that the clerk had requested NYCC that the salt bin should be replenished and that NYCC had added this request to its works list.
Cllr Wiltshire **reported** that there should also be a salt bin or salt heap at the top of Wharfe Brow. The Council **agreed** that some research should be carried out first before the Council could consider any action.

8.11 Items of information

- a. The Council **noted** the YDNPA Spring Parish Forum meeting on 14th May at Austwick Parish Hall. The Council **agreed** that representation at this meeting and possible topics for this meeting will be addressed at next Parish Council meeting.
- b. The Council **noted** the YLCA White Rose Newsletter January 2019 and its attachments.
- c. The Council **noted** the YLCA Proposed review of the Localism Act, Model Code of Conduct and Transparency Codes for the Council to consider and adopt in due course.
- d. The Council **noted** the CDC Public Consultation on the Proposed Main Modifications to the Publication Draft Craven Local Plan from 19th February to 1st April 2019
- e. The Council **noted** the YLCA White Rose Newsletter February 2019.

8.12 Date and time of the next meeting

The Council **confirmed** the date of the Parish Council Meeting as Monday 8th April 2019 at 6.30pm, immediately followed by the Annual Parish Meeting at 7.30pm at Austwick Parish Hall.

Marijke Hill

Clerk to the Council