

Giggleswick Parish Council
Minutes of Remote Meeting 2, held on 4th May 2021

15 Minutes for public participation session

There were no members of the public in attendance.

The Council noted that, pursuant to Section 243 of the Local Government Act 1972, meeting 1 was cancelled as the legal 3 clear days notice of time in the convening of this meeting was interrupted by the official period of mourning following the death of His Royal Highness, The Prince Philip.

- 2.1 Present:** Cllrs Perrings (Chairman), Jones (Vice-Chairman), Airey, Bradley, Coleman, Davidson, Ewin-Newhouse, and Greenhalgh.
In attendance: District Cllr David Staveley and Parish Council Clerk Marijke Hill.
Apologies received from Cllr Williamson.
- 2.2 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 any items on this agenda.
- 2.3 Minutes of the Parish Council meeting held remotely on 9th March 2021**
 The Council **resolved** that the minutes of the Parish Council meeting 12 held remotely on 9th March 2021 should be **confirmed** and signed by the Chairman, Cllr Perrings, as a true and accurate record.
- 2.4 Matters from previous meetings not otherwise included on the agenda**
 The Council reported no matters from previous meetings not otherwise included on the agenda.
- 2.5 Reports from County and District Councillor and North Yorkshire Police**
 District Cllr Staveley delivered the annual CDC report and reported that essential services, notably the refuse collection, continued running throughout the lockdowns. CDC distributed grants of over £40 million to over 2,500 local businesses but it recently took action against a small number of hospitality businesses for Covid breaches. CDC planted over 9,000 trees on its own land and had electric vehicle charging points installed in the Skipton Town Hall car park. The Government announced local government reorganisation would take place in North Yorkshire and CDC joined five other district and borough councils to put forward the East / West model. CDC agreed £150,000 funding for Settle Area Swimming Pool and will also underwrite up to £135,000 by way of a loan for the pool.
 Station Road has been resurfaced with a softer and therefore, quieter road surface.
 The Council **noted** that it had received the NYP incidents report from 6 March to 11 April and noted 35 incidents reported, notably a planned road police operation covering the local area.
 The Council also **noted** that it had received the NYP incidents report from 12 April to 4 May and noted 9 minor incidents reported.

2.6 Planning

a. The Council noted that it had no comments to make on the following applications

- 1 CDC: 2021/22541/HH – demolish existing garden room; new single-storey garden room, porch and log store; add first floor over dining room; dormer window to office; car port; infill arched link, Stonecroft, Tems Side.
- 2 CDC: Amendment 2020/22259/FUL – demolition of sports pavilion, construction of replacement sports pavilion, and other works, Giggleswick.
- 3 CDC: 2021/22607/HH – first floor extension to side of existing dwelling, 12 Sandholme Close.
- 4 CDC: 2021/22505/HH – to construct single garage, Little Barn, Back Lane.
- 5 CDC: 2021/22623/HH – single storey extension to rear of existing dwelling, Meadway, Station Road.
- 6 CDC: 2021/22586/LBC – Internal and external renovation to include roof lights and replacement door to rear, 6 Church Street.
- 7 CDC: 2021/22609/HH – two storey side extension with garden store, Rowan House, Buck Haw Brow.

The Council noted it had made a comment on the following application

- 8 CDC: 2021/22594/TCA – fell T1 Cypress, Bankwell, Bankwell Road. The Council **noted** comments that, whilst the Council had no objections to the felling of the tree, Councillors would ask that the consideration of possible nesting birds be taken.

b. The Council noted the following decisions

- 1 CDC: 2020/22285/FUL and 2020/22286/LBC – Conversion of existing and connected barn to form additional living space. Replacement windows to existing house. Repairs and painting of existing courtyard elevations. New green house in garden, Close House, Dallicar Lane. ***Granted***
- 2 YDNPA: C/31/663- Full planning permission for change of use of existing agricultural building to joiners workshop, Stackhouse Farm, Stackhouse. ***Approved conditionally***
- 3 CDC: 2021/22472/HH – single storey rear extension; demolition of outbuilding, 1 Southend, Raines Road. ***Granted***
- 4 YDNPA: C/31/88E – householder planning permission for replacement of window with french doors to east elevation; erection of open covered porch to front door and addition of first floor above garage to provide additional storage area, Belfield, The Mains. ***Approved conditionally.***
- 5 YDNPA: C/31/648A – householder planning permission to extend existing conservatory across rear of dwelling to form porch and utility area, 3 Meadow Rise. ***Approved conditionally.***
- 6 CDC: 2021/22571/CND – Application to discharge condition no's 3 (remedial strategy) and 8 (materials) on planning permission referenced 2018/19695/FUL granted 23 October 2018, Land South Of Station Road. ***Split decision as the validation report is still to be submitted.***
- 7 CDC: 2021/22541/HH – demolish existing garden room; new single-storey garden room, porch and log store; add first floor over dining room; dormer window to office; car port; infill arched link, Stonecroft, Tems Side. ***Granted.***

c. Other planning matters

1 development on land south of Station Road

The Council was **informed** that development has started on the land south of Station Road and parishioners' concerns have been received. The Council had contacted CDC's Planning Enforcement and a site visit was made by the case officer. CDC's Environmental Health has not expressed any concerns in the developer's Remedial Strategy that are 'out of the ordinary' for this site and CDC would expect the details and recommendations in the Remedial Strategy to be fully adhered to by the developer. CDC has received an application to discharge the Remedial Condition, referenced 2021/22571/CND – application to discharge condition no's 3 (remedial strategy) and 8 (materials) on

planning permission referenced 2018/19695/FUL granted 23 October 2018 and the Council **noted** that CDC has granted a split decision, as the validation report is still to be submitted.

The Council was further **informed** that parishioners had raised concerns regarding soil taken from the site and stored on the adjoining farm in respect of potential contamination. District Cllr Staveley will contact Enforcement Planning and make enquiries as to how the storing of contaminated soil relates to the discharge of the conditions. The Council **noted** that CDC intends to monitor the site on a regular basis.

2 building and excavation work at Otters Rise, Bankwell Road

The Council **ratified** the decision to report the continuing building of a boundary fence at Otter Rise to CDC's Planning Enforcement, asking if this was permitted development. The Council **noted** the reply from the Enforcement Team Leader that the owner assured CDC that the fence will be completely wooden when finished with no concrete on show and that the officer will review the situation when the fence is finished. The Council **agreed** that the construction of this fence is not shown on any plans nor was the query of whether this is permitted development answered and District Cllr Staveley will make further enquiries.

3 CDC's Parish Liaison Meeting: Planning Development Session, 24 March

The Council was **informed** that the Independent Planning expert provided a response to a number of key issues submitted by Parish and Town Councils. CDC undertook a Peer Challenge from the Local Government Association in September 2020, which produced a feedback report and found a number of problems with the current delivery of the Planning Service and set out a range of recommendations for improvement.

2.7 **Reports and updates regarding parish maintenance matters**

a. Harrison Playing Fields:

- Regarding the placements of signs, particularly 'keep dogs on lead' signs the Council was **informed** that these are not enforceable. The Council **agreed** to discuss this item with members of the HPF Working Group.
- Regarding the placement of an additional bin, Cllr Perrings had send a map of the exact location near the entrance / exit at the south end of the Lower Fellings. District Cllr Staveley enquired if the Council would consider swapping this bin for the one at the top end in the children's play area. The Council **reiterated** its decision to place an additional bin near the entrance to Bankwell Road as indicated on Cllr Perrings' map. District Cllr Staveley will proceed and also continue to address the issue of having all waste bins on the Harrison Playing Fields emptied by CDC.
- Cllr Coleman **informed** the Council that he had discussed the Action for Climate Emergency proposal for tree planting on the HPF with a YDMT Officer who had volunteered to draw up some suggestions for developing, including funding options by the Woodland Trust or the YDMT. District Cllr Staveley will ask for funding opportunities from CDC.
- The Council **agreed** that the matter of placing additional benches should be discussed with members of the HPF Working Group.
- Regarding the proposal to divert the PROW away from the rugby pitch to the new footpaths, mainly for public health reasons, the Council was **informed** that the cost of such would be between £4,000 and £6,000. As opposing opinions regarding this matter remained the Council **agreed** to wait until it can approach a newly elected County Cllr to assist with the Parish Council's pre-application discussions with the NYCC Diversion Officer.
- The Council **ratified** the decision to replace the rotten right-hand post of the gate into the Middle Fellings as a matter of urgency for £155 + VAT. The Council **noted** that Hartlington Fencing has completed this work.

- The Council was **informed** that part of the wall on the HPF side of Raines Road, opposite Eshtons, has been knocked down by a NHS vehicle. The Council **agreed** to contact Castleberg Hospital with a view to getting the wall repaired and paid for by NHS insurance.

b. street lighting:

There were no street lighting matters reported.

c. reply from Giggleswick School to Council's request for two footpaths improvements

The Council had contacted Giggleswick School if they would consider improving two footpaths. It **noted** the reply that the School will have a look at the Lords footpath and it is possible that this may be something which is improved as part of any development on the adjoining site.

The Council also **noted** the reply that the Glebe Field is another area where the School is currently considering longer term options. The School is conscious of the requirement to provide a right of way across this space and will engage with the Parish Council once their plans are more developed.

d. maintenance on PROW between the sports fields of Settle college and the football club

Maintenance on this PROW had been reported to NYCC Paths in August 2020 and the PROW was refurbished. The Council was **informed** that some parts of the PROW have been washed away again, leaving it heavily rutted and very unstable. The Council **agreed** to contact the NYCC Footpaths Officer asking to refurbish this very popular PROW, part of the Ribble Way, again.

e. parishioners' concerns about road junction Bankwell Road-Raines Road

The Council had **received** correspondence from a parishioner that vehicles are parked on the verge at Beggar's Wife Bridge, restricting visibility for vehicles turning left from Bankwell Road to Raines Road. The Council **agreed** to contact NYCC Highways and ask if 'no parking' signs on the grass verge could be installed.

f. Other issues relating to NYCC Highways

No other issues relating to NYCC Highways were reported.

2.8 Reports and updates on parish matters other than maintenance

a. VAS Working Group Report

The Council **noted** that a site meeting had taken place with the NYCC Senior Engineer to discuss possible locations for a VAS unit. Cllr Williamson had reported that there is nowhere obvious to site a VAS on an existing post on the B6480. An ideal site for a mains-fed VAS would be on LP 46 mid way Bankwell Road. A battery operated VAS could be installed opposite the entrance to the Eshton's Pavilion on Raines Road. The cost of a VAS, permitted by NYCC is approximately £3,000 and can be set to 20mph or 30mph. The Council **agreed** to await the outcome of the follow up meeting with the members of the VAS Working Group, discussing each PC's position and how to proceed. District Cllr Staveley will contact Horton-in-Ribblesdale PC and ask further information regarding the purchase and installation of the VAS they had purchased and installed.

The Council was informed that the Senior Engineer had noticed that the 20 mph roundels on Raines Road have worn away and cannot be seen properly. The Council agreed to contact NYCC Highways asking them to refresh these road markings and adding a 20mph roundel at the top of Belle Hill.

b. allotment allocation to parishioners on plots in Settle

The Council had made further enquiries to Settle Town Council following their reply not to offer plots to non Settle residents in the future, but to allow existing non Settle residents to retain plots. The Parish Council had re-opened the dialogue with STC Officers in order to find a way forward that would result in Giggleswick parishioners being allowed to go on STC's waiting list for an allotment

plot on one of the two sites in Settle. The Council **noted** the reply from STC that the Allotment Committee will discuss this at their next meeting.

c. telephone kiosk

The Council **noted** that the Long Preston Heritage Group has suggested to link the kiosks of Giggleswick, Settle, and Long Preston to form a trail in order to boost tourism.

The Council was **informed** that the damaged corkboard in the telephone kiosk should be replaced with some all-weather pin board material. The Council **resolved** to purchase a piece of 74 cm by 127 cm, fixed with EvoStik for £190.80.

d. increased number of HGVs using Brackenber Lane

The Chairman, Cllr Perrings, **reported** on the increased number of HGVs using Brackenber Lane and the Council **agreed** to monitor the situation.

e. suggestions for commemoration of Richard Welch

The Council **agreed** that Members should come forward with suggestions, which would then be discussed at a Parish Council meeting.

f. defibrillator

Cllr Jones **informed** the Council that diocesan permission has been received for placing the defibrillator in the Lych Gate. The Council **resolved** to purchase a Defib Safe 2 cabinet from Wel Medical for £399 + delivery and VAT.

The Council **agreed** to make enquiries who would be responsible for the electrical installation of the new cabinet and the Clerk will liaise with Cllrs Jones and Williamson once the Purchase Order has been sent.

Once the new cabinet is installed the Council is to arrange the removal of the redundant cabinet at Puddlecroft and Cllr Williamson will contact Giggleswick School.

2.9 Financial Matters

a. The Council **approved** the Financial Statements, including the bank reconciliation to 30 April 2021 and it **noted** the total balance of all accounts as £32,433.94, of which £7,256.05 in revenue and £25,177.89 in capital funds.

b. The Council **ratified** the decision to approve payment of the following accounts:-

- YLCA of £427.00 for membership 1 April 2021 to 31 March 2022
- Play Safety of £936.00 for RoSPA Risk Assessment Reports
- Conservefor of £849.60 for widening of existing squeeze into HPF
- clerk's salary for April 2021 of £499.20
- clerk's expenses for Q4 January to March 2021 of £182.55

c. The Council **resolved** to approve payment of the following accounts:-

- NYCC of £3,425.56 for street light energy 2020-2021;
- clerk's salary for May 2021 of £499.20;

The Council **noted** receipt of £11,000 from CDC as first instalment of the precept.

d. The Council **ratified** the decision to approve the following papers for the Finance Year 2020-2021:

- summary of payments and receipts;
- annual accounts 2020-2021 vs annual accounts 2019-2020;
- bank reconciliation.

e. The Council **approved** the Explanation of Variances for the Finance Year 2020-2021.

2.10 Reports on or notice of meetings of other bodies

- * YLCA: High Court judgement on the continuation of remote meetings
- * thank you letters received from: Freda's Community Play Group; Citizens Advice Craven and Harrogate Districts; Giggleswick PCC; and Settle Area Swimming Pool
- * Friends of the Dales: protection of the verges
- * CDC: Statement of Licensing Policy consultation 26/4 to 7/6; public toilets Risk Assessment; letter from the Monitoring Officer 28/4;
- * Citizens Advice Craven and Harrogate Districts: invitation to lunch with CACHD webinar, 23/3
- * YLCA: White Rose Update 19/3; 1/4; 23/4; Training e-bulletin 12/03; 26/3; 16/4; 30/4; Webinar Sessions: Are you getting the most out of the technology available to Local Councils? – Cloudy IT Monday, 15/3; 'Off to a flying start', 20/3; Spreading your wings, 23/3; Managing council employees: Conducting appraisals, 30/3; various finance related training courses; Financial Internal Controls and review of the effectiveness of Internal Controls, 6/4; Annual Governance and Accountability Return (AGAR) Assertions Training (For Councillors), 7/4; Managing council employees: How to address capability 13/4; Local councils and CCTV Systems – getting data protection right – Breakthrough Communications 15/4; Councillors discussion forum 25/3; 8/4; 29/5; NALC Chief Executive's Bulletin 23/4; 30/4; webinar training programme May; Law and Governance Bulletin 30/4; DCMS Rural Broadband consultation until 25 May;
- * Rural Services Network: the Rural Bulletin 16/3; 23/3; 2/3; 30/3; 7/4; 20/4; 27/4; Rural funding digest, April edition
- * Community First Yorkshire: community led housing workshop 6 May
- * Clerks & Councils Direct, Issue 135, May 2021

2.11 Reports / comments on other matters for information only, or for inclusion on a future agenda

- a. Cllr Greenhalgh reported a two days closure of the B6480 up Buck Haw Brow, possibly for works at the quarry entrance.
- b. Cllr Coleman reported that the contract for the Settle Pool extension and refurbishment works has gone to tender this month and that the contractor will, hopefully, undertake this work over the summer.
- c. Cllr Bradley suggested that the Risk Assessment Report should be discussed with members of the HPF working group.
- d. Cllr Ewin-Newhouse enquired if the Parish Council had received any feedback from the support letter it had sent to NYCC in February encouraging them to finalise the necessary wayleave to enable B4RN to progress high speed broadband in Stackhouse and beyond.
- e. Cllr Jones proposed to include an agenda item at the next Parish Council meeting regarding the piece of land between the Riverside Path and Lords Playing Fields.

- 2.12 The Council **reviewed** the subsistence of the delegated powers and it **resolved** to reconfirm that the clerk and RFO is empowered to do anything expedient and necessary to ensure the continuous business of the Council, and to deal with mandatory undertakings in order to prevent the authority from incurring liability during the period that the delegation is applicable under the Local Government Act 1972, Section 101.

The Council **noted** that these delegated powers would be exercised by the clerk and RFO only after consultation with the Chairman, Cllr Perrings, and the Vice-Chairman, Cllr Jones, and that all decisions and actions taken would be reported to all Councillors in a timely manner and would be minuted for ratification at the next meeting of the Council.

2.13 Date and time of the next Parish Council Meeting

The Council **noted** that the Government has not extended the legislation that would allow the Council to meet remotely after 6th May 2021 and also that the application to the High Court was dismissed. The Council **considered** the options for a venue to hold the next Parish Council meeting

and it **decided** to accept the PCC's offer to hold a face-to-face meeting in St Aldelda's Church on 8th June at 7.30 pm. The Council **agreed** to comply with the Government's 'safe workplace guidelines' and a Risk Assessment will be completed. The Council **decided** to cancel its subscription with Zoom Inc.

There being no further business to conduct the Chairman closed the meeting at 21.26 hours.

M. Hill

Clerk to the Council