

MINUTES OF THE MEETING OF GIGGLESWICK PARISH COUNCIL HELD ON THE
9th October 2018

15 Minutes for public participation session

There were two parishioners in attendance. Mr Tony Carroll informed the Council that, in his opinion, a leaflet would be an appropriate way to get people to respond to speed issues on the B6480. This item was further discussed at Minute 192.5.

Ms Catherine Adams raised three issues. Ms Adams asked the Council if it would consider the provision of an allotment. This item was further discussed at Minute 192.9. Ms Adams informed the Council that the faulty street light, attached to 11 Church Street, leaves that stretch of road very dark. This item was further discussed at Minute 192.3. Ms Adams also asked the Council if it would consider action regarding vehicles not giving way where they should at the narrow part of Church Street, opposite the now closed village shop.

186. Present

Cllrs Jones (Chairman), Airey, Bradley, Coleman, Davidson, Greenhalgh, Williamson and with the Clerk in attendance. Apologies have been received from Cllrs Perrings, Ewin-Newhouse and County and District Cllr Welch.

187. Declaration of Disclosable Pecuniary and Other Interests

Cllrs Greenhalgh and Williamson declared a Personal Interest in item 191.1.b: planning application 2018/19720 at Holly Bank, Bankwell Road.

Cllr Jones declared a Personal Interest in item 191.1.c: planning application 2018/19757/HH at 6 Sandholme Close.

188. Minutes of the meeting held on the 11th September 2018

The Council agreed to amend Minute 180.9 last sentence to: Cllr Bradley **presented** a draft information note for Tems Beck for circulation and further discussion at the next Parish Council meeting. The Council then **resolved** that the minutes of the Giggleswick Parish Council Meeting held on 11th September 2018 should be confirmed and **signed** by the Chairman, Cllr Jones, as a true and accurate record.

189. Reports from District and County Councillor and the Police

There was no report from District and County Councillor Richard Welch. PCSO Grace had sent a written police report and between 10 September and 4 October, 12 incidents were recorded: two incidents for theft and burglary, four Highway incidents and RTCs, three incidents of crime violence, one concern for safety and two incidents of Anti Social Behaviour.

The Community Messaging Craven was circulated.

190. Matters from previous Meetings not otherwise included on the Agenda

The Council was **informed** that the new goal has been ordered, but has not been delivered yet.

191. Planning Applications:

191.1 Received:

- a. CDC: 2018/19695/FUL – development of four dwellings (pursuant to outline approval 2017/18744/OUT), land south of Station Road. The Council **objected strongly** to this planning application on the following grounds.

The Council is extremely concerned about the contamination on this land and it feels strongly that all, but in particular the condition in outline approval reference

2017/18744/OUT that a Remediation Strategy shall be approved by CDC prior to the commencement of development, should be adhered to. The Council is also very concerned about the movement of contaminated ground, the management of dust from it, the replacement of new ground material and the vehicle movement that is needed to carry this out. The full objection comments are attached to these Minutes.

- b. CDC: 2018/19720 – to form parking bay in front garden adjacent to Bankwell Road including realignment of existing front boundary wall, Holly Bank, Bankwell Road. The Council **objected** to this planning application on the following grounds. Off road parking for Holly Bank was conditioned in planning application decision 31/2007/8223 at the rear of the property. Therefore, there seems not to be a need for a parking bay at the front of the property. The Council is of the opinion that the creation of a tarmac parking area off Bankwell Road of 2.5 metres deep and 14.5 metres long is not in keeping with and will not blend with the historic origins of what was, not too long ago, just one dwelling and it is concerned that this will spoil the appearance of Belle Orchard, Holly Bank and Holly Bank Cottage. The Council is also concerned about the access from the parking area onto the narrow Bankwell Road with traffic, often at speed, travelling towards Belle Hill and Church Street.
- c. CDC: 2018/19757/HH – two storey rear extension, 6 Sandholme Close. The Council **decided** to make the following comment on this planning application: The Council would like to encourage CDC to request the applicants to consider incorporating integrated wildlife boxes within this extension with a view to helping reduce the decline of species like bats, swifts and house sparrows.

191.2 Decisions

The following decision has been **notified** by the relevant Planning Authority:

- a. CDC: 2018/19270/MMA – minor material amendment to original planning consent 31/2016/17348 to amend size and location of external openings; amend location of external wall materials; reduce size of plant room adjacent to the garage; remove chimney stack, site adjacent to Bankwell Road ***approved conditionally***

191.3 Other Planning Matters

- a. In relation to the Independent Examination Hearing Programme of the Craven Local Plan with The Planning Inspectorate, the Council was **informed** that Historic England was not intending to make representations at this hearing. The Council was also **informed** that CDC's Programme Officer is processing a request from Giggleswick School's representative at the Hearing, Turley, to remove the Appendix 1, related to the Glebe Field from their original representation. The revised document will otherwise remain unchanged. The Chairman **reiterated** that the Local Green Spaces will be debated on Hearing Day 10 on 25th October in Skipton.
- b. Following the notification of item 2018/19270/MMA on Planning Committee meeting on 24 September, this planning application was ***approved conditionally***
- c. The Council had no comments on CDC: SNN/00872 application for Site Adjacent to Bankwell Road with a proposed name of Otter Rise.

192. To receive reports and reach decisions on various village matters.

192.1 The Harrison Playing Fields

- The Council has not received the wording for the safety signage.

- The Council had **received** a batch of dog fouling signs from CDC and Cllr Greenhalgh will put up as many as possible, particularly in and around the children's playing area.
- The RoSPA Safety Inspection Report 2018 had been circulated and Cllrs Perrings and Jones had **arranged** a site meeting to discuss any maintenance issues, which will be reported to the Council at the next meeting.
- the Council had sent an email to Countrywide Grounds Maintenance about two issues regarding the grass cutting contract. The Council **considered** the issue regarding some areas of unfinished grass cutting in September and it was **informed** by CGM that this issue was corrected and all the areas were covered appropriately.
- The Council had **received** a further invoice from CGM for grass cutting in October. The Council **considered** this issue with CGM and it was **informed** that CGM had agreed in the contract to cut the fields and grass verges 16 times per annum for £3,300 + VAT. However, CGM had divided the total agreed sum by 7 months, irrespective of the number of visits. So far, the Council has paid 5 monthly payments for just 8 visits. The Council **decided** to withhold payment for the remaining 2 months pending a reply from CGM to clarify this issue.
- The Council **agreed** that the adult outdoor fitness brochure should be circulated.

192.2 village verges: to receive quotation regarding the removal of vegetation on Raines Road verge and on Bankwell Road

The Council **considered** the quotation received from Mr Michael Briggs for the removal of vegetation on Raines Road and Bankwell Road for £1,100.00 and it **decided** to accept this quotation.

192.3 street lighting matters

The Council was **informed** that NYCC had removed the old lights LP 46 and LP 47, but that the wooden posts will not be removed because there are still ENW overhead power lines attached to these posts.

The Council was also **informed** that LP45 on Bankwell Road has been repaired, but LP10 on Church Street is irreparable and a new wall bracket and 20W LED lantern to the side of the property is recommended at a cost of £385.00 + VAT. As this street light is attached to a private property, the Council had contacted the owner to get consent to carry out this work and verbal confirmation was received. The Council **agreed** that the clerk should contact NYCC to carry out this necessary work as soon as possible.

192.4 future use of telephone kiosk

Cllr Williamson **reported** that the three panels should be installed soon. The one perspex window panel at the back of the kiosk is a non-standard one and will be covered to ensure a weather proof kiosk. The Council **agreed** that the clerk should contact the Primary School and enquire if the shelf should be retained or removed.

192.5 to consider action regarding request for speed limit on B6480 from Hart's Head Hotel

The Council had **received** a draft text for a leaflet by Mr Tony Carroll for circulation to local residents regarding the request for a speed reduction on the B6480 from the Hart's Head Hotel. The Council **agreed** that Cllr Bradley should finalise the text and include a short questionnaire inviting feedback on speed limit options.

The Clerk had contacted Settle College, Giggleswick School and the Golf Club to request their views on this matter and the Council had received a reply from Mr Fergus Ogilvie from Giggleswick School, favouring a speed reduction.

- 192.6** to consider to install ‘keep clear’ road markings on Church Street and approve payment to NYCC Highways of £221.00
 Cllrs Bradley and Greenhalgh **reported** that a site meeting with Mr David Cairns of NYCC Highways had been arranged. Mr Cairns had explained the lengthy and costly process required for the installation of double yellow lines and he had suggested ‘keep clear’ markings instead; the cost of such markings would be £221.00. The Council **agreed** that this should be accepted and it approved the payment of £221.00 to NYCC Highways.
- 192.7** to receive reply regarding missing 20mph sign on Belle Hill and discuss further action regarding road markings
 Regarding the missing 20mph sign the Council had **received** a reply from NYCC Highways that there was no sign installed on the ‘Village Centre’ post and no plans to put one up as it would cause confusion for users of the main road.
 The Council **considered** further action regarding speeding on Belle Hill and it decided to report Belle Hill to North Yorkshire Police Traffic Bureau. The Clerk was asked to fill in the form.
- 192.8** to discuss draft Tams Beck Maintenance Management plan
 The Council **agreed** that the information note should be approved and it **considered** options to inform residents, in particular riparian owners. These options, notably a specific meeting with riparian owners and the installation of an information board, will be further discussed at the next Parish Council meeting.
- 192.9** to consider request for an allotment
 The Council had **received** a request for an allotment and it agreed that this item should be carried over to the next Parish Council meeting.
- 192.10** to approve Model Standing Orders 2018
 The Council **resolved** to approve the Model Standing Orders 2018.
- 192.11** to consider the development of a village twitter account
 The Council **agreed** that this item should be further discussed in due course.
- 192.12** to consider the purchase of a Christmas tree
 The Council **agreed** that the Clerk should ask for a quotation for the purchase of a Christmas tree to be approved by Councillors prior to the next Parish Council meeting.
- 193. Financial Matters**
- 193.1.** Financial Statement to 30 September 2018
 The Council **resolved** to accept the Financial Statements to 30th September 2018.
- 193.2** to receive Section 3 – External Auditor Report and Certificate 2017-2018
 The Council **noted** that no issues have been found on Section 3, the External Auditor Report and Certificate 2017-2018.
- 193.3** The Council **approved** payment of the following accounts:
- | | Net | VAT | Total |
|--|-----------|---------|-----------|
| NYCC (street light: erection of 2 columns) | £1,089.90 | £217.98 | £1,307.88 |
| PKF Littlejohn LLP (external audit fee) | £ 200.00 | £ 40.00 | £ 240.00 |

M. Hill (Clerk's salary)	£ 438.12
M. Hill (Clerk's expenses Q2 July – September)	£ 146.07
NYCC Highways ('keep clear' markings on Church Street)	£ 221.00

received:

second instalment of parish precept £12,500.00

The Council resolved to withhold the following two payments:

Countrywide Grounds Maintenance (Sept.)	£471.43	£94.29	£565.72
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The Clerk was **authorised** to transfer the sum of £10,146.93 from the HSBC Bank account to the Skipton Building Society Account.

193.4 to note Notice of conclusion of audit Annual Governance & Accountability Return 2017-2018

The Council **noted** the Notice of conclusion of audit 2017-2018.

193.5 to receive update on registration for internet banking

The Council had **received** a letter from HSBC requesting confirmation that the Parish Council agreed that the clerk could set up the Business Internet Banking service and that it accepted that the Primary User would have access to the accounts online and be able to make payments. The Council **agreed** that the clerk should send the minute of the meeting in which it agreed to set up Internet Banking. It also **reiterated** that, whilst accepting the Bank's terms and conditions that the Primary User would be able to make payments, under the Council's Financial Regulations, the clerk would have access to the accounts on a 'read only' basis, until such time that the Council decides otherwise.

193.6 to verify bank reconciliation and bank statements for Q2 of Finance Year 2018-2019

Cllrs Bradley and Coleman **verified** the bank reconciliation and bank statements for the second quarter of the Finance Year 2018-2019 and **reported** that no issues have been found.

193.7 The Giggleswick Charities: to receive bank form to update information; to request annual 'penny bun' donation; to pay invoices relating to Evening Reception

The Council **agreed** that this item, with the exception of the request for the annual 'penny bun' donation, should be discussed with the trustees of the Giggleswick Charities.

194. To receive reports on or Notice of Meetings of Other Bodies.

- * YDNPA: cancellation of all Parish Forum Meetings
- * NYCC: restricting disruption to events booked
- * Royal Mail: awareness of scam mail poster
- * CDC: Budget Consultation 2018/2019 until 14 October 2018
- * CDC: Review of polling districts, polling places and polling stations 2018/2019 consultation until 23 November
- * NYCC: TEE O&SCTtee Vehicle Activated Signs Review
- * Craven and the First World War Project: new WW1 exhibition at Skipton Town Hall, 26 October to 24 November
- * YLCA: Craven Branch Meeting, 3 October 2018, Kilnsey
- * Library Theatre: village events 2019

- * Images by hand: parish map
- * NALC: chief executive's bulletin: 24 September; 28 September;
- * Rural Services Network: The Rural Bulletin 18/09; 25/09; 02/10; 09/19; Rural Funding Digest: October
- * Play Ground e-brochures and flyers from: Glasdon; Earth Anchors; Realise Futures Eco Furnitures;
- * NYCC: apply to join the North Yorkshire Local Access Forum poster

195. To determine any Matter not included on this Agenda which the Chairman considers must nevertheless be addressed as a matter of urgency.

There were no matters as a matter of urgency reported.

196. To receive reports/comments on other matters for information only, or for inclusion on a future Agenda

There were no reports or comments on other matters reported.

197. To confirm the date of the next parish council meeting

The Council **confirmed** the date of the next Parish Council Meeting as Tuesday, the 13th November 2018 at 19.30 hours (7.30pm) in the Parish Rooms.

There being no further business to transact the Chairman closed the meeting at 21.50 hours (9.50pm).

M. Hill
Clerk to the Council