

Giggleswick Parish Council
Minutes of Remote Meeting 7, held on 13th October 2020

15 Minutes for public participation session

Settle Town Cllr Taylor joined the meeting to find out if Giggleswick Parish Council would consider pooling resources to provide a Pump Track or Skate Park type facility for the young people of Settle and Giggleswick as NYCC are not in a position to agree a lease to the Town Council to build a skate park on the area in front of the Swimming Pool because of the proposed Masterplan for the whole site. This issue was discussed further at item 7.8e.

7.1 Present: Cllrs Perrings (Chairman), Jones (Vice-Chairman), Airey, Bradley, Coleman, Davidson, Ewin-Newhouse, Greenhalgh and Williamson.

In attendance: the Parish Council Clerk with no members of the public.

Apologies for absence: County and District Cllr Welch.

7.2 Code of Conduct and Declaration of Interests

a. Cllr Bradley declared a possible pecuniary interest in relation to item 7.7a: tenders received for the footpaths improvement project on the Harrison Playing Fields.

Cllr Davidson declared a personal interest in relation to item 7.9d: invoicing NRRUFC for the hire of the Lower Fellings.

b. No requests were made for dispensation in connection with any items on this agenda.

7.3 Minutes of the Parish Council meeting held remotely on 8th September 2020

The Council **resolved** that the minutes of the Parish Council meeting held remotely on 8th September 2020 should be **confirmed** and signed by the Chairman, Cllr Perrings, as a true and accurate record.

7.4 Matters from previous meetings not otherwise included on the agenda

The Council **reported** no matters from previous meetings not otherwise included on the agenda.

7.5 Reports from County and District Councillor and North Yorkshire Police

There was no report from the County and District Cllr other than reported at items 7.7d, 7.7f and 7.7i. The Council **noted** the NYP Community Messaging (Craven) from 9 September to 13 October. The Council **noted** the NYP report, including 16 incidents between 29 August and 11 October, notably: four reports of burglary and theft; five reports of road related offence and RTC; five reports of concern for safety, domestic incident, civil dispute, and ASB nuisance; one report of animal concern; and one abandoned call.

7.6 Planning

a. Applications

The Council had not received any applications.

b. Decisions

1 Amendment to 2020/21660/FUL – partial removal of weir on the River Ribble, weir adjacent to Settle Sewage Treatment Works, Downstream Of The Road (A59), Settle ***granted***

2 YDNPA: C/31/662 – householder planning permission for erection of single storey rear extension to provide sunroom, 13 Yealand Avenue ***approved conditionally***

3 YDNPA: C/31/661 – householder planning permission for proposed dormer window and internal alterations to provide enlarged bathroom, 22 Yealand Avenue ***approved conditionally***

c. Other planning matters

- 1 The Council **noted** that it had no comments to make in relation to CDC's Draft Affordable Housing Supplementary Planning Document.
- 2 The Council had **received** correspondence from North Craven Heritage Trust (NCHT) regarding the government's recently published White Paper Planning for the Future and it **noted** that it had no comments to make.

7.7 Reports and updates regarding parish maintenance matters

a. Harrison Playing Fields:

- The Council **noted** that the Members of the HPF Working Group have not had a meeting.
- In connection with the footpaths improvement project the Council **decided** that a 2m wide footpath over a length of 150 m would be more suitable in order that people can pass on the track without having to step off it. The Council had **received** the tenders for the footpaths improvement project. The Council **decided** to discuss this wider option with Conservefor, whose tender was **accepted** by the Council and a site meeting will be arranged. Cllr Bradley **presented** a revised budget to reflect the wider option, as this has an impact on the quantities of building material to be purchased by the Council.
- Regarding registering the Harrison Playing Fields with Fields in Trust, the Council was **informed** that the Council would need to agree a Deed of Dedication with the Fields in Trust, which allows for ownership, management and maintenance to stay with the landowner as well as the commitment to protect the Playing Fields from development. The Council **agreed** that Cllr Coleman will act as its spokesperson and to invite the Fields in Trust Development Manager North, Jamie Leeson, to the next Parish Council meeting in order that this can be discussed further.
- The Council was **informed** that the Log Swing with Birds Nest Seat has been repaired.
- The Council was **informed** that the spring mechanism on the gates into the children's play area is working satisfactorily to keep children inside, whilst a 'latch and catch' mechanism could pose a hazard to children's fingers. The Council had also recently **received** the RoSPA Inspection Report, in which the Inspector had not identified any safety issues with any of the gates. The Council **decided** to not proceed and install a 'latch and catch' mechanism on the gates. The Council **agreed** to inform the parishioner who had raised concerns regarding the lack of latches on the gates.
- Regarding the wooden fitness trail project, the Council had **received** the quotation for three options from the Streetscape Area Manager. The Council **decided** to put this project on hold until completion of the footpaths improvement project.
- The Council had **received** correspondence from the owner of Park House that part of the garden wall, adjacent to the Harrison Playing Fields, had collapsed. The Council **agreed** that this damage could have been caused due to the growth and weight of the ivy that grew within the wall. The Council also **agreed** to assure the owner of Park House that it had not authorised or instructed any person to remove any ivy from the wall and that it has no responsibility for the repair of this collapsed wall. Councillors **suggested** that the owner may contact a number of local dry stone wallers and the names of three wallers, with whom the Council had done business in the past satisfactorily, will be forwarded to the owner.
- The Council had **received** the RoSPA Play Safety Inspection Report 2020 as well as the Routine Inspection Checklist. The Council **agreed** that the Report has not identified any safety issues to address immediately and that the HPF Working Group will arrange a site meeting to discuss the findings of the Report.
- The Council **resolved** to instruct the contractor to trim around the Harrison Playing Fields as of his quotation of £25 + VAT per man per hour.

b. street lighting:

The Council **noted** that the fault on NYCC street light column 4 on Sandholme Close has been passed on to their contractors.

The Council had **investigated** installing a solar powered street light as replacement of LP20 at Tems Side, however, as this would be installed on private land, the Council **decided** that this was not feasible. The Council **agreed** to inform the parishioner who had contacted the Parish Council about this matter and ask for his and other affected residents' views.

c. defibrillator NCPAD314 at Puddle Croft

The Council was **informed** that locating the defibrillator on the outside wall of the Parish Rooms would only be suitable as a short term solution. The Council **decided** to seek an alternative location for the defibrillator and the Council **agreed** to contact the Primary School in order that the defibrillator might be located in the telephone kiosk.

Cllr Williamson **reported** that the new set of electrode PADS has been installed. Cllr Williamson also **reported** that the defibrillator has been taken off line by Yorkshire Ambulance Service as the power supply to the cabinet is not working, possibly due to water in the transformer. The Council is awaiting a quotation for a new transformer and it **agreed** to have the electricity supply to the cabinet restored as soon as possible.

d. milestone at Buck Haw Brow

The Council had **contacted** County Cllr Richard Welch if he has budget to fund the repair of the tilted milestone on the B6480 between Mill Hill Lane and Huntworth Farm as NYCC Highways had reported that they are not carrying out any repair work. The Council **noted** County Cllr Welch's reply that he has asked NYCC Highways for clarification if they are responsible for looking after milestones as these are located on the highway and are listed structures. It would not be suitable for County Cllr Welch to finance the repositioning of the tilted milestone at Buck Haw Brow as the minimum allocation from the Members Locality Budget is £300. The Council **agreed** to await a further response from County Cllr Welch.

e. overgrowing large bush on Four Lane Ends

The Council had **reported** a large yew tree encroaching the road near Brackenber Bungalow at Four Lane Ends to NYCC Highways. The Council **noted** their reply that the Highways Officer had visited the area but could find the issues that were described as the vegetation is not encroaching into the road and that, therefore, the full road width is available to highway users. As such, NYCC Highways will not be carrying out any works at this time.

f. speeding issues on Bankwell Road

The Council **noted** that County Cllr Richard Welch has, again, raised concerns regarding speeding on Bankwell Road. County Cllr Welch has requested NYCC Highways that two speed tables should be installed and has offered to use some of the Members Locality Budget to help finance this. County Cllr Welch has asked for a site meeting with NYCC Highways Officers to discuss this matter further.

g. Tems Beck maintenance

The Council had **sent** its information note regarding maintenance on Tems Beck to the parishioner who had submitted a FOI request to CDC regarding clearing a section alongside Church Street. The Council **noted** the reply from the parishioner for this historical information but that he is still awaiting source information from CDC.

The Council had **received** correspondence from a riparian owner regarding a site meeting with members of NYCC Flood Management Team and a representative from CDC to discuss the rights and responsibilities of Riparian Owners and the condition of Tems Beck as well as the installation of a suitable drainage system to prevent flooding on Tems Street, including a soak away to prevent flood water from entering the Harrison Playing Fields area. The Council **agreed** to await the CDC representative's findings and advice regarding Riparian Ownership.

- h. PROW between the Settle College sports fields and the Settle United Football Club fields
The Council was **informed** that this PROW has been refurbished.
- i. sat nav issues on Paley Green Lane
The Council **noted** that County Cllr Richard Welch had contacted NYCC Highways to raise concerns that another incident has taken place when a HGV, travelling to Wigglesworth, got stuck on Paley Green Lane. County Cllr Welch would alleviate this problem by installing three 'Do Not Follow Sat Nav' notices, one opposite the Craven Arms pub, one on the turn off for the Lawkland/Eldroth turn and one at the Cross Streets pub turn off at Lawkland. County Cllr Welch would help finance two of these signs using the Members Locality Budget money. The Council **agreed** to await a further response from County Cllr Welch.
- j. Other issues relating to NYCC Highways
There were no other issues to report to NYCC Highways.

7.8 Reports and updates on parish matters other than maintenance

- a. speed reduction measures on B6480
The Council **noted** the reply from NYCC Highways Officers regarding speed reduction measures on B6480 that the Parish Council's email has been forwarded to the newly appointed Improvement Manager who will look into the concerns raised from a fresh view point, chase up any proposals put forward by the former Improvement Manager for consideration and contact the Council directly. The Council **agreed** to await NYCC Highways' response and report back at the next Council meeting.
- b. access over Settle United Football Club land to the river Ribble
The Council was **informed** that a site meeting had taken place with Cllr Davidson, who **reiterated** the Council's position that Settle Utd AFC has every right to limit the access across their land. Settle Utd AFC will be reinstating the wall as soon as possible in order to prevent a further increase in dog fouling issues on their playing fields.
- c. Local Government re-organisation
The Council **noted** that it had received the presentation from NYCC, setting out its position to form two councils: one for the City of York and one strong single unitary council for North Yorkshire, working in a stronger partnership with town and parish councils and parish meetings.
The Council also **noted** that it had received the presentation from CDC, setting out the county's seven district and borough councils position to create an 'East-West model': one new council would serve communities in Ryedale, Scarborough, Selby and York; and the other new council would serve communities in Craven, Hambleton, Harrogate and Richmondshire.
- d. The Public Sector Bodies (websites and mobile applications) (no. 2) Accessibility Regulations 2018
The Council was **informed** that the current website provider, Squarespace.com, is unable to convert the Council's website to comply with the Public Sector Bodies (websites and mobile applications) (no. 2) Accessibility Regulations 2018. The Council had asked a quotation from Create.net and it **resolved** to accept their quotation to build a new website to comply with many of the requirements of the new regulations for £250. The Council **decided** to subscribe to the Website Builder package for £6.99 per month or £69.84 per year.
- e. pump track or skate park facility
The Council **considered** providing a Pump Track or Skate Park type facility for the young people of Settle and Giggleswick and it **noted** that the only piece of land it has in ownership is the Harrison Playing Fields. The Council **agreed** that it has other recreational plans in the pipeline. Therefore, the

Council **decided** to contact Settle Town Council and **reiterate** its decision that it will not provide a pump track or skate park type facility on the Harrison Playing Fields.

7.9 Financial Matters

- a. The Council **noted** the Financial Statements, including the bank reconciliation to 30 September 2020 and **verified** this.
- b. The Council had **received** the External Auditor Report and Certificate (Section 3 of the AGAR) for the Finance Year 2019-2020 and it **noted** the Notice of Conclusion of Audit.
- c. The Council **approved** payment of the following accounts:-
 - G.A. Hewitt and Son for grass cutting HPF in August of £336.00;
 - Wel Medical for the purchase of one set of iPADS of £46.68;
 - YLCA for Cllr Bradley's attendance to Fields in Trust webinar of £5.00;
 - PKF Littlejohn LLP for carrying out the External Audit for the Finance Year 2019-2020 of £240.00
 - Playsafety for carrying out the annual RoSPA Inspection of the HPF of £160.20;
 - clerk's salary for October 2020 of £489.60;
 - clerk for expenses Q2 July to September of £143.15;
 - Wicksteed Leisure for the repair of the birds nest play equipment of £601.42.
- d. The Council **resolved** invoicing the rugby club for the use of the Lower Fellings at a reduced charge of £300 in acknowledgement of the club's reduced income and in recognition of their continuation of providing training sessions to young people during the covid-19 pandemic.
- e. On behalf of the Giggleswick Charities the Council **agreed** asking the tenant £1.30 for the 'Penny Bun' rent. Cllr Airey will contact the tenant and report back at the next Parish Council meeting.

7.10 To consider and approve policy documents

- a. Records Management Policy
 - b. Standing Orders
 - c. Financial Regulations
- The Council **resolved** to approve all of the above mentioned policy documents.

7.11 Reports on or notice of meetings of other bodies

- * North Yorkshire Local Resilience Forum: direct appeal to the public as cases of Covid-19 surge
- * YLCA: NALC statement – Town and Parish Councils and Parish Meetings and 'the rule of six'
- * CDC: NHS Covid-19 App posters
- * NYCC: Chief Executive Note 15/09; 24/09; Team weekly bulletin 16/09; 24/09; 01/10; 08/10
- * YDNPA: Parish Forum meetings postponed; Green New Dales Conference 3 and 17 October;
- * The Craven Trust Annual Report 2019-2020
- * YLCA: White Rose Update 11/09; 25/09; 09/10; Webinar Sessions: how to deal with a grievance 08/10; social media/ communications – policies and procedures 17/09; Planning System, including Enforcement and Appeals 23/09; 'off to a flying start', 26/09; VAT and Budget setting 29/09 and 21/10; 'spreading your wings' 03/10; Roles and responsibilities of a councillor 06/10; Training e-bulletin 18/09; 02/10; Councillors discussion forum session 24/09; 05/10; 27/10; Craven Branch Meeting 07/10;
- * PBA: Newsletter Autumn 2020
- * Community First Yorkshire: VCS resilience follow-on survey September 2020
- * Rural Services Network: the Rural Bulletin 15/09; 22/09; 29/09; 06/10; 13/10; Rural funding digest, October edition;

- * play ground e-brochures from Earth Anchors; Fenland Leisure; Team Sport Play; Morti Sport & Play; Eibe Play;
- * NYCC: Skipton and Ripon Area Constituency Committee Meeting 14 October
- * Action on Climate Emergency Settle and Area: Making the Most of the Green Recovery virtual conference 14 November

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

- Cllr Jones **reported** that the Annual Meeting of the Hargraves and Green Foundation was held recently and that seven applicant had received £35 each.
- Cllr Jones also **reported** that the Annual Meeting of the Brentwood Trust was held and that eight applicants had received £400 each, paid out in termly instalments. The Brentwood Trust usually gives funds to provide swimming lessons for pupils of Giggleswick Primary School and it will resume this as soon as swimming lessons resume.

7.13 Date and time of the next Parish Council Meeting

The Council **confirmed** the date of the next Parish Council meeting as Tuesday 10th November 2020 at 7.30 pm.

There being no further business to conduct and by thanking the host for this remote meeting, Cllr Williamson, the Chairman closed the meeting at 21.30 hours.

M. Hill

Clerk to the Council