

Austwick Parish Council

Minutes of business conducted by Austwick Parish Council under authority delegated to the Parish Clerk/Responsible Financial Officer, in consultation with the Chairman, Cllr Goold, noted as approved by Parish Councillors by 18th May 2020

Period 2: 7th April to 18th May 2020

2.1 Cancellation of meetings

- a. **The Council noted that the Annual Meeting of the Parish Council, scheduled for 18th May 2020, has been cancelled under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 and that the Annual Meeting of the Council can be held at any time of year, while the Regulations are in force.**
- b. **The Council noted that the Regulations provide that the offices of Chairman, Vice-Chairman, and the appointment of Parish Council representatives to other bodies continue until the next Annual Meeting of the Council (May 2021) or until such time as the council may determine.**

2.2 Councillors considered the recently published government regulations enabling local councils to hold remote meetings, together with the associated legal briefing and advisory guidelines issued by NALC. The Council agreed by resolution of councillors by email on 8th April 2020 to continue, for the time being, to conduct the Council's business under the already approved delegated powers and by using email for consultation. The Council also agreed to review the decision at the end of May in light of the circumstances at that time.

2.3 The Council confirmed the Minutes of Period 1 of conducted business to 6th April 2020.

2.4 To note monthly North Yorkshire Police incidents reports

The Council has received two incidents reports from NYP and between 21st February and 4th April three incidents have been reported, one report of bank fraud; one broken down vehicle; and one report of ASB regarding an environmental issue at the quarry, found to be in order. Between 5th April and 2nd May six incidents have been reported, one report of Covid-19 travel; one report of internet fraud; one report of ASB regarding persons camping; one report of a RTC involving 2 vehicles on Garnet Brow Lane; one report of sudden death; and one report of suspect noise and light at Wharfe.

2.5 Planning

a. To note planning applications received and actions taken

1. **C/04/609B full planning permission for the proposed continuation of the winning and working of mineral until 31 December 2034, with a lateral and deepening extension of the extraction area down to 127 metres above Ordnance Datum within the existing site and revised restoration proposals to be completed by 31 December 2035, Dry Rigg Quarry, Helwith Bridge, Horton-in-Ribblesdale.**

The Council **resolved**, by emails exchanged on 29th and 30th April, not to object to the application, but to inform the Planning Authority of its concerns regarding pollution in the air and on the roads and verges caused by HGV traffic emanating from the quarry, one of the most prevalent issues arising from the Helwith Bridge quarry operations in recent years. The Council believes that insufficient attention has been given to this problem in the application proposals and that detailed conditions concerning vehicle and wheel washing together with road washing and sweeping should be imposed on any planning consent that may be granted.

2. **C/04/78D full planning permission for conversion of barn to form local occupancy dwelling or holiday let and installation of package treatment plant at Sandford Barn, Wharfe, Austwick. The Council **noted** that the YDNPA has been notified that it has no comments to make.**

3. C/04/148M amended plans to full planning permission for erection of 8 dwellings and creation of new vehicular access to site at Land off Pant Lane, Austwick
The Council **noted** that the deadline to provide comments to YDNPA is on or before 2nd June.
- b. To note planning decisions
1. C/04/697 full planning permission for erection of agricultural building, Old Hall Farm, Feizor, Austwick.. **Approved conditionally.**
- c. To note additional and other planning matters
No additional or other planning matters were received.

2.6 To note reports and updates on parish matters other than maintenance

- a. improvement of evening train service to Settle
The Council has **received** a reply from the Secretary of State for Transport, setting out the Rt Hon Grant Shapps MP's position with regard to an improved evening train service between Leeds and Settle stations and it **noted** that the Northern franchise was transferred into public ownership in January. However, it is not the Government's role to set train tables. Train operators propose timetables and Network Rail then assesses the interactions and complexities of any proposal in order to agree an operationally feasible timetable. A number of feasibility studies looking at opportunities to improve services between Leeds and Settle may be further considered after the impact of the Covid-19 pandemic is known.
- b. Community First Responder kits
The Council **noted** that the two sets of Community First Responder training equipment has been ordered from Yorkshire Ambulance Service for a total of £838.54, but the sets have not yet been delivered.
- c. Covid-19 Road signs for visitors to the parish
The Council **considered** the current advice from Government, Craven District Council and YDNPA and **agreed** by emails exchanged on 17th May that the existing signs erected on the 30 limit posts should remain in place for the time being and that The Council should review this decision again no later than 15th June.

2.7 To note actions regarding parish maintenance matters:

- a. blocked drains between Helwith Bridge and Dry Rigg Quarry
The Council **noted** the reply received from NYCC Highways that the work has been completed and that the drainage is working satisfactorily.
- b. Dust pollution at Dry Rigg Quarry
The Council **noted** reports received of serious dust deposits on Austwick Road near the quarry access road and on adjacent verges, walls and fields. The Council **agreed** to notify YDNPA and to request that the dust control measures applied to the highways by Tarmac be checked and reviewed. It was later **noted** that YDNPA has asked Tarmac to inform the Council direct of the actions it is taking and that this response is awaited.
- c. reported blocked road gulleys on Town Head Lane
The Council **noted** a report received from a parishioner that the gulleys on Town Head Lane are blocked and it had **reported** this to NYCC Highways. The Council **noted** NYCC Highways' reply that all the drains were inspected in early March. One drain was cleared and the other drain can wait for a routine clean in due course.
- c. other issues relating to NYCC Highways
no other issues have been reported
- d. outstanding YDNPA maintenance issues
The Council **agreed** by emails exchanged on 4th and 5th May to send an email to the Area Ranger, listing the maintenance issues in need of the Area Ranger's response and attention:

- Outstanding work in Oxenber and Wharfe Woods;
 - Wood Lane bridleway surface and overgrowth;
 - White Stone Lane clearance of overgrowth;
 - Surface of the Austwick to Clapham bridleway;
 - Bridleway from Feizor to Austwick;
 - Bridleways and PROWs around Austwick.
- The Council is awaiting a response and will report back in due course.

- e. Graystonber Lane and Clapham Road conservation verges
No reports received or actions taken.

- f. extending the parish wildlife project

Cllr Sarah Wiltshire briefed all councillors on progress with the project to extend the wildlife sites in the parish and the intended role of the Council in supporting a £26,000 grant application to the Yorkshire Water Services Biodiversity Enhancement Programme to be submitted by Lune Rivers Trust. The project “will enhance the banks of Austwick Beck with tree and flower planting, stock exclusion to preserve water quality and a volunteer and education programme to achieve and maintain the habitat benefits”. The Council, working through Cllrs Wiltshire and Dewhirst and Mr Graham Cleverly, “will identify suitable plants and flowers, source the same and organise training for volunteer planting days and regular maintenance”, but will not have any financial obligation to the project. It was **agreed** by email approval of councillors on 11th April to send a letter of support for the project to the project managers at Yorkshire Water Services.

The Council **noted** that it was later informed that the grant application was unsuccessful, but as the bid was shortlisted, there is a good chance of a re-worked bid succeeding at a future invitation round

- g. lengthsman duties or parish maintenance matters
No reports received or actions taken.

2.8 Finance

- a. Councillors **noted** the total balance of the HSBC current account bank on 31st March 2020 as £12,396.15 comprising £10,796.00 parish council monies and £1,600.15 AED funds.
- b. Councillors **approved** the bank reconciliation for the Finance Year 2019-2020 by email on 22 April, showing a net balance of £10,566.15 on 31st March 2020.
- c. All Councillors **approved** by emails dated 24 April the Summary of Receipts and Payments for 2019-2020 and **noted** total receipts for the year of £14,817 and total payments of £17,637 resulting in a deficit of £2,820. Councillors also **approved** the Annual Accounts for the year 2019-2020 compared with previous year and an Adjusted statement of surplus for the year which allowed for timing and other differences and showed a surplus for the year of £792. This compared with a budgeted surplus of £873.
- d. Councillors **resolved** that the Council be exempted from external audit for the year 2019-2020 as its annual turn-over does not exceed £25,000.
- e. Councillors **resolved** to approve Section 1 Annual Governance Statement 2019-2020 of the Annual Governance and Accountability Return 2019-2020.
- f. Councillors **resolved** to approve Explanation of Variances for finance year 2019-2020
- g. Councillors **resolved** to approve Section 2 Accounting Statements 2019-2020 of the Annual Governance and Accountability Return 2019-2020.
- h. The Council **approved** the expenditure above £100 document for the finance year 2019-2020.
- i. The total balance of the HSBC current account on 30 April 2020 as £16,166.80 comprising £14,566.65 parish council monies and £1,600.15 AED funds was **noted**.
- j. The receipt of £6,250 from CDC as first instalment of the precept was **noted**.
- k. The Council **approved** payment of £30.00 to Charlotte Wilkinson for 6 weeks of bus shelter cleaning.
- l. The Council **approved** payment to Craven Garden Care of £367.50 for grass cutting on

village greens; £243.00 for grass cutting on village verges; £89.64 for maintenance on outlying areas; and £54.00 for general maintenance services.

- m. The Lengthsman Services Report – comparison of budget versus actual costs was **noted**.
- n. The Council **approved** payment of £233.40 per month to the clerk for salary for April and May 2020.
- o. The Council has not received an update regarding setting up Internet Banking.

2.9 To note correspondence received

The Council has not received items of correspondence.

2.10 To note items of information received

- a. cancellation of Water Cycle challenge to 3rd July 2021
- b. YLCA: White Rose Update 3, 9, 17, 24 April; 1, 7, 15 May 2020; NALC advice regarding the holding of council meetings
- c. Healthwatch North Yorkshire: coronavirus update April and May
- d. NYP community messaging service: Leaders of North Yorkshire's response to the Coronavirus pandemic will give an update on the work they are doing, and take questions from residents and businesses on 5 May and on 19 May

Marijke Hill
Clerk to the Council