

**Austwick Parish Council
Meeting 6 2018-2019 – Monday 3rd December 2018
Minutes**

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

In attendance: District Cllr Carl Lis, Parish Clerk Marijke Hill and one member of the public.

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:

Mr Graham Cleverly asked to participate at item 6.8g.

6.1 Apologies for absence: none received.

6.2 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.

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

District Cllr Carl Lis reported that CDC is proposing to increase the garden waste licence fee by £3.50 per brown bin in the next financial year.

PC Max Barton had sent a written police report for the period since 3rd November which contained 6 incidents. The report was presented in a less legible format than before and the clerk was asked to make enquiries.

There were no reports from the County Councillor and the YDNPA.

6.4 Minutes of the Parish Council Meeting 5 2018-2019 (15th October 2018)

The Council **resolved** that the minutes of the Parish Council Meeting, held on 15th October 2018 should be confirmed and signed by the Chairman, Cllr Peter Goold, as a true and accurate record.

6.5 Matters from previous meetings not otherwise included on the Agenda

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

6.6 Planning

a. Applications

1. C/04/98Q and C/04/98R/LB full planning permission and listed building consent for construction of external wall at ground, first and second floors to allow for kitchen extension and guest accommodation to be constructed before the main rear extension at The Austwick Traddock, Graystonber Lane, Austwick. The Council had **agreed** that the clerk should inform the YDNPA that it had no comments to make.
2. C/04/688 full planning permission for part demolition of existing garage and construction of new garage and erection of single storey front and rear extensions at Mulberry Cottage, Clapham Road, Austwick.
The Council **agreed** that the clerk should inform YDNPA that it had no comments to make.
3. C/04/691 full planning permission for attic conversion and addition of dormer window to rear roof elevation at Town End, Clapham Road, Austwick.
The Council **agreed** that the clerk should inform YDNPA that it had no comments to make.

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/04/643C and D/LB: full planning permission and listed building consent for alterations to, and extension of single storey wing, Harden House, Austwick. **Not yet decided** and C/04/643E: listed building consent for internal alterations to dwelling; insertion of new window to east elevation and housing of 4 no. ground source heat pump units in basement, Harden House, Austwick. **Approved conditionally.**
3. C/04/611H and J/LB: full planning permission and listed building consent for alterations to barn/garage to incorporate garaging, store, home office, art studio and a guest bedroom suite to be used in conjunction with the main dwelling and installation of photovoltaic roof covering, with glazed lantern roof light, installation of flue pipes and air source heat pump, Harden House, Austwick. **Not yet decided.**
4. C/04/618C full planning permission for erection of extension to provide new group space, adjacent group room and storage space, Austwick Church of England Primary School, Austwick. **Approved conditionally.**
5. NYCC: Commons Act 2006: CA10 006 application to correct the Register, Oxenber. **Granted.**

c. Additional planning matters

1. YDNPA: consultation on the Authority's draft scoping opinion regarding the content to be included in an Environmental Statement to be provided by Tarmac Trading Ltd to accompany a proposed future planning application at Dry Rigg Quarry
The Council **noted** the Authority's scoping opinion in respect of a proposed planning application at Dry Rigg Quarry, which requires the Authority to set out in writing its opinion on the information the applicant should provide in the environmental statement accompanying the application. The Council **agreed** that it should await the planning application itself on which it should make comments in due course.

6.7 Parish matters other than maintenance

- a. 'First Responder' provision in Austwick and CPR/first aid training
The Chairman, Cllr Goold, **reported** that Laraine Sullivan, leader in providing CPR training in Ingleton, Chrissy Blakely, Community Defibrillation Trainer within the Yorkshire Ambulance Service, and Eddie Styles, the current First Responder for Austwick parish have all been informed that this introductory meeting regarding First Responders and CPR/first aid training will be held on Saturday 2nd February 2019 at Austwick Parish Hall at 11 am. Cllr Goold also **reported** that he has contacted Clapham cum Newby Parish Council and Lawkland Parish Meeting and both have responded positively with a view to enjoin as many local people as possible in this initiative. Publicity for this meeting will commence by 7th January 2019.
- b. building material at Swallow Barn
In connection with a letter that the Council had sent to the owner of Swallow Barn with a request to have the accumulated building material removed the Council was **informed** that the building project should be completed by the end of December 2018 and all the rubble should be removed early in January. The Council **agreed** it should monitor the situation and report back to the next Parish Council meeting.
- c. Settle and District Aid in Sickness Fund – Trustees' meeting held on 7th November
The Chairman, Cllr Goold, **reported** that the Trustees had agreed to donate the annual income for 2018 of approximately £1400 of the Settle and District Aid in Sickness Fund to Manorlands Hospice in Keighley and to Martin House Children's Hospice in Boston Spa in equal shares. The future of the charity would be reviewed again at the next Trustees meeting in May 2019.

6.8 Parish maintenance matters

- a. potholes on the Helwith Bridge Road
The Council was **informed** that it had 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 request an update on when this work could be carried out.

- b. blocked drains between Helwith Bridge and Dry Rigg Quarry
The Council was **informed** that it had not received a reply from NYCC Highways to the request to carry out jetting work to unblock the drains between Helwith Bridge and Dry Rigg Quarry. Cllrs Tibbatts and Wiltshire **reported** that the problem with the blocked drains is made worse by the transport of aggregate by Tarmac Trading Ltd from Dry Rigg Quarry. The Council **agreed** that it should ask the clerk to contact NYCC Highways again and enquire for their proposals to resolving this maintenance issue.
- c. parking issues on highway opposite the village shop
The Council was **informed** that it is still awaiting a reply from Mr David Cairns of NYCC Highways regarding the parking issues on the highway opposite the village shop.
- d. other issues relating to NYCC Highways
The Council was **informed** that tree branches are overhanging Brunton Road from the junction with the B6480 to Kiln Hill Lane. The Council **agreed** that it should ask the clerk to contact NYCC Highways to request that this vegetation is cut back.
- e. maintenance on bridleway from the 'Cross Roads' to Wood End Farm at Wharfe
The Council was **informed** that it had not received a reply from the YDNPA Area Ranger that clearing work along Wood Lane had been carried out on the worst affected sections. The Council **agreed** that it should contact the Area Ranger again and ask for a personal assessment of Wood Lane to be carried out with a view to providing the Council with the Area Ranger's observations on the current condition of this PROW.
- f. replacement of the finger post and faded sign at Wood Lane, Austwick
The Council was **informed** that the Area Ranger has installed the replacement of the finger post and faded sign at Wood Lane.
- g. Graystonber Lane and Clapham Road Conservation verges
Cllr Dewhirst **informed** the Council that the grant application for £200 to be used on Graystonber Lane had been submitted and approved by the YDNPA.
Mr Cleverly proposed to purchase 500 grams of wild flower seeds and to sow these on both verges. The cost would be deducted from the compensation fund established with Mr and Mrs Cleverly and minuted on 15th January 2018. The Council **agreed** to gratefully accept this proposal. The Council also **agreed** that, prior to seeding, the leaves should be cleared as a voluntary task.
- h. other issues relating to YDNPA
There were no other issues relating to YDNPA to report.
- i. repairs to bus shelter railings
Cllr Dewhirst **informed** the Council that the quotation for the replacement of the railings, retaining and re-using the cast iron posts had been submitted to County Cllr Ireton, who is in the process of applying for an Environmental Grant. Cllr Dewhirst will keep the Council informed.
- j. other lengthsman duties or parish maintenance matters
There were no other lengthsman duties or parish maintenance matters to report.

6.9 Finance

- a. The total balance of the HSBC current account on 31st October 2018 as £14,627.98 comprising £13,027.83 parish council monies and £1,600.15 AED funds was **noted**.
- b. The Council **resolved** to approve payment of £35.00 to Charlotte Wilkinson for 7 weeks of bus shelter cleaning.
- c. The Council **resolved** to approve payment to Craven Garden Care of £182.70 for village verges; £187.20 for village greens; £348.84 for outlying verges; and £164.25 for Graystonber Lane conservation verge maintenance: all for October

- d. The Council **reviewed** the updated Lengthsman Services Report – comparison of budget vs actual costs to November. The Council **noted** that the lengthsman had continued to clear the verges on the worst affected areas on Wharfe Road and some more work is expected for December, all within the current budget.
- e. The Council **resolved** to approve payment of £280.00 to Came and Company for the annual renewal of the parish insurance for 2019.
- f. The Council **resolved** to approve payment of £213.52 per month to the clerk for salary for October and November 2018.
- g. The Council **considered** the draft budget for 2019-2020 and agreed that it should respond to maintenance issues in the parish, including the outlying areas, as well as unexpected repairs and maintenance issues, within the total expenditure budget, which was set at £11,851. Cllrs Goold and Dewhirst **reported** on their recent meeting with the lengthsman, Mr Ben Shanks, in which the results from this year's work programme were reviewed and a provisional work plan for 2019-2020 was agreed together with a total budget cost for lengthsman services of £6,000, the same figure as the current year's budget. The Council **agreed** that it is not appropriate to seek alternative quotations for this work at the present time, as the services provided by Mr Shanks are specialist in nature due to his unique knowledge and experience of working in the Parish. The Council **resolved** to precept its Billing Authority, Craven District Council for £12,500, the same amount as the current year.
- h. The Council **considered** one other financial issue: it **resolved** to approve payment to Craven Garden Care of £269.20 for outlying verges and of £380.50 for miscellaneous maintenance work for November.

6.10 Correspondence

- a. work on two chest nut trees in field adjoining Pant Lane
The Council had **received** correspondence that NYCC Highways had requested work to be done on two chest nut trees in the field adjoining Pant Lane. The Chairman, Cllr Goold, had advised the tenant of the field that this is a matter between Highways, the private landowner, and the YDNPA. The Council **noted** that the matter has been resolved and permission to trim the trees according to NYCC Highways' specification has been received from the YDNPA Woodland Officer and work may now proceed.

6.11 Items of information

- a. The Council **noted** that the Chairman, Cllr Goold, will attend the Yorkshire Dales National Park Management Plan Annual Forum on 6th December in Settle.
- b. The Council **noted** the Settle Area Swimming Pool Members' Newsletter October 2018.
- c. The Council **noted** the YLCA White Rose Newsletter November 2018.
- d. The Council **noted** the NYP Community Messaging item regarding frauds and scams awareness and prevention and it **agreed** to include this in the Council's report in the next Parish Newsletter.

6.12 Date and time of the next meeting

The Council **confirmed** the date of the Parish Council Meeting as Monday 14th January 2019 at 7.30pm at Austwick Parish Hall.

Marijke Hill
Clerk to the Council