

**Austwick Parish Council**  
**Meeting 1 2023-2024 – Monday 17<sup>th</sup> April 2023**  
**Minutes**

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:**

Mrs Henry participated at item 1.7b: initiative to place a bench in the village.

Mr Ellison participated at item 1.8a: Townhead Lane road condition reported to NYC Highways.

**1.1 Present:** Cllrs Peter Goold (Chairman), Barbara Tibbatts, David Dewhirst, Kate Smith, and Mark Robinson.

**In attendance:** Parish Council Clerk Marijke Hill and three members of the public.

**Apologies for non-attendance:** None received.

**1.2 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.

**1.3 Police, District and County Councillors Reports:**

The Council had **received** the written police report, which contained 15 incidents in the parish and in the surrounding area during the period between 24<sup>th</sup> February and 15<sup>th</sup> April 2023, all of a minor nature.

There was no report from the North Yorkshire Council Councillor.

**1.4 Minutes of Meeting 8 2022-2023**

The Council **resolved** that the Minutes of Meeting 8 held on 27<sup>th</sup> February 2023, should be **confirmed** and signed by the Chairman, Cllr Goold, as a true and accurate record.

**1.5 To receive updates on Matters from previous meetings not otherwise included on the Agenda**

- a. Electrical Vehicle charge points  
Cllr Robinson **reported** that the Playing Fields Association has considered the possibility of having electrical vehicle charge points installed but has decided against for the time being. The Council **noted** that there is no solution at the moment for residents who do not have space to charge their electric vehicles at home.

**1.6 Planning**

**a. Applications**

1. C/04/701A Householder planning permission for erection of rear extension and other alterations at 2, Hall Close, Austwick. The Council **noted** that the deadline to provide comments was on or before 24 March 2023 and it **ratified** notifying the YDNPA that the Council had no comments to make regarding the proposals for change to the property, other than that conditions be included in any planning consent regarding storage of equipment within the site boundaries, no parking of vehicles associated with on site construction on the highway and building work operation hours.
2. 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 an extension of time could not be agreed as this planning application was to be presented to the YDNPA Planning Committee meeting on 18<sup>th</sup> April. The Council **ratified** notifying the YDNPA that it considered the new proposals, taken overall, to be a significant improvement over the pre-existing ones in terms of both the mix of housing proposed and the design details and that the Council's comments are concerned only with the detail of the conditions that will be imposed on the planning consent, such as surface water drainage, hard surfaces, dry stone

- boundary walls, fuel oil storage tanks, and construction works.
3. C/04/708A Householder planning permission for addition of open sided porch to front door, replacement of existing windows with new aluminium clad windows, enlargement of three windows to form window seats, replacement of one window on the rear elevation with French doors, replacement of sliding white uPVC patio doors on the rear elevation with French windows, relocation of utility room door, substitution of existing SW slate roof with Solar Tile solution, re-roof of NE roofs using existing materials, substitution of large Velux roof window with glass roof within lean-to roof pitch, addition of new Velux roof window, removal of existing oil fired boiler and oil tank and installation of air source heat pump at Scar Close Farm, Kiln Hill Lane, Feizor. The Council **agreed** to notify the YDNPA that it had no comments to make.
  4. C/04/43B Householder planning permission for erection of rear extension at Old School, Townhead Lane, Austwick. The Council **agreed** to notify the YDNPA that it had no comments to make.
  5. 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 at Dry Rigg Quarry, Helwith Bridge, Horton in Ribblesdale. The Council **noted** that this planning application is to be considered at the YDNPA Planning Committee meeting being held on 18 April 2023.

**b. Decisions**

1. 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. **Not yet decided.**
2. C/18/637 full planning permission for works to undertake an archaeological excavation of a medieval structure at Clapham Bottoms, Austwick (Grid Ref SD 75986 72388). **Approved conditionally.**
3. C/04/704A Full planning permission for conversion of barn to provide short stay accommodation; installation of sewage treatment plant; installation of ground source heat loop and associated works at Dam House Barn, Wharfe, Austwick. **Not yet decided.**
4. C/04/643J and C/04/643K/LB Householder planning permission and Listed Building consent for alterations to the single storey wing at Harden House, Holm Lane, Austwick. **Not yet decided**
5. C/04/64H Section 73 application for variation of Condition 2 of C/04/64G (Full planning permission for conversion of barn to single dwelling with local occupancy/holiday let restriction) in respect of installation of two additional windows to west elevation as required to conform to building regulations at Lawsons Barn, Wharfe, Austwick. **Not yet decided**
6. C/04/607R/LB Listed building consent to remove existing single glazed wooden windows from the front and roadside gable and replace with double glazed windows on a like for like basis at Townhead Cottage, Townhead Lane, Austwick. **Not yet decided**
7. C/04/706A Full planning permission for change of use, extension and alterations of former agricultural building to form local occupancy residential use and short term holiday-let, together with installation of package sewage treatment plant at Roadside Barn off Clapham Road, Austwick. **Not yet decided**

**c. Additional and other planning matters**

1. YDNPA new Local Plan 2023-2040 consultation and views sought on potential housing development sites until 12 May 2023.  
The Council had received the YDNPA new Local Plan consultation and **agreed** to respond specifically for Austwick Parish that the potential housing sites that have been identified are appropriate for development; that there are no alternative sites that should be considered for housing development; and that the important open spaces identified on the accompanying maps are appropriate. The Council **agreed** to notify the YDNPA of its serious concerns that the proposed housing development boundaries shown on the accompanying maps are not appropriate in several instances, for reasons such as: the area of land immediately adjoins a listed building and is an important part of the landscape setting of that building; the area of land is highly visible from a number of viewpoints and is an important part of the landscape setting of Austwick village; there is no practicable access to the area of land to support its use

for housing. The Council **decided** to ask the YDNPA to review the inclusion of the specific areas in question when further amending the proposed housing development boundaries.

- 2 The Council **noted** receipt of the Clapham cum Newby Parish Council draft Neighbourhood Plan consultation until 8 May 2023.
- 3 The Council had **received** planning application C/04/643L and C/04/643M/LB Householder planning permission and Listed Building Consent for installation of inset solar pv panels to the south west roof elevation of the single storey wing at Harden House, Holm Lane, Austwick, and **agreed** to notify the YDNPA that it had no comments to make.

#### 1.7 To note reports and updates regarding parish and parish council matters other than maintenance

##### a. defibrillator matters

- 1 The Chairman, Cllr Goold, **reported** that an agreement has been reached with the owner of Orchard Cottage in Wharfe about the exact location of the additional defibrillator for Wharfe and that this is intended to be installed in the first week of May.
- 2 The Council was **informed** that the defibrillator pads for the Austwick and Feizor defibrillators will expire in the next few weeks and it **ratified** the purchase of three sets of dual use defibrillator pads for a total of £204.96, inclusive of delivery costs and vat.

##### b. Resident's initiative to place a bench in the parish

The Council had received a request from Mrs Henry who is shortly leaving Austwick permanently and would like to donate a wooden bench to the parish. The Council was **informed** that an application form to ask permission from NYC Highways for the installation for a new bench can only be submitted by a local authority and **agreed** that Cllrs Goold, Dewhirst, and Mrs Henry should arrange a site meeting to discuss the exact location of the new bench.

##### c. Plans for the Annual Parish Meeting on 22<sup>nd</sup> May 2023

The Chairman, Cllr Goold had invited the Police, Fire, and Crime Commissioner as guest speaker at the Meeting twice but has not received any response to date. The Council **agreed** to approve the Agenda without the item of a guest speaker, subject to a positive response from the PFCC, as well as the updated list of local organisation invitees.

##### d. to consider the installation of CCTV cameras in the village

The Council had considered the installation of CCTV cameras in the village in July 2019 and had agreed that there is insufficient justification for taking this matter further. The Council **agreed** that this decision remained valid. The Council was **informed** that, whilst the regulatory requirements of installation of CCTV cameras on the Parish Council is considerable, the Information Commissioner Office's stance on domestic installation of CCTV is very different even where such systems include public spaces such as a public street in their field of view.

##### e. to consider financial support towards the costs of the Austwick Parish Newsletter

The Council had received a letter from the Treasurer of the Austwick Parochial Church Council, seeking the Parish Council's continued financial support towards the costs of the Austwick Parish Newsletter and highlighting the significant increase of the production costs. The Council **agreed** to give a donation of £300 as a contribution to the costs incurred in producing the Austwick Parish Newsletter.

#### 1.8 To note actions regarding parish maintenance matters:

##### a. reported road condition on Townhead Lane to North Yorkshire Council Highways

The Council was **informed** that Mr Ellison has reported muddy conditions on Townhead Lane to NYCC Highways via their website and that this issue has been attended to and effectively been dealt with.

##### b. other issues relating to NYC Highways

The Council **noted** that no other issues relating to NYC Highways were reported.

- c. issues relating to YDNPA  
The Council **noted** that no issues relating to YDNPA were reported.
- d. Graystonber Lane and Clapham Road conservation verges  
Cllr Dewhirst **reported** that the area for the planting of seeds has been prepared by the lengthsman and that a site meeting with the YDNPA Wildlife Conservation Officer, Rachel Brindle, to discuss the exact planting schedule, will be arranged later in the Spring.
- e. damaged wall and overflowing surface water drain at South View car park  
The Council had contacted Yorkshire Housing again regarding the unsafe damaged wall in need of their urgent attention and had asked them to realign and repair the external wall. The Council **noted** it had still not received a response and **agreed** to contact them again.
- f. lengthsman duties or parish maintenance matters  
The Council **noted** that no lengthsman duties or parish maintenance matters were reported.

### 1.9 Finance

- a. The Council **noted** the total balance of the HSBC current account bank on 31<sup>st</sup> March 2023 as £11,517.12.
- b. Cllr Dewhirst **verified** the bank reconciliation to 31<sup>st</sup> March 2023 and **reported** that no issues have been found.
- c. The Council **approved** papers for the Financial Year 2022-2023:
  - 1 Summary of Receipts and Payments and it **noted** the total of all receipts as £15,599 and the total of all expenditure as £16,994, resulting in a deficit of £1,395.
  - 2 Annual Accounts 2022-2023 versus budget and Annual Accounts 2021-2022.
  - 3 Annual Bank Reconciliation.
  - 4 Expenditure over £100 exclusive of vat.
- d. The Council **resolved** to be exempted from external audit for the financial year 2022-2023 as its turnover does not exceed £25,000.
- e. The Council **approved** payment of £52.50 to Charlotte Wilkinson for 7 weeks of bus shelter cleaning.
- f. The Council **approved** payment to Craven Garden Care of £181.20 for general maintenance; £115.20 for maintenance on village greens; and £26.85 for maintenance on miscellaneous grounds, all for March.
- g. The Council **noted** the Lengthsman Services Report – comparison of budget versus actual costs to 31 March and **noted** the overall balance for lengthsman costs as £6,312.95.
- h. The Council **approved** payment of £218.00 to YLCA for membership subscription to 31 March 2024.
- i. The Council **approved** payment of £30 to Austwick Parish Hall Council for the hire of the Hall on 16 January and 27 February.
- j. The Council **approved** payment to the clerk of £328.80 as salary for March; £334.80 as salary for April; and £76.11 as expenses for January to March.
- k. The Council **considered** one other financial issue and **ratified** the approval of payment of £204.96 to Wel Medical for the purchase of three sets of dual use electrode pads for the Austwick and Feizor defibrillators.

### 1.10 Correspondence received

The Council **noted** it had not received any correspondence.

### 1.11 To note and respond to items of information

- a. The Council **noted** the latest NYC Local Government Review update as well as the Parish and Town Council communications pack on climate.
- b. The Council **noted** the reported litter problem on A65 and B6480 verges by a resident from Clapham.
- c. The Council **noted** the YDNPA woodland recreation grants in collaboration with the Woodland Trust as part of the Northern Forest Partnership for Climate.
- d. The Council **noted** the Yorkshire Dales Millennium Trust request for support to secure funding

- for the Meadow Rescue Project.
- e. The Council **noted** the YLCA White Rose Bulletins 3/3; 17/3; 30/3; and the training programme March to June.

**1.12 Date and time of the Parish Council**

The Council **confirmed** the date of the next Parish Council meeting as Monday 22<sup>nd</sup> May 2023 to be held at Austwick Parish Hall. This meeting is **preceded** by the Annual Meeting of the Council at 6.00 pm and **succeeded** by the Annual Parish Meeting at 7.30 pm.

There being no further business to discuss the Chairman closed the meeting at 21.20.

**Marijke Hill**  
**Clerk to the Council**