

Austwick Parish Council
Meeting 5 2023-2024 – Monday 16th October 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:

Mr Cleverly participated at item 5.7a: Austwick pumping station discharges to watercourse.

5.1 Apologies for absence given in advance of the meeting.

a Present: Cllrs Peter Goold (Chairman), David Dewhirst, Mark Robinson, and Kate Smith.

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

Apologies for absence given in advance of the meeting by Cllr Barbara Tibbatts.

b Members of the Council had been notified of the reason for absence of Cllr Tibbatts and **approved** the reason given.

5.2 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.

5.3 Police, District and County Councillors Reports:

The Council had **received** the written police report, which contained 7 incidents in the parish and in the surrounding area during the period between 2nd September and 14th October 2023, all of a minor nature.

There was no report from the North Yorkshire Council Councillor.

5.4 Minutes of Meetings

The Council **resolved** that the Minutes of Meeting 4, held on 4th September 2023, should be **confirmed** and signed by the Chairman, Cllr Goold, as a true and accurate record.

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

The Council **noted** that there were no updates on Matters from previous meetings reported.

5.6 Planning

a. Applications

1. The Council **noted** it had not received any planning applications.

b. Decisions

1. 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.***

2. 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***

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. **Not yet decided**
4. C/04/60E Section 73 application to vary Condition 2 (design details to retain shippon to form stables including re-roofing; raise roof of outbuilding and extend to the north) & Condition 10 (owl nest box – barn owl nesting box to be provided to main barn) of C/04/60B (Full planning permission for conversion of barn to form local occupancy dwelling or holiday let) at Newfield Barn, Wharfe, Austwick. **Not yet decided**
 5. C/04/706A amended plans to 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**
 6. C/04/705 Full planning permission for conversion of barn to 4-bed dwelling for local occupancy, together with installation of package sewage treatment plant at Fleet Barn, Wharfe Road, Austwick. **Not yet decided**
 7. C/04/709B Section 73 application for variation of Condition 2 of C/04/709A (Householder planning permission for erection of single storey extension and alterations to existing annex and plant room to form garden room) relating to installation of 2 No inset solar panels to plant room roof at Fechs Sheiling, Kiln Hill Lane, Feizor, Austwick. **Approved conditionally**
 8. C/04/84E Householder planning permission for construction of patio to front of house at Victoria Lodge, Town Head, Austwick. **Not yet decided**

c. Additional and other planning matters

1. YDNPA: correspondence regarding outstanding planning applications in Austwick parish
The Chairman, Cllr Goold, had contacted Mr Richard Graham, the YDNPA Head of Development Management asking for an explanation concerning the unsatisfactory delay in determining four barn conversion planning proposals in a timely manner.
The Council **noted** the reply by Mr Graham that proposals for converting a barn to a dwelling can require a lot of work for architects and the YDNP Authority's planners. The Authority's planning policy is to allow barns to be converted to dwellings in locations where the landscape would not be harmed by conversion and so conserve the barn for the sake of the landscape and the heritage of the area. The Authority's planning policy also requires that barn conversion permissions are subject to restrictions on occupancy (including for local people rather than as a second home) and to prevent any new overhead power lines being erected. These restrictions can only be secured by a section 106 agreement – a legal agreement between the developer and the planning authority. S106 agreements have to be drafted by a solicitor and agreed with the other party's solicitor and with any other party that has an interest in the land (eg. bank or mortgage lender). Concluding such agreements invariably takes some time to achieve.
The Government's targets for dealing with non-major planning applications are either within eight weeks or within a timeframe agreed with the applicant.
The Council **agreed** to note this satisfactory reply.
2. The Council **noted** the YDNPA Public Path Diversion Order of Footpath 20 and Bridleway 61.

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

- a. Austwick Pumping Station Discharges to Watercourse
The Council was **informed** that Clapham cum Newby Parish Council will host the next working group session at its Parish Council meeting on 18th October to continue discussions around the issues of the Austwick Waste Water Pumping Station (AWWPS) overflows and that Cllr Mark Robinson will attend as Parish Council representative.
The Council **agreed** to raise three items at this meeting: (1) the extent to which YDNPA as the Planning Authority is aware of the developer's plans that the combined sewerage and waste water for the new housing development on Pant Lane, Austwick will be handled by the AWWPS; (2) following recent improvement work on the AWWPS by United Utilities, the need to see the discharge figures for 2023 and compare these with those of 2022 to understand the current extent of the problem; (3) to consider a further request that United Utilities undertake investments to improve the situation at an earlier date than they had previously considered.

- b. Meeting of Hargraves and Green Educational Foundation held on 26th September
The Chairman, Cllr Goold, **reported** that the Trustees to the Hargraves and Green Educational Foundation had this year received only one application: - from a university student from Austwick, who had received a small grant.

5.8 To note actions regarding parish maintenance matters:

- a. issues relating to NYC Highways
The Council **noted** that no issues relating to NYC Highways were reported.
- b. issues relating to YDNPA
The Council **noted** that no issues relating to the YDNPA were reported.
- c. lengthsman duties or parish maintenance matters
The Council **noted** that no issues relating to lengthsman duties or parish maintenance matters were reported.

5.9 To consider and approve policy documents and papers

- a. The Council **approved** the following five policy documents: Standing Orders; Financial Regulations; Record Management; Code of Conduct; and the Member – Officer Protocol.
- b. The Council **approved** the following two papers: the Fixed Assets Register; and the Parish Council meeting dates for 2024.
The Council **noted** that the total valuation of fixed assets is £22,925.
Regarding the meeting dates for 2024, the Council was **informed** that these will be booked in the Parish Hall diary.
The Council **agreed** that the policy documents and papers are to be published on its website apart from the Member – Officer protocol, which sets out the relationship between Members and Officers.

5.10 Finance

- a. The Council **noted** the total balance of the HSBC current account on 30th September 2023 as £16,461.79.
- b. The Council **noted** receipt of £6,750 from NYC as 2nd instalment of the precept.
- c. Cllr Kate Smith **verified** the bank reconciliation to 30th September and reported that no issues have been found.
- d. The Council **approved** payment of £45.00 to Charlotte Wilkinson for 6 weeks of bus shelter cleaning.
- e. The Council **noted** the Lengthsman Services Report – comparison of budget versus actual costs to 31 September and **noted** the balance to spend for all lengthsman services to 31st March 2024 is £975.10. The Council **agreed** that Cllrs Goold and Dewhirst have a meeting with the lengthsman to discuss the budget for lengthsman services, ensuring adequate funding is available in the next financial year.
- f. The Council **approved** payment to Craven Garden Care of £261.60 for maintenance on village greens; £207.90 for maintenance on village verges; and £217.80 for maintenance on outlying verges, all for September.
- g. The Council **approved** payment to the clerk of £334.80 per month as salary for September and October and £61.78 as expenses for July to September.
- h. The Council **approved** payment to Austwick Parish Hall Council of £30.00 for the hire of the hall on 3rd July and on the 4th September.
- i. The Council **noted** there were no other financial issues reported.

5.11 Correspondence received

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

5.12 To note and respond to items of information

- a. The Council **noted** the YDNPA Planning seminar on 19th October; and the Autumn Parish Forum meeting on 25th October and **agreed** that Cllrs Smith and Robinson will attend both on-

- line meetings and report back to the Council at the next meeting on 4th December.
- b. The Council **noted** the YLCA White Rose Bulletins 8/9, 22/9, 6/10; and the Law and Governance Bulletin September.
 - c. The Council had **received** the guide regarding the 80th anniversary of D-Day on 6th June 2024 and **agreed** to not take initiatives at the present time to commemorate this event.

5.13 Date and time of the Parish Council

The Council **confirmed** the date of the next Parish Council meeting as Monday 4th December 2023 to be held at Austwick Parish Hall at 7.30pm.

There being no further business to discuss the Chairman closed this meeting at 20.45.

Marijke Hill
Clerk to the Council