

**Austwick Parish Council  
Meeting 6 2022-2023 – Monday 5<sup>th</sup> December 2022  
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:**

One resident participated at item 6.6c1: Ingleborough Estate Woodland Management, and item 6.8a: installation of white posts on Townhead Lane verges.

- 6.1 Present:** Cllrs Peter Goold (Chairman), Barbara Tibbatts, David Dewhirst, Kate Smith, and Mark Robinson.  
**In attendance:** Parish Council Clerk Marijke Hill and one member of the public.
- 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:**  
The Council had **received** the written police report, which contained 11 incidents in the wider area of the parish during the period between 13<sup>th</sup> October and 30<sup>th</sup> November 2022 and **noted** a pattern of many farm thefts in recent months.  
There were no reports from the District and County Councillors and the YDNPA.
- 6.4 Minutes of Meeting 5 2022-2023**  
The Council **resolved** that the Minutes of Meeting 5 held on 17<sup>th</sup> October 2022, should be **confirmed** and signed by the Chairman, Cllr Goold, as a true and accurate record.
- 6.5 To receive updates on Matters from previous meetings not otherwise included on the Agenda**  
The Council **noted** no Matters from previous meetings were reported.
- 6.6 Planning**
- a. **Applications**
    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. The Council **noted** that additional information has been received of amended plans, management plan, and lighting plan and had **agreed** to notify the YDNPA that it had no comments to make regarding the amended plans and the lighting plan. In regards the management plan, the Council had **agreed** to notify the YDNPA that the word 'maximum' should be included in stating the number of nights stay; that a prohibition of camping by visitors in the environs of Dam House Barn should be included; and that the parking of visitors' vehicles on Wharfe Road is not addressed, and to ask the YDNPA that the management plan be amended accordingly.
    2. C/04/709 Householder planning permission for erection of single storey extension to form entrance hall at Fechs Sheiling, Kiln Hill Lane, Feizor, Austwick. The Council **agreed** to notify the YDNPA that it had no comments to make.
    3. C/04/709A Householder planning permission for erection of single storey extension and alterations to existing annex and plant room to form garden room at Fechs Sheiling, Kiln Hill Lane, Feizor, Austwick. The Council **agreed** to notify the YDNPA that it had no comments to make.
  - 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/18/146F Section 73 application for variation of Condition 2 of C/18/146E (full planning permission for creation of timber wagon turning and timber stacking area; maintenance and improvement of timber extraction route and installation of reinforced concrete crossing over the sheep underpass), in respect of the haulage route being amended to include the use of Greystonber Lane, Austwick by haulage vehicles associated with timber extraction at Thwaite Wood & Lane, Ingleborough Estate, Clapham. **Approved conditionally.**
  3. C/04/708 full planning permission for change of use class from C1 (Guesthouse) back to C3(a) (Dwellinghouse) as originally granted by Planning Approval YD/5/49/43 on 14/12/1982. The current (C1) use class was allocated by Planning Approval YD/5/49/43A on 18/11/1992 at Scar Close Farm, Kiln Hill Lane, Austwick. **Approved conditionally.**
  4. 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). **Not yet decided.**
  5. 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.**

**c. Additional and other planning matters**

**1. Ingleborough Estate Woodland Management**

The Council had **received** correspondence from the Ingleborough Estate Resident Trustee, Mr Farrer, reporting further vandalism to the no parking signs, installed on Thwaite Lane and had **reiterated** its position that vandalism is reprehensible and irresponsible behaviour but that, nonetheless, it is not the role of the Parish Council to mediate, intervene or become involved concerning the actions of individual residents.

The Council had also **received** correspondence about the state of Townhead Lane, particularly at the junction with Thwaite Lane, caused by the frequent use of these lanes by Heavy Goods Vehicles as a result of the consent to planning application C/18/146E, approving this route for the conveying of surfacing stone and timber for the foreseeable future. The Council **agreed** to request NYCC Highways to carry out a site visit and inspection of the highway and to consider remedial action to stop the deterioration of the lanes.

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

**a. additional defibrillator for Wharfe**

The Charman, Cllr Goold, **reported** that the estimated cost of a defibrillator approved by the Yorkshire Ambulance Service, being £1,370, is entirely covered by a donation of £400 from the Settle Rotary Council and a Craven District Council Ward Member Grant of £970 from both District Council Councillors Carl Lis and David Ireton. The Chairman, Cllr Goold, had written to Cllrs Carl Lis and David Ireton, expressing the Council's gratitude for their continued financial support, as well as a letter of thanks to the Secretary of the Rotary Council for their generous gift.

The Council was **informed** that discussions with a local resident in Wharfe regarding a location for the new defibrillator, including an electricity supply to it, will continue in the new year.

**b. Yorkshire Dales National Park Management Plan Annual Forum, held on 4<sup>th</sup> November 2022**

The Chairman, Cllr Goold, **reported** on his attendance at the meeting, which included representatives from a number of the partner organisations involved in forming and monitoring the Management Plan which covers the period 2019-2024. The Plan has 49 objectives and over a hundred organisations are involved in achieving one or more of these. At the present time, 28 are on target, 8 have been achieved, and some progress has been made on all but two. Improvements in the condition of PROWs, field barn restorations and peatland restoration are highlights and, last year, new housing permissions and completions were the highest for twenty years.

- c. Meeting of Settle and District Aid in Sickness Fund, held on 16<sup>th</sup> November 2022  
The Chairman, Cllr Goold, **reported** that the Trustees always have difficulty in finding good causes in support of disadvantaged people in ill health and had, therefore, this year decided to make a donation of £500 each to St. John's Hospice, Lancaster, and to Manorlands Hospice, Keighly.
- d. NYCC: Third online briefing on the transition to North Yorkshire Council, held on 28<sup>th</sup> November 2022  
Cllr Robinson **reported** on his attendance at the online briefing on the transition to North Yorkshire Council. It was emphasised that the new Authority will start from a strong base of existing councils and local area community hubs are to be based in existing council offices. A consultation to replace the existing Charter and establish working relationships between the Unitary Council and 731 Town and Parish Councils will be undertaken from January 2023. The 'Let's Talk' campaign, a programme of local engagement around local issues, devolution, and budgets, has seen over 200 face-to-face events as well as an online platform for all people to have their say. This campaign also included a commitment to pilot double devolution, which provides opportunities for town and parish councils and community groups to manage services and assets on behalf of the new council. All instances of double devolution would need to have a solid business case and delivery plan and be cost neutral to the new council.  
In person meetings and events are planned for the New Year and will be confirmed.

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

- a. installation of white posts on Townhead Lane verges  
The Council had **contacted** NYCC Highways again regarding the installation of posts or bollards on the Townhead Lane verges and **noted** the reply from NYCC Highways Improvement Manager that the Parish Council's concerns have been investigated. Whilst there is evidence of verge damage, this is sporadic and the installation of bollards / posts in the verge will restrict the passage of vehicles which could potentially cause blockage of the road. In order for the bollards / posts to be effective, waiting restrictions would also have to be introduced to remove parked vehicles to ensure that two way traffic can be maintained. There would be limited enforcement of any restrictions leading to abuse and, therefore, NYCC cannot support the introduction of restrictions and will not be taking any further action at this time.
- b. other issues relating to NYCC Highways  
The Council **noted** that no further issues relating to NYCC Highways were reported.
- c. issues relating to YDNPA  
The Council **noted** that no issues relating to NYCC Highways were reported.
- d. damaged wall and overflowing surface water drain at South View car park  
The Council was **informed** that the damaged wall at South View car park had been repaired, but was damaged again. The Council **agreed** to contact Yorkshire Housing again and ask them to consider moving the wall back by 2 to 3 metres to avoid recurring damage as van drivers frequently cut the corner. Cllr Dewhirst **reported** a surface water drain at South View car park, overflowing water across the car park and down Clapham Road and the Council **agreed** to report this issue for repair to Yorkshire Housing at the same time.
- e. lengthsman duties or parish maintenance matters  
The Council **noted** that no lengthsman duties or parish maintenance matters were reported.

#### 6.9 Finance

- a. The Council **noted** the total balance of the HSBC current account bank on 21<sup>st</sup> November 2022 as £18,010.12 with £17,895.77 parish council monies and £114.35 AED funds.
- b. The Council **approved** payment of £35.00 to Charlotte Wilkinson for 7 weeks of bus shelter cleaning.

- c. The Council **approved** payment of £400.84 to Arthur J. Gallagher Insurance Brokers Limited for the annual renewal of the Parish Council insurance.
- d. The Council **approved** payment to Craven Garden Care of £99.00 for maintenance on village verges; £247.50 for maintenance on outlying verges; and £336.60 for maintenance on the conservation verges, all for October.
- e. The Council **approved** payment to Craven Garden Care of £79.20 for maintenance on village verges; £99.00 for maintenance on village greens; £128.70 for maintenance on outlying verges; and £191.00 for maintenance on the conservation verges, all for November.
- f. The Council **noted** the Lengthsman Services Report – comparison of budget versus actual costs to 30 November. The balance to spend to 31<sup>st</sup> March 2023 for all lengthsman services is £1,208.80, and a further £258.38 on the conservation verges of Graystonber Lane and Clapham Road.
- g. The Council **noted** receipt of £400.00 from Settle Rotary as donation to the cost of an additional defibrillator at Wharfe.
- h. The Council **noted** receipt of £970.00 from CDC as Ward Member Grant to the cost of an additional defibrillator at Wharfe.
- i. Staff matters:
  - 1 The Council **noted** the 2022 – 2023 National Salary Award for NJC employed staff and **resolved** to increase the Clerk's salary in accordance with the award.
  - 2 The Council **approved** payment of £657.60 to the Clerk as salary for October and November at the new rate of £13.70 per hour.
  - 3 The Council **approved** the back payments of salary to the Clerk to adjust to the new salary award for the months of April to September inclusive of £124.00.
- j. The Council **considered** the budget for the financial year 2023-2024 and **agreed** to set the expenditure budget at £13,732, keeping the lengthsman services expenditure budget to £6,300 for the year, but increasing the bus shelter cleaning expenditure to £390, reflecting an increase to £7.50 per clean with immediate effect. The Council **resolved** to precept North Yorkshire Council, its new Billing Authority, for £13,500, an increase of 3.8%, thereby setting a receipts budget at £13,927 for the year.
- k. The Council was **informed** that the application form for internet banking has been submitted to HSBC and it is awaiting a reply.
- l. The Council **reported** no other financial issues.

#### **6.10 Correspondence received**

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

#### **6.11 To note and respond to items of information**

- a. The Council **noted** the YDNPA Newsletter Autumn edition; and the planning training seminar presentation.
- b. The Council had **discussed** the NYCC 3<sup>rd</sup> online briefing on the transition to North Yorkshire Council at item 6.7d.
- c. The Council **noted** the 'It's Grim Up There Running' road race event on 26<sup>th</sup> February 2023
- d. The Council **noted** the YLCA White Rose Updates 28/10; 11/11; 25/11; the Law and Governance Bulletin November 2023; and training bulletins November 2022 to March 2023

#### **6.12 Date and time of the Parish Council**

The Council **confirmed** the date of the next Parish Council meeting as Monday 16<sup>th</sup> January 2023 to be held at Austwick Parish Hall at 7.30 pm.

There being no further business to discuss the Chairman closed the meeting at 21.03.

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