

Austwick Parish Council
Meeting 8 2022-2023 – Monday 27th February 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 Tibbatts asked the Council to consider to put on record the excellent work that is continuously carried out by the lengthsman and the Council agreed.

Mr Tibbatts enquired about the new North Yorkshire Council and the devolution deal from central Government. The Chairman, Cllr Goold, replied that the Parish Council has been informed that NYC would pilot a double devolution deal, which would provide opportunities to manage services and assets on behalf of the new council. As all instances of double devolution would need a case and delivery plan and be cost neutral to the new council, the Parish Council had agreed to note the suggestions.

Mrs Thompson enquired if the Council could install more dog waste bins. The Chairman, Cllr Goold, replied that installation of additional bins has been requested before, but the District Council will not provide them as it does not have the personnel capacity to empty them. The Council provides free dog waste bags from the village shop to any person asking for them.

Mrs Thompson participated at item 8.3: police incident reported for theft of garden tools on Town Head.

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

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

Apologies for non-attendance: None received.

8.2 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.

8.3 Police, District and County Councillors Reports:

The Council had **received** the written police report, which contained 9 incidents in the parish and surrounding areas during the period between 15th January and 23rd February 2023, notably the report of two incidents of theft, one on High Street and one on Townhead Lane. The Council **agreed** to review the stance it has taken previously on the installation of CCTV cameras in the village at the next Parish Council meeting. There were no reports from the District and County Councillors.

8.4 Minutes of Meeting 7 2022-2023

The Council **resolved** that the Minutes of Meeting 7 held on 16th January 2023, should be **confirmed** and signed by the Chairman, Cllr Goold, as a true and accurate record.

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

There were no Matters from previous meetings not otherwise included on the Agenda reported.

8.6 Planning

a. Applications

1. 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. The Council **agreed** to not formally object to this application but to notify the YDNPA of its concerns that the application may not comply with Local Plan policies SP2, SP4 and L1 as the proposed

alterations would materially change the form and appearance of this heritage asset arguably causing substantial harm to the significance and setting of Harden House and also that the building's listed status would require that it be conserved as a whole in the form and appearance as at the date of listing.

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. The Council **agreed** to not formally object to this application but to notify the YDNPA of its serious concerns that the application may not comply with Local Plan policies, and in particular with the YDNPA planning policy on conversion of traditional buildings, which requires "no more than minor structural work, the extent of which would not compromise the historic interest and character of the building".
Lawson's Barn stands on elevated ground and is a prominent feature in the landscape, clearly visible from a considerable distance both from the highway and from several bridleways and footpaths. The proposed new windows in the western elevation of the building would adversely affect the immediate and wider landscape setting of the building.
Furthermore the Council **agreed** to comment that the existing planning consent may well comply with building regulations whereas it is the new objective to create a further bedroom at first floor level that creates the need for the present planning application.
3. 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. The Council **agreed** to notify the YDNPA that it had no comments to make.
4. 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. The Council **agreed** to not formally object to this application but to notify the YDNPA of its concerns that the application may not comply with a number of the National Park's planning policies and in particular with the policy which requires that traditional buildings proposed for conversion need to have the physical capacity to accommodate the new proposed use without significant extension or alteration and that alterations to the building should be the minimum necessary and sensitive to the traditional character and appearance of the building. Furthermore, alterations should not adversely affect the immediate and wider landscape setting of the building. This traditional field barn is in an isolated position, but prominent from the Clapham Road and Holm Lane highways and from a number of public rights of way.

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). **Not yet decided.**
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/04/709A 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. **Approved conditionally.**
5. C/04/60C Section 73 application for variation of Condition 2 of C/04/60B (Full planning permission for conversion of barn to form local occupancy dwelling or holiday let) in respect of design changes at Newfield Barn, Wharfe, Austwick. **Withdrawn.**
6. C/04/60D Section 73 application for variation of Condition 2 of C/04/60B (Full planning permission for conversion of barn to form local occupancy dwelling or holiday let) in respect of design changes at Newfield Barn, Wharfe, Austwick. **Withdrawn.**

c. Additional and other planning matters

1. The Council **noted** that no additional and other planning matters were reported.

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

a. defibrillator matters

- 1 The Council was **informed** that progress on installation of the additional defibrillator for Wharfe awaited finalisation of the exact location in conjunction with the local resident in Wharfe.

b. Request for information received regarding Restricted Byway and Byway Open To All Traffic at Thwaite Lane

The Council had **received** a request for copies of all correspondence between Austwick Parish Council and the YDNPA / NYCC relating to Thwaite Lane from the Craven Rights of Way representative for Cumbria Trail Riders Fellowship and **agreed** to send 5 letters and one email dated between 12th October 2004 and 16th April 2007. The Council also **agreed** to send a further 9 emails, including attachment of three letters, dated between 26th May 2021 and 31st January 2023.

The Council **agreed** to record its thanks to the Clerk for the work in researching historical records to enable a comprehensive response to this request.

c. Plans for the Annual Parish Meeting on 22nd May 2023

The Council had sent an early invitation to the County and District Councillors as well as to the YDNPA Area Ranger, who had confirmed his attendance at the Annual Parish Meeting on 22nd May. The Council **considered** inviting the Police, Fire, and Crime Commissioner as guest speaker at the Meeting and the Chairman, Cllr Goold will invite Zoë Metcalfe. The Council **decided** to finalise all other plans for the APM at the next Parish Council meeting.

- d. proposed site survey in the parish regarding the installation of electrical vehicle charge points**
Cllr Robinson **reported** that an initial site survey of the village has taken place digitally with Mr Wright from Char.gy but that this company had decided at present to only consider charging points on suitable lampposts, which do not exist in our parish, and at areas such as car parks owned by charitable organisations. This could be of interest to the Playing Fields Association and Cllr Robinson has alerted them to this possibility.

e. To consider a reply to the NYCC Draft Parish Charter Consultation

The Council was **informed** that NYCC intends to agree a new Parish Charter, a document that sets out the relationship between the new North Yorkshire Council and all Town and Parish Councils and it **decided** to reply to their Draft Parish Charter Consultation. In setting the terms of its response, the Council **agreed** to specifically request that additional areas should be added to those to be covered by the Charter, such as local services, including waste and recycling, environmental health, health and adult services, including social services, and local transport policies.

8.8 To note actions regarding parish maintenance matters:

a. muddy conditions on Townhead Lane – Thwaite Lane

The Council was **informed** that the gateposts at the junction on Townhead Lane with Thwaite Lane have been removed and that the wall has been realigned and rebuilt in its original position. The Council **noted** the reply by the NYCC Highways Customer Communications Officer that mud issues which are attributable to forestry movements need to be referred to the relevant Planning Enforcement Authority and that any maintenance issues on a PROW need to be referred to the YDNPA. The Council **agreed** to monitor the situation for the time being.

b. blocked gully at the junction of Clapham Road and Holm Lane

The Council had **reported** a blocked gully at the junction of Clapham Road and Holm Lane to NYCC Highways and **noted** the reply from the Highways Officer that the routine cleaning of

gullies is programmed to be completed shortly, including the issue as reported. The Council was **informed** that the gully has been attended to and will monitor the situation.

- c. large pothole on Wharfe Road at Fleet Barn
The Council had **reported** a large pothole on Wharfe Road at Fleet Barn to NYCC Highways and **noted** that a repair has been carried out.
- d. urban highway grass cutting in visibility areas
The Council has **received** correspondence from NYCC regarding the arrangements for urban visibility highway grass cutting in the parish and that the funding for the splays will be £76.93 for the year 2023/24. The Council **considered** this option and **decided** to not carry out these grass cuttings. The Council was **informed** that NYCC will, in that case, undertake five cuts of the visibility splays during the year and that no payment will be made to the Parish Council.
- e. other issues relating to NYCC Highways
The Council **noted** that no other issues relating to NYCC Highways were reported.
- f. replacement of two footpath signs on Townhead Lane
The Council was **informed** that the replacement of two footpath signs on Townhead Lane has been completed.
- g. other issues relating to YDNPA
The Chairman, Cllr Goold, **reported** that the YDNPA has cleared the lane from Silloth House to Dam House Bridge, Wharfe.
- h. damaged wall and overflowing surface water drain at South View car park
The Council was **informed** that the re-alignment of the wall at South View car park has not been attended to and **agreed** to contact Yorkshire Housing again to enquire when the repair can be carried out. The Council also **agreed** to monitor the overflowing water drain and report back at the next Parish Council meeting.
- i. lengthsman duties or parish maintenance matters
Regarding the conservation verge on Clapham Road Cllr Dewhirst **reported** that the lengthsman has prepared an area for the planting of seeds but that this will not be undertaken until after the site meeting with the YDNPA Wildlife Conservation Officer, Rachel Brindle, arranged in principle for later in the Spring, has taken place.
Cllr Dewhirst **informed** the Council that the hawthorns on Wharfe Road need trimming back drastically. The Council **decided** that the lengthsman should proceed.

8.9 Finance

- a. The Council **noted** the total balance of the HSBC current account bank on 31st January 2023 as £14,986.79 with £14,927.39 parish council monies and £59.40 AED funds.
- b. The Council **approved** payment of £45.00 to Charlotte Wilkinson for 6 weeks of bus shelter cleaning.
- c. The Council **noted** the Lengthsman Services Report – comparison of budget versus actual costs to 28 February.
- d. The Council **approved** payment of £84.84 and £24.90 to the clerk as expenses incurred for annual website renewal costs as well as two year website domain name renewal costs respectively.
- e. The Council **approved** payment of £328.80 per month to the clerk as salary for January and February.
- f. The Council **reviewed** the parish clerk salary and **resolved** to increase it to NJC scale SCP 17 to £334.80 per month with effect from 1st April 2023.
- g. The Council was **informed** that internet banking has been set up and that all payments made by BACS transfer should be approved by the Council. The Council **resolved** to see additional bank reconciliation reports as and when needed.

- h. The Council **considered** three additional financial issues:
- 1 the Council **approved** payment to Craven Garden Care of £895.00 for maintenance on outlying areas, and £91.40 for maintenance on the bus shelter pinfold, both for February.
 - 2 the Council **approved** payment of £1,487.94 plus delivery costs to Wel Medical Ltd for the purchase of an iPad SP1 semi-automatic defibrillator and DefibSafe cabinet.
 - 3 the Council **approved** payment of £110.99 to Craven District Council for the delivery of 3 boxes of dog waste bags.
- 8.10** The Council **approved** the Financial Risk Assessment and Management document and **agreed** to upload this on its website.
- 8.11 Correspondence received**
The Council **noted** it had not received any correspondence.
- 8.12 To note and respond to items of information**
- a. The Council **noted** the NYCC notification to pass a resolution at a meeting on 7th February 2023 that the provisions of Part III of the Local Government (Miscellaneous Provisions) Act 1976 shall be adopted and shall apply within the county of North Yorkshire with effect from 1 April 2023.
The Council also **noted** that, in accordance with the North Yorkshire (Structural Changes) Order 2022 from 1 April 2023 the North Yorkshire Council will be the sole principal authority for North Yorkshire. The relevant predecessor district and borough councils previously resolved to adopt the provisions of Part II of the 1976 Act, which relates to the licensing of hackney carriages and private hire vehicles, drivers and operators.
 - b. The Council **noted** the Parish and Town Council communications pack for the launch of North Yorkshire Council as well as invitation to attend any of the liaison drop-in sessions and the 'let's talk climate' communications pack.
 - c. The Council **noted** the YDNPA farm conservation team to hold a series of free evening events through February for landowners, land-managers and farmers which will cover the latest updates for Countryside Stewardship and other grants, as well as the Parish Newsletter Winter Edition.
 - d. The Council **noted** an invitation from CDC Chairman to the 5th Regiment Royal Artillery's Freedom Parade on 2nd March 2023 in Skipton
 - e. The Council **noted** the YLCA White Rose Bulletins 20/1; 3/2; 17/2; the Craven Branch meeting on 21st February; the Law and Governance Bulletin January 2023; the NALC Parliamentary Briefing – Levelling up and Regeneration Bill, and training programme April to June 2023.
- 8.13 Date and time of the Parish Council**
The Council **confirmed** the date of the next Parish Council meeting as Monday 17th April 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 21.31.

Marijke Hill
Clerk to the Council