



Clerk: Sara Spillett
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**Parish Council meeting agenda 7:30pm 3 June 2015
Kettlewell Village Hall**

1. To note any apologies
2. To note any declarations of interest
3. To agree the minutes of the 6 May 2015 meeting
4. To agree actions on matters arising from minutes:
 - a. ROSPA playground report and new chairman and committee sought – Cllr Belk
 - b. Update on installation of the Starbotton defibrillator – Cllr Charleton
 - c. BHF bid on behalf of Village Hall – Cllr Nelson
 - d. Highways meeting – Cllr Belk
 - e. Hydrants in Kettlewell and Starbotton NYFRS – Mr Wilkinson/ Clerk
 - f. Bank mandate completion – Cllr Appleton
 - g. Future years online survey – Cllr Belk
 - h. Clock servicing – Cllr Nelson
 - i. Council's views on S106 agreements to Cllr Marshall – Cllr Belk
 - j. Changes to Highway grass cutting - Clerk
 - k. To investigate further dog waste bins - Clerk
5. To receive the clerk's report (for information only)
 - a. Kept up to date with minutes, emails; updated website and notice boards.
 - b. Updated the asset register following feedback at the Annual Meeting.
 - c. Proposed standing orders and a financial risk assessment.
 - d. Got a copy of the plan of Starbotton Hydrants from the Fire Brigade.
 - e. Requested YDNP prioritise the registration Maypole Field as open space.
 - f. Confirmed the Councils acceptance of YLCC's terms.
 - g. Amended and published the Freeman and Freewomen nomination criteria.
 - h. Had our books and procedures reviewed by Cllr Brooksbank for internal audit.
 - i. Given the Link the Chairman's annual report, the financial report and a request for playground committee members (all published in the June issue).
6. To receive a street lighting update – Mr Wilkinson
7. To consider and agree the approach on responding to the NYCC consolation on changes to bus services (consultation closes 14 August).

8. Report from North Yorkshire County Council – Cllr Shelagh Marshall
9. To agree actions from correspondence received:
 - a. To agree attendance at the public transport public meeting convened by Cllr Marshall at 7:30pm 4 June in Kettlewell Village Hall.
 - b. To agree dates to meet Grassington Parish Council to discuss a neighbourhood plan
 - c. To agree attendance at NYCC Craven Area Committee 10am 4 June in Bolton Abbey
 - d. To agree attendance at Annual Meeting of the Craven Branch of the YLCA 7pm 17 June in the Anderton Memorial Institute, Linton.
 - e. NYCC library consultation report.
10. Annual audit
 - a. To receive and consider report from the Internal Auditor for 2014/15.
 - b. To approve Annual Return Accounting and Governance Statement for the year ending 31 March 2015.
11. To review and approve policies and procedures:
 - a. standing orders
 - b. asset list
 - c. financial risk assessment
 - d. scheme of delegation
12. To receive a report on accounts and agree payments:
 - a. On 22 May Barclays Business Saver £4802 and Barclays Community Account £73
 - b. To agree payments of £33.06 to Getmapping Plc for Parish Online mapping
13. Planning matters to comment on:
 - a. C/46/64E/LB revised application for listed building consent for installation of new wood burning stove to sitting room and replacement wood burning stove to kitchen/dining room – Box Tree Cottage, Starbotton. (Deadline for comments 16 June).

Planning matters to note:

 - b. C/46/107F/LDC certificate of lawfulness for existing works to implement planning consent C/46/107E – Old School House, Starbotton. Update requested from YDNP.
 - c. C/46/217C application to discharge Section 106 Legal Agreement under planning permission C/46/217 - Summer Cottage, Kettlewell has been refused.
14. To discuss what we are seeking from volunteers on the proposed emergency list.
15. Matters raised by the public - for discussion at future meetings
16. Date of the next meeting 1 July at 7:30pm in Kettlewell Village Hall