

Kettlewell with Starbottan Parish Council

Meeting held Wednesday 1 June 2016, 7.30pm in Kettlewell Village Hall

Present: Cllr Harvey (chairman) Cllr Appleton, Cllr Lister, Cllr Parker, Clerk, County Cllr Marshall and 7 members of the public.

Apologies: District Cllr Graham (at another meeting).

1. Declaration of interest

Cllr Appleton declared an interest regarding the Cam Garth housing.

2. Minutes of the previous meeting

It was resolved that the minutes of the meeting held on 11 May were a correct record and they were signed.

3. Matters arising from previous minutes:

- a. Kettlewell defibrillator had a defective part. Mr McLellan was following it up.
- b. The War Memorial safety report was given to Cllr Appleton. **Action Cllr Appleton**
- d. It was not known if the damaged football field fencing had been repaired. **Action Cllr Appleton**
- e. Buckden Parish Cllr Clark has been nominated as YDNP Committee parish representative.

4. Reports from NYCC and CDC

Cllr Marshall has facilitated a meeting with Highways on 8 June. The Clerk would confirm the date and prepare an agenda. Attendees Cllr Harvey, Cllr Appleton, Cllr Lister, Clerk and County Cllr Marshall. **Action Clerk**

Cllr Marshall gave a report on recent developments at County and YDNP. She encouraged the Council to get a copy of the draft YDNP local development plan and to use it to inform planning responses. **Action Clerk**

The Clerk was asked to contact the Council's solicitor on future handling of the low cost housing. **Action Clerk**

There was no report from CDC and the Clerk was asked to request a written report when Cllr Graham is not able to attend meetings. **Action Clerk**

5. Clerk's report

The Clerks report was noted

6. Streetlight Update

It was confirmed that some lights were not working and would be repaired. **Action: Cllr Parker and Mr Wilkinson**

7. Co-opting a councillor

The Clerk outlined efforts to fill the fifth councillor post. Adverts requesting written applications giving Cllr Harvey as a contact had been put on the notice boards and Council's website, Facebook and Twitter. Adverts had been emailed to those parishioners who had expressed interest before the May election. No applications had been received by the Clerk. Cllr Harvey confirmed no one had requested information.

The Clerk confirmed she was willing to stand as a councillor, while remaining the unpaid Clerk to the Council. It was resolved that the Clerk, be co-opted as a parish councillor and Cllr Harvey confirmed that Sara Spillett was elected to the Council.

8. Emergency plan

An initial meeting of those on the emergency committee would be arranged for July.
Action Cllr Harvey and Cllr Spillett.

9. Repair and repainting of benches

Quotes for repair and repainting of parish benches would be sought. **Action Clerk**

10. Correspondence

- a. Rita Baxter had written requesting permission to put a memorial bench on Starbotton village green. This was supported in principle, and requirements for putting a bench on common land would be followed up. **Action Clerk**
- b. Royal British Legion – Centenary Fields programme. No action to be taken.
- c. Craven Area Committee (2 June). No attendance from Council.
- d. YLCA Craven Branch (15 June). **Action Cllr Appleton**
- e. Melanie Thornton Chair of the Playground Committee sought permission to use the playing field for a teddy bears picnic and other fundraising events through summer. It was resolved that the picnic could go ahead, subject to a check on insurance and a risk assessment by the organisers. More details would be required on other activities before they could be agreed to. **Action Clerk**
- f. Anne Vetch had written informing the council that the formal partnership between Upper Wharfedale School and Kettlewell Primary School is to end. From September 2016, the school will be working in partnership with Burnsall, Cracoe and Grassington Schools under the executive Headship of Julie Morton-Lee.

11. Report on Accounts

- a. It was resolved that the annual governance statement was approved and the annual return form was signed.
- b. Following internal audit by Jean Brooksbank (Grassington Parish Councillor and Responsible Financial Officer) was resolved that the accounts for 2015-16 be approved and the annual return was signed. **Action Clerk**
- c. It was noted that the Barclay's Business Saver had £6,511 and the Barclay's Community Account £100.

- d. It was resolved to pay Parish Online £33.60 for use of a mapping system; to refund the Clerk £19.99 for purchase of Microsoft Office professional for the Council's laptop; and pay Creative Badger £85 for website hosting and domain registration. Action Clerk

12. Planning matters

C/46/257: 3 Fold Cottages, Kettlewell - Full planning permission to replace flat roof of garage with a pitched roof and to extend the length of the garage. It was resolved to support this application. Action Clerk

It was noted that:

C/46/107G - Old School House, Starbotton – YDNP confirm that they have received notification that works will commence on the 25 May 2016. The completion date would be confirmed as 25 May 2017. Action Clerk

YDNP had confirmed that work to clad the horse shelter at Maypole Field, Kettlewell as in the approved plans C/46/252, would be complete by 30 June.

12 Matters raised by the public

There was an ongoing planning application for changes to the agreed plans at Valley View, Kettlewell. The Clerk confirmed she was unaware of it. A site meeting would be held prior to the Highways meeting on 8 June. **Action Councillors and Clerk**

Jack Hestletine stated that where Parish planning matters are at appeal, the Council should send a representative.

The Council has a nuclear plan and this would be shared with the Clerk. **Action Verina Bishop.**

It was reported that the planning inspector has upheld a decision by the YDNP to prevent land at Town Head, Kettlewell being used as a car park. The details of the decision would be followed-up. **Action Clerk**