

HAWES & HIGH ABBOTSDIDE PARISH COUNCIL

DRAFT MINUTES OF A MEETING OF THE PARISH COUNCIL
HELD VIA 'ZOOM'
ON THURSDAY 26th AUGUST 2021

Present:

Cllr Jill McMullon (Chair)	Cllr Sheila Alderson
Cllr Yurek Waluda	Cllr Barry Wilcox
Cllr Peter Metcalfe	Cllr Marion Lloyd
Cllr David Stephenson	Cllr David Colley (part meeting only)
Karen Prudden (Clerk)	Cllr Yvonne Peacock (RDC & NYCC Cllr) - part meeting only

Members of the Public:-

Claire Lambert	Pip Pointon (Press Release)
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1. **Recording of the Meeting**

The meeting was not being recorded by the Council. No other person present indicated that they were recording.

Cllr McMullon explained that this meeting was being held via 'Zoom' due to the recent increase in cases of Covid in the locality. She had taken the decision in consultation with RDC Legal Services in order to protect members of the Council and also in accordance with the Parish Council decision taken at the meeting on 22nd April 2021 to continue with 'virtual' meetings, should the need arise.

2. **Consideration of Apologies for Absence**

Cllr Emma Blades submitted her apologies for not attending the meeting and these were accepted.

3. **Declarations of Interest**

None were registered.

4. **Minutes of the Last Meeting**

Minutes of the meeting held via 'Zoom' on 29th June 2021 had been circulated to all Councillors. All Councillors present acknowledged that these were an accurate record of proceedings. **RESOLVED: CLLR McMULLON to sign the Minutes as soon as practical.**

5. **Ongoing Matters**

5.1 **Update on the Village Signs for Appersett and Burtersett** - Cllr Metcalfe reported that the sign at Appersett had been repaired but that it would be necessary to replace the 'village name' part of the sign as this was worn. Cllr McMullon had inspected the sign at Burtersett and advised that it was not damaged but had become very overgrown. This has now been rectified. **RESOLVED: COUNCILLOR McMULLON to continue to monitor the situation.**

- 5.2 Overhanging Hedges - Cllr McMullon suggested that this was to be reported on by Cllr Y Peacock who was not yet present at the meeting. **RESOLVED: CLLR MCMULLON to obtain an update from Cllr Peacock.**

6. **Planning Applications**

- 6.1 R/56/467B/LB - Householder Planning Permission for erection of glazed canopy extension and associated alterations at 5 Moorcock Cottages, Garsdale, Sedbergh, LA10 5PT
- 6.2 R/56/467B/LB - Listed Building Consent for removal of timber stair and brick flank walls full height, installation of new timber stairs ground to first and first to second floor levels, insertion of three conservation type roof windows in front slope at Beckstones House, Gayle, DL8 3SA.
- 6.3 R/56/185J - FPP for siting of two barrel top huts within woodland to provide short stay self-catering holiday accommodation at Thorney Mire Barn, Appersett Gill, Appersett, DL8 3LU
- 6.4 R/48/71A - Householder Planning Permission for alterations to stair roof and rear window to create increased headroom at Fell View, Cotterdale, DL8 3LT
- 6.5 R/56/522A - Householder Planning Permission for construction of raised patio to rear and car parking area to side at Scarr View, The Gaits, Gayle, DL8 3RU.
- 6.6 R/56/522 - FPP for conversion and alteration of a domestic outbuilding to a dwelling, including relevant demolitions at Scarr View, The Gaits, Gayle, DL8 3RU

The Clerk explained that information regarding all of these applications had been sent to Councillors for approval/comment but no comments had been submitted. It is therefore assumed that the Council has no objection to any of these applications.

The Clerk also informed Councillors that, following the presentation by Griff Thomas and discussion at the last meeting regarding the planning application R/56/518 relating to the conversion of a field barn to residential accommodation, the Council had taken the decision to request that the application be 'called in' for further discussion at the YDNPA Planning Committee Meeting. However, despite the Clerk contacting the YDNPA to request this following the meeting, it was confirmed by the YDNPA that a Parish Council has no authority to request an application be 'called in'. This is only an option for a member of the Planning Committee. The Parish Council is consulted on planning applications and is entitled to submit comments either in favour of, or opposing the application, providing sound reasons for their comments, and it then falls to the Planning Officer to consider these and if they are found to be contrary to the Planning Officer's views, then the application will go to the Committee for further discussion. Consequently, because the Council's decision was to request the application be 'called in', no comments for or against the application were agreed and therefore it was not possible to submit any subsequent to the meeting.

This information had been relayed to Mr Thomas who was obviously disappointed but acknowledged the situation that the Council found themselves in.

7. **Planning Decisions**

- 7.1 None had been received.

8. **Highways Matters**

- 8.1 Increased Traffic Through Burterset - When Cllr Peacock joined the meeting, she explained that a survey was ongoing but there were no results as yet. Cllr McMullon asked what the baseline for comparison would be and Cllr Peacock responded that there would be data held previously which would be used. **RESOLVED: CLLR PEACOCK to report back on the findings of the survey in due course.**
- 8.2 Vehicles Speeding in The Holme, Hawes - Cllr Peacock confirmed that she had reported this issue but that Highways did not know where this was! However, there was no current update. **RESOLVED: CLLR PEACOCK to follow-up and feedback.**
- 8.3 Land Adjacent to Bear Cottage Interiors, Hawes - Cllr McMullon reported that she had spoken to a representative from the Lords Trustees of the Manor of Bainbridge who denied that this area was in their ownership. They have therefore referred the matter to Highways who also say it is not their responsibility, believing it to be the responsibility of the Lords Trustees. **RESOLVED: CLLR PEACOCK to be asked to look into this and to report back to the Council.**
- 8.4 Weeds on Footpaths - Cllr McMullon advised that the situation with weeds growing on the footpaths was in need of attention. However, this has not been undertaken and she believed this was because the Highways contract changed at the beginning of June and the works have been taken 'in house' by NYCC under a new company. It was acknowledged that this was very disappointing. Cllr Waluda stated that he had recently seen someone on a quad bike spraying weeds but did not know who had organised this. When Cllr Peacock joined the meeting she agreed that the situation was not up to standard. She believed there was a programme of works to include this but with the changeover in June, it had clearly been overlooked. **RESOLVED: CLLR PEACOCK to investigate and report back to the Council.**
- 8.5 New Sign Posts to Burterset - Mrs Claire Lambert had written to Cllr McMullon enquiring what action the Parish Council were taking in respect of the two new significant road signs on the A684 directing traffic through Burterset. As a consequence, Cllr McMullon had invited Mrs Lambert to attend this meeting to present her views.

Mrs Lambert said that she believed the new signs were an 'eyesore', but following a conversation with Cllr Peacock, she had been informed that they were the correct size for 'A' roads in a 60mph speed limit and could not be removed. She pointed out that one sign was too close to the roadside and would likely be damaged by large vehicles and the farmer who had agreed for a sign to be placed in one of his fields had been 'horrified' by the size of it. She expressed concern about the amount of traffic now using the road through Burterset which was not only a very narrow road, but was also one that was not gritted during the winter months.

Cllr McMullon informed Mrs Lambert that the Parish Council had already raised the issues mentioned and challenged the size of the signs on the basis that 'one size does not fit all'. She also confirmed that the Council had requested Cllr Peacock initiate a survey to check the level of increased traffic on the road through Burterset. She acknowledged that there was a lot of opposition to the signs and local residents had also raised

concerns over the increased level of traffic on such a minor road. Cllr McMullon thanked Mrs Lambert for attending the meeting to express her views and reassured her that the Council will continue to pursue the matters raised and will discuss this again at their next meeting. **RESOLVED: CLERK to add to Agenda for next meeting.**

9. Financial Matters

9.1 The following invoices were approved for payment:-

- Mrs K Prudden - £403.75 - Clerk's Salary for May, June & July
- HMRC - £43.20 - PAYE for month ending 5th June 2021 (paid)
- HMRC - £26.00 - PAYE for months ending 5th July & 5th August
- John Banks - £644.00 - Grass Cutting June
- John Banks - £504.00 - Grass Cutting July
- Mrs K Prudden - £162.70 - Clerk's Salary for August
- HMRC - £25.40 - PAYE for month ending 5th September

These payments will be made as soon as the new bank account is opened and the funds transferred from HSBC. Should the need arise, Cllr Metcalfe has offered to process payments through his business account to be reimbursed by the Council as soon as the new bank account is opened. Councillors were grateful for this offer but hoped the new account would be in action very shortly. **RESOLVED: CLERK to initiate payments for the above expenditure as soon as the new bank account is operational.**

Cllr Yvonne Peacock joined the meeting.

9.2 The following income was acknowledged:-

- None received

9.3 Bank Balances

The Clerk reported that she had just received bank statements from the previous clerk for the period June to August 2021. These showed no activity other than the payment to HMRC indicated above. The closing balance as at 11th August was £23,593.72. The Clerk will pass the statements to the Chairman for signature at the earliest opportunity. **RESOLVED: CLERK to pass statements to Chairman for signature.**

9.4 Update on the New Bank Account

The Clerk confirmed that, following receipt of the necessary information from Councillors and completion of the online application process, the confirmatory application form had been signed and submitted to Unity Bank, together with the other information they required. The Clerk had received confirmation just prior to the meeting that everything is in order and Unity Trust were in the final stages of opening the new account which she hopes will be completed very soon. Once the new account is open, the funds currently held in the HSBC account will need to be transferred. **RESOLVED: CLERK to investigate if Unity Trust Bank can arrange for the transfer of funds from HSBC.**

10. Correspondence

- 10.1 Email from Richmondshire Climate Action Partnership regarding the Communitree Project
The Clerk had circulated details of this project to Councillors prior to the meeting. This is a community tree planting programme taking place over the autumn/winter period. The organisers hope that each council will plant up to thirty new trees in areas accessible by the public but safe from damage by livestock. The necessary trees, supports etc will be provided but the planting must be undertaken by volunteers and the trees maintained by the community in the future. A decision on whether to participate in this project needs to be submitted to the organisers by 24th September. **RESOLVED: COUNCILLORS to provide a response to the CLERK who will then submit a response on behalf of the Council.**
- 10.2 Upper Dales Health Watch - The Clerk had received information from the Upper Dales Health Watch regarding services provided by the Central Dales Practice. This had been circulated to Councillors. No comments were made.
- 10.3 Email from YDNPA regarding Local Plan 2023-2040 and Consultation No 4 - Exploring our Options: Local Occupancy and Barns - The Clerk had circulated information about this to Councillors. Cllr McMullon explained that it was essential that the Council provided feedback to this consultation which concerns the future development of barns within the National Park. Cllr Peacock advised that this subject was to be discussed at the forthcoming Upper Dales Area Partnership meeting taking place on Wednesday 29th September at West Burton Village Hall, starting at 4.00 pm. **RESOLVED: ALL COUNCILLORS to provide feedback to the Clerk by 3rd September in order that the CLERK can submit a response to the consultation on behalf of the Council by the deadline of Monday 20th September. CLERK to email Agenda for the UDAP meeting to Councillors.**
- 10.4 Email from Resident Concerning Dangerous Exit from their Property - Cllr McMullon had made contact with the resident to discuss the matter. This had been referred to Cllr Y Peacock and Ian Beighton at NYCC Highways. Cllr Peacock reported that there was very little that could be done due to the location of the property concerned.
- 10.5 Police & Crime Plan & Fire and Rescue Plan Consultation - The Clerk had circulated information regarding this consultation to Councillors. Individual responses are welcome at www.tellphilip.co.uk before 7th November.
- 10.6 YDNPA Planning Seminar - Councillors had been advised of an online seminar taking place on 23rd September between 6.30 pm and 8.00 pm via 'Zoom' to provide guidance to councillors on the new Local Plan and how parishes can make effective contributions to planning applications. Cllr Waluda had confirmed he would participate. **RESOLVED: CLERK to confirm Cllr Waluda's attendance to YDNPA by 15th September.**
- 10.7 Application for the Siting of a new Memorial Bench - The Clerk had been contacted by Mr M Gardner requesting that his family be allowed to purchase and erect a bench in memory of his parents, Norman and Margaret Lloyd, at the end of the Roman Road, at the top of Beggermans Road. The Clerk had sought more detailed information, which Mr Gardner had provided, but this did not indicate any local connection, other than family holidays, to the area. Councillors discussed the application but agreed that their policy was not to agree to the placing of any further benches in the Parish unless they were for local residents. **RESOLVED: CLERK to respond to Mr Gardner with the Council's decision.**
- 10.8 Membership of the Yorkshire Local Councils Association - Following discussions at the last meeting of the Council, the Clerk had contacted the YLCA to enquire the cost of

membership. This is based upon the number of electors within the Parish and the figure provided was £432 until 21st March 2022. The actual cost is likely to have changed. Councillors were in agreement to proceed once the new bank account was operational. **RESOLVED: CLERK to contact YLCA to confirm membership and to clarify the cost for the remainder of the year.**

10.9 Youth Club Funding - Shortly before the meeting, the Clerk had received an email from Stella Dinsdale informing the Council that the Youth Club hopes to re-open in September and enquiring whether the Council may wish to consider a contribution to the cost of running the facility. **RESOLVED: CLERK to add this to the Agenda for discussion at the next meeting.**

10.10 Parish Forum Meeting - Information regarding this meeting, to be held via 'Zoom' on 13th October at 7.00 pm had been sent to Councillors by the Clerk. Representatives are being sought from Parish Councils to participate in the meeting. Discussion topics are also requested along with information about any project or good practice that any Parish Council wishes to raise. **RESOLVED: COUNCILLORS to advise Clerk if they wish to participate in order that the CLERK can respond to YDNPA by 24th September.**

11. Children's Play Park

11.1 Application to RDC Play Park Fund - Cllr McMullon reported that she had met with Robin to discuss new equipment at the three play parks in the Parish - Town Foot, Beulah Bank and Little Ings. Three quotes had been obtained and the Clerk had completed an application to the RDC Play Park Fund. Cllr McMullon had consulted with the local primary school who were happy to support the project. A decision on the application will be forthcoming in due course. It may also be possible to apply for Lottery funding if necessary.

Cllr Colley joined the meeting.

12. Important Matters Raised by the Public for Inclusion on the Next Agenda

None were put forward at this stage.

13. Date of Next Meeting

The next meeting is due to take place in October. The Chairman will liaise with the Clerk who will issue details of the date and venue.

14. Proposal to Move to Private Session

Cllr McMullon proposed that the meeting move into private session in order to discuss matters relating to the contract of employment for the new Clerk. This was seconded by Cllr Waluda and everyone was in agreement.

Members of the public left the meeting.

15. Parish Clerk Contract & Remuneration

The Chairman asked the Clerk to explain the basis of her employment with another local parish Council which was much smaller and the level of her pay arrangements with them. The Clerk then left the meeting.

Discussions form part of a separate confidential Minute.

16. **Proposal to Move out of Private Session**

Upon conclusion of the discussions, Cllr McMullon proposed that the meeting move out of private session. This was seconded by Cllr Metcalfe and everyone was in agreement.

The Chairman then closed the meeting.

Signed as a True Record: Date:

Name: