

## Hawes & High Abbotside Parish Council

### Minutes of the Annual Parish Council meeting held on 25<sup>th</sup> September 2023

#### Present:

Parish Cllrs: Jill McMullon (Chair); Peter Metcalfe; Marion Lloyd; Yurek Waluda; Sheila Alderson; David Colley; David Cockett; David Stephenson; Emma Blades.

County Cllr. Yvonne Peacock.

Parish Clerk: Mrs Kate Kelly, also Responsible Financial Officer.

Three members of the public.

Apologies: None

## Hawes & High Abbotside Parish Council

1.	Chairman reminded everyone present of the right to record the meeting although the Council would not be doing so.
2.	<b><u>Consideration of Apologies for Absence</u></b>  Cllrs. Barry Wilcox, contacted to advise that due to transport issues he had been unable to attend.
3.	<b><u>Declarations of Interest</u></b>  To receive any declarations of interest not already declared under the Council's Code of Conduct or members Register of Disclosable Pecuniary Interests.  No declarations of interest stated.
4.	<b><u>Minutes of Parish Council meeting held on Monday 31<sup>st</sup> July 2023</u></b>  The minutes of the meeting held on 31 <sup>st</sup> July 2023 had been circulated to all Councillors and posted on the website. It was agreed that they were an accurate record of the proceedings. The minutes were signed by the Chair.
5.	<b><u>Ongoing Matters</u></b>
5.1	<b>Update on new Road signs for Lunds.</b>  We are awaiting the new road signs which have been ordered. They have a warning triangle and the words hidden dips & bends for 1 mile.  It was resolved that this matter be carried forward to the next Agenda.
6.	<b><u>Planning applications</u></b>  To consider planning applications:- Existing applications <ul style="list-style-type: none"><li>R/56/358E Full planning permission for alterations to the existing dwelling; extension of living</li></ul>

accommodation into the existing domestic outbuilding/store; erection of first floor extension to create an upstairs en-suite and erection of detached single garage and store at Ingledene, Burtersett, Hawes.

- R/56/358F Full planning permission for conversion of existing garage and outbuilding to form a one bedroom holiday let at Ingledene, Burtersett, Hawes.

The above applications for Ingledene were discussed at the planning meeting in August and they have been deferred at this time due to concerns regarding access to the property.

It was resolved to carry this matter forward to the next meeting

#### New applications received

- Full planning permission for alterations and extension to agricultural barn, including removal of roof sheets and re-roof in artificial stone slates, all walls to be reclaimed natural stonework (part retrospective) at Agricultural Land & Barn, A684 Main Street, Hawes, North Yorkshire, DL8 3NH - R/56/541- 30/8/23

Cllr. Alderson noted that the planning application states that the barn cannot be seen from the town but it can in fact be seen from the bridge and also from a local footpath. However no concerns were raised over the finished look of the proposed project as it was felt that it would improve the overall appearance of the Barn. Concerns however were raised regarding carrying out the work to the Barn as the only access available is over another landowners field.

It was resolved that the Clerk should write to the planners noting the Councils concerns.

- Application to determine if prior approval is required under Schedule 2, Part 6, of the Town & Country Planning (General Permitted Development) (England) Order 2015 (as amended) for a proposed new length of forest road (490m x 3.5m) to extend the existing road for the purposes of timber extraction at Widdale Foot, Widdale, Hawes (SD 81317 86456) - R/56/507A/GPDO – 11/9/23

No objections were noted.

#### 7. Planning Decisions

To receive decisions/information relating to recent planning applications.

- R/56/139E - Full planning permission for conversion of redundant agricultural building to local occupancy house/holiday let, together with installation of package sewage treatment plant at West Shaw Farm, Beggarmans Road, Gayle, Hawes:-

The Clerk had written to the planners voicing the Councils concerns. This matter is still ongoing.

It was resolved that it be carried forward to the next meeting.

- R/56/494B Full planning permission for change of use of vacant ground floor former hair salon to create a one bed holiday let or local occupancy dwelling at Former Hair Salon, Off Market Place, Hawes, North Yorkshire, DL8 3QX :-

	<p>This application has been approved and is now resolved.</p> <ul style="list-style-type: none"> <li>R/56/141U - Full planning permission for change of use of Ivy Cottage from a retail unit to create additional letting bedrooms and accommodation run in conjunction with the hotel (retrospective) at Cocketts Hotel, Market Place, Hawes :-</li> </ul> <p>This application has been approved and is now resolved.</p> <ul style="list-style-type: none"> <li>R/56/498A - Full planning permission for change of use of public building (former Methodist Chapel and Sunday School) to 2 No. local occupancy dwellings (part-retrospective) at Sundays, Chapel Street, Hawes.</li> </ul> <p>The Clerk had written to the planners with voicing the Councils concerns. This matter is still ongoing.</p> <p>It was resolved that this matter should be carried forward to the next meeting.</p> <ul style="list-style-type: none"> <li>R/56/13LI - Full planning permission for conversion, change of use and extension of former bank to form non-residential (Class E) accommodation at ground floor with residential apartments on existing first and second floors at Barclays Bank, Market Place, Hawes:-</li> </ul> <p>It was resolved at the previous meeting that the Clerk should write to the planners asking for clarification regarding whether the dwellings would be local occupancy use and also to ask for a guarantee that the ATM would be retained. The planners have replied confirming that the dwellings will be for local occupancy only and this can be secured by way of a planning agreement. They also state that the plans show that the ATM is to be retained but will seek further clarification from the Applicant and come back to us.</p> <p>It was resolved to carry this matter forward until confirmation is received regarding the ATM.</p> <ul style="list-style-type: none"> <li>R/56/512A – Full planning permission for a temporary change of use of dwelling/holiday let to accountancy office (for a further temporary period of 36 months) at 2, Chapel Street, Hawes, DL8 3QG - 1/8/23.</li> </ul> <p>No decision has been reached yet by the planning department. It was resolved to carry this forward to the next meeting.</p>
<p><b>7.1</b></p>	<p><b>National Parks Local Plan</b></p> <p>Cllr. Peacock gave an update on the Local Plan. Discussions are ongoing but one of the issues highlighted was that local landowners were not coming forward with land that they might be prepared to consider selling to allow housing to be built.</p> <p>It was resolved to carry this forward to the next meeting.</p>
<p><b>8.</b></p>	<p><b><u>Highways matters</u></b></p> <p>To receive updates to the following issues raised at previous meetings:-</p> <ul style="list-style-type: none"> <li>Resurfacing work needing repair, Junction by Café Curva :- Councillor Peacock is to get an update regarding when the work might be completed.</li> </ul>

It was resolved to carry this forward to the next meeting.

- Update regarding the poor state of the A684 from Appersett to Garsdale, and the road to Hardraw:-

The bridge repairs are currently underway and should be finished and the road reopened by the end of September. Cllr. Peacock had requested that they fill in the potholes on the road at the same time. A new pot hole has appeared on the diversion route towards Hardraw near the temporary traffic lights.

It was resolved that the Clerk should advise the roads department.

- Update re the area of the road cordoned off awaiting repair between Snaizeholme Road End & Lanaker Lane. This is on an already fairly narrow road and a motorbike accident has already occurred nearby:-  
The traffic lights are still in place and no work has yet been carried out.  
Cllr. Peacock has not yet been given a start date for the work from the Highways Department.

It was resolved to carry it forward to the next meeting for an update.

- It had been noted that The Hill opposite the White Hart is in disrepair. The steps are in poor condition.  
It was noted that some of the land is owned by highways but part of it is also owned by the Lords of the Manor.

Cllr. Peacock had contacted the Highways department and they sent a link to a website which would show the areas the highways department were responsible for. Cllr Peacock passed on the link to the Clerk. Unfortunately the website only gives limited information and no map is available. Cllr. McMullon will endeavour to ascertain who owns the land and the Clerk will write to the Council requesting more detailed information.

It was resolved to carry this matter forward to the next meeting.

- A resident had approached Cllr Colley to advise that the road at The Holme was in poor condition. There was a query over who actually owns that land.  
The Clerk again checked the website but only limited information was available.  
The Clerk will write to the Council requesting more detailed information.

It was resolved to carry this matter forward to the next meeting.

Cllr. Peacock also advised that the road into Muker from the Buttertubs pass has collapsed near the bridge and will be closed for two months for repairs.

**9. Financial Matters**

<p><b>9.1</b></p>	<p>To approve the following accounts for payment:</p> <ul style="list-style-type: none"> <li>• PKF Littlejohns - Audit Fees for 2022/23 Accounts- £252.00</li> <li>• Mrs K Kelly – Clerks Salary July - £159.33</li> <li>• P30 Clerks PAYE Month 4 - £40.00</li> <li>• Shaw &amp; Sons Ltd – Register of Burials &amp; Grant of Exclusive Rights Books - £399.60</li> <li>• Mrs K Kelly – Clerks Salary August -£159.53</li> <li>• P30 Clerks PAYE Month 5 - £39.80</li> <li>• John Banks – Grasscutting - £585.02</li> <li>• Mrs K Kelly – Costs of Stationary &amp; Printing - £76.48</li> <li>• Mr J Ogbourne – Costs of hosting website 2023/24- £260.00</li> <li>• PKF Littlejohns - Audit Fees for 2021/22 Accounts - £288.00</li> <li>• North Yorkshire Council – Road signs for Lunds - £305.21</li> <li>• P30 Clerks PAYE Month 6 - £73.60</li> <li>• Mrs K Kelly – Clerks Salary – September inc. back pay £293.84</li> </ul>
<p><b>9.2</b></p>	<p>To acknowledge receipt of the following income</p> <ul style="list-style-type: none"> <li>• Town Foot Donation Box £ 4.70</li> <li>• Town Foot Donation Box £24.50</li> </ul>
<p><b>9.3</b></p>	<p>To receive the latest bank balances and sign statements</p> <p>Copies of bank statements to 31<sup>st</sup> August 2023 were presented and initialled by the Chair. Current balance in Unity Trust Current Account is £21917.27.</p>
<p><b>9.4</b></p>	<p><b>Unity Bank</b></p> <p>The signatories have now received their passwords and have logged in.</p> <p>It was resolved that an the Clerk and two of the signatories would meet to make an initial payment.</p> <p>It was noted that the Bank still held details of historic signatories on the Account. A form was completed and signed to remove these signatories from the Account.</p> <p>It was resolved that the Clerk will forward this to Unity Bank for action.</p>
<p><b>9.5</b></p>	<p>VAT Return:- To provide an update re completion of VAT return:-</p> <p>The VAT refund has been approved and will be credited to the Bank account.</p>
<p><b>9.6</b></p>	<p>AGAR 2021/2022 AGAR 2022/2023</p> <p>The Accounts for both financial years have now been audited and signed off by the External Auditors and the Auditor report and certificates have been uploaded to the website.</p>
<p><b>10.</b></p>	<p><b><u>Correspondence</u></b> To consider the following correspondence received and decide action where necessary:-</p>

<p><b>10.1</b></p>	<ul style="list-style-type: none"> <li>• Email from Yorkshire Water regarding White House, Shutt Lane, Sedbusk:- Cllr. McMullon had written requesting an update but we have heard nothing further.</li> </ul> <p>It was resolved to carry this matter forward to the next meeting.</p>
<p><b>10.2</b></p>	<ul style="list-style-type: none"> <li>• An Email had been received from the National Park regarding a tree being felled in Gayle Conservation Area. The tree was a Lawson cypress at Kiftsgate. The Council were surprised that they hadn't been notified earlier and wanted to know exactly where the tree was and the reason for the request.</li> </ul> <p>The Clerk had written to the National Park regarding these issues and they had apologised for the oversight in advising the Council earlier. The tree was a non native species and had outgrown the garden setting that it was in. It did not merit protection by a Tree Conservation Order therefore the Park were unable to object to its removal.</p> <p>This matter is now resolved.</p>
<p><b>10.3</b></p>	<p><b>Emails received from Mike Hirst regarding defibrillators.</b></p> <p>The Hawes defibrillator was not working and required an engineer to come. It should still be under warranty. It has subsequently been returned to Zoll but they have advised that it requires to go back to the US for repair. It has been agreed that we can have one on loan in the interim although we would be liable for any costs re damage etc. This has been installed and it has been installed. The cabinet is also in state of disrepair and may need replacing.</p> <p>It was resolved to carry this forward to the next meeting.</p>
<p><b>10.4</b></p>	<p><b>Email received from YDNP regarding Yorkshire Dales Cheese Festival.</b></p> <p>The Cheese Festival is being held again in October and we were asked to put up a leaflet regarding this.</p> <p>It was resolved that if the leaflet was not already displayed in the Community Office Cllr. McMullon would put up a copy.</p>
<p><b>10.5</b></p>	<p><b>Email received regarding the Future of Sports, Leisure &amp; Wellbeing in Yorkshire.</b></p> <p>This email requested that we complete an online survey on the above topic.</p> <p>It was resolved that Cllr. McMullon would complete this on behalf of the Council.</p>
<p><b>10.6</b></p>	<p><b>Email from YDNP re Parish Forum</b></p> <p>This had been circulated to all Councillors with a link to the website to see all the presentations and notes from the Forums.</p> <p>No comments were received and no further action required.</p>
<p><b>10.7</b></p>	<p><b>Email from WHP Telecoms regarding siting of new telecoms mast.</b></p> <p>An email was received and circulated to Councillors from Cornerstone regarding a proposed base station installation at Cam Houses to improve 4g coverage in the area. This would include the installation of a 20 metre tower. This is a pre-planning proposal. It was noted that this is one of a</p>

	<p>chain of towers that would be required.</p> <p>In principal the Council would like more mobile coverage in the area however they would like more detail and would prefer to see the final planning proposal before discussing further.</p> <p>It was resolved that the Clerk should write to WHP Cornerstone accordingly.</p>
<b>10.8</b>	<p><b>Letter from Richard Noble, Hawes in Bloom.</b></p> <p>The commemorative tree to mark the Queens Diamond Jubilee has now been planted at Town Head.</p> <p>The 6 metre high tree is a Crataegus laevii ‘Pauls scarlet’.</p> <p>The Council thanked Mr Noble for sourcing and planting the tree and hope that many people can enjoy it over the years.</p> <p>It was agreed at an earlier meeting that Hawes in Bloom would receive two donations of £600 this year and it was resolved that the second tranche should now be paid.</p>
<b>10.9</b>	<p><b>Email from Andrew Fagg re Lighting at Beulah Bank.</b></p> <p>Mr Fagg had written to request that the old non LED lights at Beulah Bank be upgraded to dark sky friendly. Whilst the Council felt that this was a good idea they have no jurisdiction over the lights.</p> <p>It was resolved that the Clerk would pass on Mr Fagg’s request to North Yorkshire Council and that Cllr. McMullon would write and advise Mr Fagg accordingly.</p>
<b>10.10</b>	<p><b>YDNPA Autumn Parish Forum 23</b></p> <p>An invitation was received from the National Park requesting that two representatives from the Council join the Autumn Forum.</p> <p>It was agreed that Cllr. McMullon would attend on behalf of the Council.</p>
<b>10.11</b>	<p><b>Email from Ruth Annison regarding Sunday Dales Bus.</b></p> <p>Mrs Annison had written regarding the above. The company which manages the Sunday bus service is preparing a grant application for funding and as part of the application they need to show local support. Mrs Annison had asked if the Council would consider doing so. The Council agreed that local bus services were important to the Dales and it was resolved that the Clerk would reply accordingly.</p>
<b>11.</b>	<p><b><u>Children’s Play Area</u></b></p> <p>Repairs have been ongoing. It was noted at the last meeting that the play equipment needs to be repainted. Cllr. Peacock advised that she might be in a position to help with some funds towards the costs. Cllr McMullon has contacted the contractor used last time and is awaiting a quote.</p> <p>An updated report on the condition of the play area has been provided by Robin Peters. The signage may need updated and he proposed that we consider planting a mixed hedge along the current fence.</p> <p>The boundary stone wall at Beulah Bank needs attention.</p>

	<p>The Council wondered whether anyone living locally who can repair dry stone walls might consider doing this on a voluntary basis. If so please contact the Clerk or approach one of the Councillors.</p> <p>It was resolved to carry these matters forward to the next meeting.</p>
<b>12.</b>	<p><b><u>Cemetery</u></b></p> <p>Cllr Lloyd gave an update regarding the Cemetery. The Register of Burials &amp; Grant of Exclusive Rights books have now been received. Cllr. Lloyd will complete all the entries to date and send out Certificates as required.</p> <p>Cllr. Lloyd and the Clerk held a meeting earlier in the month and updated the plan of the cemetery and the spreadsheet to show all the plots currently in use or reserved. Specific plots can only be allocated if for example someone is interred and a family member wishes to reserve the adjacent plot for themselves. Plots that are reserved for some point in the future are allocated a non specific plot on an area of the chart to ensure that there will be a plot available in the cemetery. The actual plot number to be used will not be allocated until it is required.</p> <p>The Clerk had drawn up the first lot of Invoices due and sent them to the Funeral Director. It had been noted that a recent grave looked a little low. Cllr. McMullon has spoken to Richard Sanderson who has arranged for more soil to be added.</p> <p>Contact details and costs for the cemetery have been added to the website.</p>
<b>13.</b>	<p><b><u>Review of Asset Register</u></b></p> <p>Cllrs. have been updating the Asset Register. Cllr. McMullon is currently reviewing this.</p> <p>It was resolved that this matter is carried forward to the next meeting.</p>
<b>14.</b>	<p><b><u>Hawes Junior Football Club</u></b></p> <p>Cllr. Blades has now received a formal request from the Upper Wensleydale Sports &amp; Recreation Committee who manage the fields that the team use for funds towards the annual costs of the new defibrillator.</p> <p>It was resolved that the Council would assist with the cost of replacement pads and batteries and the Clerk is to write and advise them of this decision.</p> <p>A separate request for funding has been received from Hawes United Junior FC to assist with the cost of new goal posts. They are holding a domino drive in November to raise funds as well as selling refreshments on match days to raise funds towards this.</p> <p>It was resolved that a donation of £500 would be made towards the cost of the goal posts.</p>
<b>15.</b>	<p><b><u>Upper Dales Health Watch</u></b></p> <p>Cllr. Lloyd had not been able to attend the latest meeting but the Minutes were circulated and discussed. The Minutes are displayed in the community office and are available on the website .</p>
<b>16.</b>	<p><b><u>Gayle Bus Stop</u></b></p> <p>It had been reported that the bus stop looked in a state of disrepair, particularly the roof which is</p>



	<p>covered in moss. Cllr. Peacock contacted North Yorkshire Council who are looking into it.</p> <p>It was resolved to carry this matter forward to the next meeting.</p>
<b>17.</b>	<p><b><u>Website</u></b></p> <p>The website host wrote to advise that he was unable to continue hosting our website. After discussion with Cllr. McMullon it was agreed that the Clerk should contact Mr Ogbourne who currently hosts the website for Bainbridge Parish Council and is extremely efficient to ask if he would consider taking over our website as well. Mr Ogbourne agreed and this has now been done. He has updated the website and added the latest updates re the AGAR and the Cemetery.</p> <p>It was resolved that the Clerk should write and thank Mr Ogbourne for dealing so promptly and efficiently with the change over.</p> <p>On a separate note a parishioner who attended the meeting couldn't immediately find the link to our website.</p> <p>It was resolved that the Clerk would look into this and advise Mr Ogbourne if there is a problem.</p>
<b>18.</b>	<p><b><u>Parish Clerk</u></b></p> <p>Whilst the Clerk aims to keep printing to a minimum the Clerk had noted whilst completing her expenses that the cost of printing since she started in March seemed high, £120 although this was shared with Bainbridge PC. The Clerk currently uses a small personal printer that she had which was fine for occasional use but the inks are proving to not last long when printing a lot. She had spoken to the Clerk at Askrigg PC who advised that she has an HP printer that the Council provided and a monthly contract for ink which works out at just a few pounds per month. A good printer can be purchased for under £100 and a monthly contract for ink would be under £5.</p> <p>It was resolved that the Clerk should buy a printer and get a contract for ink. The Clerk will approach Bainbridge PC to ask if they are willing to share the cost of the printer.</p>
<b>19.</b>	<p><b><u>Monthly Police Report.</u></b></p> <p>This was discussed and will be added to the website.</p> <p>It was resolved that the local police officer should be requested to attend a Council meeting.</p>
<b>20.</b>	<p><b><u>Potential BT Payphone and Telephone Box Removal</u></b></p> <p>Cllr. Peacock advised that BT had failed to notify North Yorkshire Council before putting up notices and sending these emails. This is not following the legal procedures.</p> <p>The Parish Council are vehemently opposed to the removal of these telephone boxes which are a much needed lifeline in these areas where mobile telephone coverage is still poor and power outages common.</p> <p>It was resolved that the Clerk should write to advise BT accordingly.</p>
<b>21.</b>	<p><b><u>D-Day Celebrations June 2024</u></b></p> <p>This had been circulated to all Councillors.</p> <p>There was a lot of information to consider and it was resolved to carry this item forward for discussion at the next meeting.</p>
<b>22.</b>	<p><b><u>Agenda Items</u></b></p> <p>There were no items for the next Agenda at this time.</p>

**23. Date of next meeting.**

The next meeting will be held in **Gayle Village Institute** on **Monday 20th November.**

Signed as a true record.

Dated.