

Giggleswick Parish Council
Minutes of Meeting 3, held on 13th June 2023

15 Minutes for public participation session

There were no members of the public in attendance.

3.1 Present: Councillors Martin Saunders (Chair), Isobel Perrings (Vice-Chair), Paul Bradley, Colin Coleman, Janet Ewin-Newhouse, Rosie Scott, and Sarah Williamson.

In attendance: North Yorkshire Council Councillor David Staveley, and Parish Council Clerk Marijke Hill.

Apologies for non-attendance: none received.

3.2 Code of Conduct and Declaration of Interests

a. In relation to a potential conflict of interest the Council had **received** guidance from the NYC Senior Lawyer (Governance) to the Monitoring Officer and it **noted** that failing to declare a relevant interest, and participating in council business with an interest, is a breach of the Code of Conduct and may constitute a criminal offence. It can also render a Council decision vulnerable to challenge if there is an appearance of bias or predetermination, if a councillor is more closely connected to a matter and involved in any decision making on the matter.

If a Member refuses to declare an interest where others believe they should, the Chair may wish to adjourn the meeting to allow the Member to take advice, however, ultimately members' interests are a matter for Members themselves. If the Member stays and participates despite advice to the contrary, then a complaint could be made to the NYC Monitoring Officer that the Member may have breached the Code of Conduct. The Monitoring Officer would also look at whether there was any requirement to refer the matter to the Police.

The Chair, Cllr Saunders, **asked** each Member to inform the Council of any Interests they may declare in relation to items on this agenda.

b. The Chair, Cllr Saunders, **recorded** a Personal Interest in connection with item 3.8c.2 parking issues on Church Street.

c. No requests were received for dispensation in connection with items on this agenda.

3.3 Minutes of the Parish Council Meeting

The Council **resolved** that the Minutes of the Annual Council meeting and Parish Council Meeting 2023-2024, both held on 9th May 2023 should be **approved** and signed by the Chairman, Cllr Saunders, as a true and accurate record.

3.4 Matters from previous meetings not otherwise included on the agenda

a. adoption of WI tree

The Council had **received** correspondence from the WI Committee that they wish to place a board acknowledging their contribution and the reason next to one of the cherry trees as oppose to in front as that would impede mowing. The Council **agreed** to approve the proposal by the WI Committee to cement in the posts for the board in principle, provided that no concrete would spill into the soil and the board would be placed a minimum of two metres away from the tree.

3.5 Reports from County and District Councillor and North Yorkshire Police

a. North Yorkshire Council Cllr David Staveley presented a written report and in summary reported that, due to changes in the Government's legislation, NYC is required to introduce a free separate weekly food waste collection, which would free up capacity in residual waste bins and open the door for an improved recycling collection service. Running weekly food waste collections and

harmonising the service across the county would reduce the carbon dioxide equivalent output considerably.

A new strategy aimed at attracting more visitors to North Yorkshire's famous landscapes and attractions will tackle long-standing issues affecting the tourism sector to promote the industry as tourism is one of the foundations of the county's economy.

The HSBC bank branch in Settle will, regrettably, be closing on the 5th September 2023 and after that date basic counter services can be accessed through the local Post Office on Duke Street and the usual offering of telephone and online banking facilities.

NYC Councillor David Staveley participated at various items on the agenda.

- b. The Council had **received** the written police report, which contained 12 incidents during the period between 8 May and 9 June 2023, notably a Road Traffic Collision involving a single vehicle on Buck Haw Brow. The Council agreed to ask for more detail, specifically if this was a speeding incident.

3.6 Planning

a. Applications

- 1 NYC: ZA23/25063/FUL Proposed garden room in rear garden for part time Chiropody/Podiatry Practice, Linden House, Station Road. The Council **agreed** it had no comments to make.

b. Decisions

- 1 YDNPA: C/31/664B – Householder planning permission for erection of detached garage/home office with solar panels to roof and installation of air source heat pump (ASHP), Galadale, Stackhouse Lane. **Approved conditionally**

c. Other planning matters

- 1 planning application for Little Lords Field – update from working group regarding the S106 biodiversity enhancement areas for planting.
The Council **reiterated** the concerns about a potential conflict of interest of a Councillor, before any discussion took place and it **resolved** to adjourn the meeting to enable the Councillor concerned to take advice from various Councillors present. The meeting was reconvened by the Chair and the Council **resolved** to defer the matter of S106 biodiversity project for Little Lords Field to the end of the meeting agenda.
- 2 The Council had **received** the NYC Proposed Diversion of Public Footpath No. 05.21/61 and 05.21/19 at Close House Farm, Giggleswick and **agreed** it had no comments to make.

3.7 Reports and updates regarding parish maintenance matters

a. Harrison Playing Fields:

Emptying of waste bins

County Cllr David Staveley **reported** that negotiations with NYC Waste Management focus on the replacement of the three smaller bins in the children's play area by one large bin near the main gate, which will be emptied by the NYC operative as will the large wheelie bin by the bus stop. The Council **agreed** to await the presentation of the NYC formal proposal.

Report from the Benches Working Group

The Council was **informed** that the bench near the pinch style leading to Armistead Place is in disrepair and it **decided** that this bench be removed.

Purchase of King Charles III Coronation bench

The Council **resolved** to purchase a King Charles III Coronation bench and **approved** the payment of £700 to Corido.

Repair of boundary wall with Raines Road

The Council had **contacted** NYC Highways directly to repair the damaged boundary wall and **noted** their reply that they have had no communication from Airedale NHS Foundation Trust or their insurance company. As this is a boundary wall for the Harrison Playing Fields the Highways Authority would not be involved in repairing this private boundary wall. The Council **resolved** to ask the Airedale NHS Foundation Trust for their insurance details and also to seek a quotation from a minimum of two dry stone wall builders.

Other issues

The Council was **informed** that the Primary School will hold their sports day at the end of June and it **agreed** to ask its grass cutting contractor to cut the grass very short the week before.

b. street lighting

1 The Council was **informed** that it would need more information from NYC in order to develop a plan to convert sodium assets to LED to reduce energy costs. The Council **agreed** to contact the NYC Energy and Asset Data Management Officer and the Street Light Officer to ask for the energy calculation document and the up to date street lighting assets list.

2 The Council was **informed** that LP32 at the staff entrance to Settle College has been repaired.

c. broken handrail on steps below Harts Head

Cllr Williamson **reported** that this work is completed and the Council **agreed** to approve the payment of £356.40 to S&W Fabrications Ltd.

d. collapsed boundary wall on Stackhouse Lane

The Council had **contacted** Settle College directly regarding the collapsed boundary wall on Stackhouse Lane for which the School has maintenance responsibility and it **noted** their reply that they are aware and investigation is underway. Due to the positioning of the wall adjacent to a very steep banking, and the fact that a lot of the stone has either fallen down the banking or been stolen, the repair costs are very high so they are waiting for a response from the YDNPA as to whether there is a requirement to replace the boundary wall like for like, or whether they can put a post and rail fence in instead. The Council **agreed** to monitor the situation.

e. faded white line at junction Craven Bank Lane and Church Street

1 The Council had **reported** the faded white lines at the junction Craven Bank Lane and Church Street to NYC Highways, asking them if they could refresh the white lines and it is awaiting a reply.

f. further issues relating to NYCC Highways

The Council **noted** that no further issues relating to NYC Highways were reported.

g. telephone kiosk

The Council was **informed** that the Primary School would like to fix a bookshelf into the telephone kiosk in order this could be turned into a mini lending library for the children in the community. The Council **agreed** that Cllr Williamson liaise with the Primary School as a rubber back could be put in the kiosk for easier fixing of a bookshelf.

3.8 **Reports and updates on parish matters other than maintenance**

a. planting displays for this year in the village

The Council **ratified** the purchase of plant trays, compost and grit. The Chair, Cllr Saunders, **reported** that Horticap had supplied the Council with a few extra trays, which have been given to the WI for their garden by the swimming pool and that Lay of the Land will supply the hanging baskets as soon as possible.

b. external lighting at Arla Dairy

The Council had **contacted** NYC Environmental Health asking them to carry out a survey of Arla Dairy's external lighting in order the light pollution can be contained within existing legal limits and **noted** the reply that Arla Dairy operates under an Environment Agency Licence and that the Environment Agency would deal with impact concerns on wildlife or flora.

The Council **noted** the further response from Arla Dairy that they have re-angled and changed the illumination down to the lowest setting available. Arla has contacted an external environmental consultancy company who has advised a few options including using softer bulbs, shading, and reducing the light numbers. Arla is working on a "Lighting Pollution Action Plan" in conjunction with the company who installed the lighting, the consultancy company and Arla's engineers. The Council also **noted** further correspondence from Mr Kelly, suggesting a working group be formed from Giggleswick and Settle to engage in local dialogue with Arla engineers directly.

The Council **considered** all correspondence and **resolved** to contact Arla Dairy and ask for a time scale in their "Lighting Pollution Action Plan" for the external lights pollution to be ceased. The Council **agreed** to review this matter at the Parish Council meeting on 10 October.

c. parking issues

1 on Raines Road

The Council had **contacted** the Police regarding the inconsiderate parking on the wide pavement near Style House on Raines Road and **noted** the reply that PCSO Julia Runciman has put up signs and warning leaflets on the parked cars and will continue to patrol the area.

2 on Church Street

The Council was **informed** of inconsiderate parking in Church Street where cars park on the double yellow lines and **agreed** to contact the Police as well as NYC Highways to refresh the double yellow lines at either side of Church Street, just off Belle Hill.

3.9 Financial Matters

a. The Council **approved** the Financial Statements, including the bank reconciliation to 30 June 2023 and **noted** the total balance of all accounts as £29,148.93.

b. The Council **noted** and **approved** the Annual Governance and Accountability Return papers for the Financial Year 2022-2023:

1 The Annual Internal Audit Report

2 Section 1 – Annual Governance Statements

3 Section 2 – Accounting Statements

4 Notice of Public Rights and Publication of unaudited AGAR from 19th June to 1st August 2023.

The Council **agreed** to publish all documents on the Parish Council's public website.

c. The Council **approved** payment of the following accounts for June:-

- G.A. Hewitt & Son of £756.00 for grass cutting of the HPF in May 2023;

- North Yorkshire Council of £7,397.76 for street lighting energy 2022-2023;

- J. Bownass Accountancy Services of £140.00 for the internal audit of the Council's accounts;

- Lay of the Land of £39.48 for compost and grit;

- Horticap of £192.50 for trays of plants;

- Conservefor of £540.00 for the removal of earth heap and elder bush;

- clerk of £568.40 as salary for June 2023;

The Council **noted** payment of £5.00 to HSBC for monthly banking services charges.

3.10 Reports on or notice of meetings of other bodies

* The Council **noted** the NYC ‘let’s talk transport’ conversation consultation until 17 July and **agreed** to encourage residents to tell NYC how they travel in, and around, North Yorkshire by completing the public survey by following this link <https://letstalkny.commonplace.is/>

* The Chair, Cllr Saunders **reported** on the two main topics discussed at the Parish Forum meeting, being visitors’ trends, and the Local Plan 2023-2040.

The number of visitors to the National Park is quite substantially down since the 1990s and the main hotspots are Grassington, Malham Cove, Three Peaks walk, and C2C cycle route.

The YDNPA continues to prepare the National Park Management Plan for 2025-2029, as well as the Yorkshire Dales Local Plan 2023-2040, which focusses on a housing strategy of all new housing to be ‘principal residency’ only and providing a target of 20 to 30 affordable homes per annum.

* The Chair, Cllr Saunders **reported** on the Plastic Free steering group meeting that its members are seeking other businesses to join them. It was suggested that cafés, schools and churches should be contacted. The Council **agreed** that Cllr Sarah Williamson contact the steering group to be considered a member, replacing Cllr Martin Saunders.

* YLCA: White Rose Bulletins 22/5, 2/6; training bulletin July to September. The Council **agreed** that the Chair, Cllr Saunders should attend the Craven Branch Annual Meeting on 19th June.

3.11 Any Matters not included on this Agenda which the Chairman considers must nevertheless be addressed as a matter of urgency

The Council was **informed** that one of the newly planted cherry trees on the Harrison Playing Fields has sustained serious damage, believed to be unintentional vandalism. The Council **ratified** to report this to the Police and to notify the press.

3.12 Reports / comments on other matters for information only, or for inclusion on a future agenda

No reports or comments for information only or for inclusion on a future agenda were reported.

3.13 Date and time of the next Parish Council Meeting

The Council **confirmed** the date and time of the next Parish Council Meeting as 11th July 2023 in the Parish Room at 7.30 pm and **resolved** to not hold a Parish Council meeting in August.

3.14 Deferred item

- a. planning application for Little Lords Field – update from working group regarding the S106 biodiversity enhancement areas for planting.

The Council **resolved** to defer further discussions to the next Parish Council meeting and seek further advice on its proceedings.

There being no further business to discuss the Chairman closed the meeting at 22.22.

M. Hill

Clerk to the Council