



**Minutes of the Meeting of Kettlewell with Starbottle Parish Council
Wednesday 9th March at 7.30pm in Kettlewell Village Hall**

Present: Councillor C Lister (Chair), Councillor I Macefield (Vice – Chair), Councillor R Appleton and Councillor J Close

Ms Laura Jowett (Clerk), District Councillor Richard Foster and five members of the public

2122/144 Item 1 – To receive apologies and approve the reasons for absence.

Councillor Wilkinson had sent his apologies. **Resolved** to approve the reasons for absence for Councillor Wilkinson.

2122/145 Item 2 – Disclosures of interests and requests for dispensations

None.

2122/146 Item 3 – Minutes of the previous meeting

RESOLVED that the minutes of the meeting held on Wednesday 2nd February 2021 were accepted as a true and accurate record. Councillor Lister signed the minutes.

2122/147 Item 4 – To receive reports from North Yorkshire County Council and Craven District Council.

Apologies had been received from Councillor Metcalfe and Councillor Quinn.

2122/148 Item 5 – Matters arising

a) To receive the clerk's report

Received and noted.

2122/149 Item 6 – Local Government reorganisation

District Councillor Richard Foster gave an update on local government reorganisation and explained the elections which will be held in May 2022. Councillors will be elected to North Yorkshire Council and all parishes councils in North Yorkshire for a five year period.

2122/150 Item 7 – Emergency Plan

a) To receive an update on the Emergency Plan

Councillor Macefield had been in discussions with the first responder regarding updating the emergency information provided to all properties in the parish. Councillor Close and Councillor Wilkinson had offered to be included as emergency contacts.

The Council agreed that information about refuge points would not be included with the information as this may lead to issues if the refuge was unable to open. The emergency contacts will provide information at the time

b) To consider arrangements for distributing information throughout the parish.

The Council agreed that 250-300 copies will be printed and laminated for distribution in the parish. Costs will be brought to the next meeting

2122/151 Item 8– Playground

a) To receive an update on the Playground, including damaged signage

Resolved that the current sign be cleaned and put back up. Councillor Lister will put the old sign up with new posts.

An email from the owner's land agent had been received advising that the lease could be renewed from 30th October 2023 to 29th October 2044 for the cost of approximately £700 (excluding VAT) by reference to the existing lease.

The Council **resolved** to proceed with renewing the lease for the cost of approximately £700 and noted that this quote is comparable with other quotes received.

b) To receive advice from YLCA

Advice from YLCA was received and noted. The Council will make arrangements to enable the playground to be covered under its insurance policy.

c) To receive and consider a quote for the renewal of the underlease

One quote had been received for £750 plus VAT. It was noted that the Playground Committee had agreed to pay these costs.

2122/152 Item 9 – Land Registration

a) To receive an update and consider any action required

A request for a quote had been submitted and the Council is awaiting a response.

2122/153 Item 10 – Street Lighting

a) To receive an update on repairs to street lighting, and to consider any action required

The street lights at the Old Bank and the Vicarage require further work, the contractor is aware of the work required.

b) To note recent credit notes and invoices which identify that the Council is in credit with CEF of £19.80.

The credit balance was noted and the Council resolved to leave this amount on its account to be deducted from the next order.

2122/154 Item 11 – Highways

a) To receive an update and raise any highways issues which need reporting

Highways issues were considered, recent water damage has caused further potholes to develop. The Council has reported issues with a further culvert on the B6160 and Councillor Close agreed to send precise location details to the clerk to enable this to be reported.

2122/155 Item 12 – Council matters

a) To consider arrangements for a community litter pick during Keep Britain Tidy week (25/03-10/04)

A community litter pick will be held between these dates. Councillor Macefield is the event organiser and will contact Keep Britain Tidy. It was noted that local volunteers have already cleared 5 bags of litter from The Knipe.

b) To consider a quote for works to enable a generator to be run from the Village Hall in the event of an emergency

One quote has been received and the Council **resolved** to obtain further quotes

c) To appoint an internal auditor

Resolved to appoint Clare Smith as internal auditor for the cost of £50

d) To consider dates and arrangements for the Annual Parish Meeting

Resolved to hold the Annual Parish Meeting at 7.30pm on Wednesday 18th May 2022

e) To consider dates and arrangements for the Annual Meeting of the Council

Resolved to hold the Annual Meeting of the Council at 8.00pm on Wednesday 18th May 2022

f) To receive and consider a request to plant a memorial tree

A request had been received for a tree to be planted in the parish. The Council **resolved** not to approve the request due to a shortage of appropriate space. It was suggested that it may be acceptable to adopt or sponsor a bench instead. The Council **resolved** to review current benches in the parish to assess if any benches are available for sponsorship or if any need replacing and to bring this information, including the type of benches, to the next meeting.

g) To consider attendance at a Craven Parish Council Liaison meeting on Wednesday 23rd March at 6.30pm.

Councillor Macefield may be able to attend on behalf of the Council.

2122/156 Item 13– Website

a) To make arrangements for transferring the hosting of the website

Resolved to proceed with transferring the hosting of the website to IONOS. The clerk will set up a direct debit and will claim payments made as expenses. There is an introductory offer and after this period costs are likely to be £5 per month

2122/157 Item 14 – Correspondence

a) To receive and consider information relating to The Great British Spring Clean

Received and noted

- b) To receive and consider a request from the Scarecrow Festival Committee to place temporary benches in the Parish during the festival.**

The Council **resolved** to support the request to place temporary benches in the parish for the duration of the Scarecrow Festival.

- c) To receive and consider information on the Government consultation on the Glover Landscapes Review – an opportunity to stop ‘off-roading’ in the Areas of Outstanding Natural Beauty (AONBs) from the Green Lanes Environmental Action Movement (GLEAM)**

Received and noted.

- d) To receive notice of the Adoption of Minerals and Waste Joint Plan by North Yorkshire County Council**

Received and noted.

- e) To receive information about a community event on the 3rd April at 4pm**

Received and noted.

2122/158 Item 15 – Financial Matters

- a) To note the bank balances and receive a bank reconciliation to 24th February 2022**

The bank balances at 24th February 2022 were received and noted

- Community account - £100.00
- Business account - £7,436.98

- b) Resolved** to approve the following payments:

- i. CD Roofing and Building: Hire of a cherry picker on 17/12/21 and 31/01/22 for lighting repairs: £720 (including VAT of £120)
- ii. Steven Claxton: Repairs and maintenance to street lighting: £237.00
- iii. Clerks expenses: Stamps: £3.96

The Council noted that the NJC salary award for 2021-2022 had been approved and that the increase would be paid, backdated to 01/04/2022. The clerk is on scale point 13 and the increase is £0.20 per hour.

2122/159 Item 16 – Public Participation

A resident mentioned that the area by the telephone box had recently been dug up.

It was noted that the situation with beer barrels outside The Bluebell has improved.

2122/160 Item 17– Date of the next meeting.

The next meeting of the Council will be on Wednesday 6th April 2022 at 7.30pm

No further business was discussed, the meeting closed at 9.15pm

Notification of business for future agendas should be 7 clear days of the next meeting