



**Minutes of the Meeting of Kettlewell with Starbotton Parish Council
Wednesday 1st June at 7.30pm in Kettlewell Village Hall**

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

Ms Laura Jowett (Clerk), District Councillor Sue Metcalfe and five members of the public

2223/20 To receive apologies and approve the reasons for absence.

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

2223/21 Disclosures of interests and requests for dispensations

None.

2223/22 Minutes of the previous meeting

RESOLVED that the minutes of the Annual Meeting of the Council held on Wednesday 18th May 2022 were accepted as a true and accurate record. Councillor Lister signed the minutes.

2223/23 To receive reports from North Yorkshire County Council and Craven District Council.

No report

2223/24 Matters arising

a) To receive the clerk's report

Received and noted.

b) To receive an update on the telecommunications mast.

Councillor Wilkinson gave an update. He had been advised that the mast will be a wooden pole but does not have precise location details.

2223/25 Planning

To consider planning applications

- 1. C/46/196D Householder planning permission for erection of greenhouse (retrospective) at Damside House, Kettlewell, BD23 5RN**

Resolved to submit no comment on this application.

2. C/46/69G Application to discharge the Section 106 Agreement attached to planning permission C/46/69E, full planning permission for conversion of barn to form a one bedroomed dwelling) at Brightwaters (previously Scabbagate Barn), Kettlewell, Skipton, BD23 5RL

Further information had been provided following the meeting on the 18th May 2022.

Resolved to submit comments advising that The Parish Council would request that this property is restricted to local occupancy. It is a small property and should be affordable to local people. The Council is concerned about the number of holiday lets and second homes within the parish and feels that this is detrimental to the area and the local community. The Council would suggest that the YDNPA policy which allows the use of holiday lets is harmful to the community and should be changed.

2223/26 Playground

- a) To receive an update on the Playground**
- b) To consider the draft lease**
- c) To agree any action required**

The draft lease had been received from the owner's solicitors. Councillors agreed to review the lease and suggest any amendments required before the next agenda is issued with a view to agreeing any amendments at the meeting on the 6th July.

Councillor Metcalfe suggested that the Playground Committee apply to the YDNPA for grant funding.

2223/27 Item 8 – Land Registration

- a) To receive an update and consider any action required**

A response had been received from Walker Foster. Councillor Macefield will request further explanation of the process for registration of common land.

2223/28 Memorial benches

- a) To consider a memorial benches policy**

A policy is being considered but needs to be amended to better fit the needs of Kettlewell with Starbotton Parish, to include replacing existing benches rather than putting benches in new locations and that priority is given to local people.

- b) To consider arrangements for a requested bench at School Hill**

The Council **resolved** to advise the member of the public who had requested a bench that the site at School Hill is not appropriate for a recycled plastic bench due to being on a narrow verge. Instead, the Council suggest that the bench be sited at the top of the bridge into Kettlewell. As a concrete base is already in place the cost of fitting, maintenance and administration will be £100. The member of the public will order the bench and plaque to be delivered to Councillor Lister, who will arrange fitting of the bench.

2223/29 Highways

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

The Council identified the following issues which the clerk will report

- School warning signage north of the school is faded and unreadable
- 30mph signage needs cleaning/brightening up
- The finger post footpath sign to East Scale Lodge, at the bottom of Park Rash, has broken off and needs replacing
- The slow sign on the road at Doctors Hill needs repainting
- Parking on Middle Lane is an ongoing issue and the Council agreed to send a letter to the owners requesting that they ask visitors to be considerate when parking outside the property and to consider access for busses, winter maintenance and emergency service vehicles.

b) To consider the drain cover outside The Bluebell and any action required

An update was provided. The Council **resolved** to write to Yorkshire Water asking them to repair the damaged drain cover as they are the authority with responsibility for drains on the highway.

2223/30 Website

The clerk confirmed that the hosting of the website has now been transferred and the website is being hosted by IONOS.

2223/31 Correspondence

a) To receive information about a NYCC Flood Risk Consultation and to consider any response the Council wishes to make.

Received and noted

2223/32 Financial Matters

a) To note the bank balances and receive a bank reconciliation to 24th May 2022

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

- Community account - £65.00
- Business account - £10,028.95

b) Resolved to approve the following payments:

- i. Clerk's expenses: 12 x second class stamps: £8.16

2223/33 Annual Governance and Accountability Return

a) To receive the internal auditor's report (page 4 of the Annual Return)

The internal auditors report was received.

- b) **To review the effectiveness of internal financial control (eg two cheque signatories, reports on accounts to each meeting etc)**

The Council's internal controls were reviewed and agreed to be effective.

- c) **To approve and sign the Annual Governance Statements**

The Chair read through each of the assertions of the Annual Governance Statement.

Resolved to approve and sign the Annual Governance statement

- d) **To approve and sign the Accounting Statements**

Resolved to approve and sign the Accounting Statements

- e) **To certify the council as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015 (to sign page 3 of the Annual return)**

Resolved to certify the council as exempt from a limited assurance review due to gross income and expenditure being less than £25,000.

- f) **To set the period for the exercise of public rights**

The period for the exercise of public rights was agreed as Monday 13th June to Friday 22nd July 2022.

2223/34 Public Participation

Residents spoke about parking issues and street lighting. Councillor Macefield advised that the street light at the Maypole is currently not working and that the emergency information leaflet will be distributed with the Link next month.

2223/35 Date of the next meeting.

The next ordinary meeting of the Council will be Wednesday 6th July 2022 at 7.30pm

No further business was discussed, the meeting closed at 9.00pm

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