



**Minutes of the Meeting of Kettlewell with Starbotton Parish Council
Wednesday 7th September at 7.30pm in Kettlewell Village Hall**

Present: Councillor Lister (Chair), Councillor Macefield (Vice-Chair), Councillor Appleton, Councillor Close and Councillor Wilkinson

Laura Jowett (Clerk), and four members of the public

2223/62 To receive apologies and approve the reasons for absence.

None, all were present.

2223/63 Disclosures of interests and requests for dispensations

None.

2223/64 Minutes of the previous meeting

RESOLVED that the minutes of the Meeting of the Council held on Wednesday 3rd August 2022 were accepted as a true and accurate record. Councillor Lister signed the minutes.

2223/65 To receive reports from North Yorkshire County Council and Craven District Council.

Councillor Foster (NYC) and Councillor Metcalfe (CDC) had sent their apologies.

2223/66 Matters arising

a) To receive the clerk's report

The clerk's report was received and noted. Councillor Macefield advised of two outstanding matters, the review of the emergency plan and the plaque for a memorial tree.

Councillor Foster will be asked to raise an issue with the road surface by the knipe.

2223/67 Planning

a) To consider planning applications:

- i. C/46/105G Householder planning permission for demolition of existing single storey bedroom extension and replace with two storey catslide extension comprising ground floor bedroom and boiler room with first floor bedroom at Alva Barn, Kettlewell, Skipton, BD23 5RB**

Resolved to submit a comment advising that Kettlewell with Starbotton Parish Council doesn't support or object to the application but would suggest that a small window could be added to the expanse of wall nearest the road.

2223/68 Playground

a) To receive an update on the playground

A written report had been received from the Playground Committee. The committee are investigating grant funding for repairs and replacement of playground equipment. An inspection had been carried out and recorded on the 7th September.

The Clerk will chase up the new lease with the land owners agent.

2223/69 Street Lighting

a) To receive an update on street lighting and agree any actions required

Issues were identified with four lights in Kettlewell. The lights at the Maypole (3) and the Village Hall (19) require new bulbs and the light at Town Head (10) may need a new lens. Councillor Wilkinson will check if the Council has a replacement lens and then an order will be submitted to the lighting contractor. He will also be asked to provide a quote for repairs to the light on the Vicarage (15).

b) To consider the impact of rising energy prices

NYCC Street lighting have been asked for information about energy costs for 2023-2024 to enable the Parish Council to set a realistic budget. Information about LED bulbs has been provided. Further information and costs will be brought to a future meeting

2223/70 Grass cutting

a) To agree the process, documents and timeframes for inviting contractors to submit a tender for the grass cutting contract 2023-2026

The Council considered the scope of grass cutting required and the process for inviting tenders for a three year contract.

Resolved to include the Village Green in Kettlewell and the children's playground and playing field in the contract and that grass cutting in Starbottan is not required as other arrangements can be made.

Contractors will be invited to submit tenders in time to be considered at the meeting in December. The invitation to tender will be posted in notice boards, on the Parish Council's website and on social media.

2223/71 Correspondence

a) To receive information from The Pensions Regulator regarding re enrolment duties

Received and noted. Re-enrolment duties will be completed by the 1st March 2023.

b) To receive and consider information regarding external audit arrangements

Received and noted. No action required.

2223/72 Financial Matters

a) To note the bank balances and receive a bank reconciliation to 24/08/2022

The bank reconciliation and balances at 24th August 2022 were received and noted

Community account - £431.80

Business account - £5,930.74

b) Resolved to approve the following payments:

- i. Clerks expenses: Direct Debit to IONOS for website hosting: £1.20
- ii. YLCA: Planning training: £25.00
- iii. TDP: Memorial bench: £426.74 (including VAT of £71.12) – Covered by donation
- iv. Kettlewell Village Hall: Room hire for meetings in 2021: £101.25
- v. Kettlewell Village Hall: Room hire for meetings from Jan – September 2022: £90.00

2223/73 Public Participation

Councillor Macefield advised that highways issues had been reported (specifically the wall on the middle bridge and slow signs requested).

Councillor Macefield gave a report on the training he had attended recently about changes to the planning process. He advised that the intention is to speed up the process and that in future there may be a 14 day consultation period. The Council will review its scheme of delegation to ensure that planning applications can be considered and comments submitted when these changes take effect.

A resident advised of issues on the road below the Knipe. Overgrown hedges are obscuring visibility to road users. This will be reported to Highways.

Issues regarding consultation on internal changes to the church were discussed. The Council will write to the church to ask about the consultation process.

2223/74 Resolved that members of the press and public be excluded from item 2223/75 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature.

(Consideration of commercially sensitive information and personal information)

2223/75 Generator switch for Village Hall

a) To receive and consider quotes for the installation of a generator switch at the village hall

Two quotes had been received and a third requested.

b) To consider submitting an order for the works required

The Council **resolved** to write to the Village Hall Committee to ask if they would consider contributing to the costs, and to place an order with Adrian Lambert electrical services for the work to instal a switch for a generator for the cost of £583 +VAT.

2223/76 Date of the next meeting

The next ordinary meeting of the Council will be Wednesday 5th October 2022 at 7.30pm

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