



**Minutes of the Meeting of Kettlewell with Starborton Parish Council
Wednesday 7th June 2023 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), Councillor Richard Foster (NYC), and 6 members of the public

2324/21 To receive apologies and approve the reasons for absence.

None, all were present.

2324/22 Disclosures of interests and requests for dispensations

None.

2324/23 Minutes

RESOLVED that the minutes of the Annual Meeting of the Council held on Wednesday 10th May 2023 were accepted as a true and accurate record. Councillor Lister signed the minutes.

2324/24 North Yorkshire Council

Councillor Foster spoke about ongoing improvements to broadband in the area.

2324/25 Clerks report

Received and noted

2324/26 Planning

a) To consider planning applications:

- i. **C/46/242D - Full planning permission for conversion of existing building to provide basic campsite facilities (toilets, showers, biomass boiler) and provision of external pot-wash facilities on south-east elevation, to be used in association with lawful use of adjacent field as a DofE campsite at Field south of Conistone Lane, Fold Farm, Kettlewell, Skipton, BD23 5RH**

Resolved to support this application, after assurance from applicant that it is solely for DofE use.

- a) **To receive and note correspondence from WHP Telecoms regarding a pre-application consultation on a proposed base station installation at Middlesmoor Pasture, Kettlewell, BD23 5QZ (20 meter lattice tower)**

Noted. The Council will consider the application when it is received and will submit comments in response.

2324/27 Playground

a) To receive an update on the playground

Councillor Close gave an update. The playground is being well used, repairs have now been completed for the cost of £13,730.34. The sign has not yet been moved or painted.

Councillor Lister advised he had visited the playground and the state of the fencing at the BT exchange is dangerous and really needs replacing rather than further repairs.

Resolved to send a letter to the Chief Executive of BT (copied to estates and complaints) insisting that this is addressed due to the danger to children using the playground. The Parish Council could offer to arrange the works if BT would pay.

2324/28 Council business

a) Highways

i. Ongoing Parking issues near the vicarage.

Resolved to write to the owner to request that these vehicles be removed from the roadside.

ii. Large vehicles using Park Rash and Cam Gill Road causing damage.

Resolved to write to Area 5 requesting signage advising that the route is not suitable for articulated vehicles, long vehicles or heavy vehicles.

iii. Road Sign near Kettlewell New Bridge.

This issue is now resolved.

iv. To receive an update, if available, on arrangements for a meeting with a Highways Officer

An email to a highways officer had bounced back so the clerk had sent a request for a meeting to Area 5. A response has not yet been received.

Councillor Foster advised he would chase this up, along with the other highways issues.

b) Dog Fouling – To consider a suitable location for a dog waste bin

The Council agreed that this is not currently a priority and the situation seems to be recently improved.

c) To receive an update on the Market Place and consider any actions required

Resolved to write to the Trust Lords, via their solicitor, to request an update.

d) To receive an update on benches within the parish and to consider any action required

Councillor Macefield has started to carry out repairs and maintenance to benches within the parish. A poster will be displayed on noticeboards and on the council's website and social media asking for volunteers to help with this task.

e) To consider making a donation to Upper Wharfedale Rural Watch

A representative from UWRW will attend a future meeting so this item was deferred.

f) To receive an update on defibrillators and consider any action required

It had been reported that the defib cabinet in Starbotton is in a poor condition. The volunteer who carries out regular check had confirmed that it is still functional but that the battery for the defib in Kettlewell may need replacing shortly (it was last replaced in March 2020).

The Clerk will investigate funding opportunities and it was noted that there are funds allocated for defibrillators within the council's 2023-2024 budget.

g) To consider any actions required regarding a generator switch at the Village Hall

Councillor Close advised that the contractor appointed by the Council will carry out the work in the next two – three weeks. Councillor Close will advise Councillor Wilkinson of the date of the work so that the Village Hall Committee can be notified.

h) To consider street lighting and any repairs or maintenance required

The street light at Sally Lane was reported to be flickering still. The Council agreed that urgent repairs are not required during the lighter months but this will be added to a list of repairs required in the autumn.

2324/29 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, quarterly internal controls checks by councillors 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 12th June to Friday 21st July 2023.

2324/30 Correspondence

a) To receive information from North Yorkshire Council regarding standards arrangements including the Code of Conduct

Received and noted.

2324/31 Financial Matters

a) To note the bank balances and receive a bank reconciliation to 24/05/2023

The bank reconciliation and balances at 24th May 2023 were received and noted

Community account - £100.00

Business account - £12,050.42

b) Resolved to approve payments:

- i. Cllr Macefield: 5L Decking oil and 12 x brushes for parish benches: £43.84
- ii. North Yorkshire Council: Street lighting electricity 2022-2023: £2070.28 (including VAT of £345.05)

2324/32 Public Participation

A member of the public raised concerns about the condition of the wall on Middle Lane fronting Cam Beck, where tree saplings are growing out of it.

2324/33 Resolved that members of the press and public be excluded from item 2324/34 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)

2324/34 Grass Cutting

To receive information and consider agreeing an extension to the grass cutting contract to include two areas in Starbotton

Resolved to extend the grass cutting contract to include two areas in Starbotton for the cost of £420 per year.

2324/35 Date of the next meeting

The next meeting of the Council will be held on Wednesday 5th July at 7.30pm