



**Minutes of the Annual Meeting of Kettlewell with Starborton Parish Council
Wednesday 1st May 2024 at 7.30pm in Kettlewell Village Hall**

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

Laura Jowett (Clerk) and five member of the public

2425/01 To elect the Chair of the Parish Council 2024-2025

Resolved to elect Councillor Lister as Chair of the Parish Council for 2024-2025.

2425/02 To receive the Chair's Declaration of Acceptance of Office

Councillor Lister read and signed the declaration of acceptance of office

2425/03 To elect the Deputy Chair of the Parish Council 2024-2025

Resolved to elect Councillor Macefield as Deputy Chair of the Parish Council for 2024-2025.

2425/04 To receive apologies and approve the reasons for absence

Apologies had been received from Councillor Appleton.

2425/05 Disclosures of Interest / Dispensations

- a. To receive any disclosure of pecuniary or non-pecuniary interest from members on matters to be considered at the meeting.
- b. To decide upon any dispensation requests from members received by the clerk in respect of this meeting.

None

2425/06 Minutes

Resolved to approve the minutes of the meeting of the Council held on Wednesday 3rd April 2024

2425/07 North Yorkshire Council

- a) To receive a report from North Yorkshire Council - None
- b) Received and noted correspondence regarding a call for sites consultation

2425/08 Resolved to confirm the Council's representatives on other bodies, as follows:

- a) Playground Committee – Councillor Appleton and Councillor Close

- b) Village Hall Committee – Councillor Wilkinson
- c) NYC Craven Area Committee – Councillor Appleton and Councillor Macefield
- d) YLCA – The Clerk
- e) YDNP parish forum meetings – Councillor Macefield and Councillor Wilkinson
- f) Scarecrow Committee – A Councillor will be available to attend meetings, if required

2425/09 To review the asset register and resolve to adopt the financial risk assessment

Resolved to approve the Asset Register and Financial Risk Assessment

2425/10 Council Policies

Resolved to approve:

- a) Standing Orders
- b) Financial Regulations
- c) Code of Conduct
- d) Scheme of Delegation
- e) Complaints procedure

2425/11 To agree the calendar of meetings for 2024-2025

Resolved to agree the calendar of meetings for 2024-2025 as follows

Date and time	Comments
7:30pm on 5 June	
7:30pm on 10 July	2 nd Wednesday
<i>August</i>	<i>No meeting</i>
7:30pm on 4 September	
7:30pm on 2 October	
7:30pm on 6 November	
7:30pm on 4 December	
<i>January</i>	<i>No meeting</i>
7:30pm on 5 February	
7:30pm on 5 March	Annual Parish Meeting (not a Parish Council meeting)
7:45pm on 5 March	
7:30pm on 2 April	
7:30pm on 7 May	Annual Meeting of the Parish Council

2425/12 General Power of Competence

The Council **resolved** that it meets the eligibility criteria to adopt and use the General Power of Competence (a qualified clerk and two thirds (4/5) of the Councillors are elected)

2425/13 Clerks report

Received and noted

2425/14 Planning

a) To consider planning applications received before the meeting

- i. C/46/291 Full planning permission for erection of an agricultural building and formation of access track from the existing (to be widened) field entrance at Field west of Conistone Lane, Kettlewell, Skipton, (GR:396940, 472042)**

Resolved to submit comment stating that the Parish Council support this application but suggest that an area of hardstanding will be required and should have been included in the application.

- ii. Householder planning permission for erection of outbuilding at Cam Farm, Coates Lane, Starbotton, Skipton, BD23 5HZ**

Resolved to submit comment stating that the Parish Council support this application

2425/15 Playground

a) To receive an update on the playground

A written report from the Playground Committee had been circulated ahead of the meeting. It was noted that the signage may need cleaning and that the fencing could benefit from repairs. This is to be discussed with the Playground Committee.

- b) To note that a monthly report from the Playground Committee is included as a standing agenda item**

Noted

2425/16 Highways

a) To note information about upcoming road closures

Noted

- b) To receive information about any highways issues in the parish and to agree any action required**

Issues with walls will be reported to Highways and the meeting with an officer will be chased up.

2425/17 Defibrillators

a) To receive an update on defibrillators and to agree any action required

An update had been circulated ahead of the meeting

- b) Resolved** to agree expenditure of £66.00 for replacement pads for the Kettlewell defibrillator

c) To receive information about grant funding currently available for defibrillator provision

Councillor Macefield had provided an extensive report

- d) To consider applying to Councillor Foster for a ward grant towards the cost of a new defib and cabinet in Starbotton**

Resolved to apply to Councillor Foster for an award from his Locality Budget towards the costs of the defibrillator

e) To agree to apply for grant funding

Resolved to apply to London Hearts for a Mindray C1A Defibrillator & external heated cabinet. London Hearts provide an element of charity funding and the Parish Council would be required to make a donation of £1195.00 exc VAT. There will be additional installation costs.

f) To approve expenditure

Resolved to approve expenditure of £1195.00 exc VAT and to request a quote for the installation costs.

2425/18 Council matters

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

No update, the Clerk will chase up the repairs

b) To receive an update on correspondence with the Trust Lords, if available

No update

c) To consider planters in the parish and how best to allocate the funds received from All Creatures Great and Small to update the planters, and to agree expenditure

The Council noted the donation of £100 and resolved to approve expenditure of £100 for Kettlewell and £50 for Starbottan to purchase flowers and plants for the planters in both villages. Residents will be asked to plant the planters and will be reimbursed for the cost of the plants up to the agreed limits (2x£50 for Kettlewell, 1x £50 for Starbottan). Residents will be asked if they have any surplus plants which could also be used.

2425/19 Financial Matters

a) To note the bank balances and receive a bank reconciliation to 24/04/2024

The bank reconciliation and balances at 24 April 2024 were received and noted

Community account - £100.00

Business account - £9,205.66

b) Resolved to approve the following payments:

i. C. Smith: Internal audit 2023-2024: £50

ii. Clerks expenses: 12 x 2nd class stamps: £10.20

c) To note the Council's insurance policy is due for renewal on 01/08/24 and to instruct the clerk to obtain quotes

Resolved to instruct the Clerk to obtain quotes and bring them back to the meeting in June, or July.

2425/20 Public Participation

There was a brief discussion regarding the elections being held the following day.

2425/21 Date of the next meeting

The next ordinary meeting of the Council will be Wednesday 5th June 2024 at 7.30pm