



Date: Thursday 1st May 2025

To: Councillor Appleton, Councillor Close, Councillor Lister, Councillor Macefield and Councillor Wilkinson

Dear Councillors,

You are hereby summoned to **THE ANNUAL MEETING OF KETTLEWELL WITH STARBOTTON PARISH COUNCIL** on **Wednesday 7th May 2025 at 7.30pm** at **Kettlewell Village Hall**

Laura Jowett

Clerk to the Council

Email: kettlewellstarbottleclerk@gmail.com

To transact the business as below;

Agenda

2526/01 To elect the Chair of the Parish Council 2025-2026

2526/02 To receive the Chair's Declaration of Acceptance of Office

2526/03 To elect the Deputy Chair of the Parish Council 2025-2026

2526/04 To receive apologies and approve the reasons for absence

2526/05 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.

2526/06 Minutes

To approve the minutes of the meeting of the Council held on Wednesday 2nd April 2025

2526/07 North Yorkshire Council

- a) To receive a report from North Yorkshire Council
- b) To receive information on the North Yorkshire Boundary Review Draft Recommendations and consider any comments the Council wishes to submit
- c) To receive information regarding changes affecting the Mobile Library Service which currently visits Kettlewell, and to agree any action required
- d) To receive an update from the Resilience and Emergencies Team

2526/08 To confirm the Council's representatives on other bodies:

- a) Playground Committee
- b) Village Hall Committee
- c) NYCC Craven Area Committee
- d) YLCA
- e) YDNP parish forum meetings
- f) Any other organisations/ committees

2526/09 To review the asset register and resolve to adopt the financial risk assessment

2526/10 Council Policies

To approve:

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

2526/11 To agree the calendar of meetings for 2025-2026

2526/12 General Power of Competence

To reaffirm that the Council meets the eligibility to use the General Power of Competence

2526/13 Clerks report

To note the Clerk's report

2526/14 Planning

- a) To consider planning applications received before the meeting
 - i. C/46/223B - Householder planning permission and relevant demolition in a conservation area in respect of removal of existing shop window frontage and recessed shop/cafe entrance door and replacement with new timber bay window at Market House, Middle Lane, Kettlewell, SKIPTON, BD23 5QX
 - ii. C/46/218B - Application to modify the Section 106 Legal Agreement attached to planning permission C/46/218, to accord with the latest version, to include self-employment, child in school and, after 12 weeks of unsuccessful marketing, opening up to the whole of North Yorkshire at Foundry Cottage, Kettlewell, Skipton, BD23 5RB

2526/15 Playground

- a) To receive an update on the playground
- b) To note that a monthly report from the Playground Committee is included as a standing agenda item

2526/16 Highways

- a) To receive information about any highways issues in the parish and to agree any action required
- b) To compile a list of issues to provide to the Highways Officer to facilitate a site visit

2526/17 Street Lighting

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

2526/18 Financial Matters

- a) To note the bank balances and receive a bank reconciliation to 24/04/2025
- b) To approve the following payments:
 - i. Walker Foster Solicitors: Professional costs associated with registering the Playground lease : £507.00 (including £77 VAT)
 - ii. Steven Claxton: Installation of defibrillator in Starbotton: £87.00

- iii. Steven Claxton: Street lighting maintenance 2024-2025: £342.75
 - iv. C. Smith: Internal audit 2024-2025: £50
 - v. North Yorkshire Council: Street lighting electricity 2024-25: £1610.82 (including VAT of £268.47)
- c) To receive a draft copy of the accounts for consideration ahead of approving the Annual Governance and Accountability Return at the June meeting.

2526/19 Public Participation

2526/20 Exclusion of the Press and Public

To resolve that members of the press and public be excluded from item 2526/21 only under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature. (Commercially sensitive information)

2526/21 Shed quotes

- a) To consider requirements and to receive quotes
- b) To consider approving expenditure for a storage shed

2526/22 Date of the next meeting

The next ordinary meeting of the Council will be Wednesday 4th June 2025 at 7.30pm