



**Minutes of the Meeting of Kettlewell with Starbottle Parish Council
Wednesday 3 September 2025 at 7.30pm in Kettlewell Village Hall**

Present: Councillor Lister (Chair), Councillor Wilkinson (Deputy Chair), Councillor Appleton and Councillor Macefield

Laura Jowett (Clerk), North Yorkshire County Councillor Richard Foster and three members of the public

2526/50 To receive apologies and approve the reasons for absence

Apologies had been received from Councillor Close.

2526/51 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

2526/52 Minutes

Resolved to approve the minutes of the ordinary Meeting of the Council held on Wednesday 7 July 2025

2526/53 North Yorkshire Council

- a) **To receive a report from North Yorkshire Council**

Councillor Foster advised that the summer months have been quiet. He will follow up on sourcing a bin for the car park.

- b) **To receive and note the Parish Updates (July to September 2025)** - Noted
- c) **To receive and note information regarding the Parish Precept for 2025-26 and 2026-27**
Received and noted
- d) **To receive information regarding the mobile library service and to consider any action required** - Received and noted

2526/54 Clerks report

Received and noted

2526/55 Planning

- a) **To consider planning applications:**

- i. **C/46/170F, Long View, Kettlewell, Skipton, BD23 5RL - Householder planning permission for conversion of adjoining barn/store into a one bedroom guest annexe**

Resolved to submit comments objecting to the application on the following grounds:
Overdevelopment of site; self - contained annexe could be sold in the future as separate property unless restrictions apply, the grass frontage to the proposed is a public footpath that should remain undeveloped and the footpath should not be obstructed by parked vehicles.

2526/56 Playground

- a) **To receive an update on the playground**

The work on the gate will be carried out as soon as practicable. The Playground Committee presented a letter to the Council to transfer the ownership of new equipment. The letter will be formally considered at the next Council meeting.

The Committee intends to purchase a new picnic bench for the playground.

- b) **The annual safety inspection will be carried out in September** - Noted

- c) **To consider any action required**

The work on the gate will be carried out as soon as practicable

2526/57 Highways

- a) **To receive an update following the visit from a Highways Officer**

The Highways Officer had visited the parish in July and had met with Councillor Macefield and Councillor Wilkinson. The visit went well and some follow up action has since been completed, including repainting road signs and marking up other issues to be addressed. The Council will monitor outstanding works in order to ensure they are completed over the coming weeks, and months.

- b) **To consider Highways issues in the Parish**

It was noted that there hasn't been a visit for weed control purposes yet this year. There are three strips of badly replaced tarmac on the highway which now have large holes. These are outside Slater Barn, Well House and Evie's Cottage.

- c) **To agree any action required**

The Clerk will report issues to Highways

2526/58 Grass cutting

To agree the process, documents and timeframes for inviting contractors to submit a tender for the grass cutting contract 2026-2029

Resolved to approve the process, documents and timeframes for inviting contractors to bid for the grass cutting contract for 2026-2029. This will include 6 cuts a year at the following locations:

- Village Green in Kettlewell (the top of the village)
- Children's playground and playing field in Kettlewell
- Starbotton Village Green
- Entrance to Starbotton

2526/59 Council Business

- a) **To receive and note correspondence from YLCA regarding the agreed NJC pay increase for 2025-2026** - Received and noted

- b) **To receive information regarding grass cuttings having been tipped in the watering hole by the shop, and consider any action required**

Information was provided. **Resolved** to send a letter to a resident asking that they remove garden waste from this area and keep the area free for access.

c) To receive an update on replacement bins

Councillor Foster will chase this up and bring an update to the next meeting.

d) To receive an update on street lighting

No update. Councillors will bring a list of lighting issues to the next meeting.

e) To note information from the internal auditor, YLCA and NALC regarding council IT (including email addresses) and future audit requirements

Noted. The Clerk will bring precise information regarding the costs to the next meeting.

f) To consider approving expenditure for a new domain name with linked email addresses - Deferred to the next meeting.

2526/60 Correspondence - None

2526/61 Financial Matters

a) To note the bank balances and receive a bank reconciliation to 24/07/25, and 24/08/25 (if available)

The bank balances at the 24th July 2025 were noted as:

Current Account: £100.00

Savings Account: £14,885.31

The bank statements to the 24th August had not been received.

b) Resolved to ratify payments issued between meetings:

i. TDP: Bench: £624.00 (including VAT of £104)

ii. Sue Metcalfe Gardening: Grass cutting: £370

c) Resolved to approve payments:

i. Clerk's expenses: Defibrillator pads: £80.80 (including VAT of £13.47)

ii. JACS – Generator: £1924.80

d) To note that the clerk's salary payment includes back pay of the NJC pay increase to 01/04/25 – noted

It was noted that cheque 101416 has not been presented and has now expired. The payment of £220 to Cllr Lister for 2024 Christmas trees was reissued (101445)

2526/62 Public Participation

Councillor Macefield spoke about the recent use of the defibrillator and the replacement pads. Those involved were pleased that the replacement had arrived in three days. Councillor Macefield suggested that the Council might consider holding a spare set of defibrillator pads. This will be added to the agenda for the next meeting.

Residents advised that the membrane under the stones at the war memorial is worn and letting weeds through and needs replacing. They asked if it would be appropriate to obtain funding from the Scarecrow Festival to fund the cost of the works. The Council agreed that this would be appropriate. There was a discussion about large trees at the war memorial and there will be an item about this matter on the agenda for the next meeting.

2526/63 Date of the next meeting

The next meeting of the Council will be held on Wednesday 1 October 2025 at 7.30pm