



**Minutes of the Meeting of Kettlewell with Starbotton Parish Council  
Wednesday 6<sup>th</sup> October 2021 at 7.30pm in Kettlewell Village Hall**

Present: Councillor C Lister (Chair), Councillor I Macefield (Vice – Chair), Councillor R Appleton, Councillor J Close and Councillor C Wilkinson

Ms Laura Jowett (Clerk), District Councillor Sue Metcalfe (Craven District Council)

Six members of the public

**2122/77 Item 1 – To receive apologies and approve the reasons for absence.**

None, all were present.

**2122/78 Item 2 – Disclosures of interests and requests for dispensations**

No interests declared and no requests for dispensations were received in respect of this meeting.

District Councillor Sue Metcalfe advised that she would leave the meeting before item 15.

**2122/79 Item 3 – Minutes of the previous meeting**

**RESOLVED** that the minutes of the meeting held on Wednesday 8<sup>th</sup> September 2021 were accepted as a true and accurate record. Councillor Lister signed the minutes.

**2122/80 Item 4 – To receive reports from North Yorkshire County Council and Craven District Council.**

Councillor Metcalfe gave an update on local government reorganisation and advised that elections to the unitary authority will be held in May 2022.

**2122/81 Item 5 – Matters arising**

**a) To receive the clerk's report**

Received and noted

**b) To receive an update on arrangements for a memorial plaque**

No update was available for the meeting

**2122/82 Item 6 – Planning**

- a) **C/46/141B** Householder Planning permission for erection of sun room extension at Camm Laithe, Far Lane, Kettlewell, BD23 5QY

**Resolved** to support the application

- b) **C/46/208C** Full planning permission for change of use of agricultural land to create an enlarged residential curtilage, including the retention of an existing shed, greenhouse and bield (retrospective) at Leylands Barn, Kettlewell, SKIPTON, BD23 5RN

**Resolved** to recommend that this application be refused on the following grounds:

Application C/46/208C is a result of new Structures being built on an Agricultural Green Field Site, part of which is in the Conservation Area. The structures are highly visible and therefore have a significant negative impact on the Conservation Area and the Landscape.

The Council has concerns that this sensitive green field space is being proposed retrospectively for development. This type of development changes the character of the Parish.

The Applicant also wishes to incorporate the Agricultural areas already affected into Leylands Barn curtilage, as well a large additional part of the Conservation Area. This would make the new curtilage particularly large and occupying a major part of the Conservation Area, putting it at risk of further inappropriate development.

**2122/83      Item 7 – Highways**

The issue with water running onto the B6160 on the parish boundary has not yet been resolved. Cllr Quinn had previously advised this should be reported to the landowner. The Council will report this issue again to Area 5, and copy to Cllr Quinn and Councillor Metcalfe, and explain it is concerned that the overflowing water may cause accidents in icy weather. The clerk will again request a meeting with a Highways officer to address this issue.

**2122/84      Item 8 – Broken bench**

**To consider arrangements for the repair of a bench in Starbotton**

Councillor Close advised that the Millennium Bench above Starbotton Quarry is damaged and in need of repair. The Council agreed that Councillor Wilkinson approach local volunteers, who have made repairs previously, to ask if they could repair the bench.

**2122/85      Item 9 – Playground**

**To receive an update on the playground and consider any action required**

The owners Land Agent had provided the Council with a copy of the existing lease and advised that this could be renewed for, in the region of, £700.

**Resolved** that Councillor Appleton, Councillor Macefield and Melanie Thornton review the lease before progressing.

**2122/86      Item 10 – Lighting Matters**

**a) To receive an update on lighting issues**

Quotes had been received and would be discussed later in the meeting.

**2122/87      Item 11 – Land Registration**

**a) To receive an update on land registration**

Councillor Lister had met with the solicitors in September and the Council was awaiting further information.

**2122/88      Item 12 – Environment Agency**

**To receive an update on issues related to flooding**

The Clerk had requested an update regarding the island in the River Wharfe and was awaiting a response from the Environment Agency.

**2122/89      Item 13 – Events**

- a) **To receive and consider a request for £1,000 to fund a community lunch in celebration of the Platinum Jubilee.**

Councillor Quinn had advised that a grant from the Locality Fund could be used for this event but that she would require some more details, including who is organising the event, the costs involved and a full plan. Melanie Thornton was asked to send an email with the details to the clerk and to meet with Councillor Wilkinson to discuss arrangements.

- b) **To consider any arrangements for Christmas**

Councillor Wilkinson will make enquiries about the condition of the current lights and this item will be considered at the meeting in November.

**2122/90      Item 14 – Correspondence**

- a) **To receive and consider information about The Queens Green Canopy tree planting initiative**

**Resolved** to check if Parish Councils are eligible for a free tree and to consider locations for planting for discussion at the meeting in November.

- b) **To receive and consider correspondence from 20s plenty for North Yorkshire, an organisation campaigning for 20mph speed limits**

The Council noted the correspondence and commented that motorists should adhere to the current speed limits and not speed through the parish.

- c) **To receive information from NYCC regarding its Respect and Protect Covid Campaign.**  
Noted.

Councillor Metcalfe left the meeting.

**2122/91      Item 15 – Financial Matters**

- a) **To note the bank balances**

The bank balances at 24<sup>th</sup> September 2021 were received and noted

- Community account - £100.00
- Business account - £7934.10

- b) **Resolved** to approve the following payments:

Defib Warehouse: Defib Pads: £55.14

Sue Metcalfe Gardening: Grass cutting: £525

- c) **To consider the suspension of Financial Regulation 11H requiring that three quotations are obtained for the street lighting maintenance (item 18) and the risk assessment of this suspension.**

**Resolved** to approve the risk assessment and suspend Financial Regulation 11H to enable the Council to consider two quotes received for the maintenance of street lighting.

**2122/92      Item 16 – Public Participation**

One member of the public advised that they are concerned that parking in some areas of the parish may obstruct emergency services vehicles.

One member of the public raised an issue with an individual street light. The Council will make enquiries about having this replaced.

**2122/93      Item 17**

**Resolved** that members of the press and public be excluded from item 18 and 19 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 confidential staffing matters*)

**2122/94      Item 18 – Lighting Matters**

- a) **To receive quotations for street lighting repairs and consider placing an order**
- b) **To receive and consider quotations for the future maintenance of street lighting**
- c) **To consider submitting an order for the ongoing maintenance of street lighting**

Quotations had been received from NYCC and Steven Claxton for the ongoing maintenance of street lighting owned by Kettlewell with Starbotton Parish Council.

**Resolved** to appoint Steven Claxton to carry out maintenance and repairs as required and at the request of the Parish Council. A log of issues will be kept in order to review work required and submit orders in a cost-effective way.

**2122/95      Item 19 – Staffing Matters**

**To review the clerk's contracted hours**

**Resolved** to approve that the clerk will be paid for up to three additional hours per month as necessary.

**2122/96      Item 20 – Date of the next meeting.**

The next meeting of the Council will be on Wednesday 3<sup>rd</sup> November 2021 at 7.30pm

No further business was discussed the meeting closed at 9pm

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