



**MINUTES OF A MEETING OF CONONLEY PARISH COUNCIL HELD
IN CONONLEY VILLAGE INSTITUTE ON TUESDAY 14TH JUNE
2022 AT 19.00**

Present: Cllr M. Dracup (chair), Cllr K. Clark, Cllr A Powell

In attendance: CDC Cllr A. Brown and The Clerk.

Apologies: Cllr M. Swinden

22.031 (a) The written resignation of Cllr Swinden from the position of Chair of the PC was accepted.

(b) Further to members approval, Cllr Dracup was elected to the position of Chairman for this meeting.

(c) It was resolved to to accept Cllr Clark's signed Declaration of Office and Register of Interests.

22.032 Apologies from Cllr Swinden (holiday) were received.

22.033 There were no dispensations or interests declared by any Councillor present.

22.034 (a) The minutes of the May Parish Council meeting held on 10th May 2022 were accepted as a true record.

(b) The minutes of the Annual Council Meeting of Cononley Parish Council held on 10th May 2022 were accepted as a true record.

22.035 Communication:

a) There was no communication from residents that hasn't already been responded to.

b) Public Participation- there were no members of the public present.

c) District Councillor Andy Brown gave an update to the meeting. Cllr Brown reported that he had been to his first North Yorks County Council (NYCC) meeting at Northallerton. NYCC is currently made up of 47 Conservatives and 43 others. The new North Yorks Council (NYC) will be formed on 1st April 2023. There will be a local area committee formed of 15 Councillors covering a wide area ranging as far as Ingleton and Masham. At the NYCC meeting, a vote of no confidence was passed in the Home Office, further to the situation with the Ukranian refugees.

Cllr Brown also spoke about Covid. He feels that by September extra care may well be needed as the weather becomes colder. That may be a good time to get a fourth job.

Signed by the Chair.....Tuesday 14th June 2022



Cllr Brown thanked Kath for her help with housing a Ukrainian family and he stated there is another Ukrainian family in the village as well as five families in Lothersdale and some in Carleton-in-Craven. Cllr Brown also thanked the Cononley Wildlife Group for their work at the Pinfold which has been supported by the Parish Council.

The Moorfoot Lane PROW application had now reached the informal consultation stage and Cllr Brown had heard from one resident but all seems to be going ok.

Cllr Brown has been looking into the situation with lorries using Cross Hills Rd as part of an approved planning application. Permission has been granted for 18 months from 1st January 2022. Cllr Brown finished by confirming that as a North Yorkshire County Councillor he will have £10,000 ward member grant to cover five areas not just Cononley. The grant has to be spent by 31st January 2023. The minimum amount for any application is £300 with a maximum amount of £5,000. Cllr Brown also has his usual £1,000 ward member grant from Craven District Council.

d) The following correspondence was considered and noted:

- i) Temporary Holiday Site Notification at Riverside C&C site 31/3/23 to 24/4/23 (circulated).
- ii) 20's Plenty NY Zoom Meeting 9/6/22 (circulated).
- iii) YLCA White Rose News Weekly Updates (circulated).
- iiii) YLCA Craven Branch Meeting June 22nd Skipton Town Hall (circulated).
- v) Invitation to North Yorkshire Council briefing June 23rd/30th online (circulated).
- vi) NYCC Prow Application Consultation, Moorfoot Lane, Cononley (circulated).
- vii) Council for British Archaeology (Yorkshire), flyer (circulated).
- viii) Permission request from University of Hull to access the beck for fisheries survey (circulated).

22.036 Planning

a) The following Planning Applications were received:

- i) Ref: 2022/24023/HH Garage conversion, new balcony Skipton Rd, Cononley. *NO COMMENT.*
- ii) Ref: 2020/21751/VAR For info only **An investigation has revealed no breach of conditions**.

b) The following decisions, withdrawals and appeals were reported by CDC:

- i) Ref: 2022/23675/CPL Beechcroft, Main St, Cononley. Lawful Development Cert APPROVED
- ii) Ref: 2022/23643/HH External door and balcony, Woodhouse Lane, Cononley. GRANTED
- iii) Ref: 2022/23774/HH Bay Window to front elevation, Cononley. GRANTED

Signed by the Chair.....Tuesday 14th June 2022



iiii) Ref: 2021/23611/HH Demolish garage, build side extension, Meadow Croft. GRANTED

iiiii) Ref: 2022/23751/HH Flat roof rear extension, Aireside Terr, Cononley. REFUSED

iiiiii) Ref: 2021/23214/HH Alterations to Royd House, Lingah Hill, Glusburn. GRANTED

iiiii) Ref: 2021/23215/LBC Alterations to Royd House/ Garden Wall, Glusburn. GRANTED.

In addition, the decision of two appeals is noted for applications numbered: APP/C2708/W/21/3288764 and APP/C2708/W/3288786 at Meadow Close. Both appeals were dismissed.

22.037 To receive an update on the activities of the Cononley Cleaner/Greener Group.

There has been no meeting recently due to other commitments of group members. Tree planting at Windle Lane is scheduled to take place as seasonal conditions allow. There will be an Energy Efficiency event at the CVI on 24th September (10am-1pm).

22.038 Allotments

The following dates for allotment inspections were agreed: June 30th, July 28th, 8th Sept and 27th October, all at 11.00am. The Clerk explained he may be away for the October inspection. Cllr Powell to be sent a copy of the current and draft new allotments agreement. The Clerk will undertake a review on the current situation with rental payments received for 2021 and 2022. It was agreed that one tenant will receive a letter stating the PC's concerns about a number of issues on their plots. These issues will not be minuted due to the need to maintain confidentiality.

22.039 To receive an update on the s106 Sub-Committee financial position.

The Clerk will contact CDC to start the process of reclaiming the Dead Eye Fingerpost costs as part of the s106 funds. Costings were received by the Sole Trustee for the bark chips that are required to raise the depth of chips in the playground. It was noted that 10% of s106 Funds will be set aside for contingency for maintenance and also funds are allocated for the footpath adjacent to the Riverside campsite. An email had been received from the Dead Eye group highlighting that there will be a funding shortfall for some aspects of the project which may include a sand martin bank. It was agreed that up to date quotes and detailed costings would be required before the PC could make a decision on any financial support.

22.040 To receive the Action List and agree any course of action from it.

The Clerk talked through some of the outstanding tasks that need attention. These include the ownership and responsibility for the street light on the Meadow Lane snickett. A volunteer has agreed to update the PC website including the CVI section. There has been no progress on finding a volunteer to support the allotment back-office work. It was agreed to add HGV's to the Action List.

Signed by the Chair.....Tuesday 14th June 2022



22.041 To receive an update on the NYCC speed survey traffic report and consider any further action.

David Cairns from Area 5 Skipton Highways has provided the results of the traffic survey tubes that were installed on Friday 6th May for one week, at Crosshills Road and Main Street. Cllr Clark will report on next steps prior to the July meeting and CPC's request to extend the 20mph zone.

22.042 To discuss and take any action, further to the request for the PC to support the enquiry into the status of the Common Land at the Delph, Cononley.

The PC is aware there has been a change of ownership of the area known as 'The Delph', which is accessed via a track adjacent to the church. Some vegetation has been dumped on the site recently. A blanket TPO has now been put on the site. The PC resolved to support the enquiry into the status of the Delph.

22.043 To receive a verbal update from Council representatives.

Cllr Dracup reported that the recent Pinfold open day was a big success with 100 or so attendees and £160 received in donations for the site. There were also some useful networking opportunities and new contacts made. There is what appears to be signs of ash dieback and this needs further discussion at the July PC Meeting. The invasive weed, Himalayan Balsam was spotted in various locations.

22.044 Clerk's Report.

Most of the ongoing matters had been discussed on the Action Sheet. Preparations and early work on the Internal Audit had started in readiness for the Audit on 20th June. The Lengthsman had revamped the Playing Field inspection record and is filling it in, monthly. He has apologized for the delay in transforming plot 53, this is due to bad weather and workload. An audit of outstanding allotment rents will be completed soon and some rents are still coming in. The Clerk advised that Terms of Reference should be agreed for any new Allotments Association to establish remit and whether non plot holders could join it and establish any limitations. It was noted that interest levels in helping with any association were low despite advertising in the newsletter. The PC has a volunteer who has kindly agreed to update the PC's website and my thanks are extended to her and to Cllr Dracup for helping to facilitate this. The site will need to be tackled gradually to gain experience with it. Some financial documentation is in need of being put on there but the Minutes and Agendas are up to date.

Signed by the Chair.....Tuesday 14th June 2022



22.045 Matters for Debate and Resolution.

- a) The reimbursement costs (to be reclaimed from the Dead Eye s106 funds) of: £966.00 to M. Latham for the Dead Eye Signs, plus miscellaneous items of: fingerposts, plaques and engraving at a cost of £966.00 (as per the Acorn Workshop invoice) and also the reimbursement of the following miscellaneous costs: postfix £40.68, hose clips £18.00 were approved.
- b) Payment of the June 2022 newsletter costs of £240.00 was approved.
- c) Payment of the NYCC Energy invoice for 21-22 at a cost of £365.48 was approved.
- d) Section 1 of the AGAR was signed and approved.
- e) Section 2 of the AGAR was signed and approved.
- f) The costs of the external audit by PKF Littlejohn, expected to be £240.00 was approved.
- g) The 2021-2022 Financial Year End Asset Register (circulated) was approved with the addition of the VAS and Gateways.
- h) The Financial Risk Management Policy (circulated) for 2021-2022 was approved.

22.046 Council Administration and Finance.

The monthly report on assets, maintenance and Council finance and budgets, timesheets schedule of payments was approved.

SCHEDULE of PAYMENTS June 2022 Meeting

(Period: 1st -31st May 2022)

Parish Council

INV Due Period	Payee	Power	Net Amount	VAT	Gross Amount
May	Annual ICO Subs	s111 LGA72	£35.00		£35.00
May	Smith's of Derby (CVI clock repair)	Parish Councils Act s2 1957	£99.00	£19.80	£118.80

Signed by the Chair.....Tuesday 14th June 2022

May	LBS Allotments (waterbutts provision)	s23 Allotments Act 1908	£978.00	£195.60	£1,173.60
May	Community First Yorkshire Annual subs	s111 LGA72	£35.00	£7.00	£42.00
May	Financial Consultant (April)	s111 LGA72	£207.00		£207.00
May	Lengthsman (Jan April)	s111 LGA72	£183.75		£183.75
May	Staff (Jan April)	s112 LGA72	£663.00		£663.00
May	Staff Office costs (April)	s112 LGA72	£35.00		£35.00
May	Direct Debit McAfee inv & bank costs (paid via bank card)	s111 LGA72	£14.99 £3.00		£14.99 £3.00
May	Staff Travel costs (May)	s112 LGA72	£5.50		£5.50
May	Mason Printers (Mar newsletter)	s142 LGA72	£240.00		£240.00
May	Staff Cost of Living backdated salary 2021-2022	s112 LGA72	£260.70		£260.70
May	NYCC	s111 LGA72	£304.57	£60.91	£365.48
May	1&1 Domain renewal	s111 LGA72	£9.99	£2.00	£11.99

22.047 To note the date of the next Parish Council Meeting is scheduled for 12th July (not the normal third Tuesday in July).

22.048 There were no urgent items at the discretion of the Chairman, or items for future meetings.

The meeting closed at 20.31

Signed by the Chair.....Tuesday 14th June 2022



**A MEETING OF
THE SOLE TRUSTEES OF THE CONONLEY VILLAGE INSTITUTE &
THE SOLE TRUSTEES OF CONONLEY VILLAGE PLAYING FIELD**

Cononley Village Institute (CVIAC)

1. To receive and/or approve:
 - (a) There were no unsigned Minutes presented.
 - (b) There were no signed Minutes presented.
 - (c) The CVI Rep presented costings for the new gas supplier for the building. Several companies had been contacted including British Gas. After a discussion it was agreed that the LPS estimate of £17.99 per month for an annual maintenance contract for the boiler and central heating system was successful.
 - (d) There was no finance report but payments, receipts and estimates were noted.

Cononley Village Playing Field (CVPF)

1.
 - (a) There were no recent Minutes to note.
 - (b) It was noted the Play Inspection Co had undertaken their inspection and the report is expected any day now. The parts for the zip wire are estimated to be delivered to the Lengthsman in the first week of August.
 - (c) There was nothing further to report from the Bowling Club.
 - (d) It was agreed after four estimates had been obtained that local contractor Brian Cauvin would be appointed to refurbish the safety surfacing including the bark levels.
 - (e) It was confirmed that the Playing Field Advisory Committee would be dormant until September or October due to the need to restructure and also due to the refurbishment work taking place on the site this summer. This will allow a Terms of Reference needs to be agreed in conjunction with R.Woolf. This can then be a working document for PFAC. The Clerk will update the PFAC Chair and try to find out the full composition of the PFAC committee, currently.
 - (f) Payments, receipts and estimates as scheduled therein were noted.

Signed by the Chair.....Tuesday 14th June 2022



The meeting closed at 20.52

Signed by the Chair.....Tuesday 14th June 2022