



**MEMBERS OF THE COUNCIL ARE INVITED TO ATTEND  
A CONONLEY PARISH COUNCIL CLERK'S DELEGATED AUTHORITY  
(MEETING TO BE HELD REMOTELY)**

## Meeting Agenda

**Date:** Tuesday 8th February 2022

**Time:** 19.00

**Location:** Via Video Conferencing Platform, Zoom

**Zoom Access:** Meeting ID: 836 3041 3580 | Passcode: 652352

Open to the Press and Public

**Signed:** Mr Lee Senior, Clerk & RFO to the Council, 3rd February 2021

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**Notes:**

*The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority Police and Crime Panel Meetings) (England and Wales) Regulations 2020 lapsed as of 7 May 2021.*

*Due to Covid-19 this is not a formal Parish Council Meeting. As the Meeting is not taking place under the LGA 1972 Act Parish Councillors are therefore not summoned. No apologies from non-participating councillors need to be accepted.*

*Items on the Agenda requiring a Parish Council decision at this meeting are Councilor recommendations made to the Parish Clerk. The decisions will be made by the Clerk under the approved Clerk's Scheme of Delegated Authority using emergency delegated powers granted under Minute ref 21.069 (4th May).*

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- 1 (a) The Clerk to confirm the written resignation of Cllr Timbers from the of position of Chairman further to an email sent to the PC.  
  
(b) Further to members discussion, it is recommended to the Clerk that Cllr Bell fills the position of Chairman for this meeting.  
*The Chair is to remind the meeting that while the meeting is not a Full Council Meeting, the Clerk has confirmed that normal Parish Meeting procedures and formats will be followed.*
2. Declarations of Interest: The Clerk to note if any Councillors have stated any dispensations.
3. The Clerk to seek guidance for approval of the Parish Council Meeting meeting held on 11th January 2022.
4. Questions received from the public through the Clerk (5 minutes per resident maximum).
5. To hear updates from Craven District Council and North Yorkshire County Council Councillors.
6. To note (circulated) correspondence from bodies or individuals located inside or outside the parish.
  - a Footpath continued support request (via CDC Cllr Brown)
  - b Community First Yorkshire AGM, 15<sup>th</sup> February, 17.30 via Zoom
  - c Draft Structural Order for The North Yorkshire Council (via YLCA)
  - d Craven Branch Meeting (YLCA) 23<sup>rd</sup> February
  - e Queens Platinum Jubilee updates ( YLCA)
  - f Bradford Employment Hub flyer (circulated 14<sup>th</sup> Jan)
  - g Elections Information Session ( CDC) online @ 15<sup>th</sup> Feb, 5.30pm
7. Planning Applications for comment to the Clerk (late submissions may be accepted)
  - a) After receiving guidance from members, the Clerk records the following Decisions:
    - i) Ref: 2021/23611/HH Double extension/demolish garage, Meadow Croft. NO COMMENT
    - ii) Ref: 2022/23643/HH New first floor and balcony, Woodside Farmhouse. NO COMMENT
    - iii)
  - b) a) The Clerk records the following Decisions from Craven District Council:
    - i) Ref: 2021/23241/FUL Five new dwellings (revised scheme) Meadow Lane REFUSED
    - ii) Ref:.
8. To discuss and recommend to the Clerk a way forward with the faulty Street Light on the Meadow Lane snickett. For consideration is a letter to NYCC stating the PC has evidence the light is theirs or that the PC takes adopts the light.

9. The Clerk to receive an update on Speedwatch and the '20's Plenty' campaign.
- 10.a) The Clerk to receive an update from Cllr Clark on two recent incidents with HGV's in the village.  
b) The Clerk to receive any recommendations for any course of action from the Councillors present.
11. The Clerk is to receive an update on the activities of the Cleaner/Greener Group.
12. The Clerk to give a verbal report on the allotments. To include: water butts, the latest on the Allotments Association and any other outstanding matters.
13. The Clerk to receive any updates from Councillors on the s106 Sub Committee.
14. Action list – to report on work in progress and note any further actions to be taken.
15. The Clerk is to receive a verbal update from Council representatives.
16. Clerk's report. To include: Christmas Lights, Elections, Website Domain, PC Street Lights and any other miscellaneous items.
17. The following are recommended for Clerk's approval under the Clerk's Scheme of Delegated Authority:
  - i) To approve the reimbursement of £48.00 to Cllr Clark for poster mounts for the 'No Idling' signs.
  - ii) To confirm the Clerk's ammended working pattern of Monday, Tuesday, Thursday (5 hrs per day)
  - iii) To approve Mike Latham's reimbursement for Dead Eye signs (£72.00).
  - iiii) To agree the Annual Public Meeting date of March 8<sup>th</sup> (starting at 8pm to finish at 9.15pm) and format. The meeting will follow the PC Meeting from 7.00-7.50pm.
18. It is recommended that the Clerk/RFO's monthly report on assets, maintenance and Council finance payments, receipts, estimates and timesheet (as circulated) are agreed under Delegated Authority.
19. To note 8th March is the date of next Parish Council Meeting at the CVI at 19.00. As normal this will be shorter meeting due to the Public Meeting that follows it. If the Covid situation worsens the meetings may need to be switched to an online format.
20. Any urgent items to be noted for future meetings.

**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) Unsigned Minutes
  - (b) Signed Minutes (11/10/21) and ( 6/12/21) circulated.
  - (c) Any updates from the CVI Rep
  - (d) To agree whether all CWG held events at the CVI should be free to the hirer or should be charged.
  - (e) To note the finance report for the CVIAC and approve payments, receipts and estimates as scheduled therein. (circulated).

**Cononley Village Playing Field ( CVPF)**

1. (a) To note any recent Minutes.
  - (b) To note any recent requests from the Playing Field Advisory Cttee based on any urgent safety or maintenance issues raised: Zip wire basket, bolts ( rope swing), Notice Board.
  - (c) To receive an update and any feedback on the recruitment campagin
  - (d) To receive an update from PC Clerk on The Fitness Class ( starts 13<sup>th</sup> Feb).
  - (e) To receive an update on the latest situation with the trees adjacent to the Bowling Club.
  - (f) To approve any payments, receipts and estimates as scheduled therein.