



**MINUTES OF A MEETING OF CONONLEY PARISH COUNCIL HELD
IN CONONLEY VILLAGE INSTITUTE ON TUESDAY 12TH JULY 2022
AT 19.00**

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

In attendance: CDC Cllr A. Brown, the Clerk and one member of the public.

Apologies: None

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

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

22.050 There were no apologies.

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

22.052 The minutes of the June Parish Council meeting held on 14th June 2022 were accepted as a true record.

22.053 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 reminded the meeting that 1 in 27 folks had Covid last week. There are around 900 Ukrainian families now housed in North Yorkshire. There are 2 in Cononley and 6 in Lothersdale.

Cllr Brown reported that Lothersdale now has a pop up shop. There have been some good support sessions held across the district by NYCC, in particular language classes.

Education is not the easiest to solve but NYCC are doing what they can.

The NYCC local area committees are currently powerless in effect, with no authority at present until their remit is agreed upon. The NYCC Exec also declared a climate emergency. Cllr Brown intends to ask about the NYCC second homes policy.

From 1st Jan 22 in North Yorkshire there has been an Adult Social Care pilot scheme. Cllr

Brown had good news about the long-standing broken bridge replacement at Dead Eye. It

has been confirmed that the new bridge is on the NYCC Works Schedule for

implementation before winter.

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



d) The following correspondence (circulated) was considered and noted by Councillors:

- i) Cllr A Brown's email regarding the replacement bridge at Dead Eye.
- ii NYCC Road Closure Notification 13-14th August at the Level Crossing
- iii YLCA White Rose News Weekly Updates (circulated).
- iiii YLCA Joint Meeting invitation 23rd July, 2pm nr Wetherby.

22.054 Planning

a) The following Planning Applications were received:

i) Ref: 2022/23854 FUL Amendment at Meadow Close. A housing application now for 25 houses. OBJECTION (with the PC original comments to be resent to CDC)

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

None

22.055 To discuss access to the canal towpath and agree any action to be taken.

There is no funding available from NYCC for access improvement but Cllr A. Brown indicated that up to £5,000 of his ward funding pot could be allocated towards the cost. Perhaps s106 may be suitable or other external funding sources could also be explored. The Clerk at Farnhill PC had spoke with Cllr Clark about any potential involvement from them. Cllr Dracup agreed to chase the matter with the Canal & River Trust to find out the latest.

22.056 To discuss any matters pertaining to the allotments including an update on the rents and agree any action to be taken, further to the last inspection.

The Clerk gave a brief report on payments outstanding from 2021 and a plan was agreed to chase these. The Clerk will also write to any tenants who require a letter further to the last inspection on June 28th, next week. Cllr Dracup had submitted a brief summary report on the last inspection. Cllr Powell had undertaken his own site visits and felt that there are a significant number of plots that may need PC intervention. Cllr Swinden reported that there had been a fire in the shed of Plot 27 and some of the waste had ended up on a neighbouring plot.

A discussion took place about the new draft allotment agreement. It was agreed that there are a number of tenancies that are in breach of the draft agreement should it be implemented. Ideally the PC would be able to identify if any plots may be exempt for the life of the tenant. The PC should consider in effect a 'two-speed' system. The Clerk confirmed that all new tenants during his time in Cononley had signed the current agreement. He also stated it would be difficult to work out with certainty which tenants may be exempt. Cllr Clark agreed to help with this. Cllr Swinden agreed to draft a consultation document that would amongst other things summarise the proposed changes

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



between the current and draft new agreement and the reasons for those changes. He would try to draft this before the next PC meeting. It was agreed that an attempt should be made to contact all tenants to enable them to read the consultation document and comment on it by a stated deadline. It was also agreed that for 2023 a new yearly rent of £18 per year for a full plot and £10 per year for a smaller plot would be effective from 1st January.

22.057 To receive an update on the s106 Sub-Committee including Dead Eye and the Playing Field.

Phase one of the Playing Field refurbishment work is now complete. The equipment for Phase two has been ordered. The latest total costs for the project (Phase 1 & 2) are currently £138,558 but these are being reviewed and an update will be provided at the next meeting. At Dead Eye, CDC have given no advice about any requirements for planning permission nor is there any advice on the NYCC Portal. As the area is within the flood plain the Environmental Agency may also have some input.

22.058 To receive the Action List and agree any action from it.

The Clerk talked through some of the outstanding tasks that need attention. The issue of HGV's and also a potential bollard at the Institute needed adding to the list. The link road to Carleton-in-Craven is now open. This should potentially help matters, with less HGV's travelling through Cononley. Jo the website volunteer is doing a good job with getting to grips with the PC website. The Clerk to check with her if she knows anything about MailChimp.

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

Further to the speed surveys on Crosshills Road and Main St, NYCC Highways has agreed to extend the 20mph zone. It is proposed that this would start west of the level crossing (before the entrance to the Playing Field). This would cost in the region of £1500-£2000 and would cover the costs involved to generate the legal traffic order, new signage and road marking (but no additional traffic calming measures). NYCC do not have the funds for this so CPC would have to finance the work. The decision was taken to defer the matter until next year and discuss at the Budget setting meeting towards the end of this year as to whether CPC should fund this extension.

22.060 To discuss the issues of suspected ash die back and decay on some trees at the Pinfold and agree any action to be taken.

It was confirmed that one tree has ash dieback and needed treating rather than taking out.

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



Cllr Dracup is to investigate further options with a suitable local tree surgeon. The PC agreed to allocate up to £1,000 for the Cononley Wildlife Group at the Pinfold for this matter.

22.061 To receive an update on the Ukrainian families within the Parish and acknowledge the support from the local community.

The Ukrainian families were trying hard to integrate within the Parish and had settled in quite well. They had also been invited to the Cononley Singers event.

The PC is grateful for all the local support. It was felt buying a Ukrainian flag would be a nice gesture and this will be added to the September Agenda.

22.062 To receive a verbal update from Council representatives.

Cllr Dracup reported that there will be a Cleaner, Greener Group event about reducing waste in October. It is anticipated that two birch trees will be planted on Windle Lane later in the year, after consultation with local residents.

Cllr Clark reported that the Cycling with Confidence event was very popular and went very well. It could be repeated again. Work will start on the September newsletter in August. It had been documented that there will be price increase from the printers. The Pinfold Open Day had also been a success with good networking opportunities.

22.063 Clerk's Report.

The internal Audit report has been received and circulated. The PC had been given a clean bill of health. This was noted by members present.

The External Audit would be sent to PKF Littlejohns by July 15th after a two-week date extension to submit the information was agreed. The Clerk/RFO talked at length about the real risk of cash flow difficulties for the PC due to the s106 phase one payments. The PC cannot pay them all in succession or will be overdrawn. Transferring up to £7,000 from Reserves was an option until the s106 reimbursements came back from CDC. This was agreed upon by members if required. It was agreed to settle the £6,120 invoice first and delay the others slightly until reimbursement dates could be confirmed by CDC. The Clerk has investigated the costs for the Financial Consultant to attend the budget meeting later in the year but these were considered prohibitive and not a good use of taxpayers' money. The Clerk expressed his concerns about the unrealistic workload when the Allotments and Sole Trustee requirements are lumped in with Clerking and RFO demands. The Clerk is to assess this over the summer to see what can be done. The allotment work could be split away from the Clerk to relieve some of the workload.

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



22.064 Matters for Debate and Resolution.

- a) The payment of the NYCC Street Lighting Maintenance invoice for 21-22: £235.87 was approved.
- b) Payment of the Internal Audit invoice of £135.00 was approved.
- c) Payment of the Financial Consultant's invoice of £207.00 was approved.
- d) Payment of the Lengthsman's invoice for June at a cost of £148.75 was approved.

22.065 Council Administration and Finance.

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

22.066 To note the date of the next Parish Council Meeting is scheduled for Septmeber 13th at the CVI.

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

The meeting closed at 20.26

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) The draft minutes of the AGM were noted.
 - (b) The signed Minutes of the AGM 2021 and CVIAC Meeting of 21/03/22 (circulated) were approved.
 - (c) The appointment of the following CVIAC officers further to the 2022 AGM:
Chair: J.Brown, Vice Chair: H.Rudden, Treasurer: R.Woolf, Secretary: B. Ward was approved.
 - (d) Cllr Dracup reported as the CVI Rep that the gas contract with LPS Limited is now in place.
 - (e) 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) The Play Inspection Company annual inspection report had been received and circulated to the PC and Playing Field cttee members for comment. The Lengthsman has reported some vandalism of the toilet block to the Clerk who in turn circulated this to the Sole Trustee after inspecting it himself.
It was agreed to ask David for more information before a decision on repairs could be made.
 - (c) There was nothing further to report from the Bowling Club.
 - (d) The short and longer term plan for the Playing Field Trust and a 'Friends Idea' (circulated) was discussed. It was agreed that an invite to a local resident, Shaun who has expertise in the area, would be sent to see if he is willing to assist a steering group.
 - (e) Phase one of the play park refurbishment involving adding mulch and other related matters is progressing and had been discussed in the PC meeting.
 - (f) Payments, receipts and estimates as scheduled therein were noted.

The meeting closed at 20.52

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