



**MINUTES OF THE MONTHLY MEETING OF CONONLEY PARISH COUNCIL
HELD AT CONONLEY VILLAGE INSTITUTE, 13 FEBRUARY 2024**

Present: Councillors: A Powell (Chairman) M Dracup K Clark A Brown
(Also in attendance: Clerk Hannah Sherriff-Jackson and 1 member of the public)

23.221 (a) TO RECEIVE THE WRITTEN RESIGNATION OF THE CHAIRMAN

The Parish Council received the resignation of Cllr Powell from the position of Chairman.

(b) TO APPOINT A CHAIR FOR THIS MEETING

RESOLVED: Cllr Powell was appointed as Chair for this meeting.

23.222 APOLOGIES (AND REASONS) FOR ABSENCE

No apologies were received.

23.223 DECLARATIONS OF INTEREST

Cllr Dracup declared a pecuniary interest in agenda item 15 (a) (Planning) (application reference ZA23/25610/HH).

Cllr Dracup declared a non-pecuniary interest in agenda item 15 (a) (Planning) (application reference ZA24/25711/PNAG)

23.224 MINUTES OF PREVIOUS MEETING

Minutes of the previous meeting of Cononley Parish Council were approved as a true and accurate record of the following:

- Monthly Meeting held 09 January 2024

Arising from the Minutes, Cllr Brown reported that the issue of the water pooling on Crosshills Road has been inspected by Highways. The issue is caused by the flagstones laid alongside Crosshills Road. These flagstones are not owned by NYC, they are privately owned by the residents therefore the issue cannot be resolved. It is unclear whether the new resurfacing works will make the issue better or worse.

23.225 OPEN FORUM

One elector attended the meeting though they did not wish to speak. They were attending with the intention of becoming a Parish Councillor at the next meeting.



23.226 UPDATES FROM NORTH YORKSHIRE COUNCILLOR, ANDY BROWN

Councillor Brown informed the Parish Council that the NYC budget setting process is still ongoing. Councillor Brown is proposing 5 amendments to the budget. He reported that it is likely that council tax will rise by 4.99%.

Councillor Brown reported that he had attended a Skipton and Ripon Planning Committee meeting where 1 application was heard. He informed the Parish Council that the Planning Committee now only hears ¼ of the number of applications that the Craven Planning Committee used to hear.

23.227 CORRESPONDENCE

The Parish Council noted an email from a resident regarding the works at the canal towpath.

23.228 RUNNING ACCOUNTS AND APPROVAL OF FINANCIAL REPORT

The Parish Council noted the running accounts.

RESOLVED: That the Financial Report was approved:

- Current Account as 06/02/2024: £26,152.52
- Instant Access Savings Account as 06/02/2024: £20,092.09

23.229 LENGTHSMAN PAYMENT (JANUARY 2024)

The Parish Council noted the payment of £509.22 to D Loss (Lengthsman) for works done in January 2024 (invoice 202401).

23.230 PAYMENT FOR MATERIALS FOR CANAL TOWPATH WORKS

The Parish Council noted the payment of £3,090.36 to Canal & River Trust for the materials for the Canal Towpath works.

23.231 APPROVAL OF ACCOUNTS TO PAY

RESOLVED: That the Parish Council approved the following Accounts to Pay:

| | Payee | Reason | Gross | VAT | Net |
|--------------|--------------------|------------------------------------|-----------------|------------|-----------------|
| | H Sherriff-Jackson | Salary (net) - February | £939.25 | | £939.25 |
| | | Working from Home Allowance | £26.00 | | £26.00 |
| | | Training (Biodiversity & Policies) | £28.02 | | £28.02 |
| | HMRC | Employers NI - February | £25.01 | | £25.01 |
| | D Loss | Lengthsman - January | £107.50 | | £107.50 |
| TOTAL | | | £1125.78 | £0 | £1125.78 |



23.232 COUNCIL INSURANCE RENEWAL

RESOLVED: That the Parish Council will renew the Parish Council Insurance with Zurich at a cost of £3774.74 for 1 year.

23.233 GMAIL STORAGE

RESOLVED: That the Parish Council will purchase additional Gmail storage for the Clerk's email account at a cost of £0.39/month for the first 3 months and £1.59/month thereafter.

23.234 MCAFEE ANTI-VIRUS SOFTWARE

RESOLVED: That the Parish Council will purchase McAfee Anti-Virus Software for the Clerk's laptop at a cost of £94.99 for 2 years.

23.235 URBAN GRASS CUTTING

The Parish Council considered a letter from NYC regarding Urban Grass Cutting for 2024/25.

The Clerk will contact NYC to request more information on the whereabouts of the grass verges within the village that require cutting.

23.236 PLANNING

a) New Applications:

1. **ZA24/25663/TCA** – RESOLVED: The Council feel unable to pass meaningful comment on this application due to the lack of detailed information available on the Planning Portal.
 - Copy Nook, West Lane, Cononley
 - T1, T2, T3, T4, T6 Sycamore & T5 Willow – Fell

Having already declared a pecuniary interest in Planning ref ZA23/25610/HH, Councillor Dracup left the room for the entirety of the following discussion.

2. **ZA23/25610/HH** – RESOLVED: The Council supports this application on the grounds that they are happy with the proposal as it is in keeping with the existing property.
 - Glenburn, Netherghyll Lane, Cononley
 - Proposed front extension to form new porch and extend existing kitchen



Councillor Dracup re-entered the room.

Councillor Brown abstained from the following discussions (Planning ref ZA24/25680/VAR & ZA24/25732/CND).

3. **ZA24/25680/VAR** – RESOLVED: The Council objects to this application. The Parish Council is concerned that this proposal appears to be for the houses to accommodate more/larger bedrooms. The Parish Council is concerned that this could result in these houses becoming less affordable as the housing mix further diverges from the Local Plan housing mix.
 - Land Off Meadow Lane/Moorfoot Lane, Cononley
 - Application to vary condition no 2 (CDC Plans) on appeal decision notice referenced APP/C2708/W/23/3316871 to allow proposed first floor bedrooms over ground floor garages to plots 23 & 24

4. **ZA24/25732/CND** – RESOLVED: The Council objects to this application. The proposal provides for construction to progress with access from Meadow Lane. The Parish Council feels that alternative access arrangements can be made.
 - Land Off Meadow Lane/Meadow Close, Cononley
 - Application to discharge condition no 3 (Construction Management Plan) of planning appeal decision ref: APP/C2708/W/23/3316871 issued on 29 Nov 2023 and related to planning application 2022/23854/FUL

Councillor Brown re-joined the meeting.

5. **ZA24/25662/CPL** – RESOLVED: The Council had no objections
 - 8 Crag View, Cononley
 - Application for a certificate of lawful development for the existing conservatory to be demolished and formation of new porch in line with conservatory

6. **ZA24/25711/PNAG** – RESOLVED: The Council felt unable to pass comment at this time due to a lack of information. The Parish Council will seek further information on this application and note their position at the March meeting.
 - Delph Barn, Cononley
 - Prior approval notification for the construction of new agricultural building and hardcore into existing twin wheel track

b) Planning Decisions: Details of Planning decisions made by North Yorkshire Council were provided to members.



23.237 APPROVAL OF DATA PROTECTION POLICY

RESOLVED: The Parish Council approved and adopted the updated Data Protection Policy.

23.238 ALLOTMENT UPDATES

(a) Unpaid Rents

The Clerk reported that a number of invoices for 2024 remain unpaid. The Clerk will send a gentle reminder to tenants with outstanding payments informing them that all arrears must be paid by 13th March 2024.

(b) Waiting List

The Clerk reported that the waiting list is now down to single figures. The Clerk has offered out the greenhouse plots to current tenants with mini plots and is awaiting responses.

(c) Potential s106 Spends

The Clerk reported that she has received a variety of ideas for potential use of the s106 funds. This will be added to the March agenda for further consideration.

(d) Other Allotment Updates

The Parish Council has received a request from an allotment tenant to provide a skip to aid the clearance of their new allotment plot.

RESOLVED: The Parish Council will fund the hiring of a skip for this purpose. The Clerk will contact the tenant to make them aware of the decision and to ask them to source the skip and forward the invoice to the Parish Council.

Cllr Brown enquired as to the removal of asbestos on the allotment sites. Cllr Dracup will look into this further.

23.239 COMMUNITY RESILIENCE

The Clerk circulated a written report to the Parish Councillors prior to the meeting regarding the Community Emergency Planning meeting that she had attended in January.

The Parish Council will consult Emergency Plans from surrounding parishes and consider this issue further at a future date.



23.240 CANAL TOWPATH ACCESS

The Clerk reported that she had received one item of correspondence regarding this since the last meeting. The Clerk responded to this explaining the background of the decision and received a positive response.

Cllr Dracup reported that the works are due to start imminently however the date for starting works is yet to be set.

23.241 GRIT BINS

The Parish Council noted a message from a concerned resident regarding grit bins.

The Clerk informed the Parish Council that the Lengthsman has fixed the hasp however he doesn't have a lock that fits.

RESOLVED: The Parish Council will ask the Lengthsman to purchase a new lock for the grit bin.

23.242 STREETLIGHTING

RESOLVED: The Parish Council will place an order with NYC for lamp C5 to be replaced.

23.243 REPRESENTATIVE REPORTS

Cllr Clark reported that the defibrillator training was well attended and was a very useful and informative session. Cllr Clark will contact Northern Rail regarding the installation of another defibrillator at the railway station.

RESOLVED: The Parish Council will include defibrillator costs in future budgets.

Cllr Clark informed the Parish Council that the next edition of the newsletter is being prepared and will be printed in early March.

Cllr Clark reported that the recent YLCA training session on appraisals that she had attended was very useful and worthwhile.

23.244 DATES & TIMES OF NEXT MEETINGS

The Clerk advised that matters for inclusion on the agenda of the next meeting should be with her by 04 March 2024.

The Clerk advised the next meeting would be held:



- **Monthly Meeting at Cononley Village Institute at 6pm on Tuesday 12 March 2024**
- **Annual Parish Meeting at Cononley Village Institute at 7.45pm on Tuesday 12 March 2024**

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(Chair)

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(Date)