



**MINUTES OF A MEETING OF CONONLEY PARISH COUNCIL HELD
IN CONONLEY VILLAGE INSTITUTE ON TUESDAY 14TH FEBRUARY
2023 AT 19.00**

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

In attendance: The Clerk (by zoom), CDC & NYCC Cllr A. Brown, Mike Swinden and two members of the public.

No apologies were received.

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

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

23.021 There were no apologies from Councillors but there were apologies from Marten Lougee (member of public).

23.022 The minutes of the January Parish Council meeting held on 10th January 2023 were accepted as a true record.

23.023 Communication:

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

b) Public Participation:

One member of the public (a plot holder) spoke about the increase in allotment rent and that he hadn't had the 12-month notice period from the PC. He also spoke about s106 funds and questioned whether the allotments were receiving enough investment from it. Finally, the gentleman asked about water provision and the borehole.

The other member of the public (also an allotment holder) spoke about his concerns about poor communication from the PC. He felt that there shouldn't be too much information as it can get a bit much but that perhaps an annual newsletter or occasional communication would be helpful. He was invited to participate in a future Allotments Association. The gentleman also mentioned water and how rats were prevalent in nature.

c) District & County Councillor Andy Brown gave an update to the meeting. Cllr Brown was very pleased to report the issue of standing water on 'Frying Pan Row' is resolved. Cllr Brown had been assured the NYCC Highways will respond to all enquiries. Cllr Brown confirmed the refusal of planning permission, Decision Notice for Meadow Close

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had been issued and the applicant had six months to revise the application or appeal against the decision. Cllr Brown declared a personal interest in the matter of solar panels being used on the roof of his house. He had been advised that this is in fact permitted development for all such applications. Any planning application fees for street parties for the Coronation of the King taking place this year would be waived. However, this does not mean that applications will be automatically accepted. Cllr Brown reminded the meeting that the 'Protect your Home' scheme is still running and asked if this could be highlighted in the next village newsletter. Cllr Brown stated that the balance of power within NYCC was now very tight after the Masham by-election. There are now 46 Conservative councillors and a combination of 44 from the other parties. There will be a North Yorks Council Mayor by 2025 elected by the 'first past the post' method. The NYCC draft budget for 2024 is to be voted on and a 4.99% Council Tax rise looks very likely. This year the council had to borrow £30M from its own reserves to balance the books.

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

- i) YLCA White Rose Bulletins and Law and Governance Bulletins.
- ii) The latest NALC Chief Exec Bulletins.
- iii) NYCC Toolkit (launches 1st April 23) sent via YLCA.
- iiii) Caravan Rally Notice, Riverside C&C site 5-13th April 23 (CDC).
- vi) Freedom Parade, Skipton High St, 11am on 2nd March 2023 (CDC).
- v ii) Coronation of King Charles III, 6th May 2023 info via YLCA.
- v iii) Notification of the YLCA Craven Branch Meeting 21st Feb via Zoom.

23.024 To discuss and receive a verbal financial report on the latest s106 financial situation. Cllr Clark spoke about the latest position regarding s106 and referred to the email she had circulated to Councillors. There is one invoice still to come in from Wades the contractor. s106 Allotments expenditure is £500 (water butts). At Dead Eye, there had been £340.00 spent out of s106 funds to date.

23.025 Planning:

a) The following Planning Applications were received:

- i) Ref: 2023/24754/HH 1st floor extension, Meadow Close. *NO COMMENT.*

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

- i) Ref: 2022/23781/FUL Demolish 3 garages and build replacements. *APPROVED.*

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(received after publication of the Agenda).

ii) Ref: 2022/24424 Stable conversion, Woodside Lane, Cononley. *Appears to be withdrawn.*

23.026 To approve the contractor for the new decking and removable platforms at Dead Eye from the three quotes listed below. This work is funded by Awards for All.

Quote A is c£18,000, Quote B is £9,500 and Quote C is £9,325. All quotes exclude VAT.

Quote C was approved and the Clerk will inform Mike Latham.

23.027 To discuss and receive any allotment updates and take any appropriate action.

It was agreed to defer the rental increase for one plot holder for 12 months in view of the circumstances. The Clerk will write to him to explain. The Clerk explained that Plot 38 is now vacant and he had asked the Lengthsman to look into the logistics of splitting the plot into two smaller plots. The Lengthsman is working on splitting plots 36A/B in three small plots. Cllr Robertson explained there were some greenhouse spaces vacant.

It was agreed there needs to be a review on allotment rents received so far this year and a timescale of two months from 1st February was agreed for all tenants to pay their invoice. There was a chat about how the PC communicates to plot holders and what could be done to improve this. It was felt that a regular slot in the village newsletter is ideal and it is hoped that an Allotment Association can still be formed as this would help as a communication vehicle.

23.028 To receive the Action List and note any further actions to be taken.

The Clerk talked through the key action points. There is a lengthy insurance form to complete regarding the Gala for later this year. Quotes for this year’s Christmas lights and the PC’s insurance renewal need to be obtained. Further dialogue is needed with NYCC regarding street light conversion to LED.

23.029 To discuss and approve the draft statement regarding the precept increase for 2023/24.

The draft statement by the Clerk/RFO had been circulated. Some amendments were agreed and it was felt a further document showing an overview of spend headings in bullet form would be requested. The statement below was approved.

For the financial year 2023/24 Cononley Parish Council has taken the step to raise its Precept by 23.29%. This is an increase of c£10-£15 on your Council Tax bill next year for most Cononley residents. This necessary decision has not been taken lightly. It is essential if the council is not to have to rely on its reserves to allow it to maintain its current undertakings, which further improve our village. In the forthcoming year we have allocated funding for the conversion of the street lighting that is under our control to LED

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at a cost of c£2,500. This will improve efficiency and save costs over the longer term. We are also undertaking further improvements and clean ups on the allotment sites and of course printing the newsletter, our insurance and overall running costs continue to increase.

Parish Councils are not immune from the Cost-of-Living increases affecting us all. Labour, goods, materials and day-to-day running costs have all increased. We continue to support the Pinfold site on land owned by the PC, in conjunction with Cononley Wildlife Group. We are also enhancing the Dead Eye nature area. In short, your Parish Council is very active and we will continue with your support to further enhance our wonderful village.

23.030 To confirm the date of the Annual Parish Meeting at 8pm on 14th March, following a shorter PC Meeting at 7pm and discuss the format and publicity of the meeting.

The date and time of the meeting was confirmed. A discussion was held on how to try and increase attendance by Parishioners. The Clerk explained that holding an Annual Parish Meeting was a legal requirement for Parish Councils and that the PC should decide on a chair for the meeting. This didn't have to be the same chair as for the preceding PC monthly meeting. It was felt the meeting would be a good way to try and stimulate more interest in what the PC does and to potentially attract new Parish Councillors. It was agreed that Cllr Clark will put an item in the newsletter advertising the meeting. It was agreed the Clerk will draw up a poster for circulation and advertise the meeting details on Facebook and the PC's website.

23.031 To receive any verbal updates from Council representatives.

Cllr Dracup stated that he had received a 'thank you' from the library in Cross Hills for the financial donation that is to be made by the PC in April.

Cllr Clark stated that the spring newsletter will be printed on 1st March. Cllr Clark will also clarify the protocol for using the village defibrillator in the newsletter. There are also attempts being made to keep everyone informed regarding the latest developments with the Playing Field (park). A sponsor is being sought for the gala in September. NYCC are seeking Climate Change consultation feedback.

23.032 To discuss the two Parish Councillor vacancies and agree on any action to fill the vacancies.

A discussion was held about how to fill the two remaining vacancies on the PC. Many obvious avenues such as Facebook and the website have been tried with little joy. It was resolved to try a poster in the village noticeboard and put an ad in the newsletter.

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23.033 Clerk's Report.

The Clerk confirmed he had arranged a strategy meeting for a Playing Field group took place via zoom on, 18th Jan at 7pm. The Clerk chaired the meeting with Cllr Clark, Richard Woolf (treasurer) and Shaun O Hare (member of the public and adviser) in attendance. The Clerk confirmed that he had booked the Internal Auditor for the period betwixt 15th-29th May for the audit to take place. This is further to last month's resolution. The Clerk/RFO confirmed that a transfer of funds from the PC account to the Playing Field Trust account of £2,686.00 should take place to replenish that account further to a s106 payment from Newground to ease cashflow. This was agreed.

23.034 Matters for Debate and Resolution.

- a) The renewal of the Bright Pay software for 23/24 at £69.99 plus VAT was approved.
- b) It was agreed to support the Great British Spring Clean 17/3/23-02/04/23 and any essential costs up to £150.00.
- c) Payment of the YLCA 'Flying Start' training invoice 17th and 25th Jan- for Cllr Roberston £66.80 was approved.

23.035 Council Administration and Finance.

- a) The monthly report on assets, maintenance and council finance and budgets, timesheets, plus Clerk, Financial Consultant and Lengthsman costs and Schedule of payments (circulated) were all approved. It was noted the Council that on 31st January 2023, the PC had a balance of £25,758.24 in the Current account (£10,000 is ringfenced for Awards for All) and £13,550.46 in the Reserve (Deposit) account.

23.036 To note that the date of the next Parish Council Meeting is scheduled for 14th March at the CVI. This will be a shorter meeting due to the APM following it at 8pm.

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

The meeting closed at 20.41

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**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 draft/unsigned minutes to approve.
 - (b) There were no signed minutes to approve.
 - (c) The CVI rep Mike Dracup, confirmed the CVI had been selected by NYCC to be included in a decarbonation of Village Halls study.
 - (d) The finance report was noted and agreed along with payments, receipts and estimates.

Cononley Village Playing Field (CVPF)

1. (a) There were no recent Minutes to note.
 - (b) The recent maintenance update from the Lengthsman was discussed and noted. David had been unable to undertake his monthly inspection due to difficult access to the park while the improvement work was ongoing. Repair work on the tractor will be undertaken as soon as possible.
 - (c) The Steering Group meeting, chaired by the Clerk was a success and it was felt that following the 'Friends of' format would be a good way to proceed as long as it fits in with the Charity Commission model. Defining Councillor roles would be useful.
 - (d) There will be a snagging list of jobs to do after the park improvement work is finished. There will be annual inspection by the Play Inspection Co, as soon as possible after the completion of the work.
 - (e) The financial report by Richard Woolf was noted.
 - (f) All payments, receipts and estimates as scheduled therein were noted.

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The meeting closed at 21. 03

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