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**GRANTLEY, SAWLEY, SKELDING AND EAVESTONE PARISH COUNCIL**  
**MINUTES OF A PARISH COUNCIL MEETING**

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DATE: Tuesday 24<sup>th</sup> March 2015  
TIME: 19.34 hrs  
LOCATION: Grantley Village Hall  
PRESENT: Parish Councillors John Scannell (Chairman), Trevor Kitchen, June Learoyd, Mike Lumb and Martin Soley.  
IN ATTENDANCE: Iona Taylor (Clerk)  
Howard Mountain.

**1. WELCOME**

Councillor Scannell welcomed all those present to the meeting.

**2. DECLARATIONS OF INTEREST**

**2.1 Declarations of interest.**

Councillor Kitchen declared an interest in item 12.4 as he on the organising committee of Sawley Arts Group.

**2.2 Procedures for declaring interests.**

Councillors were reminded of the following points:

- When declaring a pecuniary interest Councillors must take no part in consideration of the relevant item, although they may choose to remain in the meeting room. A dedicated chair will be provided for Councillors to remove themselves to.
- Anyone who believes that a Councillor has not properly registered or declared an interest should take this up with the Monitoring Officer at Harrogate Borough Council, who can also give advice on this matter to Councillors.
- It is not the Clerk's duty to give advice about registering or declaring interests, or to do this on behalf of Councillors.
- Interests can be declared at any point of the meeting.
- Councillors should ensure that the Clerk has made a note of declarations of interests, including the nature of the interest.

**3. PUBLIC QUESTIONS OR STATEMENTS – none.**

**4. APOLOGIES**

Apologies were received and accepted from Councillors Kirbitson and Green due to work commitments  
Apologies were also received from Ted Flexman and P.C. Gareth Jones.

**5. MINUTES OF THE LAST MEETINGS**

The minutes of the last meetings held on 15<sup>th</sup> January and 2<sup>nd</sup> March 2015 were approved and signed.

**6. ITEMS CARRIED FORWARD FROM THE LAST MEETING**

**6.1 Superfast broadband in Grantley.**

Councillor Lumb reported that the radio signal broadband solution from Sutton Bank is not yet available as the infrastructure upgrade has not been completed.

**6.2 Picking Gill boundary wall.**

It was agreed that the Clerk should send a letter to the known tenants of the land adjacent to Picking Gill asking for information about the landowner.

**7. TREE INSPECTION AND MAINTENANCE**

**7.1 Tree inspection and maintenance policy.**

A draft policy, prepared by the Clerk, was considered and amended.

Councillors expressed the opinion that such policies and procedures should only be necessary for larger Councils.

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7.2 Commissioning of tree inspection reports.

Councillors expressed the opinion that it is not necessary to have inspections carried out of all the trees owned by the Council as routine maintenance works have been carried out by competent local contractors. The Clerk was instructed not to contact the Council's insurers to confirm this, but to instead seek advice from the Yorkshire Local Councils Associations.

The Clerk advised that it is her understanding that for the Council to be able to demonstrate, in the event of an accident involving one of the Council's trees, it has taken reasonable care it needs to implement a rigorous, regular *and recorded* programme of inspection by qualified persons. It is her belief that at present the Council would not be able to do this.

8. **COMMON LAND**

The Clerk reported that she had not yet progressed investigations in to registering common land with Land Registry.

9. **SAWLEY BUS SHELTER**

It was noted that the new shelter in Sawley has been fully commissioned and should be being used as the stop for public bus services.

10. **PLANTING AT THWAITES, GRANTLEY**

It was noted that notification had been received of a grant application submitted to the Yorkshire Dales Millennium Trust by the owners of Thwaites. The application was for funding to use for the planting of trees on land near the property. A condition of the application was that the Parish Council be informed.

On Councillor Scannell's instruction a response of 'no objections to the proposals' had been submitted on behalf of Councillors.

11. **HIGHWAYS**

11.1 Sawley speed checks.

It was noted that Highways North Yorkshire are still processing the data from the recent speed checks carried out in Sawley. The Parish Council will be kept informed about the outcome of the checks once known..

12. **PARISH ROOM PROCEEDS**

*Investments*

12.1 Castle Trust Bond.

It was noted that at the time of investing it had been a 2 year Fortress Bond, paying an improved rate of 2.75% which had been available.

It was resolved that the Council approves this investment, which Councillors had previously been made aware of via e-mail.

12.2 Skipton Building Society.

It was noted that, after the recent maturation of the bond held with this institution, the Parish Council had received a total of £36,316.80. This was because, in addition to the maturation value of £36,292.24, interest of £24.56 had been received on the temporary account which the funds had been automatically transferred in to.

*Sawley Small Grants Scheme*

12.3 Application form for use by individuals.

A revised application, for use by individuals applying for grant funding from the Scheme, was approved.

12.4 Sawley Arts Group.

It was resolved that a grant of £379 be awarded to the Sawley Arts Group to contribute towards the cost of their 2015 'Landscape' programme.

13. **PARISH CARETAKER**

13.1 Tasks to be undertaken.

- Litter picking, especially on the road out towards Skelding.

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- Re-painting of telephone kiosk and post box in Grantley.
- Back Lane maintenance.

13.2 2015/16 caretaker.

It was resolved that DTMS Ltd be reappointed as caretaker for the period covering 1st April 2015 to 31st March 2016. They will be paid at a rate of £15 per hour, plus VAT.

**14. CORRESPONDENCE**

The Clerk reported on items received, including:

14.1 52 (Almost) painless things your community can do.

Details of Rural Action Yorkshire's latest campaign have been received. It aims to inspire people to think about starting something new in their community and includes ideas such as a heating oil co-operative, film club at the village hall or a pop up restaurant. Further details are available online at [www.ruralyorkshire.org.uk](http://www.ruralyorkshire.org.uk)

14.2 Adopt a Kiosk.

BT Payphones Planning Office has sent through details of its Adopt a Kiosk programme, whereby communities can take ownership of phone kiosks at the minimal cost of £1. It is suggested that this Parish Council may wish to consider adopting the phone box in North Stainley, although it is not clear if it will be removed otherwise. The Clerk is making investigations in to this matter.

14.3 Bus services.

North Yorkshire County Council has confirmed that there will be no changes to local bus service 139 from 1st April.

14.4 Production of plain English guide to the planning system by Dept. for Communities & Local Government.

The recent production of this guide was noted and will be publicised. It is available at:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/391694/Plain\\_English\\_guide\\_to\\_the\\_planning\\_system.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/391694/Plain_English_guide_to_the_planning_system.pdf)

14.5 Friends of Nidderdale AONB – Countryside Grants

It was noted that this fund, which is currently open for applications, provides small grants for schemes that enhance or improve the natural and built environment or for such things as developing countryside skills, for education and for improving or providing visitor services. Details are available from the Nidderdale AONB office or website.

14.6 Tour de Nidderdale

Nidderdale Plus has written to advise of the availability of a new Tour de Nidderdale – a guided tour of the beautiful local area which is equally enjoyable when undertaken by bicycle, motorcycle or car.

It was agreed that the Parish Council should distribute copies of the guide around the parish.

**15. FINANCIALS**

15.1 Reconciliation of bank statements to financial reports.

At the Clerk's suggestion it was agreed that, after checking, the Chair and any other Councillor should sign the bank statements which correspond to the bank balances presented in the financial report at each meeting.

15.2 Financial report. It was resolved that the following report be approved and recorded:

<i>Bank Balances as at 1/3/15:</i>	
HSBC Current a/c ****9716	£656.00
HSBC Savings a/c ****9208	£13,522.80
HSBC Parish Room Proceeds Current a/c ****1839	£24.56
HSBC Parish Room Proceeds Savings a/c ****1847	£14,274.43
HSBC Sawley Small Grants Scheme a/c ****2224	£2,732.02
Cambridge Building Society - Interest Accrued on Bond	£810.04
<b>TOTAL</b>	<b>£32,019.85</b>

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<i>Payments to be approved and recorded:</i>		
<i>Payee</i>	<i>Details</i>	
S.J. Danby Ltd - Playscheme	Rubber Buffer, Grantley Playground	£156.00
Iona Taylor	Clerk's Wages - January 2015	£252.03
Iona Taylor	Clerk's Expenses - January 2015	£72.02
Iona Taylor	Clerk's Wages - February 2015	£73.17
Iona Taylor	Clerk's Expenses - February 2015	£34.09
DTMS Ltd	Caretaker, Jan & Feb 2015 - Invoice 6817	£144.00
Sawley Village Hall	Hall Hire	£40.00
Grantley Village Hall	Hall Hire on 24/3/15	£30.00
<b>TOTAL</b>		<b>£801.31</b>
<i>Receipts to be recorded:</i>		
<i>Received From</i>	<i>Details</i>	
Cambridge Building Society	Interest for the period 1/1/14 - 31/12/14	£810.04
<b>TOTAL</b>		<b>£810.04</b>

**15.3 Internal Auditor.**

It was resolved that Sue Welch, Clerk to Darley and Menwith Parish Council, be appointed as the Council's Internal Auditor for the 2014/15 period. Her charge for carrying out this service will be £50.

**16. PLANNING APPLICATIONS**

**16.1 Consultations on applications.**

It was agreed that the Parish Council had no objections to application 15/01243/DVCON, variation of condition 2 of planning permission 6.42.5.B.FUL to allow installation of windows to rear elevation and alterations to fenestration at Park View, Grantley.

**16.2 Decisions and updates on applications, appeals and enforcement investigations.**

<i>Reference</i>	<i>Proposal</i>	<i>Update / Decision</i>
6.51.91.G.FUL 14/03140/FUL	Appeal against refusal of permission for the retention of extension to domestic curtilage at Watsons Farm, Risplith.	Appeal allowed.
6.42.68.FUL 14/01620/FUL	Appeal against refusal of permission for the erection of porch to front of White Rose Cottage, Low Grantley.	Appeal dismissed.
14/04271/FUL	Erection of replacement garage at Fir Tree Cottage, Grantley.	Passed
6.42.22.C.FUL 14/05003/FUL	Erection of conservatory at Grange Cottage, Grantley.	Passed.
6.42.36.J.FUL 14/05320/FUL	Installation of flue and alterations to window opening to allow the installation of glazed door at Old Hall Farm, Grantley.	Passed.
6.61.1.1.H.FUL 14/05369/FUL	Erection of outdoor riding arena and lunge ring (revised scheme) at Hebden Bank Farm, Sawley.	Passed.
Enforcement: 14/00376/PR15	Unauthorised engineering and excavation works at Land comprising Field OS 2736, Eavestone.	Enforcement notice to be issued.
6.51.74.C.FUL 14/04890/FUL	Erection of agricultural workers dwelling and detached garage and formation of vehicular access. (Site area 0.2ha) (Revised scheme) at Hungate Farm, Risplith.	To be considered by Harrogate Borough Council's planning committee on 31/3/15.
Enforcement: 15/00112/PR15	Alleged breaches of planning control at Hollin Hill Farm, Risplith, comprising: 1. Garage block demolished & re-built rather than converted. 2. Accommodation over garage. 3. Erection of new stone building, behind ruin of old barn in adjacent field.	Notification of investigation received.

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16.3 Report from Local Plan workshop, hosted by Harrogate Borough Council on 4th March 2015.

This Parish Council had been represented by the Clerk who reported that attending had been a worthwhile exercise. The workshop had comprised of a number of activities designed to provide local information to the Borough Council and to help Parish Councils understand what is involved in preparing a Local Plan.

The results of the Borough Council's recent housing assessment were made available at the workshop. This indicates that 621 houses are required per year in the Harrogate District. The Borough Council also confirmed that they have recently achieved a 5 year supply of housing land. This means that they now have evidence which will help them to control the number of planning applications being given permission.

16.4 Local Green Space policy.

The National Planning Policy Framework says that "Local communities through local and neighbourhood plans should be able to identify for special protection green areas of particular importance to them. By designating land as Local Green Space local communities will be able to rule out new development other than in very special circumstances."

This is not a designation which is applied lightly. It must meet certain criteria and be supported by a strong evidence base (which is to be provided by the community). Applying for the designation does not guarantee that it will be applied to an area of land.

Harrogate Borough Council is tasking Parish Councils with identifying sites across the District that should be designated, and included in the new Local Plan for this area. Submissions must be made, on the application form provided, by 26th June 2015.

It was agreed that the Parish Council should advertise this new designation within the local community and request suggestions for potential sites which can be considered at the May meeting. The process of collecting supporting evidence for any sites to be put forward can then be carried out prior to the June deadline.

17. **NEXT MEETINGS**

The next meetings were confirmed as being on 21<sup>st</sup> May 2015 at 19.30 hrs in Sawley Village Hall (Annual Parish Council Meeting, Sawley Ward Annual Parish Meeting and a Parish Council meeting).

18. **ITEMS TO BE CONSIDERED AT THE NEXT MEETING**

- Renewal of membership of YLCA.
- Local Green Space designations.

19. **SAWLEY VILLAGE GREEN**

19.1 Use of Sawley Village Green for private events.

A draft policy for the use of Sawley Village Green was considered. It was noted that this had been circulated to Councillors prior to the meeting. The document had also been sent to the Council's insurers, who had suggested amendments to one of the clauses, and to members of Sawley Village Hall's management committee.

After a lengthy discussion it was agreed that Councillor Soley should put forward further information about the

19.2 Exclusion of the press and public for item 19.3.

It was resolved that the press and public be excluded for the consideration of item 19.3.

19.3 Correspondence in relation to use of track across Village Green.

The wording and sending of a letter from the Council's solicitor to the owners of Glebe Cottage was considered and approved. There will be no charge for this service.

Meeting closed at 21.20 hrs.

These minutes were recorded and prepared by Iona Taylor, Clerk to the Parish Council.

**SIGNED:** ..... (Chairman)

**DATE:** .....