

# GRANTLEY, SAWLEY, SKELDING & EAVESTONE PARISH COUNCIL

## INCLUDING THE VILLAGE OF RISPLITH

Clerk: David Taylor,

c/o Thornfield, 57 Whitcliffe Lane, Ripon, North Yorkshire., HG4 2LB

Email: [grantleyandsawleyipc@yahoo.co.uk](mailto:grantleyandsawleyipc@yahoo.co.uk)

Telephone: 01765 601693 (*answer machine*)

[www.grantleyandsawleyparishcouncil.org.uk](http://www.grantleyandsawleyparishcouncil.org.uk)

### Minutes of the Ordinary Meeting of the Parish Council held on Thursday 19<sup>th</sup> January 2023 at 7.30pm at Sawley Village Hall

(2022-2023 – 127) **Present** were Cllr. Martin Kirbitson (Chairman), Cllr. Jim Wigginton, Cllr. Simon Learoyd & Cllr John Lennon

(2022-2023 – 128) Also present were David Taylor, Clerk and 1 member of the public.

(2022-2023 – 129) **Apologies** were received from Cllr. Mark Smeeden and Cllr. Will Parry

(2022-2023 – 130) There were no **Declarations of Interest** received and so it was not necessary to give any **Dispensations**.

(2022-2023 – 131) It was **resolved** that the minutes of the meeting held on 24<sup>th</sup> November 2022, having been circulated for consideration beforehand were true and correct records. The Chairman signed them accordingly.

(2022-2023 – 132) The Clerk reported on Matters Arising from the above minutes, 24<sup>th</sup> November 2022. This can be found at "Appendix A" in the form of the Job List. *Items that are scored through have been completed and unscored items remain outstanding.*

#### **Reports:**

(2022-2023 – 133) Nabil Abbass, the Skell Valley Project Manager was unable to attend the meeting and offered his apologies accordingly. It was **resolved** to invite him to the next meeting on March 16<sup>th</sup>.

(2022-2023 – 134) However, Mr Ted Flexman reported in regards to Picking Gill that the walkway over the wetland area had been removed and would be replaced when the better weather returned. The hedge laying was not of the best standard and it had been decided not to have any more done. There was a good turnout at the War Memorial on November 11<sup>th</sup> and he noted that the walkways had been trimmed.

(2022-2023 – 135) It was reported that Duffields Contractors were again attending to assess the drainage in the forecourt area of Sawley Village Hall.

(2022-2023 – 136) Throughout the meeting various matters were noted and the Clerk was asked to address them:

- a. To report standing water on Middicar Bank and ask Area 6 to clean out the gullies.
- b. Many of the road signs in the area are dirty and faded and therefore illegible – report to Area 6.
- c. A streetlight in Grantley is not working (Cllr Lennon to identify to the Clerk) – report this.
- d. To let the Editor of Fountains Magazine know the date of forthcoming meetings of the Parish Council.

(2022-2023 – 137) There was no report from either North Yorkshire County Council or Harrogate Borough Council.

(2022-2023 – 138) The Clerk **reported** that:-

- a. He had replaced the swing seat crotch straps at the Grantley Play Area.
- b. The sign at Grantley Play Area is in need of replacement. The meeting approved the updated wording for the sign and authorised the Clerk to go ahead with a replacement. He shall also have a similar sign made for the Sawley play area.
- c. He noted that both the Sawley and Grantley play areas had been steam cleaned. He asked Councillors to look at the work and see if it was of a good standard.

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d. He reported that there were number of Fish & Chip vans who provide a village service and passed on the details.

(2022-2023 – 139) The following caretaker reports from DTMS were received and noted:-

- e. Grantley Playground – 17.11.2022
- f. Grantley Playground – 06.12.2022
- g. Grantley Playground - 04.01.2023
- h. Sawley Playground - 17.11.2022
- i. Sawley Playground – 06.12.2022
- j. Sawley Playground - 04.01.2023

### The following Correspondence was considered:

(2022-2023 – 140) Nidderdale Area of Outstanding Natural Beauty re: Their Joint Advisory Committee. **Noted.**

(2022-2023 – 141) YLCA re: Platinum Jubilee Fund. **Noted.**

(2022-2023 – 142) HBC re: Knife Bin Campaign Launch. **Noted**

### Financial Matters:

(2022-2023 – 143) A draft annual budget and precept for the year 2023 – 2024 was considered by the meeting. It was resolved that the Clerk should circulate a new, revised and amended budget to Councillors. This should meet the criteria and incorporate amendments resolved at the meeting. The completed budget appears at "Appendix B", below.

(2022-2023 – 144) The accounts for payment as listed on "Appendix C", below, were approved for payment.

(2022-2023 – 145) A Bank Reconciliation to the period 19<sup>th</sup> January 2023\_(including all payments up to and over £100.00) was received and unanimously **approved**. The Chairman was authorised to sign it when possible accordingly. This appears at "Appendix D", below.

(2022-2023 – 146) A Spending v Budget report to the period 19<sup>th</sup> January 2023\_was received and approved by the Council.

### Planning Matters:

***NB- Planning applications.** All Comments and returns from the Parish Council can be seen on the HBC planning portal. Please see the note below for the meaning of Return Options.*

The following **Planning Notices** were received: -

(2022-2023 – 147) **Definitive Map Modification.** NYCC Sealed Order Consultation for Wildlife and Countryside Act 1981 - **Noted**

(2022-2023 – 148) **Notice of Decision on Planning Application.** 22-04168-FUL. Demolition of existing conservatory and single storey side extension etc. Pinfold House Sawley Hall. Mrs Catherine Wood- **Noted**

(2022-2023 – 149) **Notice of Decision on Planning Application** 21-05155-LB. Conversion of attached barn to form part of dwelling. etc. Gowbusk Farm Risplith. Mr Jim Wild- **Noted**

(2022-2023 – 150) **Notice of Decision on Planning Application** 22-04052-FUL. Erection of single storey rear extension. 2 The Cottage Low Gate Lane Sawley. Mr & Mrs York- **Noted**

(2022-2023 – 151) **Planning Enforcement Letter** 22-00452-PR15. Land known as Fishpond Wood. Incorrectly sited Yurts. (22/00184/DVCMJ) - **Noted**

(2022-2023 – 152) **Notice of Decision on Planning Application** 22-04458-FUL. Demolition of existing conservatory, erection of replacement garden room, etc. West Farm Eavestone. Mr R Gray- **Noted**

The following **Planning Applications** were considered: -

(2022-2023 – 153) **Planning Application** 22-04845-FUL. Erection of single and two storey extensions to public house. The Sawley Arms. Sawley. The Sawley Arms Ltd.

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It was **resolved** to write to the planning authority expressing both support for some elements of the application and objections. This return can be found on the planning authority website at:

[https://uniformonline.harrogate.gov.uk/online-](https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RN5ENFHYJ0300)

[applications/applicationDetails.do?activeTab=documents&keyVal=RN5ENFHYJ0300](https://uniformonline.harrogate.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=RN5ENFHYJ0300)

**(2022-2023 – 154) Planning Application** 22-04893-FUL. Erection of detached single garage. Rose Cottage Eavestone. Ms C Fawcett. It was resolved to return Option A – The Parish Council has no objections.

**(2022-2023 – 155)** The Clerk requested that agenda items to be considered at the next meeting of the Parish Council should be sent direct via email or post to arrive no later than 1 week prior.

**(2022-2023 – 156)** The Clerk requested that agenda items to be considered at the next meeting of the Parish Council should be sent direct to via email or post to arrive no later than 1 week prior.

**(2022-2023 – 157) It was confirmed** that the next regular meeting of the Parish Council would a regular meeting on 16th March 2023 at 7.30pm at Sawley Village Hall.

It was also requested that due to a clash of dates on the Sawley Village Hall Calendar; could the date for the November meeting be moved to the 23<sup>rd</sup> November. The Clerk confirmed the date would be amended.

**(2022-2023 – 158)** The schedule appears at "Appendix E", below.

**(2022-2023 – 159)** The meeting closed at 9.15pm.

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

Signed as a true record by Cllr Martin Kirbitson, Chairman

Date:

These minutes are in draft form only and will not be classed as officially recorded minutes until ratified at the next meeting of the Grantley and Sawley Parish Council.

At the Regular Meeting of the Grantley and Sawley Parish Council held on **16<sup>th</sup> March 2023** it was resolved by unanimous vote to approve these Minutes, copies of which had been previously circulated to Members, as a true and correct record. These Minutes were then signed by the Chairman accordingly.

**The signed Minutes are held in the Parish Council minute book at the Clerk's address, below, and can be viewed by prior appointment.**

**Clerk : David Taylor. 57 Whitcliffe Lane, Ripon, HG4 2LB. 01765 601693**

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When returning a standard form Parish Council Notification consultation decision there are four options that the Council can return. These are:-

**Option A** – The Parish Council has no objections.

**Option B** – The Parish Council objects on the planning grounds set out overleaf.

**Option C** – The Parish Council does not object to or support the application but wishes to make comments or seek safeguards set out overleaf.

**Option D** - The Parish Council supports the application.

### Appendix "A" – Matters arising – Task list from the 24.11.2023 meeting.

- ~~1. File and post the minutes of the meetings held on 14<sup>th</sup> & 18<sup>th</sup> July 2022 in the minute book and on the website.~~
2. Increase the rent for Picking Gill storage area.
- ~~3. Pay for the work on the 'Grantley Pinfold' wall.~~
4. Circulate and post on the website the schedule of meetings for 2023 in PDF format.
5. Contact relevant organisations regarding:-
  - a) Improving access to public transport, **Yorbus or Harrogate bus company?**
  - b) Improved use of village halls, **YLCA?**
  - c) Provision of a village shop, **YLCA?**
  - d) Provision of a mobile Post Office service, **Post Office?**
  - e) Provision of a 'Fish & Chip' van service, **West Tanfield Chippy Van?**
  - f) Provision of local nursery and childcare services, **YLCA?**
  - g) Provision of local housing,
  - h) Provision of a monthly Supper Club at the village halls,
  - i) Alternative uses for Parish Council owned public village spaces,
  - j) Provision of traffic calming measures in the villages,
  - k) Is there sufficient parking provision in villages,
  - l) Provision of further support for wildlife diversity and the environment in the community,
  - m) Provision of local lift share scheme for the communities. **HBC?**
  - n) Invite a representative from the Skell Valley Project to the next Parish Council meeting.
6. Claim back VAT – end of March 2023.
7. Pinfold wall repairs; start a claim on the insurance.
- ~~8. Order new crutch straps on the cradle swing seats at the Grantley play area.~~
9. Speak with the person at HBC concerning how best to maximise value from the outstanding Commuted sums allocated to the Parish Council.
- ~~10. Write to both the County Council and the Police regarding speeding through both villages.~~
11. **Cllr Smeeden** to formulate a plan for tree planting on Bountain Hill.
- ~~12. Ask when the wooden walkway / decking is due to be replaced at Picking Gill.~~

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13. Cllr Kirbitson to meet with Mike Lumb regarding the specific responsibilities of the Parish Council and other village amenities.
14. Cllr Kirbitson and Cllr Learoyd shall confirm to the Clerk the exact location of the caravans and who is responsible for them in order that it can be reported to the planning authority regarding people who are living in a mobile home/s in Eavestone.
15. Cllr Kirbitson to give the Clerk details of the business being run from a temporary building at the rear of the Sawley Arms this in order that it can be reported to the planning authority.
- ~~16. Invite a representative from the Skell Valley Project to the next Parish Council meeting.~~
- ~~17. Ask DTMS to assess the costs of repairs to the Grantley Bus Shelter and to include these costs in the next budget for consideration.~~
- ~~18. Write to confirm the appointment of Elkerlodge Accountants as the Internal Auditor for the financial year 2022 – 2023.~~
- ~~19. Circulate a draft Budget prior to the next meeting. It shall contain:
  - a) all items that are presently contained in the budget along with
  - b) an estimated cost for the works required to the bus shelter in Grantley along with
  - c) including the shelter on the maintenance schedule.
  - d) repainting the play equipment at Grantley play area.
  - e) A comparison of draft costs and last year's costs.
  - f) A percentage of whole of each item included.
  - g) A cost for a Speed Indicator Device for both villages.~~
- ~~20. Write to the Planning Inspectorate, as soon as the case has been allocated, in order to:
  - i. request that the matter be dealt with by an informal public hearing rather than 'on paper',
  - ii. there should be a clear cut of date for the submission of documents in the appeal and the consultation period should not commence until that date.
  - iii. there has been a high level of local public concern over this matter and that to deal with the appeal on paper only would be a denial of local democracy.
  - iv. express concern that documents so far submitted lack any form of noise assessment.
  - v. include copies of the letter sent to HBC when the Parish Council formally appealed in this matter.~~
- ~~21. Planning application. 22-04168-FUL. Return Option A as the Parish Council's decision.~~
- ~~22. Planning Application. 22/03433/DVCON. Return Option A as the Parish Council's decision.~~

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### Appendix "B" – Budget and Precept Demand for the year 2023 - 2024.

### Ordinary Expenditure - Budget 2023-2024

	<u>FY: 2020 - 2021</u>	<u>FY: 2021 - 2022</u>	<u>FY: 2022 - 2023</u>	<u>FY: 2023 - 2024</u>
<b>Payroll &amp; Costs</b>				
1 Clerk's Salary (inc. PAYE)	£ 3,253.80	£ 4,855.50	£ 4,855.50	£ 5,550.36
2 York Acc Ripon	£ 144.00	£ 144.00	£ 144.00	£ 144.00
3 Clerk's Expenses	£ 60.00	£ 60.00	£ 70.00	£ 70.00
4 Bank Charges	£ -	£ -	£ 60.00	£ 60.00
<b>Office and Admin</b>				
	~	~	~	~
5 SOFEXP	£ 258.00	£ 300.00	£ 300.00	£ 320.00
6 Annual audit fee	£ 75.00	£ 75.00	£ 100.00	£ 130.00
7 Insurance	£ 360.00	£ 360.00	£ 360.00	£ 460.00
8 Room Hire	£ 90.00	£ 90.00	£ 90.00	£ 120.00
<b>Membership &amp; Subscriptions</b>				
	~	~	~	~
9 YLCA	£ 210.00	£ 215.00	£ 230.00	£ 240.00
10 SLCC	£ 45.00	£ 45.00	£ 45.00	£ -
<b>Training</b>				
	~	~	~	~
11 Councillors	£ 345.00	£ 250.00	£ 250.00	£ 200.00
12 Clerk	£ 115.00	£ 50.00	£ 50.00	£ 100.00
<b>Parrish Maintenance</b>				
	~	~	~	~
13 Parish Caretaker (DTMS)	£ 1,200.00	£ 1,200.00	£ 1,200.00	£ 1,500.00
14 Grass cutting	£ 2,746.00	£ 2,746.00	£ 2,746.00	£ 1,000.00
15 Defibrillators	£ 200.00	£ 200.00	£ 200.00	£ 200.00
Other Village				
16 Maintenance Costs	£ 500.00	£ 500.00	£ 500.00	£ 200.00
17 Play Area	£ 250.00	£ 250.00	£ 500.00	£ 250.00
Play area painting -				
18 Grantley	~	~	~	£ 550.00
19 Grantley Bus Shelter	~	~	~	£ 1,000.00
20 Donation to Ripon CAB	£ 100.00	£ 100.00	£ 100.00	£ 100.00
22 Build New Website	~	£ 300.00	~	~
<b>New Projects</b>				
	~	~	~	~
Picking Gill Annual				
24 Maintenance	~	~	~	£ 750.00
<b>Total</b>	<b>£ 9,951.80</b>	<b>£ 11,740.50</b>	<b>£ 11,800.50</b>	<b>£ 12,944.36</b>

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## Ordinary Income - Budget 2023-2024

NYCC - Picking Gill Rent	£	550.00	£	550.00	£	550.00	£	750.00
Harrogate Borough Council - Precept	£	7,231.80	£	8,750.00	£	9,000.00	£	11,500.00
Interest	£	6.00	£	~	£	60.00	£	6.00
VAT	£	653.00	£	600.00	£	600.00	£	400.00
<b>Total Income</b>	<b>£</b>	<b>8,440.80</b>	<b>£</b>	<b>9,900.00</b>	<b>£</b>	<b>10,210.00</b>	<b>£</b>	<b>12,656.00</b>

### Appendix "C" – Schedule of accounts approved for payment.

18.12.2022	DN Taylor	Clerk Salary 25112022	
18.12.2022	DN Taylor	Admin & Office	£ 15.00
18.12.2022	Fusion Systems	IT Support	£ 7.92
18.12.2022	DN Taylor	StOfEx - Nov 22	£ 27.28
18.12.2022	C&J Nelson	Pinfold Wall, Grantley	
01.01.2023	DN Taylor	StOfEx - Dec 22	£ 29.40
01.01.2023	Wickstead Leisure	Playground - Grantley	£ 195.24
01.01.2023	DN Taylor	Clerk Salary 30122022	
16.01.2023	DTMS Group	Village caretaker	£ 948.00
31.01.2023	DN Taylor	StOfEx - Jan 22	£ 29.72
31.01.2023	DN Taylor	Clerk Salary 27012022	
31.01.2023	Fusion Systems	IT Software update	£ 19.73
31.01.2023	Farm & Land	Grass Cutting	£ 541.80
31.01.2023	Yorkshire Acc Ripon	Inv 1122010012	£ 54.00

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### Appendix "D" – Bank reconciliation for the period to 19 January 2023

Including all payments (up to and over £100.00)

**NB: Not including Parish Room Funds**

HSBC a/c *****16	£	1,513.07	
HSBC a/c *****08	£	8,889.93	
	£	10,403.00	<b>£ 10,403.00</b>
Less Unpresented Cheques	SCD "1" £	-	
<b>Sub Total</b>			<b>£ 10,403.00</b>

**Cash Book at 14th July 2022**

HSBC a/c *****16	£	2,620.11	
HSBC a/c *****08	£	10,628.85	
Sub Total	£	13,248.96	
Add receipts	SCD "2" £	11.08	
	£	13,260.04	
Subtract payments	SCD "3" £	2,857.04	
<b>Current State</b>	£	10,403.00	<b>£ 10,403.00</b>

**SCD "1"**

1	£	-	
	Total Shed 1 £	-	

**SCD "2"**

01.12.2022	£	11.08	
Interest - a/c *****08			
	Total Shed 2 £	11.08	

**SCD "3"**

16.01.2023	£	948.00	
DTMS			
01.01.2023	£	476.73	
DN Taylor - Salary - Dec			
01.01.2023	£	195.24	
Wickstead Leisure			
01.01.2023	£	29.40	
DN Taylor - StOfEx - Dec			
20.12.2022	£	5.00	
HSBC - Bank Charges - Dec			
18.12.2022	£	670.00	
Colin Nelson			
18.12.2022	£	27.82	
DN Taylor - StOfEx - Nov			
18.12.2022	£	7.92	
Fusion Systems			
18.12.2022	£	15.00	
DN Taylor - Admin - Nov			
18.12.2022	£	476.93	
DN Taylor - Salary - Nov			
22.11.2022	£	5.00	
HSBC - Bank Charges - Nov			
	Total Shed 2 £	2,857.04	

**Appendix “E” – Schedule of Forthcoming Meetings of Grantley & Sawley Parish Council:**

**The venue is Sawley Village Hall.**

Thursday 19 <sup>th</sup> <b>January</b> 2023	Ordinary Meeting - venue Sawley Village Hall.
Thursday 16 <sup>th</sup> <b>March</b> 2023	Ordinary Meeting - venue Sawley Village Hall.
Thursday 18 <sup>th</sup> <b>May</b> 2023	Annual Meeting of the Parish Council, Annual Parish Meetings and Ordinary Meeting - venue Sawley Village Hall.
Thursday 20 <sup>th</sup> <b>July</b> 2023	Ordinary Meeting - venue Sawley Village Hall.
Thursday 21 <sup>st</sup> <b>September</b> 2023	Ordinary Meeting - venue Sawley Village Hall.
Thursday 23 <sup>rd</sup> <b>November</b> 2023	Ordinary Meeting - venue Sawley Village Hall.

- **Meetings** are held on the 3<sup>rd</sup> Thursday of alternate months – January onwards.
- **There** will be six meetings per year unless more are required when extraordinary meetings may be called. These will be publicised on the Parish Council Website and the usual local noticeboards.
- **Please** check notice boards and the Parish Council website for changes to dates, times & venues.
- **Where** held, Parish Meetings will be held in succession before the Annual Meeting of the Parish Council and will commence at 7.30pm.

Agreed at the 24<sup>th</sup> November & 19<sup>th</sup> 2022 & January 2023 meeting.