

# GRANTLEY, SAWLEY, SKELDING & EAVESTONE PARISH COUNCIL

## INCLUDING THE VILLAGE OF RISPLITH

Clerk: David Taylor,

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### Minutes of the Ordinary Meeting of the Parish Council held on Thursday 24<sup>th</sup> November 2022 at 7.30pm Sawley Village Hall

**(2022-2023 – 085) Present** were Cllr Martin Kirbitson (Chairman), Cllr Mark Smeeden (Vice Chairman), Cllr Jim Wigginton, Cllr Simon Learoyd,

**(2022-2023 – 086)** Also present were David Taylor, Clerk.

**(2022-2023 – 087) Apologies** were received from Cllr Will Parry & Cllr John Lennon

**(2022-2023 – 088)** No **Declarations of Interest** were received and so no **Dispensations** were required.

**(2022-2023 – 089)** It was **resolved** that the minutes of the meetings held on 14<sup>th</sup> & 18<sup>th</sup> July 2022, having been circulated for consideration beforehand were true and correct records. The Chairman signed them accordingly.

**(2022-2023 – 090)** Matters arising from the above minutes, 14<sup>th</sup> July 2022.

#### **Reports:**

**(2022-2023 – 091)** The Clerk **reported** that:-

- a) Due to the death HRH Queen Elizabeth 11 and the accession to the throne of HRH King Charles 111, the September meeting could not be held.
- b) The sad and unexpected death of Margaret Atkinson. It was felt that the Clerk shall to Mike Atkinson on half of the Parish Council.
- c) The Clerk is still trying to get to the bottom of the various accounts held in the name of the Sawley Parish Room Funds. He asked if any Councillors present could shine a light on who are the signatories to the accounts.
- d) The Sawley play area surface is now repaired and the account paid.
- e) That there had been a meeting with DTMS at Picking Gill nature reserve in order to agree an annual maintenance plan and a cost thereof.
- f) That the fallen tree branch at Grantley playing field had been dealt with by Farm & Land Services at a cost of £40.00. It was agreed that this should not set a precedent for the future and that enquiries should be made as to who exactly is responsible for the trees on the playing field.
- g) That repairs to the 'Grantley Pinfold' wall – will started "in the next weeks". The total cost will be £670.00.
- h) That a new journalist covering Nidderdale and Ripon for Harrogate Advertiser/Yorkshire Post has contacted the Clerk to establish contact. The Clerk shall thank her for making contact, for now.
- i) That the appointment of an external auditor for the period 2022 – 2023 has been made and it continues to be PKF Littlejohn.
- j) The trees overhanging the drive to Sawley Village Hall have been trimmed.
- k) That the crutch straps on the cradle swing seats at the Grantley play area have deteriorated and require replacement. The clerk shall progress this.

**(2022-2023 – 092)** It was **resolved** that the Clerk shall speak with the person at HBC concerning how best to maximise value from the outstanding Commuted sums allocated to the Parish Council.

**(2022-2023 – 093)** It was **resolved** that the Clerk shall follow up with the proposed roll out of the replacement litter bins by HBC.

**(2022-2023 – 094)** It was **resolved** that the Clerk shall write to both the County Council and the Police regarding speeding through both villages.

**(2022-2023 – 095)** It was **resolved** that Cllr Smeeden shall formulate a plan for tree planting on Bountain Hill.

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(**2022-2023 – 096**) It was **resolved** that the Clerk shall ask when the wooden walkway / decking is due to be replaced at Picking Gill.

(**2022-2023 – 097**) Matters having been requested by Cllr Lennon were considered and it was **resolved** to contact the relevant organisations / agencies or the YLCA to learn about how to proceed with possible engagement. It was stressed that this was not to be taken as an intention of the Parish Council to follow through with these possible amenities or services but more to provide a basis and / or lead for community action groups to proceed, should they desire.

- a) Improving access to public transport,
- b) Improved use of village halls,
- c) Provision of a village shop,
- d) Provision of a mobile Post Office service,
- e) Provision of a 'Fish n Chip' service,
- f) Provision of local nursery and childcare services,
- 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.

(**2022-2023 – 098**) It was resolved that a timetable for the administration of meetings should be that:

- i. Two weeks prior to a meeting the Clerk shall send an email to Councillors inviting them to send suggestions for agenda items for the forthcoming meeting.
- ii. Three clear days prior to the meeting the agenda is circulated and posted. (NB: three clear days is the statutory time for this action. It can be earlier, but it must be understood that once the agenda is posted and circulated it cannot be altered. It should also be noted that in statute the agenda and it's composition is at the sole discretion of the Clerk.)
- iii. The draft minutes of the meeting shall be circulated within two weeks of the meetings along with action list arising.

(**2022-2023 – 099**) It was **resolved** that Cllr Kirbitson shall meet with Mike Lumb regarding the specific responsibilities of the Parish Council and other village amenities.

(**2022-2023 – 100**) It was **resolved** that Cllr Kirbitson shall ascertain who the original account signatories were on the Parish Room Fund accounts in order that the Clerk can finally get them under control and in proper order.

(**2022-2023 – 101**) It was **reported** that people are living in a mobile home/s in Eavestone. 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.

(**2022-2023 – 102**) It was **reported** that there is a business being run from a temporary building at the rear of the Sawley Arms. Cllr Kirbitson shall give the Clerk details of this in order that it can be reported to the planning authority.

(**2022-2023 – 103**) It was **resolved** to invite a representative from the Skell Valley Project to the next Parish Council meeting.

(**2022-2023 – 104**) It was **resolved** to ask DTMS to assess the costs of repairs to the Grantley Bus Shelter and to include these costs in the next budget for consideration.

### **The following Correspondence was considered:**

(**2022-2023 – 105**) Let's Talk. North Yorkshire – email.

Consultation, A new Council Tax Reduction Scheme for North Yorkshire Council –email

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(2022-2023 – 106) An update on progress towards a new single council for North Yorkshire

(2022-2023 – 107) Commissioner Zoë launches Public Trust and Confidence Survey

(2022-2023 – 108) 20mph limits in North Yorkshire are a sound investment - new briefing

### Financial Matters:

(2022-2023 – 109) It was **resolved** to appoint Elkerlodge Accountants as the Internal Auditor for the financial year 2022 – 2023.

(2022-2023 – 110) It was **resolved** that the Clerk shall 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.

(2022-2023 – 111) The accounts for payment as listed on "Appendix A", below, were approved for payment.

(2022-2023 – 112) A Bank Reconciliation to the period 24th November 2022 (including all payments up to and over £100.00) was received and unanimously approved. The Chairman was authorised to sign accordingly. This appears at "Appendix B", below.

(2022-2023 – 113) A Spending v Budget report to the period 24th November 2022 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 and information was received: -

(2022-2023 – 114) Concerning the helicopter flights and facilities at Grantley Hall Hotel it was heard that enforcement action was taken by Harrogate Borough Council. Subsequently, Grantley Hall Hotel has lodged an appeal against the enforcement notice with the Planning Inspectorate (who are based in Bristol). The details of the appeal can be found on the HBC website via Public Access area (please note you need to click on "Appeals" not "Planning Applications"). Use the reference APP/E2734/C/22/3309379. In this area can be found the documents submitted so far. The Planning Inspectorate has stated that the appeal is valid. There is at this stage not timetable has been set for the procedure. Grantley Hall Hotel has asked for the matter to be dealt with by written representations only.

Furthermore, it was heard that should the appeal against the enforcement action be successful the result would be a de facto success in the previous three unsuccessful planning applications made by the Hotel in this regard.

(2022-2023 – 115) It was further **resolved** – by a 3 to 1 majority in favour - that the Parish Council shall maintain it's position in objecting to the helicopter pad at Grantley Hall Hotel. It will commit to amending documents and reports from previous stages in the application process to suit the present appeal against enforcement action.

(2022-2023 – 116) It was further **resolved** – by a 3 to 1 majority in favour – that the Clerk shall 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.

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- 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.

**(2022-2023 – 117) Enforcement Letter:** 20/00126/PR15. Grantley Hall Grantley, Incidental use of helicopter flights and installation of helicopter pad. PLANNING REF: 19/02894/FUL 20/00194/FUL. See above

**(2022-2023 – 118) Planning Decision Notification:-** 22/02997/FUL. Creation of a pond complex consisting. Land to the East of Pinfold House Middycar Bank Sawley. National Trust. **Noted. Granted, subject to conditions.**

**(2022-2023 – 119) Planning Decision Notification.** 22/02928/FUL. Single storey extension to West elevation and associated adjustment of external terrace. Construction of extended dormer to North elevation. Badgers Holt Risplith Ripon. Mr and Mrs Robert & Stella Crowson. **Noted. Granted, subject to conditions.**

**(2022-2023 – 120) Planning Decision Notification:-** 22/02817/PNA Erection of a steel portal framed agricultural building for the purpose of machinery and straw storage. Old Home Farm Old Home Farm Track Grantley. Mr W Hitchen. **Noted – Refused but now Granted, subject to conditions.**

The following Planning Applications were considered: -

**(2022-2023 – 121) Planning application** 22-04168-FUL. Demolition of existing conservatory etc. Pinfold House Sawley Hall Lodge. Mrs Catherine Wood. It was **resolved** to return Option A as the Parish Council's decision.

**(2022-2023 – 122) Planning Application.** 22/03433/DVCON. Variation of condition 2 of planning permission 21/04842/FUL to include the addition of a small section of the attached stores to form part of the barn conversion. Rose Cottage Farm Eavestone Ripon. Ms C Fawcett. It was **resolved** to return Option A as the Parish Council's decision.

**(2022-2023 – 123)** 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 2 weeks prior.

**(2022-2023 – 124)** The draft schedule of meetings for 2023, as circulated by the Clerk, was agreed. This appears at "Appendix B", below.

**(2022-2023 – 125)** It was **confirmed** that the next regular meeting of the Parish Council would a regular meeting on 19<sup>th</sup> January 2023 at 7.30pm at Sawley Village.

**(2022-2023 – 126)** The meeting closed at 9.30pm.

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:

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At the Regular Meeting of the Grantley and Sawley Parish Council held on **19<sup>th</sup> January 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**

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" – Schedule of accounts approved for payment.

- a) Clerk Salary.
- b) Standing Office Expenses.
- c) DTMS Ltd - May 2022 & June 2022.
- d) New Park Trees – Sawley Village Green.
- e) Farm & Land Services.

### Appendix "B" –

Bank Reconciliation as at 24th November 2022 Including all payments (up to and over £100.00)

#### NB: Not including Parish Room Funds

HSBC a/c *****16	£	2,620.11	
HSBC a/c *****08	£	10,628.85	
	£	13,248.96	<b>£ 13,248.96</b>
Less Unpresented Cheques	SCD "1"	£	-
<b>Sub Total</b>			<b>£ 13,248.96</b>

#### Cash Book at 14th July 2022

HSBC a/c *****16	£	2,739.41	
HSBC a/c *****08	£	10,626.23	
Sub Total	£	13,365.64	<b>£ 13,365.64</b>
Add receipts	SCD "2"	£	5,085.95
		£	<b>18,451.59</b>
Subtract payments	SCD "3"	£	5,202.63
<b>Current State</b>			<b>£ 13,248.96</b>

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<b><u>SCD "1"</u></b>				
1			£	-
		<b>Total Shed 1</b>	£	-
<b><u>SCD "2"</u></b>				
1	Harrogate BC	30.09.2022	£	4,500.00
3	Interest	01.09.2022	£	2.62
2	NYCC	04.08.2022	£	550.00
4	YLCA	18.07.2022	£	13.33
5	YLCA	18.07.2022	£	10.00
6	YLCA	18.07.2022	£	10.00
		<b>Total Shed 2</b>	£	<b>5,085.95</b>
<b><u>SCD "3"</u></b>				
1	Farm and Land Services	19.11.2022	£	409.20
2	YLCA	19.11.2022	£	25.00
3	Yorkshire Acc Ripon	07.11.2022	£	36.00
4	YLCA	07.11.2022	£	60.00
5	DTMS	07.11.2022	£	834.00
6	DTMS	07.11.2022	£	540.00
7	DTMS	07.11.2022	£	408.00
8	DTMS	07.11.2022	£	244.80
9	DN Taylor	07.11.2022	£	480.73
10	DN Taylor	07.11.2022	£	27.28
11	Nigel Jackson	23.10.2022	£	200.00
12	HSBC Charges	22.10.2022	£	5.00
13	DN Taylor	05.10.2022	£	476.93
14	DN Taylor	05.10.2022	£	33.10
15	Azerley PC	24.09.2022	£	276.74
16	HSBC Charges	22.09.2022	£	5.00
17	DN Taylor	02.09.2022	£	594.02
18	DN Taylor	02.09.2022	£	31.70
19	HSBC Charges	22.08.2022	£	5.00
20	DN Taylor	04.08.2022	£	473.43
21	DN Taylor	04.08.2022	£	31.70
22	HSBC Charges	22.07.2022	£	5.00
		<b>Total Shed 2</b>	£	<b>5,202.63</b>

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### Appendix "C" – Schedule of Forthcoming Meetings of Grantley & Sawley Parish Council for 2023. 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 and
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 16 <sup>th</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 2022 meeting.