

FARNHILL PARISH COUNCIL

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MINUTES FOR THE MEETING OF FARNHILL PARISH COUNCIL HELD ON THURSDAY 25th MAY 2023 AT 7.30PM IN KILDWICK/FARNHILL INSTITUTE.

BUSINESS

ATTENDEES: Cllr D Atkinson (Chair), Cllr J.Waring (Vice Chair) Cllrs S Close, S Trigg, J McFarlane, J Walton, W McDonald, Cllr A. Brown (NYC Rep.), Clerk J. Fieldhouse and 1 member of the public

32/23 APOLOGIES, REASON FOR ABSENCE AND ACCEPTANCE OF REASON

None

33/23 PUBLIC PARTICIPATION (MAXIMUM 15MINS)

The member of public in attendance wanted to raise concerns with the Elm trees on the Arbour. He stated his opinion that they have no roots, are seriously ill and need something done about them.

The trees have recently been inspected and some action taken; but after an in depth discussion it was agreed that Clerk will obtain some quotes for a different company to come and look at them.

Clerk to get quotes from arboriculturists for the Arbour and to put applications in for the Pinfolds trees to be crown topped and the trees at the bottom of the Upper Arbour to be crown topped but the residents requesting this extra work will be responsible for any fees.

Issue 2 grass on the Arbour path to be cut.

Issue 3 the Pinnacle to be put on the agenda for the next meeting

34/23 DISCLOSURE OF INTERESTS

A Councillor wished to have a disclaimer read into the minutes that she is participating in Council Business in her own right as a Councillor and not as a lawyer, as she is not insured to give legal advice in her personal capacity and any issues that arise that require a legal opinion must be confirmed by the Parish Council's own lawyers.

Another Councillor declared their interest in regard to the Planning Request and abstained from this part of the meeting.

35/23 UPDATE FROM NYC REPRESENTATIVE

The 1st full meeting of NYC has taken place regarding the Sealife issues of the North Sea Coast and the Rivers but it appears that the Executive is effectively making all the decisions.

Airedale hospital is being rebuilt.

There is a proposed development on Station Road in Crosshills for a playarea and gym green space but there will still be a separation between the two villages.

There is an Appeal about the attempt to put in a garage opposite Keelham Farm which is awaiting NYC response.

Be aware that the Cononley pub landlady has sadly passed away suddenly.

There is to be a new housing development in Crosshills towards Lothersdale /Cononley for 10 houses being built. There were attempts to have it rejected but these failed.

There is a concern about the separation distances between Embsay and Skipton as these continue to decreased with developments.

NYC owns Airevalley land which may be getting sold off in due course. So far 1300 houses have been built in Skipton and 2300 houses is the target they wish to reach.

36/23 **CONONLEY PARISH COUNCIL JOINT APPLICATION FOR A GRANT FOR WARD MEMBER FUNDING VIA CLLR BROWN TO IMPROVE ACCESS TO THE LEEDS - LIVERPOOL CANAL TOWPATH AT THE CONONLEY LANE JUNCTION WITH THE A629 SKIPTON ROAD.**

It was resolved that NYC Councillor will find out if there is anything we need to be doing to assist with this project/ obtaining funding etc.

37/23 **CLERKS REPORT**

These updates were received and considered in preparation for the meeting. All decisions reached are within these minutes.

38/23 **APPROVAL OF MINUTES OF THE EXTRAORDINARY MEETING HELD ON 11TH APRIL 2023 AND THE ANNUAL MEETING OF THE COUNCIL HELD ON THE 12TH MAY 2022 AND 4TH MAY 2023**

Clerk to forward 4th May 2023 Minutes to Councillor S. Trigg and J. McFarlane with track changes on.

Minutes from 12th May 2022 and 11th April 2023 were approved.

39/23 **DEVELOPMENT PLAN**

- a. **Highways – Drains, Roads etc**
- b. **Lighting Issues** – Chair has still not received any response to his emails.
 - i. Hanover Street
 - ii. Newby Road
- c. **Update on the following items for the play area**
 - i. Inspection of Play Area

ii. Lease

iii. Continuing to improve our Council

d. Landscape Maintenance

40/23 ARBICULTORISTS TREE INSPECTION AND WORKS TO BE UNDERTAKEN ON THE ARBOUR AND PINFOLDS / APPLICATIONS TO UNDERTAKE ANY NECESSARY WORKS UPON RECEIPT OF REPORTS.

To respond to resident at Pinfolds wanting update on request for further works (crown reduction) to be undertaken on 2 trees . Covered above

Request for the Trees on the Arbour near High Croft Way to undergo crown reduction – Clerk to write back to the resident and confirm happy to look into this however they will need to confirm that they will be responsible for any fees incurred as a result of these extra works being undertaken.

Resident issues regarding tree on main street – after a lengthy discussion it was resolved that a suitably sensitive letter will be sent to the recently widowed landowner.

Trees via YH still not done the trees they assured they would do. Clerk to send e-mail requesting update on the tree situation.

41/23 PLANNING APPLICATION UPDATE ON 2023/24787/HH DEMOLITION OF CONSERVATORY, PERGOLA AND OUTBUILDINGS, AND CONSTRUCTION OF SUNROOM, CLOAKROOM AND PARKING AREA, HARDWICH COTTAGE, 5 BUCKLAR HILL, NEWBY ROAD, FARNHILL, KEIGHLEY, BD20 9AS.

It was noted that this application has been approved.

42/23 PLANNING APPLICATION ZA23/24752/FUL RETROSPECTIVE APPLICATION TO CHANGE THE USE OF A GARDEN SHED FOR THE SALE OF HOT DRINKS AND SNACKS (CLASS C TO CLASS E) THE BUNGALOW, GRANGE ROAD , FARNHILL KEIGHLEY BD20 9AH COMMENTS NO LATER THAN 26TH MAY 2023.

It was resolved that the Parish Council are supportive of this application.

43/23 PERMISSION TO FORWARD REGISTER OF INTEREST FORMS TO NYCC DEMOCRATIC SERVICES AND SCRUTINY OFFICER ALONG WITH THE ADDRESS OF CLLR W. MCDONALD

It was resolved that Clerk can send this information.

44/23 DOG WASTE MANAGEMENT

It was resolved that Clerk will contact Waste Management and notify them that the new post is in place.

45/23 COMMUNITY SPEED GROUP

A Councillor has contacted the police 3 times now but not had anything back with regards to the cost of the equipment and courses. When the members of the potential Community Speed Group were contacted and informed that we are still chasing the police for course dates and costs of equipment the

responses received were not very positive. It was indicated that they didn't realise the extent of what they were agreeing to participate in i.e. that it meant giving up time to do the course / to undertake speed checks, recording / reporting. Councillor will continue to chase police for a response but in the meantime NYC Representative may be able to get further information from his source.

**46/23 PARKING ISSUES AT JUNCTION OF MARY STREET AND NEWBY ROAD
JUNCTION AGAINST THE CANAL WALL AND PARKING AGAINST
CANAL WALL OPPOSITE END OF STARKEY LANE**

An ambulance could not get through owing to a van blocking the road. They had to transport the patient on the stretcher. This matter has already been raised with the Police who have suggested notifying Highways and maybe putting up a sign.

There are also issues with double parking against the canal wall

After an in-depth discussion it was resolved to erect a sign for Starkey Lane, Mary Street and Newby Road. Clerk to write to the Canal Trust and Highways

**47/23 RENTAL AGREEMENT WITH RESIDENT FOR LAND DESCRIBED AS
GARDEN RENTAL**

Maps have now been supplied to the Chair and it was resolved that two Councillors will go over the wording of the standard lease to see if they wish to make any amendments prior to sending the same.

48/23 CORONATION OF KING CHARLES 3RD

Well done to all involved in a very successful event.

Someone from the stone masons is asking for permission to do a carving by the Pinnacle and a pear tree has been donated. The pear tree will be planted in the school garden. The school have agreed that they will care for the tree.

**49/23 RESPONSE TO THE MEMBER OF PUBLIC WHO ATTENDED THE
ANNUAL MEETING OF THE COUNCIL WITH A REQUEST TO JOIN IN A
CAMPAIGN TO HAVE THE POSTCODE AMENDED TO BD25.**

After an in depth discussion it was resolved that the Council don't feel that we can support this matter because of the practicalities involved for residents and businesses in the event of a change of postcode.

50/23 EXCESS REFRESHMENTS FROM ANNUAL MEETING OF THE PAARISH

This matter was resolved. The excess refreshments will be divided up and Councillors are invited to make proportionate donations.

51/23 RESPONSES TO EMAILS, LETTERS AND PHONE CALLS

52/23 FINANCE & ACCOUNTS

To consider the following invoices for approval

- | | |
|------------------------------------|---------|
| • Jodie Fieldhouse (Salary May) | £217.18 |
| • Nest Pension | £11.46 |
| • AWB Charlesworth Solicitors Fees | £288.60 |

- Fasthost Domain Fee May23-June24 £14.39
- YLCA Membership fee £216.00
(from May 4th Meeting was not on Councillors version of agenda so wasn't approved)

53/23 **INTERNAL CONTROL**

It was resolved that this process is underway and will be completed , signed and sent off before the deadline.

54/23 **ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR)2022/2023-LOCAL COUNCILS WITH GROSS INCOME OR EXPENDITURE NOT EXCEEDING £25,000.00**

- a. Certification Certificate of Farnhill Parish Council as being exempt from external audit for financial year 2022/2023 to be signed.
- b. The Annual Internal Audit Report for 2022/2023 and supporting papers to the internal audit to be reviewed.
- c. Section 1- Annual Governance Statement 2022/2023 of the Annual Governance and Accountability Return 2022/2023 for Farnhill Parish Council was completed.
- d. Section 2- Accounting Statements 2022/2023 for the Annual Governance and Accountability Return 2022/2023 for Farnhill Parish Council to be approved.
- e. The publication of documents required by the Accounts and Audit Regulations 2015, the Local Audit Regulations 2020 and the Transparency Code for Smaller Authorities to be approved.

55/23 **CORRESPONDENCE**

E-mail from resident with concerns over neighbours tree and neighbours failure to resolve the safety issues despite a letter being sent from NYC reminding the neighbour of their duty of care.

“NO MOW MAY” request was complied with on this occasion but areas are looking very messy and it was agreed that this should not be a precedent for future years.

Correspondence about the Craven Branch annual meeting councillor W McDonald will attempt to attend this meeting.

A member of the public has asked if we will get **WIFI** at the institute. This matter was deferred till the next meeting but it was also noted that this is an issue for the Institute Committee rather than FPC.

56/23 **MINOR ITEMS OF BUSINESS & ITEMS TO GO ON AGENDA NEXT MONTH.**

Update on repairs to the Institute following flood – builders in at the minute new floor going in downstairs decorations and it was reported that the carpets will cost every penny if not more of the money from the insurance.

57/23 **HOLIDAYS**

Noted

DATE OF NEXT MEETING
THURSDAY 22 JUNE 2023 IN KILDWICK/FARNHILL INSTITUTE AT 7.30PM
All members of the village are welcome to attend

Clerk 25/05/2023

Items for the agenda for next month: Approval of minutes of meeting in May, Clerks Report, dog waste bin, Highways – request for no parking , NYC Street Lighting, Lease, Internal Audit Response, AGAR sign off, Inspections of village pathways and benches, Trees on the Arbour and Pinfolds, going paperless for account handbook, transfer of funds from Community account into business account, Inland Revenue codes to be changed to current Clerk, Depreciation new for old insurance cover? WIFI request, website update/upgrade. Farnhill Pinnacle.