

# **GARGRAVE PARISH COUNCIL**

Minutes of Parish Council Meeting  
held Monday 10 July 2017

Present : Cllrs: Janet Turner (acting Chairman) David Syms, Janet Sugden, Brian Atkinson, Martin Banks, Alan Robinson, Clerk – Kath Ashby, District Cllr. Simon Myers, Cnty Cllr Gill Quinn and several parishioners.

**1. To receive apologies for absence:** Cllrs Peter Ward and Derrick Evans.

**2. To acknowledge those present.**

**3. To receive any declarations of interest:** Nothing declared.

**4. To confirm the minutes of the last meeting:**

The minutes of the last meeting held Monday 12 June were accepted as a true record. Proposed by DS and seconded by MB. All in favour and accepted unanimously.

**4.1 Matters Arising:**

**4.1a)** The sign has been erected in the Railway Station car park and also a copy placed on the windscreen of the Motor-home. The matter has also been reported to Northern Rail, Debt Recovery and Prosecution Unit, a copy of this letter is in correspondence this evening.

**5. Matters requested by councillors:**

**5.1. County Cllr Gill Quinn:** The Parish Council welcomed Cnty Cllr Gill Quinn to the meeting this evening.

Cnty Cllr Gill Quinn asked if the Clerk had now accessed the new Parish Portal as some Parish Clerks had experienced difficulties doing so. The Clerk confirmed she had also been unable to access the portal by the link provided online. GQ will look into the matter and report back.

Cnty Cllr Gill Quinn advised that the Yorkshire Dales National Park Survey had now been extended and encouraged the Parish Council to complete this.

Within her Locality Budget Cnty Cllr Gill Quinn confirmed she could help with any small things the Parish Council may need in the village.

AR raised the matter on the speeding problems experienced throughout the village and asked if something could be done to reduce the speed limit to 20mph.

Cnty Cllr Gill Quinn told the meeting that a successful scheme had been set up in Embsay to help with speeding through the village and agreed to send information through to the Clerk regarding this.

Cllr Simon Myers told the meeting that for the sake of our young people we need to do something. Around 17,000 vehicles now come through the village daily, half of which are wagons.

DS referred to a letter from NYCC advising residents of a large programme which would take place between 12 June and 7 July replacing drains up Eshton Road and that part of the road would be closed to traffic during this work. DS told the meeting he strongly suspected this was connected to the proposed Extra Care housing planned for the site owned by NYCC.

A parishioner raised the matter of blocked drains, advising he had reported a certain drain on the website. Thereafter it showed that someone did go out, inspected this and the case was closed, no further action.

Cnty Cllr Gill Quinn agreed to take up the various Highways matters raised by the Parish Council with NYCC Highways Department and report back to the Clerk.

## **5.2 District Cllr Simon Myers:**

Regarding the Neighbourhood Plan, I know where you are with this and if you need some help, please let me know.

You will have read in the Craven Herald the article on the senior staffing review at CDC which resulted in the loss of certain jobs. We have upgraded a couple of officers and this will save £40,000 a year. There are not many more areas in staffing now where further cuts can be made. Too many agency staff has been used in the past which has been very expensive.

Regarding the Local Plan, CDC cannot get the qualified people to do the work, so have used agency staff.

Cllr Simon Myers confirmed he has £1000 in his pot from Locality.

## **6. To receive information on the following ongoing issues and decide further action where necessary:**

### **6.1. Police Report:**

JT read out the emailed report from the Police which is set out below:

Over the past month we haven't had any crime in the Gargrave area.

We have had two neighbour disputes and one report of erratic driving.

Reference the Land rover that was stolen from Eshton Road on 05/06 still hasn't been found. The incident has been closed pending any further information coming to light.

### **6.2 Neighbourhood Plan update:**

JT told the meeting that last month we put several questions to David Smurthwaite and Ruth Parker and David Feeney.

## Questions to Mr D Smurthwaite

Dear Mr Smurthwaite

Before Gargrave Parish Council responds to the six week consultation process for the Local Plan, we require as soon as possible confirmation and clarification on various pieces of information set out in your plan. This will help us to formulate a response within the prescribed time.

1. The Eshton Road site for NYCC Extra Care Housing - GA009. What is its correct planning category please?
2. The three sites within Gargrave put forward for completion within the first 1-5 years on your plan. Mr Smurthwaite agreed to look at this 'front loaded' timescale.
3. We have no record in recent Spatial Planning meetings of tier 3 villages, Gargrave being one, where housing levels were agreed to be raised by 3.5%.
4. Your recent Local Planning document has no reference to all of Gargrave's Local Green Spaces despite assurances from your department they would be included.
5. Why have you referred in your opening paragraph to Gargrave as a village Neighbourhood Plan in preparation? However, as you know Gargrave Neighbourhood Plan has already been submitted to yourselves.

Regards

Kath Ashby  
Clerk  
Gargrave Parish Council

Mr Smurthwaite's Response

Dear Kath

Below is a response to your email from the 28<sup>th</sup> June.

1. The correct planning categories for extra care housing are either C2 or C3, depending on the type of units, but the County Council's extra care housing model fits within C3.
2. There are three preferred residential sites in Gargrave. Based on the information provided to us it seems reasonable that two of the sites (GA004 & GA031) have an expected delivery timeframe of 1-5 years. As discussed at the Spatial Plan Committee we would review the expected timeframe of site GA009 (NYCC Extra Care Housing) from short term (1-5 years) to medium term (6-10 years) in light of NYCC assessment of when development of the site will be complete. There is no intentional "front loading" of Gargrave's sites compared to other settlements as it is based on the information provided by the owner/developer.

3. All three of the tier 3 villages now have an allocation of 3.5% each (Glusburn & Crosshills was lowered, Gargrave increased, and Ingleton remained the same). Also minor alterations to percentage housing allocations in numerous settlements have been made. This consultation is the time to make representations on agreement or otherwise regarding the percentage allocations. As was explained in the Spatial Planning meeting, the real effect to Gargrave of this change is to take up the Extra Care housing units scheme identified for the village.

4. The Pre-Publication Craven Local Plan (June 2017) has assessed sites for Local Green Space (LGS) in line with the LGS Assessment document (Jan 2017), which has been subject to public consultation and agreed by members of Craven Spatial that it should be included in the Local Plan evidence base (30th Jan 2017 meeting). Where parishes are preparing neighbourhood plans, as in Gargrave, it is a role of a NP to assess and identify draft LGS designations, therefore we have advised that the CDC LGS Assessment document is used. The Gargrave NP does this so we are happy that Gargrave Neighbourhood Plan assess and identify LGS site designations in Gargrave. Craven District Council have not identified draft LGS designations for Gargrave, Bradley and Cononley, as these parishes are currently preparing Neighbourhood Plans.

5. As the Gargrave Neighbourhood Plan requires the completion of a HRA Appropriate Assessment for the plan, in line with our Local Plan's Appropriate Assessment, which we are undertaking for the Gargrave NP and also we have sent a list of suggested text changes regarding the draft Neighbourhood Plan, it seems appropriate, at this stage, to refer to the neighbourhood plan as in preparation.

I hope these answers help.

Kind regards  
David

Email to Ruth Parker and David Feeney 3 July 2017

All,

After discussions with our Consultant today, as she has heard nothing from yourselves she has suggested we contact you directly to enquire if you have finished the SEA for all the Gargrave sites?

With reference to the SEA, we understand from Locality that technical support can be applied for, to complete our own SEA to speed things up.

We would therefore appreciate your early response to this email.

Regards

Kath

Response from Ruth Parker

Kath

Following receipt of the letter from Gargrave PC dated the 15<sup>th</sup> July relating to the Gargrave Neighbourhood Plan, its contents has been considered by CDC officers. The responses to the issues raised are set out below:

Para 1: Preparation of the NP is an on-going, iterative process, which provides an opportunity for comments and evidence to be incorporated throughout the process. This is a similar process to preparation of the Craven Local Plan. The comments provided by CDC on the 12<sup>th</sup> April relate to the full draft Gargrave NP emailed to CDC on the 16<sup>th</sup> March 2016. A lot of the comments provided by CDC suggested replacement text. It was hoped that Gargrave PC would be able to consider these comments/suggested replacement text with the aim of achieving agreement between Gargrave NP Working Group and CDC before the final draft NP is submitted to CDC, avoiding the need for any issues to be raised by CDC following submission and during the formal consultation on the Gargrave NP. Any comments made by CDC following submission would have to be considered during the Examination of the NP. Advice received from Locality states that once the NP is submitted there is no scope for amendment until after the examination and only then it could be amended by the Local Planning Authority but only to meet the basic conditions.

Para 2 & 3: CDC agree that comments provided during the meeting with the Gargrave NP Working Group and CDC Planning Policy Officers in January 2017 were incorporated into the draft NP.

The Appropriate Assessment (AA) work is to be completed and released with CDC's publication Local Plan, which is in line with advice received from Natural England. Locality and the Council's legal team have both advised that if the Gargrave NP was submitted without a completed AA there is a risk of non-compliance with regulations 15 & 16.

Para 4: CDCs evidence base for the Local Plan is nearing completion. The Craven Local Plan Viability Appraisal and Highway Modelling Report for Skipton has recently been completed and was accepted into the Local Plan evidence by members of Craven Spatial Planning Sub Committee on the 5<sup>th</sup> June 2017. The Craven Local Plan Viability Appraisal is a piece of evidence that is relevant to draft Gargrave NP policy GP3: Ensuring an Appropriate Range of Tenures, Types and Sizes of Housing, as this piece of evidence concludes that all the other residential typologies show that 40% on-site affordable housing provision is a viable proposition. We would therefore suggest that this piece of evidence is referred to and used to justify the target of 40% affordable housing to be achieved on site, on schemes of 11 or more housing units. This piece of evidence will be published on the Council's website over the next couple of days. Once it is published it can be found at:

<http://www.cravencdc.gov.uk/article/4456/Policy-Facts--Figures>

Para 5: Gargrave PC's suggestion that CDC provide written comments reflecting the most up to date position once the plan is published for consultation under Reg 16 is not considered to be the best way forward as once the NP is submitted there is no scope for amendment until after the examination and only then it could be amended by the Local Planning Authority but only to meet the basic conditions. We therefore feel that the best way

forward is for CDC's comments to be considered by Gargrave PC with the aim of agreeing the final submission NP draft prior to submission to avoid CDC making formal comments/objections on the draft NP to be considered during the formal examination. In addition, given the advice received from Locality and CDC's legal team, submission of the NP without the required completed AA risks non-compliance with regulations 15 & 16. CDC is currently working on the AA of both the Craven LP and Gargrave NP, once this is completed (due by the end of September 2017) Gargrave PC will be in a position to be able to submit the NP to CDC in line with The Neighbourhood Planning (General) Regulations 2012.

If the Gargrave NP is submitted to CDC, public consultation of the NP will have to be delayed until all of the documents/work required under Regulation 15 has been completed, in order to meet The Neighbourhood Planning (General) Regulations 2012. CDC feel that the best way to move forward and to avoid any unnecessary delays is to meet Regulation 15 by completing all the necessary work before the Draft Gargrave NP is submitted to CDC.

We hope the above comments are useful.

Regards  
Ruth

JT explained that our Neighbourhood Plan is 2012 to 2032 but if we build all the houses in the first five years after that we may in the future have to provide some more land.

JT explained the problems we are facing.

All in favour to approach a legal team of Solicitors for advice. It was agreed to get a price and make sure this is capped.

The Clerk suggested we enquire if they would be willing to give us some free advice first of all, if we give the basic facts to them, prior to deciding whether to proceed.

### **6.3 Playground Update:**

JT advised the meeting that the first equipment is already installed in the Playground and has been paid for. The Playground Association have now given the Parish Council two cheques for the next phase of equipment planned to be fitted into the Playground. They are applying to Yorventure for £25,000 and did apply for Awards for All. PW and the Clerk gave the necessary wording at the time to confirm who owned the land. As the Parish Council do own the land, the paperwork will come back for the Parish Council to apply and we are awaiting the necessary forms and information to do this.

Once all the equipment has been installed into the Playground, the Parish Council will be responsible for the upkeep and maintenance going forward.

JT advised the meeting that she thought the outdoor gym equipment for parents would be a good idea.

**6.4 Public Participation:** A parishioner asked about the land behind the small holdings and whether all the land was owned by NYCC.

## 6.5 Christmas Lights:

The meeting discussed purchasing some new Christmas Lights to replace old ones. A brochure has been requested and it has been suggested a trip to the actual factory might be a good idea prior to ordering any.

JS suggested we replace the Christmas tree lights followed by a discussion as to where any new lights purchased would be best placed. It was agreed that no more than £7000 could be spent on upgrading the lights.

## 6.6 Sponsorship Section 137 – Cricket Club:

PW has suggested the Parish Council sponsor a couple of matches at a total cost of £150.00. All in favour and accepted.

Clerk to write to the Cricket Club to inform them of the decision.

## 7. To consider the planning applications and decisions:

See attached list.

## 8. Financial Matters:

8.1 To approve the accounts for payment.

### INCOME

26.06.17 Honesty Box	171.77
Playground cheques	8177.00

### EXPENDITURE

Village Hall Rent	152.00
Salary 1	449.53
Salary 2	499.58
Salary 3	24.00
PAYE	293.60
J Sugden – Audit Paperwork	5.24
JC Cowgill	1124.64
Yorkshire Water 4 <sup>th</sup> Quarter	214.66
Tony Blackwell – Bench Check & repair	184.00
S Claxton	314.00
	314.00 paid in error
SLCC Clerk Membership	118.00
Craven Energies	225.60
Gargrave Cricket Club sponsorship	150.00
2 x Matches	

Barclays A/c	27,433.00
SBS A/c	22,819.64

19.06.17 Nat West Cheque to open a new account for £10,000.00  
Cheque No. 103218 - as yet not presented.

DS proposed the accounts, seconded by MB, all in favour and accepted.

**9. To consider the following new correspondence** received and decide action where necessary.

See attached list.

1a) The Poor Lands Charity has appointed Joyce Garner as a new Trustee. The Parish Council have to accept this appointment. All were in favour to accept the new Trustee.

2. Northern Rail Prosecution Department now dealing with this matter.

4. Information passed onto County Cllr Gill Quinn.

7. PW has suggested the Parish Council nominate the Playground Association. Clerk to fill in the necessary paperwork.

13. No-one wished to attend.

15. Clerk to respond to the resident.

16. Cllr Brian Atkinson to attend this meeting.

**10. Notify the Clerk of matters for inclusion on the agenda of the next meeting.**

**11. To confirm the date of the next meeting as Monday 14 August 2017**

There being no further business the meeting closed at 9.45pm.