

**Gargrave Parish Council**  
**Minutes of the Parish Council Meeting**  
**Held on Wednesday 2<sup>nd</sup> July 2025**

Present:

Gregory L. Butt, Chair  
Ian Ackroyd (IA)  
Martin Banks (MB)  
Claire Cadman (CC)  
Karen Hunter (KH)  
Chris Hoskin (CH)  
Derek Steele (DSt)  
Alan Sutcliffe (AS)  
Jayne A. Dunlop, Clerk

1. Chair's opening remarks

The chair noted that it has been a busy month and welcomed Jayne's input as Clerk. He noted that she has not taken over as RFO as she is not yet a signatory for the bank accounts, which would be addressed at Item 13.

The chair expressed his satisfaction at being able to complete the TGR plan for this year.

2. Apologies for absence

2.1. To receive apologies for absence and record these in the minutes.

One apology was received from David Shuttleworth

2.2. To consider the approval of reasons for absence given by councillors.

The Clerk has introduced a book containing reasons for apologies. This was circulated and reasons for absence were noted.

3. Declaration of interests

3.1. To receive, consider and decide upon any applications for dispensation.

No applications for dispensation were received.

3.2. To receive any declarations of interest not already declared under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary Interests.

No declarations of interest were received.

4. To confirm the minutes of meeting held on 4 June 2025, as a true and correct record.

AS proposed and CH seconded the minutes of 4 June 2025 as a true and correct record.

5. Report from invited guests

5.1. To receive a report from NYC Cllr Simon Myers.

Councillor Myers expressed his thanks to the Chair and TGR working group for managing the travellers this year. This was an improvement on previous years. Cllr Myers will continue

to raise this with North Yorkshire Council, as it needs to take ownership as it has a duty to local communities and to provide safe stopping places for Travellers.

Regarding the proposed Coniston Bridge closure from 1<sup>st</sup> –18<sup>th</sup> September, Cllr Myers spoke with the Area5 manager and she will inform contractors that keeping the road open is a priority. Cllr Myers emphasised the importance of communication when the details of the contract are finalised.

Cllr Myers gave an update on neighbourhood policing. Extra funding will provide 50 new officers and 12 PSOs; 3 of the new officers (2 of whom will be sergeants) and 3 PSOs will be based in Craven.

The Chief Executive of NYC is travelling to Westminster to make a case for Council funding as the fair funding review could reduce funds to the Council

Skipton-Ripon Pharmaceutical and live science businesses employ over 1,700 people in Craven. There is potential for an increase of jobs in the sector and councillors are working on this.

## 5.2. North Yorkshire Local Plan

The consultation on broad principles closes on 15<sup>th</sup> July. It covers housing numbers, new settlements, health and connectivity. Residents are encouraged to comment via the portal at <https://northyorks-consult.objective.co.uk/kse/>

## 6. TGR Plan for Gargrave update

### 6.1. TGR Public meeting June 26<sup>th</sup>

The chair wished to put on the public record that, by any measure, the TGR Plan for Gargrave was a success, but with lessons to be learned.

The Public meeting chaired by Restorative Solutions, concluded the impact on Gargrave of the 2025 annual migration of TGR to and from Appleby. The chair spoke at length at the meeting and fielded a number of questions all of which related to the lessons learned, that were set out during the presentation.

The chair highlighted the main points from his presentation, and all points that need to be included in the Plan next year: He:

- provided a background to the TGR Plan for Gargrave
- reminded the audience of the philosophy behind the Plan
  - Acknowledgment and support of the TGR Community during the annual journey to and from Appleby - specifically their traditional stop in Gargrave to rest, and to water and care for their horses.
  - Protection of the Village Greens and resident reassurance.
- provided an overview of the Plan.
- provided the TGR statistics for both journeys as follows:
  - Outward Journey. A total of 21 Bow tops and 2 pickup trucks camped in Gargrave. These vehicles were split into 6 distinct groups. The first group of 2 Bow tops arrived on Sunday 11 May and departed by Thursday 15 May. This group had travelled from Durham along mainly B roads and required more rest than most. The remaining 5 groups arrived from Thursday 22 May and were all clear of the village by Tuesday 27 May. All of these groups stayed for the allocated time give or take a day.
  - The return journey saw 7 Bow tops and 2 pickup trucks split across 3 distinct groups. The first group arrived on Sunday 8 Jun. All 3 groups were clear of the village by 14 Jun and again conformed, more or less, to the allocated time.

- provided a number of lessons to be learned:
  - The provision of a sacrificial strip of grass for horse grazing along Mill Lane **as detailed in the TGR Plan** didn't go according to plan. This was not helped by the lack of rain in Apr/May. However, more care and thought needs to be applied to the grass cutting requirements next year to provide better and reasonable grazing for horses.
  - Identify measures to restrict horses from entering the Summer Seat and riverside sitting/recreational areas – the provision of better grazing will help.
  - Residents on Damside need to work out in conjunction with the Parish Council what measures, if any, are required to manage access?
  - Visiting TGR groups should be asked to only erect tents and set fires on the river side of Mill Lane. This should form part of the briefing on arrival. Longer grass (the sacrificial strip) on the football field side of Mill Lane will also encourage this.
  - More councillors need to be involved in meeting and greeting TGR groups.
  - While the standard of communication within the TGR working group WhatsApp was an improvement over last year - specific training is required in advance of next year.
  - There is an absolute requirement for similar dedicated NY Police support for 2026, however, a clearer more dedicated line of communication needs to be established between the Parish Council and NY Police including communication with deployed police officers.
  - It would be useful to establish some line of communication with TGR representative bodies.
  - NYC needs to take ownership of a North Yorkshire Strategic Plan. The Chair believes this needs to be done in conjunction with NY Police, TGR representative bodies and local communities. It should bring together, at the very least:
    - Routes through N Yorkshire including provision for traffic control.
    - A directory of stopping places which should be coordinated with Local Communities and TGR representative bodies.
    - A coordinated NY Police Plan.
    - A coordinated NYC Logistical Plan.

Restorative Solutions will be preparing and circulating minutes of the meeting. Depending on the distribution and content of those minutes, the PC should take a view as to how this information is best presented to NYC to encourage its **Strategic Ownership**.

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

### 7.1. To note maladministration complaint to Ombudsman.

The Chair reported that in line with the Resolution from the previous PC meeting the draft Maladministration Complaint, circulated with the Calling Notice, and presented to the meeting, was agreed as the basis for the complaint to be lodged with the Ombudsman. Along with the Environment Issues WG, he prepared and submitted the Ombudsman Complaint through the Local Government Online Complaints Service.

The on-line form was tricky to manipulate as there was finite space for each section. However, he was able to upload the final complaint to NYC, the response from NYC and the (draft Maladministration Complaint) document agreed at the last meeting.

The Chair provided the following additional information that was required on the online form that asked; "What do you think the organisation should do to put things right?"

- i. Admit liability for approving the planning application predicated on a corrupted version of GNP and rescind the decision.
- ii. Admit liability for illegal alterations to GNP post referendum.
- iii. Accept liability for failing in their legal responsibility to ensure conformity between GNP and CDC Local Plan.
- iv. Uphold the referendum approved GNP.
- v. Accept responsibility for public safeguarding, for the safe and inclusive access which was neglected in the determination of the Marton Rd planning application.
- vi. Advise Gargrave Parish Council as to the way forward in addressing this significant issue.
- vii. Re-examine all Neighbourhood Plans both CDC and North Yorkshire Council have processed in order to help restore public confidence across North Yorkshire.
- viii. Recognise their failure to provide accurate and timely responses to Gargrave Parish Council's (their subordinate body and first level of local government) serious and legitimate questions and review their internal procedures.

#### 7.2. To consider the cherry tree adjacent to Goffa Mill.

The Council was asked about the possible removal of the cherry tree by a resident of Goffa Mill who was concerned about roots causing damage to her property. Two councillors were approved to make a site visit. Details of the visit were emailed to councillors. The following is a summary of its main points

- The tree in question is owned by the PC as it is on PC Land.
- As property owners they are legally entitled to remove any tree branches and tree roots which cross over the boundary to their property, but they can only cut those branches back to the boundary line.
- The councillors saw no evidence of damage caused by tree roots, other than the fact that their drive way was slightly raised at the boundary with Middle Green, the suggestion being that there is some root ingress in that area.
- The tree branches hang over the camper van, which means that the van gets covered in leaves and grime from the tree, and bird mess from birds that roost there. We suggested that it might be an option to do some crown reduction work on the tree.
- The resident will contact Yorkshire Water as a next step and inform Council of its findings.

The Council agreed that healthy trees should be retained and awaits the findings of the Yorkshire Water visit.

#### 7.3. To consider tree donation and location in memory of a long-time resident of Gargrave.

At the June meeting the Council discussed the request to accept the donation of a tree, in memory of a resident, close to the river and the applicant suggested a cherry tree. While the type of tree and location were discussed a decision was not made. The Clerk recommends deciding on the type of tree and location.

Council agrees to the donation of a flowering cherry tree at a suitable location.

#### 7.4. To note grass cutting contract, frequency of cutting and areas to be left wild.

The Grass cutting contract details are in the contract that is available on the parish Council website, 14 cuts per year commencing 1 April and ending 31 October. It also includes details for specific areas.

It was suggested that some areas need to be discussed that are affected by the TGR regarding a strip for horses. It was agreed that this should be done early next year.

7.5. To note Smithy Croft green/ parking issues.

A request was received from a resident that following upgrade of the pathway that we should make the green a no parking area. Before coming to any determination the Council needs to understand the ownership of the land in question. A search of land registration did not provide ownership details and North Yorkshire Council replied that it does not own this, but suggested we contact the housing association. Agreed Council contacts Yorkshire Housing.

7.6. To note footpath from railway station to the village.

At the June meeting a resident enquired about provision of a footpath from the railway station to the village. This was included in the Local Cycling and Walking Infrastructure plan (LCWIP). Following the resident contacting Cllr Malcolm Taylor, the Clerk also contacted him and put him in touch with Cllr Myers. The Clerk contacted the North Yorkshire Council who replied that "all of the LCWIP corridors are subject to funding and over recent years there has been little in the way of active travel monies available. As we move forward there is potential for greater funding and so be in a position to move more of these projects forwards." Cllr Myers commented that he had included this and steps to the far platform in an earlier funding opportunity in the Transforming Cities bid. This was not retained in the final document. The Mayor is adding funding to the Active Travel programme and Cllr Myers will raise this with NYC with a view to progressing the issue.

7.7. To note Environment Issues Working Group meeting, with NYC re Kelber Hill.

By way of introducing herself the Clerk wrote to Sally Boardman asking the Council Environment Issues WG rearranges the cancelled meeting to continue the discussion surrounding the operations at KFH – particularly in light of new and on-going residents' concerns.

KH stated that the situation at the farm is unchanged and requested the clerk continue to press for a meeting.

8. Matters requested by councillors:

8.1. To consider holding a community event on South Street triangle (Cllr Ackroyd).

Following discussion it was suggested that IA liaise with Gargrave Events Committee about the type of event and location

8.2. To consider request to clean War Memorial (Cllr Steele).

DSt had been approached about cleaning the memorial and ensuring there is a Union Flag there for the Remembrance event. Following discussion about the extent of cleaning required, he was asked for further information to bring to the August meeting.

9. To receive and consider for decision any recommendations from the Council's Committees:

9.1 Aire Working group, interim River Aire update and consider response to North Yorkshire Water re gabion collapse.

The River Aire WG was tasked, at the last meeting, to provide an interim river survey regarding the erosion of the banks of the River Aire and help inform the response to Yorkshire Water regarding the collapsed Gabions. The WG has produced an interim survey, which was circulated prior to the meeting. The Chair expressed his thanks to the working group for its report.

The Chair welcomed the report. In summarising the themes, that have been previously and variously discussed, he agreed with the main recommendation of the report, mywe **consider professional advice as to how we approach the issues that the river poses.**

As a result of the group's findings the Chair proposed the following recommendations from the observations contained in the interim survey:

- The Clerk should now engage with Yorkshire Water:
  - to progress how YW intends to agree a way forward, with stakeholders, for the repair of the collapsed gabions,
  - bring to YW's attention the main water pipe that crosses the river just upstream of the Stepping Stones, which is now exposed.

Seconded by AS and agreed

- Stepping Stones: Whilst outside of their remit, the WG **recommends that the issue of the Stepping Stones be considered within the greater picture of the river**. This a sensible recommendation. We were unable to seek tenders for the replacement of the Stepping Stone, agreed at the last meeting, because of a lack of time. In retrospect this lack of action fits in with the WG recommendations Seconded by DS and agreed
- Remove the stepping stones, monoliths and concrete jetty, take them out of the river and store them. Seconded by IA and agreed
- Repair the Plantation Wall, the bottom 2/3 courses of stone. This should be progressed as a matter of urgency by the Clerk. Proposed by AS, seconded by CH and agreed.

On the subject of professional expert advice to address what needs to be a strategic and phased plan to address the many river issues the Chair stated that it is vital that Council seeks professional help to produce a long-term holistic river plan that is achievable, prioritised, phased and costed (including stepping stones, gabions, erosion and accretion issues). This is likely to be a significant commitment and seeking the right expertise now is simply the first step.

The Chair proposed the Clerk researches this thoroughly and brings forward proposals to tender for professional expertise, along with an estimated time frame and costings for engaging that professional help. This was seconded by KH and agreed.

## 10. Public Participation

The resident who raised the footpath to the train station issue informed Council that Cllr Taylor replied to his recent correspondence and plans to visit Gargrave regarding the proposed footpath. The grass has been cut on the verge at the last house before the station which gives an idea of how the path would be located. It was agreed that a parish councillor ought to be present when Cllr Taylor visits.

## 11. Planning Applications

To consider and decide upon the following planning applications:

- 11.1.1. [ZA25/26987/VARLBC](#) (74 High Street), Retrospective planning vary condition no 2 (Approved Plans) of listed building consent ZA24/25720/LBC to install internal gas supply box and pipework and external tap. Council had no objections.

## 12. Planning Decisions

To receive and note the following planning decision/information:

- 12.1 ZA25/26927/HH. Entrance/porch extension, replacement of glazing to sunroom with stone cavity wall, windows and double doors, together with external shed and summerhouse – granted.
- 12.2 ZA25/26556/FUL. Change of use of private garden ground to allow siting of 2.no holiday accommodation (pods) including formation of hardstanding, footpath and ancillary car parking area and screen fencing – granted.

13. Financial matters:

- 13.1. To receive and approve the schedule of cheque payments and receipts as tabled.

GARGRAVE PARISH COUNCIL			
Invoice Review: 2nd JULY 2025			
DATE	ITEM DESCRIPTION	INCOME	PAYMENTS
03/06/2025	Wayleave	50.61	
12/06/2025	CIL final balance	6,634.98	
27/06/2025	IONOS Cloud Ltd		8.40
16/06/2025	Village Hall		216.67
30/30/06/25	NatWest bank charges		3.50
26/06/2025	PC new laptop		397.25
02/07/2025	Village Hall TGR meeting		90.00
	YLCA New Clerk's training Jayne Dunlop		73.00
	Chris Cowgill June maintenance		1,434.70
	Craven Stationery toner		45.39
NAT WEST as at: 30 June 25 £39931.42		-----	-----
		6,685.59	2,268.91

- 13.2. To note the Quarterly Bank Reconciliation and Budget Monitoring  
This budget monitoring is postponed as the financial handover and training has not been completed but will be provided to Council as soon as possible
- 13.3. Resolution: that Gargrave Parish Council bank account details should be amended by the addition of the clerk as a signatory to the Skipton Building Society and NatWest accounts. Proposed IA seconded by DSSt and agreed.
- 13.4. To approve purchase of publication of Arnold-Baker 'Local Council Administration' 13<sup>th</sup> edition. Proposed GLB and seconded by CH and approved.

14. Correspondence received:

To receive information on the following new correspondence and decide further action where necessary.

**Drugs:** the issue of drugs at the bus shelter was raised by a resident. The resident was asked to report to NY police and a police presence was noted at 9pm on 30<sup>th</sup> June.

**A noise complaint** has been received from residents of Church Street in relation to noise from the farm further up the street. A constant loud humming background noise, interfering with their ability to sit out-side and often persisting all day and all night.

This will be raised at the meeting between the Environmental WG and NYC – when rescheduled.

**Primary school consultation**

The clerk received an email requesting views on the proposal for Gargrave CE primary school to join a multi-academy trust and convert to academy status. Unfortunately, the closing date for comment fell before this meeting.

**Speedwatch**

Update from Gillian Taylor circulated. She requested councils continue to put lobby MPs regarding fixed speed cameras and road safety. It was agreed that the Clerk would use the

draft letter to MPs and amend that to a more concise letter in light of recent accidents in the area.

**Common land Church Street**

A letter was sent to a resident and copied to Council regarding common land at Church School forecourt Church Street. The owner intends to landscape the land. Gargrave Parish Council was designated a 'guardian' of the land by the Chief Commons Commissioner on 5<sup>th</sup> August 1973. Residents appealed for a quick response from Council as this work is to be completed this summer. Plans would reduce parking and Council's support has been requested. CH offered to give the Clerk background information.

Recommend Council requests a view from the legal department North Yorks Council before providing a response to clarify the role of the Clerk in this matter and the position of Council. Agreed.

15. To notify the clerk of matters for inclusion on the agenda of the next meeting.

The Chair stated that after giving the matter much thought he intends to resign from the position of Chair and councillor following the August meeting.

The natural time to do this would have been at the annual meeting, but he felt he couldn't do that just before the TGR visits.

MB thanked the Chair on behalf of the Council for his contribution and for leading the Council through a difficult time.

16. To confirm the date of the next meeting as Wednesday 6 August 2025

The meeting closed at 9.15pm