

Gargrave Parish Council
Minutes of the meeting of 1st April 2026

Present: Claire Cadman (Chair) Ian Ackroyd (IA) , Martin Banks (MB), Steve Coetzer (SC), Chris Hoskin (CH), Jack McKell (JM), Dave Shuttleworth (DS), Alan Sutcliffe (AS), Jayne Dunlop (Clerk), Cllr Simon Myers, Lesley Tate, 5 members of the public.

1. Chair's opening remarks.
2. Apologies for absence.
 - 2.1. To receive apologies for absence and record these in the minutes.

Apology received from Karen Hunter.
 - 2.2. To consider the approval of reasons for absence given by councillors.

Reason considered and approved.
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 4th March 2026 as a true and correct record.

Proposed by the Chair, seconded by MB that the minutes of 4th March are a true and correct record, approved.
5. Report from invited guests.
 - 5.1. To receive a report from NYC Cllr Simon Myers.

Neville House has been boarded up and CCTV installed following concerns of local residents reported via the Chair. He has asked that the parish council be consulted regarding the plans for the development of this site which is for affordable housing, to be retained by North Yorkshire Council.

Cllr Myers reported on the Highways budget, and issues with funding for buses.

Regarding the railway station accessibility issues there is less generally less funding available however there may be some money from the Mayor's active travel fund.

On the issue of 40mph speed limit into the village the qualifications for this speed zone have changed since Hellifield was granted and Gargrave will not qualify but he will check.

Cllr Myers will try to source some 'keep out' signs as suggested by SC.
6. To receive information on the following ongoing issues and decide further action where necessary.
 - 6.1 To receive update on exposed sewer pipe adjacent to fallen tree at Mill Lane.

The Clerk informed council that the tree trunk has been removed, the pipe is secure and the Yorkshire Water operations manager is obtaining quotes for bank stabilisation work.

6.2 To receive an update on the substation.

The substation has been completely removed and top soil applied.

NP Grid will now progress to the next phase to upgrade the existing network. This will be a slower process because it is planned and not an emergency. Concerns were raised about the security of the temporary substation and access via the old substation gate was queried. The Clerk will ask NP Grid about these two issues.

6.3 To receive an update on the playground.

Kompan will commence repair of equipment on 1st June or sooner. Councillors were reminded of the playground rota. The Clerk offered to email relevant councillors when it is their month to check the playground.

7. Public Participation.

A resident asked if details of committees and working groups, their terms of reference and membership could be added to the website. This was approved. The Clerk will action this.

8. To consider installation by GNAT, of a gate behind the village toilets to give access to the plantation.

The group has withdrawn this suggestion and is proposing that the parish council considers a gate at the wooden fence behind the toilets for access by GWWG.

9. To note summer seat damage.

Gutters have been removed, possibly by the group of youths in the village at the beginning of March. No-one witnessed this. The Clerk reported it to the police but has not made a statement. If the gutters were removed by youths it is criminal damage. Chris Cowgill has been asked to submit an estimate of cost of repair, councillors also volunteered to look at the issue. It was agreed to revisit this item at the May meeting.

10. To consider the following policies.

10.1 Absence policy for councillors

The Clerk suggested this as a policy that would help clarify the procedure on absence and the six month rule but acknowledged that it is not an essential policy. She had circulated a revised version following the March meeting. After discussion it was agreed that the parish council does not need an absence policy as councillors felt that the legislation is sufficient. Against the advice of the Clerk, it was resolved that the proposed absence policy would not be adopted.

10.2 Safeguarding policy

This is a policy suggested by a member of the TGR working group. Council felt that this policy is not required and the council does not have the resource to implement a safeguarding policy.

10.3 Equality policy

The Council did not see a need for this and adhering to the Good Councillor's Guide and the Code of Conduct sets the standards of behaviour. The Clerk suggested that perhaps a statement of intent, similar to that in the document that was circulated might be useful and it was agreed that this could be produced for consideration.

11. To consider the community emergency plan.

This is an update of the previous plan and was circulated to members. The Clerk was asked to check that details of flood wardens are included, that all relevant details are on the public version and that a copy is posted on the parish council noticeboard. Subject to these checks, the plan was approved.

There was a query regarding the role of the flood wardens and it was agreed that the Chair and Clerk should meet the flood wardens to clarify this.

12. Matters requested by councillors.

12.1 To form a working group to review the development land that has been proposed for Gargrave.

All councillors except David Shuttleworth requested to be on this working group. The date of the first meeting would be decided at the May monthly meeting.

12.2 Request to purchase keep out signs next in the substation area on South Street

Cllr Myers has offered to source signs for this area. The Chair requested approval for the three posters from the primary school for the playground to be mounted professionally at a cost of £16.50 each. This was approved.

13. To confirm date of annual meetings as 7th May 2026.

As agreed at the March meeting the annual meetings are confirmed for 7th May with the annual meeting of the council being held at 6.30pm and the annual meeting of electors at 7.15pm with refreshments between the two meetings.

14 Planning Applications.

No planning applications were received.

15. Planning Decisions: to receive and note the following planning decisions/information.

No planning decisions were received.

16. To receive update from working groups.

16.1 To receive an update from the TGR working group meeting of 11th March.

The Clerk mentioned some of the elements of the meeting notes which have been circulated. The TGR plan is being updated and will be finalised following a police update. The police will be present in Gargrave over the bank holiday weekend but may be called away to incidents, however will always return to the village. If police are not in the village residents should report any incidents to 101 and police will attend if required. More details will be available nearer the time. The location of portable toilets was discussed and Drew Fussey will visit the site on 2nd April and progress this. The lego blocks will need to be put in place between 5th May and 10th May.

16.2 To receive an update from the River Aire Project working group meeting of 31st March.

The Clerk reported on the meeting. The group chose Jonathan Burrow to chair the working group. The group recommends that the JBA report of 24 February be put to one side for now and alternative options should be considered.

There was discussion around the gabions and the Clerk will pursue this further at a higher level in North Yorkshire Council.

The issue of funding of the work was raised, particularly relating to approaching the factory for funds as the current river issues are related to the weir collapse. During discussion it was felt that this was not something the council could afford to pursue. Funding of works will be an issue but there is some money in the bank account which can be used, there is the possibility of a public loan and funding sources will be sought by the working group.

The group recommends that the Clerk should obtain views from three companies on the possible solutions to the wall collapse with costing plus taking the opportunity to request an estimate on replacing the stepping stones when they are on site. Councillors wished to attend these meetings. The most suitable proposal would be used as a basis for tendering the work.

The Council agreed to the working group's recommendations. The next meeting of the working group, is scheduled for April 28th at 6.30pm.

17. Financial matters.

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

The schedule was proposed by MB and seconded by CC provided it includes the inclusion of the balance of the Skipton Building Society account be added for audit purposes. This was approved.

GARGRAVE PARISH COUNCIL			
Invoice Review: 1st April 2026			
DATE	ITEM DESCRIPTION	INCOME	PAYMENTS
03/03/2026	Sky mobile rental		6.00
04/03/2026	Amazon, sign for middle Green		17.71
16/03/2026	Village Hall		216.67
17/03/2026	IONOS Cloud Ltd Website		8.40
31/03/2026	Nat West Bank Charges		6.80
	Clerk's salary		860.61
	YLCA training Handover to a clerk webinar		36.50
	Craven Stationery Printer ink cartridges		101.00
	YLCA membership sub 1/4/2026-31/3/2027		653.00
NAT WEST as at 31 March 2026 £38,983.14			
SKIPTON Building Society at 31st March 2026 £22,969.03			
		0.00	1,882.98

The cost of print cartridges was queried by IA and the Clerk agreed to source cheaper ones.

17.2 To appoint the internal auditor.

The internal auditor Charlotte Smith has been approached to run the internal audit again this year and this was approved.

18. Correspondence received: To receive information on the following new correspondence and decide further action where necessary.

- Request from a resident of Goffa Mill to use Middle Green for a boot camp fitness class on a Saturday morning at 10am for one hour, commencing after Easter. For all abilities.
This was approved on the basis that a copy of the public liability insurance certificate is provided to the Parish Council, and that the group is mindful of residents and keeps the music volume low.
- Query re location of poles for broadband in the village.
Councillors are not aware of any plans for poles.
- Wayleave Request from Open Reach.
The Clerk has asked for details of the proposed fee, confirmation of it being on council land (on the edge of High Green) and if this is to serve one property or more. This is unclear from the documentation.
- Request for 40mph signs before 30mph signs on A65 – This was addressed by Cllr Myers
- Railway Cllr Mal Taylor has agreed to visit on the 29th April at 11am. Further details to follow.
- Smithy croft resident request to cut grass in the central area and verges.
This was considered but it is not parish council land and the council has declined.
- An issue was raised about visibility of properties from a bench near the substation.
This should not be an issue in the short term as the area is closed to the public and there are no plans for more benches in the area.

19. To notify the Clerk of matters for inclusion on the agenda of the next meeting.

Report of VAS data

20. To confirm the date of the next meeting as Wednesday 6th May 2026.

The meeting closed at 9.05 pm