



PATELEY BRIDGE TOWN COUNCIL
The Council Chamber, King Street
Pateley Bridge, HG3 5LE

tel: 07751 571374 clerk@pateleybridgetowncouncil.gov.uk

Wednesday 29th September 2021

To: All Pateley Bridge Town Councillors: (Councillors Anson, Brackley, Hesselden, Holt, Jefferson, Leggett, Lumley, Marshall, Skaife, C Thompson and N Thompson)

You are hereby summoned to attend the next meeting of the Town Council to be held on **Tuesday 5th October 2021 at 7.15pm** in the Council Chamber.

Laura Jowett
Clerk to the Council

The press and public are welcome to attend. Please email the Clerk for information on how to do this.

AGENDA

2122/87 Apologies for absence

- a) To receive apologies for absence
- b) To consider the approval of reasons given for absence

2122/88 To receive Councillors' Declarations of Interest and consider any requests for dispensations

2122/89 Minutes

To approve the minutes of the meeting held on the 7th September 2021

2122/90 Parishioners' Representations

- a) To receive representations from any parishioners present
- b) To consider the issue of ash dieback, requested by a parishioner

2122/91 Matters Arising

- a) To receive the Clerk's report

- b) To receive an update and information from Harrogate Borough Council in response to correspondence regarding parking issues from residents of Southlands

2122/92 To receive reports from invited guests

To welcome representatives from Volunteer Community Drivers and receive a short presentation.

2122/93 County Matters

- a) To receive a report
- b) To receive and consider a report from NYCC on the Outdoor Learning Service Strategic Review

2122/94 District Matters

- a) To receive a report

2122/95 Planning Matters

a) Applications to Harrogate Borough Council

To consider:

- (i) 21/03633/FUL *Extension and conversion of a residential unit to form 3 No. residential units, including alterations to rear to provide access and amenity space at 21 High Street, Pateley Bridge, HG3 5AP*
- (ii) 21/03809/FUL *Erection of detached garage, store and home office (revised scheme) at Rocks Cottage, Brimham Rocks Farm, Brimham Moor Road, Summerbridge, Harrogate, North Yorkshire, HG3 4BF*
- (iii) 21/03927/FUL *Demolition of existing conservatory. Erection of replacement garden room and terrace at Brocca Bank, Wilsill, Harrogate, North Yorkshire, HG3 5EB*
- (iv) *21/02664/CLEUD *Certificate of lawfulness for the use of land as domestic garden at St Marys Farm, Old Church Lane, Pateley Bridge, HG3 5LZ*
- (v) 21/04052/FUL *Erection of porch & Infill of boundary wall at Cobblers Cottage, Glasshouses, HG3 5QH*
- (vi) 21/03652/FUL *Demolition of existing utility room. Erection of a two storey extension at 7 High Crest, Pateley Bridge, HG3 5NU*
- (vii) 21/04139/FUL *Demolition of existing conservatory. Erection of replacement garden room with terrace above at Woodclose House, Ripon Road, Pateley Bridge, HG3 5NL*
- (viii) 21/04192/FUL *Erection of a single storey extension at Springhill Farm, Brimham Moor Road, Fellbeck, HG3 5EX*
- (ix) 21/03881/FUL *Car Port Extension & Replacement Store. Removal of Garage and Sheds for New Detached Car Port and Machinery Store at Draymans Field Barn, Draymans Field Farm, Pateley Bridge, HG3 5ND*
- (x) 21/04019/FUL *Replacement front porch rebuilt rear sunlounge with additional canopy roof and replacement bay window. Internal alterations including loft conversion with new rooflights at Cherry Garth, Old Church Lane, Pateley Bridge, HG3 5LY*

b) Decisions by Harrogate Borough Council

To note:

- i. 21/02195/ADV *Display of 2no. signage boards and 2no. flags and flagpoles. (retrospective application) at Glasshouses Mill, Glasshouses*
Refuse express consent.

c) Enforcement matters

To note:

- i. 21/00419/PR15 *The American Candy Shack, 6 High Street, HG3 5AW - Formation of roof terrace and potential use of upper levels for residential accommodation.*

d) Appeals:

e) Other

2122/96 Play Area

- a) To receive a verbal report on the playground and consider any action required

2122/97 Council Business

- a) Caretaker Tasks for October
- b) To receive the external auditors report for 2020-2021
- c) To consider the formation of a Policies Working Group to review council policies and procedures ahead of elections in May 2021 and agree any action required
- d) To review the Council's Scheme of Delegation
- e) Mayor's Fund
 - i. To appoint a councillor to The Mayor's Fund Committee
 - ii. To consider a review of the Mayor's Fund Criteria
- f) To consider arrangements for the Remembrance Event in 2021 including marshals and a donation towards refreshments at the Memorial Hall
- g) Joint Events Advisory Sub- Committee
 - i. To consider the formation of a Joint Events Advisory Sub-Committee
 - ii. To receive, consider and approve Terms of Reference
 - iii. To appoint three Councillors to the Joint Events Advisory Sub-Committee
- h) To receive an update on future displays at the Fox's Head Well and to consider any next steps
- i) To consider approaching owners of local car parks with a view to setting up a seasonal workers parking permit scheme
- j) To receive an update and consider arrangements for Councillor's surgeries including room hire at Nidderdale Plus for the cost of £10 per hour
- k) To receive feedback from the Civic Service and Reception
- l) To receive Crime and ASB Data for 13th August 2021 to 28th September 2021
- m) To consider making a request to North Yorkshire Police that a commitment is made to ensuring a local police officer is maintained in Pateley Bridge
- n) To approve the clerk's attendance at YLCA training on Policies – Mandatory and Best Practice for the cost of £22.50

2122/98 Correspondence

- a) To receive consultation information from Glasshouses Community Primary School and the Federation of Fountains Earth and St Cuthbert's CE Primary School regarding a proposal to change how the schools are led and managed, and to consider any response the Council wishes to make.

- b) To receive information from NALC regarding a DEFRA consultation into Local Nature Recovery Strategies
- c) To receive information from Carer's Resource regarding the Carer's Time Off project and consider publicising the scheme on the Council's social media and website
- d) To receive and consider information from the North Yorkshire branch of 20s Plenty, a national organisation campaigning for 20 mile per hour speed limits in place of existing 30mph speed limits
- e) To receive and consider information regarding the Queen's Green Canopy tree planting initiative
- f) To receive information from NYCC regarding Respect and Protect Covid campaign signage

2122/99 Financial Matters

a) Accounts for Payment

- i. Harefield Hall: Civic Luncheon: To follow
- ii. HBC: emptying of trade waste in August: £22.30
- iii. Clerk's expenses: Ink cartridge, card and flagpole rope: £67.98 (including VAT of £11.33)
- iv. Harrogate Borough Council: Transfer of Parking Permit payments: £252.00
- v. YLCA: Clerk's attendance at Charitable Trusts training: £45.00
- vi. PKF Littlejohn: External audit: £240.00 (including £40 VAT)
- vii. HBC; Annual safety inspection at Glasshouses Play Area: £72.00 (including £12.00 VAT)
- viii. Community Publications: Autumn Newsletter: £240.00 (including £40 VAT)
- ix. Clerk's salary payable 29th October 2021: Gross pay £1026, Net pay £957.48
- x. Clerk's payroll expenses payable 29th October 2021: Working from home allowance £26.00 and contribution to internet £4.17 = £30.17
- xi. Payment to HMRC (October) Including Employee NIC and Employer NIC = £67.36
- xii. Nest Pension payments (October 2021 - Employers contributions £30.78, Employees contributions £41.04): £71.82

b) Receipts

- i. 06/09/21 Garage rental: £35
- ii. 06/09/21 Parking Permits: £120 - transferred from Nidderdale Plus
- iii. 14/09/21 Parking Permits: £24
- iv. 14/09/21 Parking Permits (cash collected from Nidd Plus): £108
- v. 29/09/21 HBC Precept 2nd instalment: £15,268.00

c) Direct Debit payments

To note payments, made by Direct Debit:

- i. 30th September 2021: £71.82 – Nest Pensions

d) To note the bank balances and to receive a bank reconciliation to the 30th September

2122/100 Minutes/ Reports from Committees

To receive the draft minutes of the Joint Liaison Committee meeting held on Monday 20th September

2122/101 Exchange of Information

2122/102 Parishioners' Representations

2122/103 Dates of next meetings

The Caretaker Working Group will meet on Tuesday 12th October at 6.30pm on Zoom

The Finance Committee meeting will be held at 4.30pm on Tuesday 19th October, in the Council Chamber

The Mayor's Fund Committee will meet at 6.30pm on Tuesday 19th October, in the Council Chamber

The Full Council meeting will be on Tuesday 2nd November 2021 at 7.15pm