



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

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Wednesday 26th July 2023

To: All Pateley Bridge Town Councillors: (Councillors Brackley, Critchley, Holt, Leggett, Lumley, Skaife, C Thompson, N Thompson, Wardman, Wright)

You are hereby summoned to attend the next meeting of the Town Council to be held on **Tuesday 1st August 2023 at 7pm** in the Council Chamber.

Suzanne Smith
Clerk to the Council

The press and public are welcome to attend.

AGENDA

2324/87 Apologies for absence

To receive apologies for absence

2324/88 Declaration of Acceptance of Office

- a) To receive the new Councillors' declarations of acceptance of office
- b) To resolve to permit any councillor that is unable to sign their Declaration of Acceptance of Office at this meeting, or who has not undertaken this task before this meeting, to sign their Declaration before or at the next ordinary meeting of the Council.

2324/89 To receive Councillors' Declarations of Interest and consider any requests for dispensations

2324/90 Parishioners' Representations

- a) To receive representations from any parishioners present
- b) To receive written representations from parishioners and act on them as appropriate:
 - i. Concern expressed by a parishioner about the current state of the general untidiness in Pateley Bridge, not least the weeds, litter and out-of-control shrubs surrounding the Council and AONB building.
 - ii. Parishioner observed someone climbing the tree on the bus turning circle and another person pulling the branches from below. (Clerk already advised to report to the Police.)

2324/91 Co-option and New Councillors

- a) To resolve that members of the press and public be excluded from item 2324/91.b and c under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature. (consideration of candidates – personal information)

- b) To receive written statements and ask questions of candidates for co-option:
 - i. L. Sherrington
 - ii. J. Ward
- c) To consider candidates for co-option
- d) To co-opt a candidate to fill the existing vacancy.
- e) The receive the new councillor's Declaration of Acceptance of Office
- f) To welcome all new elected and co-opted Councillors and consider any logistics arising.

2324/92 Minutes

To approve the minutes of the meeting held on 4th July.

2324/93 Matters Arising

To receive the Clerk's report

2324/94 County Council Matters

- a) To receive a report
- b) Update on the repainting of double yellow lines in Pateley Bridge High Street
- c) Update on the public safety hazards on the riverside footpath to Glasshouses
- d) To consider gas works in Glasshouses and concerns that the contractors may not restore the newly surfaced road to its current pristine condition.

2324/95 Planning Matters

a) Applications to North Yorkshire Council

To consider the following planning applications:

Reference Number	Address	Description
ZC23/02480/DVCON	Land Rear Of Crossing Cottage Glasshouses North Yorkshire	Variation of Condition 2 (approved plans) of planning application 21/01584/FUL Erection of a single dwelling.
Any other applications received since the publication of the agenda for which the Clerk has not been able to organise an extension for.		

b) Decisions by North Yorkshire Council

Planning Ref	Proposal	Address	NYC Decision
ZC23/02150/FUL	Demolition of existing conservatory and erection of replacement conservatory to western elevation of property	Nydd Close Wath Road Pateley Bridge HG3 5PG	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS
ZC23/01955/FUL	Erection of detached stable block, tack & Stores	High East Head House Smelthouses HG3 4DJ	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS
ZC23/01877/DVCON (no link available)	Variation of Condition 2 (approved drawings) and Condition 4 (obscure glazing) of planning permission 21/05406/FUL - Demolition of existing conservatory. Erection of replacement garden room and terrace. (Revised Scheme)	Brocca Bank Wilsill HG3 5EB	APPROVED SUBJECT TO CONDITIONS

ZC23/01900/FUL	Erection of single storey rear extension	1 Millfield End Pateley Bridge HG3 5BB	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS
ZC23/01953/FUL	Demolition of existing dwelling and erection of replacement.	Fairview Millfield Street Pateley Bridge Harrogate North Yorkshire HG3 5AX	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS.

c) **Enforcement matters:**

- i. **23/00226/BRPC15** - Potential breach of planting plan and external finished plan (condition 2 - 19/03094/FULMAJ) - County Highways Depot Millfield Street Pateley Bridge.
- ii. **23/00213/PR15** – Potential breach of planning control - Garage in use as Airbnb – Kiln House, Wilsill, HG3 5EE. (Planning ref. 22/01413/FUL)

d) **Appeals:** none

e) **Glasshouses Mill S106** – No updates received at time of publishing the agenda.

2324/96 Play Area

- a) To receive a verbal report on the playground and consider any action required.
- b) To consider options for no bike/no scooter signage.
- c) To confirm that PBTC would like to book for the annual inspection of the playground by NYC (payable in advance).

2324/97 Millennium Green

- a) To confirm that PBTC would like to book the annual inspections of the Millennium Green and separate one for the BMX track (payable in advance).
- b) To hear an update about the potential siting of a memorial bench.
- c) To consider any matters relating to the Millennium Green (if required).

2324/98 Minutes/ Reports from Committees

- a) Report from the JLC meeting held on 24th July 2023
- b) Report from the YLCA meeting held on 22nd July 2023
- c) Any other Committee meetings as required.

2324/99 Council Business

- a) Caretaker Tasks for August.
- b) To consider whether to purchase or source funding for a defibrillator in Wilsill.
- c) To consider any information received about a proposed 20mph zone through Glasshouses and take action if necessary.
- d) To consider any matters relating to the feasibility of creating allotments in Pateley Bridge.
- e) To hear feedback about the July Councillor Surgery and consider any matters raised.
- f) Civic Service and Reception – to consider any matters relating to organising this event.
- g) Remembrance Day Service – to consider any matters relating to organising this event.

- h) To consider a request from a parishioner to apply on her behalf to NYC to install a bench between Harefield Lane and Glasshouses Bridge.
- i) To consider a request from the Memorial Hall to remove the cabinet full of out-of-date emergency provisions, which was placed there for storage by the Resilience/Emergency group. (The Memorial Hall are repurposing the space and do in any case have such provisions in their own stores, making this cabinet redundant.)
- j) To determine which Members will form the Mayor's Fund Committee.
- k) To consider whether to write a joint letter with Bewerley Parish Council and Dacre & Hartwith Cum Winsley Parish Council to North Yorkshire Council regarding issues with accessing commuted sums.

2324/100 Correspondence

To consider the following and take action if felt appropriate:

- a) **Management of S106 Monies** – correspondence between Rainton With Newby Parish Council (RNPC) and NYC – shared at the request of RNPC.
- b) **Adoption of the Parish Charter by NYC** – correspondence received from NYC including a copy of the charter.
- c) **Responses to NYC's Let's Talk Campaigns** – Available to [view on NYC website](#).- email received on 12 July 2023 from NYC.
- d) **Catchment Management Aspirations for the River Nidd** – invite from the Dales to Rivers Network to respond to a consultation with a view to improving the Nidd – email received on 11 July from the Senior Catchment Partnership Officer.
- e) **Recruitment to the North Yorkshire Local Access Form (NYLAF)** – NYC is seeking new members to join. The NYLAF brings together representatives of land managers, users and other relevant areas of interest to shape the future of footpaths, bridleways, byways, open access land and other green spaces within North Yorkshire, outside the boundaries of the National Park – email received from the Democratic Services Officer, NYC.
- f) **Thank you letter from Dacre & Hartwith Village Hall** – letter thanking PBTC for the grant which enabled them to purchase a new cooker. Plus an invite to attend a free coffee morning on Saturday 5 August between 10 and 12 o'clock to promote the village hall and the facilities available – Email received on 24 July 2023 from the Secretary and Chair of the Committee.
- g) **Planning applications** – lack of consultation with neighbouring parishes – email received from the Local Council s Advisory and Training Officer at YLCA

2324/101 Finance

a) Pre-paid Credit Card

To consider whether the Council may like to obtain a pre-paid credit card to pay for council expenses, such as the playground inspections, stationery, printer ink etc.

b) Accounts for Payment

To consider and approve the following payments:

	Payee	Description	Net Amount (ex. VAT)	Actual Payment (inc. VAT)
1	Clerk	June 2023 Salary	N/A	£1,189.85
2	HM Revenue & Customs	June Employer and employee tax and NI Contributions.	N/A	£149.94
3	NEST	June employer and employee pension contributions	N/A	£90.16
4	Clerk Expenses	Various phone, mileage, stationery	Tbc	Tbc

5	Cllr. Chris Thompson	Mayoral mileage	Tbc	Tbc
6	Vision ICT	Provision of new hosted email accounts – July 2023-June 2023	£54.00	£64.80
7	NYC via the Clerk	Payment for the inspections of the Millennium Green, BMX track and Glasshouses playground	£186.00	£223.30
7	NYC	Trade waste	Tbc	Tbc

Any other relevant payments coming up between the publishing of this agenda and the meeting. (These will be tabled at meeting).

c) Receipts

4 July 2023 - CJP Landscapes – garage rental - £35.00

d) Direct Debit payments

30 July 2023 – NEST – pension contributions – £51.52 Employee and £38.64 employer's contribution = £90.16 (for July 2023)

12 July 2023 – Vodafone - £8

2324/102 Mayor's Report

2324/103 Exchange of Information/Items for Future Meetings

2324/104 Parishioners' Representations

2324/105 To resolve that members of the press and public be excluded from item 2324/106 and 2324/107 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature (commercially sensitive, personal details).

2122/106 To consider tenders received for the Caretaking Contract 1 Sep 2023-31st Aug 2026

2324/107 Sale of Cemetery Field

To discuss any further matters arising in relation to this.

2324/108 Awarding of Town Shields

Member agreed to consider who (if anyone) might be an appropriate recipient of a Town Shield for the forthcoming Civic Service.

2324/109 Dates of Next Meetings

Full Council Meeting – Tuesday 5th September at 7.15pm

Mayor's Fund Committee Meeting – Tuesday 5th September at 6.45pm