



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

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Tuesday 29th August 2023

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

You are hereby summoned to attend the next meeting of the Town Council to be held on **Tuesday 5th September 2023 at 7.15pm** in the Council Chamber.

Suzanne Smith  
Clerk to the Council

The press and public are welcome to attend.

### **AGENDA**

#### **2324/110 Potential Pump Track at the Millennium Green**

Will Askew to attend to talk to Members of the Council about the benefits of installing a pump track at the Millennium Green.

#### **2324/111 Apologies for absence**

To receive apologies for absence

#### **2324/112 To receive Councillors' Declarations of Interest and consider any requests for dispensations**

#### **2324/113 Parishioners' Representations**

- a) To receive representations from any parishioners present
- b) To receive written representations from parishioners and act on them as appropriate:
  - i. Concerns about safety issues on the B6265 at the junction of Ripley Bank, Lupton Bank and the Knott.
  - ii. Follow-up email regarding the state of Pateley Bridge
  - iii. Issues with badly signed footpath between Bouthwaite and Lofthouse (already reported to NYC).

#### **2324/114 Minutes**

To approve the minutes of the meeting held on 1<sup>st</sup> August 2023.

#### **2324/115 Matters Arising**

- a) To receive the Clerk's report
- b) If required, to consider Highways matters raised at the last meeting, reported to NYC by the Clerk, but not specifically on this agenda.

### 2324/116 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 any further matters relating to the gas works in Glasshouses.

### 2324/117 Planning Matters

#### a) Applications to North Yorkshire Council

To consider the following planning applications:

Reference Number	Address	Description
<a href="#">ZC23/02582/LB</a>	37 High Street Pateley Bridge	Internal alterations and fabric repairs including replacement solid floor, new partitions and doors.
<a href="#">ZC23/02954/LB</a>	Holly Laithe Greenhouse Farm Wilsill	Replacement of windows and doors
<a href="#">ZC23/03051/TPO</a>	Book House Farm Pateley Bridge	Works to 1 no. Oak of Tree Preservation Order No. 01/1970 T20. Reduce the canopy height by 6 meters (retaining 12 meters) and reshape the lateral branch spread to leave visually in keeping with the species characteristics whilst alleviating wind sail , volume and end loading of the branches and limit the potential for this developing pattern of structural branch failures and thus protect the primary structure of the tree, allowing a further secondary canopy to develop lower down the branch framework. This tree has recently started to shed large structural limbs.
<a href="#">ZC23/02792/FUL</a>	Upper Dale View Pateley Bridge	First floor extension with associated alterations.
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
<a href="#">ZC23/02285/FUL</a>	First floor extension including balcony to existing detached garage. New w.c. formed in existing bin store.	Glenroyd Glasshouses	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS
ZC23/02480/DVCON	Variation of Condition 2 (approved plans) and Condition 6 (parking facilities) of planning application 21/01584/FUL Erection of a single dwelling.	Crossing Cottage Glasshouses	APPROVED subject to conditions

c) **Enforcement matters:**

**23/00045/NENFNO** - An appeal has been made to the Secretary of State against an enforcement notice issued by the Council on 24 July 2020.

d) **Appeals:** none

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

**2324/118 Play Area**

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

**2324/119 Millennium Green**

a) To hear an update about the potential siting of a memorial bench.

b) To consider any matters relating to the Millennium Green (if required).

**2324/120 Minutes/ Reports from Committees**

a) **Joint Liaison Committee** – minutes of meeting held on 24<sup>th</sup> July and any matters arising from the meeting on 5<sup>th</sup> September 2023.

**2324/121 Council Business**

a) Caretaker Tasks for September and any matters arising as a result of having a new caretaker.

b) To consider whether to purchase or source funding for a defibrillator in Wilsill and if so, where to install it.

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 (if any).

e) To hear feedback about the August 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 feedback from NYC with regards request from a parishioner to apply on her behalf to NYC to install a bench between Harefield Lane and Glasshouses Bridge.

i) To hear an update about the emptying of the cabinet full of out-of-date emergency provisions, at the Memorial Hall and consider any matters relating to its removal.

j) To consider a draft joint letter with Bewerley Parish Council and Dacre & Hartwith Cum Winsley Parish Council to North Yorkshire Council regarding issues with accessing commuted sums (if received).

k) To consider a quotation for the Christmas Lights 2023 and any matters relating to this.

l) To consider whether PBTC wishes to lobby for the speed limit between Glasshouses and Pateley Bridge to be reduced.

m) To consider the graffiti on the riverside walk and determine what action to take.

n) To consider a bench that has been removed from down Nidd Walk and whether any action is required.

o) To consider the fact that some of top rails on the bridge in Pateley Bridge are rough compared to others and whether any action should be taken.

p) To discuss how commuted sums could be used, form the Commuted Sums Committee (or working group), agree the terms of reference and arrange a date for the first meeting.

q) To review the Mayor's Fund Committee Terms of Reference.

**2324/122 Correspondence**

To consider the following and take action if felt appropriate:

- a) **Remembrance Events** – [letter](#) from Local Government Association (LGA) and RBL regarding this – shared at the request of the LGA.
- b) **New approach to managing speed limits in North Yorkshire** – email received from the Executive member for Highways and Transport, NYC.
- c) **Community Emergency Plans** – Consultation request from NYC – email received from a Resilience and Emergencies Officer at NYC.
- d) **North Yorkshire Destination Management Strategy Consultation** – opportunity for tourism organisations to highlight priorities and finetune a strategy to help attract thousands more visitors to the county. [Events](#) being held – email received from North Yorkshire Tourism Team, NYC.

## 2324/123 Finance

### a) **2022-23 AGAR External Audit**

To receive the results of the 2022-23 external audit, if received.

### b) **Accounts for Payment**

To consider and approve the following payments:

	Payee	Description	Net Amount (ex. VAT)	Actual Payment (inc. VAT)
1	Clerk	September 2023 Salary	<b>£1,189.85</b>	N/A
2	HM Revenue & Customs	September Employer and employee tax and NI Contributions.	<b>£149.94</b>	N/A
3	NEST	September employer and employee pension contributions	<b>£90.16</b>	N/A
4	Clerk Expenses	Various phone, mileage, stationery	<b>£42.26</b>	£45.82
5	Cllr. Chris Thompson	Mayoral mileage for July and August	<b>£67.32</b>	£67.32
6	Ian Skaife	Mayoral Mileage 2022-23	<b>£124.65</b>	£124.65
7	Vision ICT	Annual email hosted	<b>£18.00</b>	£21.60
8	NYC	Trade waste	Tbc	Tbc
9	Jim Benson	Emptying of the bins at the Recreation Ground	<b>£778.75</b>	£934.50
10	Bitdefender (via Clerk)	Antivirus software subscription	<b>£45.83</b>	£54.99

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

### c) **Receipts**

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

### d) **Direct Debit payments**

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

12 August 2023 – Vodafone - £8

## 2324/124 Mayor's Report

## 2324/125 Exchange of Information/Items for Future Meetings

## 2324/126 Parishioners' Representations

**2324/127** To resolve that members of the press and public be excluded from item 2324/128 and 2324/129 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).

**2324/128 Sale of Cemetery Field**

To discuss any further matters arising in relation to this.

**2324/129 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.

**2324/130 Dates of Next Meetings**

HR Committee Meeting – Tuesday 3<sup>rd</sup> October

Full Council Meeting – Tuesday 3<sup>rd</sup> October at 7.15pm