



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

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Wednesday 27th September 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 3<sup>rd</sup> October 2023 at 7.15pm** in the Council Chamber.

Suzanne Smith  
Clerk to the Council

The press and public are welcome to attend.

## **AGENDA**

### **2324/131 Awarding of Town Shield**

Presentation of Town Shield to a member of the public (name withheld as recipient not yet aware).

**2324/132 Update on Bewerley Park Outdoor Learning Facility** – to be provided by Amanda Newbold, NYC's Assistant Director of Education and Skills.

**2324/133 Pateley Bridge Flooding Concerns** – an address by flood wardens, Ian Skaife and Chris Hawksworth (ref. item 2324/144.c).

### **2324/134 Apologies for absence**

To receive apologies for absence.

**2324/135 To receive Councillors' Declarations of Interest and consider any requests for dispensations.**

### **2324/136 Parishioners' Representations**

- a) To receive representations from any parishioners present.
- b) To receive written representations from parishioners and act on them as appropriate:
  - i. Request for the installation of dog waste bins on the bridleway which runs from the B6265 Blazefield Bank, past Bishopside Farmhouse to the road above, and also connects to Panorama Walk. (See also 2324/139.f.)
  - ii. Concern about the proliferation of trees and bushes growing in large scale in Gouthwaite reservoir and the possible flood impact (feeds into 2324/133 and 2324/144.c)

### **2324/137 Minutes**

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

### 2324/138 Matters Arising

- a) To receive the Clerk's report.

### 2324/139 County Council and Highway Matters

- a) To receive a report from the County Councillor.
- b) Proposed speed limit reduction between Pateley Bridge and Glasshouses.
- c) Update on the public safety hazards on the riverside footpath to Glasshouses.
- d) Consideration of blocked gullies and linked flooding concerns (see also item 2324/144.c).
- e) Consideration of whether action needs to be taken regarding the rough handrails over the bridge.
- f) To consider the missing dog fouling bin at the bottom of Panorama Walk (see also 2324/136.b.i).
- g) To consider any further matters relating to previous and new Highway issues as required.

### 2324/140 Planning Matters

#### a) Applications to North Yorkshire Council

To consider the following planning applications:

Reference Number	Address	Description
<a href="#">ZC23/02861/FUL</a>	Cragg Hall Wilsill Harrogate HG3 5EE	Conversion of barn to form 1 no. 3 bed 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
<a href="#">ZC23/03051/TPO</a>	Works to 1 no. Oak of Tree Preservation Order No. 01/1970 T20	Book House Farm Pateley Bridge HG3 5PG	APPLICATION PERMITTED
<a href="#">ZC23/02480/DVCON</a>	First floor extension with associated alterations	Upper Dale View Pateley Bridge	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS

- c) **Enforcement matters:** no updates
- d) **Appeals:** none
- e) **Glasshouses Mill S106** – No updates received at time of publishing the agenda.

### 2324/141 Play Area

- a) To receive a verbal report on the playground and consider any action required.
- b) To consider whether the goal netting should be fixed properly or removed completely.

### 2324/142 Millennium Green

- a) To hear an update about the potential siting of a memorial bench.
- b) To consider whether to commission the caretaker to undertake work to improve the aesthetics of the Millennium Green pond. (This decision would need to be ratified at an MGT meeting as the funds to be spent would be the charity's.)
- c) To consider any further information about a potential Pump Track (if received. See also item 2324/144.n)

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

#### **2324/143 Minutes/ Reports from Committees**

- a) **HR Committee** – to hear and, if necessary, act on any matter arising from the preceding HR Committee. See also item **2324/152**.
- b) **Safer Nidderdale Strategic Meetings** – to consider whether PBTC wishes to send a representative to these quarterly meetings which are being resurrected – email received from the Executive Director, Nidderdale Plus Community Hub.
- c) Any other meetings/committees as appropriate.

#### **2324/144 Council Business**

- a) Caretaker Tasks for October.
- b) To consider further information received about permission for the handrails at the war memorial and make any decisions (in consultation with BPC).
- c) Flood Risk Mitigation – to consider any decisions required following the briefing by the flood wardens.
- d) To consider the frequency of the local 24 bus and overcrowding issues on the first bus from Pateley in the morning and the 16.05 from Harrogate in the afternoons.
- e) To hear an update about the possible siting of a new defibrillator and make any further decisions in relation to it.
- f) To consider any matters relating to the feasibility of creating allotments in Pateley Bridge (if any).
- g) Remembrance Day Service – to consider any matters relating to organising this event, including how many wreaths PBTC would like to order.
- h) 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.
- i) To consider a quotation for the Christmas Lights 2023 and any matters relating to this.
- j) To hear an update from the Commuted Sums working group.
- k) Renting out of The Knott – to consider next steps following YLCA's confirmation that they are unable to provide legal advice.
- l) Civic Service – to consider feedback about this and suggestions arising for next year.
- m) Cycling Priorities – To discuss whether the Greenway extension should take priority over a Pump Track on any funding available.

#### **2324/145 Correspondence**

To consider the following and take action if felt appropriate:

- a) [Slower Speeds Reduce Traffic harm](#) – zoom presentation and Q&A invitation aimed at political representatives – 7pm Tue 17<sup>th</sup> October – email received from the National Campaign Managers at 20s Plenty for North Yorkshire.
- b) **Elections to NALC's Smaller Councils' Committee** – Invitation to councillors and clerks to stand for a post on the committee – email received from NALC.
- c) **North Yorkshire Council Statutory Notice** - NYC has announced its intention to remove all the old district and borough council Hackney Carriage zones and replace them with one North Yorkshire Council zone – email received from the Head of Licensing, NYC.
- d) **Slow Ways National Walking Network** – invitation for the council to contribute to the creation of [SlowWays](#), a community-verified **national walking network** that connects all of Britain's towns, cities and national parks – email received from Relationships, Connections and Assemblage Lead at Slow Ways.
- e) **Fountains Earth CE Primary School** – a notification from the Co-Chairs of Governors of Upper Nidderdale Primary Federation that as at 6 September 2023, there were no pupils on the school roll.

- f) **Hedgehog Highway Project** – request received from the Founder of [Hedgehogs R Us](#) for PBTC to purchase a box of hedgehog highway surrounds and make them available for residents to encourage hedgehog conservation. (They are an endangered species).
- g) **Charity Cake Sale on the High Street** (7 Oct) in aid of Charity Changing Stars Malawi – email received from a resident asking permission (referred to NYC).

## 2324/146 Finance

### a) 2022-23 AGAR External Audit

To receive the results of the 2022-23 external audit.

### b) Accounts for Payment

To consider and approve the following payments:

	Payee	Description	Net Amount (ex. VAT)	Actual Payment (inc. VAT)
1	Clerk	October 2023 Salary	<b>£1,189.85</b>	N/A
2	HM Revenue & Customs	October Employer and employee tax and NI Contributions.	<b>£149.94</b>	N/A
3	NEST	October employer and employee pension contributions	<b>£90.16</b>	N/A
4	TP Jones & Co LLP	Quarterly payroll preparation	<b>£49.50</b>	£59.40
5	RL Jackson	Catering for Mayor's Civic Reception	<b>£1,041.67</b>	£1,250.00
6	Memorial Hall	Hosting Civic Reception	<b>£150.00</b>	£150.00
7	PKF Littlejohn	External audit fee	<b>£315.00</b>	£378.00
8	Clerk Expenses	Various phone, mileage, stationery	Tbc	Tbc
9	Cllr. Chris Thompson	Mayoral mileage for September	Tbc	Tbc
10	NYC	Trade waste	Tbc	Tbc
11	Caretaker	Work completed September 2023	Tbc	Tbc
12	Methodist Church	Flowers for Civic Service	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 September 2023 - CJP Landscapes – garage rental - £35.00

### d) Direct Debit payments

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

12 September 2023 – Vodafone - £8

## 2324/147 Mayor's Report

## 2324/148 Exchange of Information/Items for Future Meetings

## 2324/149 Parishioners' Representations

**2324/150** To resolve that members of the press and public be excluded from item 2324/151 and 2324/152 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).

## 2324/151 Sale of Cemetery Field

To discuss any further matters arising in relation to this.

**2324/152 Payment of extra hours to the Clerk** (if proposed by the preceding HR Committee).

**2324/152 Dates of Next Meetings**

Finance Committee Meeting – Tue 17<sup>th</sup> October 2023 at 4.30pm

YLCA Harrogate Branch Meeting – 16 October 2023 at 7pm