



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

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Tuesday 31st October 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 7th November 2023 at 7.15pm** in the Council Chamber.

Suzanne Smith
Clerk to the Council

The press and public are welcome to attend.

AGENDA

2324/153 Apologies for absence

To receive apologies for absence.

2324/154 To receive Councillors' Declarations of Interest and consider any requests for dispensations.

2324/155 Parishioners' Representations

- a) To receive representations from any parishioners present.
- b) To receive written representations from parishioners and act on them as appropriate: none at time of publication.

2324/156 Minutes

To approve the minutes of the meeting held on 3rd October 2023.

2324/157 Matters Arising

- a) To receive the Clerk's report.

2324/158 County Council and Highway Matters

- a) To receive a report from the County Councillor.
- b) Update on the Glasshouses Mill S106 situation.
- c) Update on the heritage status of the double yellow lines on the High Street.
- d) Update on the public safety hazards on the riverside footpath to Glasshouses, including the recently fallen tree (if required).
- e) The Village Culvert at Glasshouses Mill and Storm Babet October 2023.
- f) Consideration of blocked gullies and linked flooding concerns.
- g) To consider any further matters relating to previous and new Highway issues as required.

a) **Applications to North Yorkshire Council**

To consider the following planning applications:

Reference Number	Address	Description
<u>ZC23/03453/FUL</u>	Knott Top Farm Pateley Bridge Harrogate HG3 5NH	Demolition of existing shed and erection of replacement Garage and Stores with Home Office above. Installation of solar panels.
<u>ZC23/03754/FUL</u>	The Barn Fellbeck House Fellbeck Harrogate HG3 5EN	Change of use of existing holiday cottage to form permanent dwelling.
<u>ZC23/03726/DVCON</u>	Blazefield Caravan Park Blazefield Harrogate HG3 5NG	Application for variation of condition 2 (approved plans - relocation of approved store) of planning permission 22/01695/FUL: Erection of storage building to store tools/machinery for Blazefield Caravan
<u>ZC23/03799/FUL</u>	The Reddings Lupton Close Glasshouses Harrogate HG3 5QX	Proposed rear dormer
<u>ZC23/03848/FUL</u>	3 - 4 Valley View Glasshouses Harrogate HG3 5QR	Existing Timber framed windows, glazed screens and doors removed, replaced with new matching upvc framed, double glazed windows, glazed screens and doors.
<u>ZC23/03840/FUL</u>	Weatherhead Decorators Mill Yard Mill Lane Pateley Bridge Harrogate HG3 5BA	Conversion of mixed-use property to 1no. dwelling (use class C3) and erection of stable block. Regrading and extension of existing land bank.
<u>ZC23/03857/TPO</u>	Church Green House Old Church Lane Pateley Bridge Harrogate HG3 5LZ	Works to 1 no. Sycamore of Tree Preservation Order No. 01/1970 T73. Lateral Reduction by 2.5m to the north, south & west. Reduce height between 6.6m-8m to suitable reduction points. There are stem cavities and fungal fruiting bodies of Cerioporos Squamosus present, which depletes cellulose, leading to wood becoming brittle and prone to snapping.
<u>ZC23/03889/FUL</u>	Upper Dale View Pateley Bridge	First floor extension and alterations
<u>ZC23/03734/FUL</u>	The Birch Tree Inn Lupton Bank Glasshouses	Conversion of a public house to a holiday cottage
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
ZC23/02582/LB	Internal alterations and fabric repairs including replacement solid floor, new partitions and doors.	37 High Street Pateley Bridge HG3 5JZ	GRANT LISTED BUILDING CONSENT SUBJECT TO CONDITIONS
ZC23/02954/LB	Replacement of windows and doors	Holly Laithe Greenhouse Farm Wilsill HG3 5EE	GRANT LISTED BUILDING CONSENT SUBJECT TO CONDITIONS

c) **Enforcement matters:** Possible breach of planning control reported by the Planning Enforcement Officer.

d) **Appeals:** none

e) **Glasshouses Mill S106** – See also under County Matters.

2324/160 Glasshouses Play Area

- a) To receive a verbal report on the playground and consider any action required.
- b) To consider the annual playground inspection report and determine whether any action is required.
- c) To consider whether to take any action in relation to the bin near the wall, which is in a very poor state.
- d) To consider bin collections.

2324/161 Millennium Green

- a) To hear an update about the potential siting of a memorial bench (if any).
- b) To receive the 2 annual site inspection reports and initiate action if required.
- c) To hear an update about the Millennium Green pond and consider any further action. (Note any decision to spend money on a large project would need to be ratified at an MGT meeting as the funds to be spent would be the charity's.)
- d) To consider any further information about a potential Pump Track
- e) To consider any matters relating to the Millennium Green (if required).

2324/162 Minutes/ Reports from Committees

- a) Finance Committee Meeting – Tue 17th October 2023
- b) YLCA Harrogate Branch Meeting – 16 October 2023
- c) PBTC and BPC JLC Committee Meeting – 13 October 2023
- d) HADCA AGM – 11 October 2023
- e) Any other meetings/committees as appropriate.

2324/163 Council Business

- a) Caretaker Tasks for November.
- b) Nominations for Mayor and Chair 2024-2025 – to note that these are due ahead of the meeting on 5th December 2023.
- c) Community Emergency Plan – to consider any matters relating to this following the October amber flood warning caused by Storm Babet.
- d) To hear an update about the possible siting of a new defibrillator in Wilsill and make any further decisions in relation to it.
- e) Remembrance Day Service – to consider any matters relating to organising this event.

- f) To confirm the removal of the emergency provisions cabinet from the Memorial Hall to the Council Chamber.
- g) To consider the installation of the Christmas lights, including how they will be funded, supply of Christmas trees and any matters relating to the late-night Christmas shopping event.
- h) To approve the publication of the bi-annual newsletter in 'On your Doorstep', consider suggestions for content, and give the Clerk delegated authority to write it in consultation with the Chair.
- i) To hear an update from the Commuted Sums working group.
- j) To consider any matters relating to the feasibility of creating allotments in Pateley Bridge (if any).
- k) To note that NYC removed a bench on Nidd Walk due to its deteriorated state and consider whether/who might be offered the chance to install a memorial bench there.
- l) To confirm whether PBTC should officially support the campaign to apply for official bathing water status at the Lido Leisure Park on the River Nidd in Knaresborough.
- m) To consider amending the HR Committee's Terms of Reference to reduce the number of members required (from 4 to 3) and the quorum (from 3 to 2).
- n) To consider whether to create/purchase any hedgehog boxes.

2324/164 Correspondence

To consider the following and take action if felt appropriate:

- a) [NYC Self Building and Customer Housebuilding Register Report](#) – sets out the proposed approach for the new NYC authority – Consultation seeking the views of, among others, town and parish councils to run until 23 November 2023 – email received on 26/10/13 from the Planning Policy Team at NYC.
- b) **NYC Let's Talk Money - NYC Annual Statutory Budget Consultation** running until 18 December – request for comments from the Town Council – email received from the Let's Talk Team, NYC.
- c) **By-Election Recharges to Parishes** – notification that from 1 April 2024 parishes will be charged for by-elections – email received from Electoral Services, NYC.
- d) **Request for town/parish council support for the Climate and Ecology Bill** which is due its second reading on 24 November – Email received from Zero Hour.
- e) **Help NALC Support White Ribbon Day** – an initiative working towards ending violence against women and girls – request for PBTC to make a short video in support – email received from NALC.
- f) [Expo to Showcase Yorkshire's Combined Capabilities to the world](#) – request to register interest in getting involved received from The Yorkshire Society.
- g) [Polling District Review Consultation](#) – request by NYC for help in encouraging respondents in the Parish to respond.
- h) **Draft Housing Strategy 2024-2029 Consultation** – responses requested by 11 December 2023 – Email received from the Housing Strategy and Development Officer, NYC.

2324/165 Finance

a) 2024-25 Budget and Precept Calculation

To consider a budget proposal by the Finance Committee and determine the 2024-2025 precept.

b) Purchase of Printer

To consider whether to purchase a new printer for the Council following problems with the existing one. (If agreed, to determine a budget for it. See [link to possible suitable printer.](#))

c) Accounts for Payment

To consider and approve the following payments:

	Payee	Description	Net Amount (ex. VAT)	Actual Payment (inc. VAT)
1	Clerk	November 2023 Salary	£1,190.05	N/A
2	HM Revenue & Customs	November Employer and employee tax and NI Contributions.	£149.74	N/A
3	NEST	November employer and employee pension contributions	£90.16	N/A
4	Chiltondale	Payment for the handrails at the war memorial (at least 50% to be reimbursed, hopefully more, depending on funding outcome)	£927.42	£1,112.90 (Paid in 2 instalments of £556.45)
5	Clerk Expenses	Various phone, mileage, stationery etc	£26.55	£31.86
6	Cllr. Chris Thompson	Mayoral mileage for September (none in October)	£22.50	£22.50
7	NYC	Trade waste	tbc	tbc
8	Caretaker	Work completed October 2023	£60	£72
9	On Your Doorstep	November/December newsletter	£200.00	£240.00
10	Royal British Legion	Wreath for Remembrance Day Service	£15 minimum donation	£15
11	Memorial Hall	Contribution to Catering for Remembrance Day Service	£75.00	£75.00

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

d) Receipts

27 October 2023 - CJP Landscapes – garage rental - £35.00
17 October 2023 – C. Thompson – Civic Reception
27 September 2023 – CJP Landscapes – garage rental - £35
11 September 2023 – Parking Permits - £30
11 September 2023 – Lumley – Civic Reception - £52
11 September 2023 – Brackley – Civic Reception - £52
11 September 2023 – Critchley - Civic Reception - £52
11 September 2023 – Ward - Civic Reception - £26
29 August 2023 – BPC – Coronation Event - £223.80
25 August 2023 – Holt – Civic Reception - £52
23 August 2023 – Hawkesworth - Civic Reception - £62

e) Direct Debit payments

31 October 2023 – NEST – pension contributions – £51.52 Employee and £38.64 employer's contribution = £90.16 (for October 2023)
12 October 2023 – Vodafone - £8

2324/166 Mayor's Report

2324/167 Exchange of Information/Items for Future Meetings

2324/168 Parishioners' Representations

2324/169 To resolve that members of the press and public be excluded from item 2324/70 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).

2324/170 Sale of Cemetery Field

To determine which solicitor to employ to deal with the Cemetery Field sale and any other matters relating to this.

2324/171 Dates of Next Meetings

- a) **Allotment Society AGM** – Sat 25th Nov at 2pm in Broadbelt Hall, Glasshouses
- b) **PBTC Full Council meeting** – Tue 5th Dec at 7.15pm