



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

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Tuesday 28<sup>th</sup> November 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 5<sup>th</sup> December 2023 at 7.15pm** in the Council Chamber.

Suzanne Smith  
Clerk to the Council

The press and public are welcome to attend.

## **AGENDA**

### **2324/172 Apologies for absence**

To receive apologies for absence.

### **2324/173 To receive Councillors' Declarations of Interest and consider any requests for dispensations.**

### **2324/174 Parishioners' Representations**

- a) To receive representations from any parishioners present.
- b) To receive written representations from parishioners and act on them as appropriate:
  - i. Communication regarding trees alongside Goit in Glasshouses
  - ii. Email regarding dangerous oak tree at Blazefield Terrace (already reported to and assessed by NYC).
  - iii. Request to receive a copy of Glasshouses play area safety report.
  - iv. Request for Deer signage and tighter speed restrictions on the B6265, Ripley Bank, Pateley Bridge.
  - v. Old Church Lane – concern raised about the constant stream running down the near side of the road.

### **2324/175 Minutes**

To approve the minutes of the meeting held on 7<sup>th</sup> November 2023.

### **2324/176 Matters Arising**

- a) To receive the Clerk's report.

### **2324/177 County Council and Highway Matters**

- a) To receive a report from the County Councillor.
- b) Update on the Glasshouses Mill S106 situation.
- c) Request for signage for the public toilets, already raised by Cllr. Murday with NYC.

- d) To consider any further matters relating to previous and new Highway issues as required (including blocked gullies and drains).

## 2324/178 Planning Matters

### a) Applications to North Yorkshire Council

To consider the following planning applications:

Reference Number	Address	Description
<a href="#">ZC23/03583/FUL</a>	1 Harewell View Harewell Close Glasshouses HG3 5QJ	Sub-division of existing cottage into 2 dwellings and erection of single storey extensions to rear. Erection of 3 no dwellings with carports to rear.
<a href="#">ZC23/03962/FUL</a>	Cliff Grange Farm Fellbeck HG3 5EW	Erection of a steel portal frame building for the storage of silage.
<a href="#">ZC23/04025/TPO</a>	Rivenstones Panorama Walk Pateley Bridge HG3 5NH	Fell 1 no. Ash of Tree Preservation Order No. 01/1970 G36 Cavity's on main trunk. Concern that regrowth could potentially snap off in high winds. High possibility that the tree could be vulnerable to ash dieback disease as there are a few trees close by suffering from it.
<a href="#">ZC23/04111/FUL</a>	Rivenstones Panorama Walk Pateley Bridge HG3 5NH	Pitched roof to existing single storey side extension, canopy and new entrance to other side extension and alterations to fenestration of main dwellinghouse and garage. Change of use of existing first floor office space of detached garage to part time Airbnb / Holiday Let.
<a href="#">ZC23/04190/DVCON</a>	Fairview Millfield Street Pateley Bridge Harrogate North Yorkshire HG3 5AX	Application to vary condition 2 (approved drawings) of planning approval ZC23/01953/FUL - Demolition of existing dwelling and erection of replacement; to reposition the building; increase to the scale of the proposed dwelling and amendments to fenestration.
<a href="#">ZC23/04098/FUL</a>	West Barn Lupton Bank Glasshouses	Installation of Solar Panels

### b) Decisions by North Yorkshire Council

Planning Ref	Proposal	Address	NYC Decision
<a href="#">ZC23/02861/FUL</a>	Conversion of barn to form 1 no. 3 bed dwelling	Cragg Hall Wilsill Harrogate HG3 5EE	GRANT PLANNING PERMISSION 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.

#### **2324/179 Glasshouses Play Area**

- a) To receive a verbal report on the playground and consider any action required.
- b) To consider a blocked drainage system and its impact on a nearby resident's garden.

#### **2324/180 Millennium Green**

- a) To hear an update about the potential siting of a memorial bench (if any).
- b) To consider any further information about a potential Pump Track (if not covered at preceding MGT AGM)
- c) To consider any matters relating to the Millennium Green (if required).

#### **2324/181 Minutes/ Reports from Committees**

- a) Any meetings/committees as appropriate.

#### **2324/182 Council Business**

- a) Caretaker Tasks for December.
- b) To consider nominations for Mayor and Chair 2024-2025 and vote to determine who will fulfil this role.
- c) To hear an update about the possible siting of a new defibrillator in Wilsill and make any further decisions in relation to it.
- d) To consider any matters relating to Christmas and the Christmas lights, including approval of £450 extra payment for remedial work (includes lights at Southlands).
- e) To hear an update from the Commuted Sums working group.
- f) To hear an update about the possible siting of a memorial bench on Nidd Walk.
- g) To consider whether to approach NYC about possibly scheduling more buses on the Pateley-Harrogate route.
- h) To consider whether to organise any litter picking in certain problem areas.
- i) To consider whether to purchase any hedgehog boxes.

#### **2324/183 Correspondence**

To consider the following and take action if felt appropriate:

- a) **Fountains Earth Lofthouse Church of England Endowed (Voluntary controlled) Primary School – [Consultation](#) on Closure Proposal** – email received from NYC and the Clerk to UNPF Governing Board.
- b) **Development of New North Yorkshire Local Plan – [Consultation](#) on the Statement of Community Involvement** – email received from NYC.
- c) **Household Waste Recycling Centre [Consultation](#)** – email received from the Service Improvement Officer, NYC
- d) **North Yorkshire and York Local Nature [Recovery Strategy](#)** to be developed, which will consider land at a county scale and will identify locations to improve nature and provide other benefits, such as capturing carbon from the atmosphere, flood regulation and access to nature-rich spaces where this is most needed for health and wellbeing – email received from the Senior Policy Officer at North Yorkshire Council.
- e) **Briefing Analysis of Council Tax Levels of Local Precepting Authorities 2023/24** – email received from Team Support & Member Liaison Officer, YLCA.

#### **2324/188 Finance**

##### **a) Clerk Annual Pay Increment**

To note the annual pay increment, resulting from the change in the new National Joint Council for Local Government Services rates of pay applicable from 1 April 2023 to 31 March 2023.

**b) Accounts for Payment**

To consider and approve the following payments:

	<b>Payee</b>	<b>Description</b>	<b>Net Amount (ex. VAT)</b>	<b>Actual Payment (inc. VAT)</b>
1	Clerk	November 2023 Salary	<b>£1, 684.03</b> includes gross back payment to April of <b>£645.23)</b>	N/A
2	HM Revenue & Customs	November Employer and employee tax and NI Contributions.	<b>£477.85</b>	N/A
3	NEST	November employer and employee pension contributions	<b>£140.28</b>	N/A
4	Tradeprint (via Clerk)	Signage for Glasshouses play area	<b>£41.79</b>	£50.15
5	J. Benson	Cut Millennium Green	<b>£350.00</b>	£420.00
6	J. Benson	Grass cutting	<b>£1,930.00</b>	£2,316.00
7	J. Benson	Caretaker duties	<b>£2,345.25</b>	£2814.3
8	Printerland (via Clerk)	New printer and ink cartridges	<b>£205.88</b>	£247.06
9	S. Audsley	Updating of Mayoral Board	<b>£60.00</b>	£60.00
10	Clerk Expenses	Various phone, mileage, stationery etc	<b>£33.03</b>	£37.01
11	YES	Christmas lights installation (and extra work)	<b>£3,500.00</b>	£4,200.00
12	Cllr. Chris Thompson	Mayoral mileage for November	tbc	tbc
13	NYC	Trade waste (£21.78 deducted due to overpayment in 2021)	tbc	tbc
14	Caretaker	Work completed November 2023	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**

20 November 2023 – Ice-cream contribution - £2,575.25  
 21 November 2023 – Christmas lights collection at Spar - £37.00  
 21 November 2023 – Parking permit sales from Nidd Plus - £330.00  
 23 November 2023 – Bewerley PC for emptying bins at the Rec - £389.00  
 27 November 2023 - CJP Landscapes – garage rental - £35.00  
 7 November 2023 – C. Skaife – Civic service - £52.00

**d) Direct Debit payments**

30 November 2023 – NEST – pension contributions – £51.52 Employee and £38.64 employer's contribution = £90.16 (for November 2023)  
 13 December 2023 – Vodafone - £8

**2324/189 Mayor's Report****2324/190 Exchange of Information/Items for Future Meetings****2324/191 Parishioners' Representations**

**2324/192** To resolve that members of the press and public be excluded from item 2324/193 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).

**2324/193 Sale of Cemetery Field**

To deal with any matters relating to the Cemetery Field sale.

**2324/194 Dates of Next Meetings**

To confirm the following meeting date:

- a) **PBTC Full Council meeting** – Tue 2<sup>nd</sup> January at 7.15pm