



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

tel: 07751 571374 clerk@pateleybridgetowncouncil.gov.uk

Monday 25th March 2024

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 2nd April 2024 at 7.15pm** in the Council Chamber.

Suzanne Smith
Clerk to the Council

The press and public are welcome to attend.

AGENDA

2324/255 Apologies for absence

To receive apologies for absence.

2324/256 To receive Councillors' Declarations of Interest and consider any requests for dispensations.

2324/257 Parishioners' Representations

- a) To receive representations from any parishioners present.
- b) To receive written representations from parishioners and act on them as appropriate:
 - i. Representation about the lack of an integrated transport system in Pateley Bridge, lack of bus service increase compared to other areas, and possible removal of discounted permit parking for local people.
 - ii. Representation about the lack of signage showing where electric vehicle charging points are in Pateley.

2324/258 Minutes

To approve the minutes of the meeting held on 5th March 2024.

2324/259 Matters Arising

- a) To receive the Clerk's report.

2324/260 County Council and Highway Matters

- a) To receive a report from the County Councillor.
- b) Update on the Glasshouses Mill S106 situation.
- c) To consider any matters relating to previous and new Highway issues as required, including the following:
 - i. Areas needing maintenance including the narrow footpath on the main stone bridge over the Nidd, the Ripon Road and the footpath behind the Wildings Café.

- ii. Saplings/trees and ivy growing in the masonry and walls on either side of the Nidd bridge.
- iii. Culvert problems and damaged footpath in front of Glasshouses Mill
- iv. Potholes and gullies report for NYC

2324/261 Planning Matters

a) Applications to North Yorkshire Council

To consider the following planning applications:

	Reference Number	Address	Description
1	ZC23/03583/FUL	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 2 no dwellings with outbuildings to rear (revised scheme with alterations to parking and position on dwellings). The Skipton and Ripon Area Constituency Planning Committee is due to discuss this ahead of this meeting at 2pm on 6 th April 2024.
2	ZC24/00578/DVCM AJ	Glasshouses Mill Harrogate HG3 5AG	Variation of Condition Numbers: 2, 8, 23 and deletion of conditions 34 and 36 of Application 17/02093/DVCM A to allow the consideration of revised plans to reflect the 'as built' development within phase 1 (main mill, mechanics shop and pugmill) and to amend the proposals for phase 2 (warehouse, stables, barn and proposed new build units).
3	ZC24/00755/DVCON	West Of Crossing Cottage Glasshouses HG3 5QH	Variation of Condition 2 (approved plans) of planning application ZC23/01435/FUL Alterations and rebuilding existing retaining wall on site & Erection of carport & domestic store
4	ZC24/00734/FUL	Glendale Quarry Lane Pateley Bridge HG3 5LW	Demolition of detached garage, erection of two storey side extension, removal of existing chimneys, alterations to fenestration and alterations/enlargement of dormer extension.
5	ZC24/00922/TPO	Church Green House Old Church Lane Pateley Bridge HG3 5LZ	Works to 1 no. Sycamore of Tree Preservation Order No. 01/1970 T73 Reduce branch length by 2.5m laterally to the north, south and west. Reduce the trees height by 6.6m-8m to suitable reduction points.
6	Not submitted yet but will by the time of the meeting.	Land west of Pateley Bridge Cemetery Panorama Walk, HG3 5NX	Expansion of Pateley Bridge Cemetery, with traditional and natural burial areas, ash interments and soft landscaping.
Any other planning applications which the Clerk has not been able to organise an extension until the next meeting for.			

b) **Decisions by North Yorkshire Council**

To note the following planning decisions:

Planning Ref	Proposal	Address	NYC Decision
ZC24/00263/DVCON	Variation of Condition 2 (use and dates of occupation) of Application Reference Number: 16/02659/DVCON for Variation of condition 3 (use and dates of occupation) of Permission 6.49.148.A.FUL to allow holiday cottage to be used as a permanent residential dwelling. Date of Decision: 22/08/2016	High Green Cottage High Green Farm Wath Road Pateley Bridge	APPROVED SUBJECT TO CONDITIONS.

c) **Enforcement matters:** none

d) **Appeals:**

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

2324/262 Glasshouses Play Area

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

2324/263 Millennium Green

a) To consider any further information about a potential Pump Track.

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

2324/264 Minutes/ Reports from Committees

a) Report/minutes from the Mayor's Fund meeting held on 26th March 2024.

2324/265 Council Business

a) Caretaker Tasks for April and to consider whether the caretaker role should be expanded.

b) D-Day Celebrations – at request of BPC to consider whether PBTC would support holding a small service at the War Memorial. This would be led by Rev. Darryl Hall and perhaps incorporate a 'Nation comes together' moment at 9am to raise a 'Flag of Peace' (as suggested by national D-Day Commemorations guidance.)

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) Update about the bus service requests - None received but Transdev will be making 'minor changes to improve the reliability' of the 24 service.

<https://www.transdevbus.co.uk/harrogate/changes-harrogate-7-april>

e) To consider any feedback about the missing eyebolt used to suspend the Christmas lighting banner across the High Street.

f) To hear any updates about Fox's Head Well Easter display and consider future displays.

g) To review the Town Council Seat Inventory and Public Seat policy.

h) To organise someone to inspect the council's benches to ensure they are safe.

i) To hear an update about the possible siting of a memorial bench on Nidd Walk.

j) To consider whether councillors may be interested in attending flood readiness training (<https://www.communitiesprepared.org.uk/events/>) as recommended by the Environment Agency. (Dates precede the JLC meeting.)

k) To hear an update from the Commuted Sums working group (if any).

- l) To consider any feedback about a potential community purchase of The Birch Tree Inn.
- m) To consider whether the Council wishes to take out a paid annual membership of the [Rural Services Network](#) for £50, after having a free introductory membership for a year.
- n) To consider whether the Council wishes to have a press policy.
- o) To consider whether to install a grill in the stream near the playground to prevent foliage and any other detritus flowing downstream.

2324/266 Correspondence

To consider the following and take action if felt appropriate:

- a) **Invitation from Ripon Cathedral for PBTC to become a member of its Rural Forum** and one of its members to be a point of contact and representative at the Forum – email received on 13th March 2024 from the Canon Chancellor at Ripon Cathedral.
- b) **Summary of Changes to Bus Passenger Transport** (note Pateley not listed) – email received from the Integrated Passenger Transport team at North Yorkshire Council.

2324/267 Finance

a) **Accounts for Payment**

To consider and approve the following payments:

	Payee	Description	Net Amount (ex. VAT)	Actual Payment (inc. VAT)
1	Clerk	April 2024 Salary	£1, 231.86	N/A
2	HM Revenue & Customs	April 2024 Employer and employee tax and NI Contributions.	£185.56	N/A
3	NEST	April 2024 employer and employee pension contributions	£95.12	N/A
4	Clerk Expenses	Various phone, mileage, stationery etc	£12.87	£15.44
5	Cllr. Chris Thompson	Mayoral mileage	tbc	tbc
6	NYC	Trade waste	tbc	tbc
7	Caretaker	Work completed March 2024	tbc	Tbc
8	Yorkshire Lighting Services	Switch on electricity for Easter display	£60.00	£72.00
9	Nidderdale Ltd	Room hire for sale of parking permits	£50.00	£50.00

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

b) **Receipts**

- 11 March 2024 – BPC Contribution to the Christmas Lights - £100
- 26 March 2024 – JustGiving collection for Christmas Lights - £15.75
- 29 March 2024 – garage rental - £35

c) **Direct Debit payments**

- 12 April 2024 – Vodafone - £8

2324/268 Mayor's Report

2324/269 Exchange of Information/Items for Future Meetings

2324/270 Parishioners' Representations

2324/271 To resolve that members of the press and public be excluded from items 2324/272 and 2324/273 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).

2324/272 Sale of Cemetery Field

- a) To consider the draft deed and suggest any changes felt necessary.
- b) To receive a Certificate B Town and Country Planning Order 2015 Notice.
- c) To deal with any other matters relating to the Cemetery Field sale.

2324/273 Review of Mayoral Finances

- a) To determine which mayoral expenses should be paid by the Mayor and which by the Council.
- b) To consider whether the annual mayoral allowance needs to be raised.

2324/274 Dates of Next Meetings

To confirm the following meeting dates:

- a) **Finance Committee Meeting** – Tuesday 16th April 2024 at 4.30pm
- b) **Annual Town Meeting** – Tuesday 16th April at 6pm (note originally scheduled for 7.15pm)
- c) **PBTC and BPC JLC meeting** – Monday 22nd April 2024 at 6pm
- d) **PBTC Full Council meeting** – Tuesday 7th May 2024 at 7.15pm