



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

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Wednesday 26th June 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 July 2024 at 7.15pm** in the Council Chamber.

Suzanne Smith
Clerk to the Council

The press and public are welcome to attend.

AGENDA

2425/44 Apologies for absence

To receive apologies for absence.

2425/45 To receive Councillors' Declarations of Interest and consider any requests for dispensations.

2425/46 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 poor state of Sandy Steps
 - ii. Answerphone message about poor state of footpath leading from Greenwood Avenue (possibly same one).
 - iii. Notification of dead trees on Nidd Walk and on the Nidd Walk footpath received from a parishioner (who is also a tree surgeon).

2425/47 Minutes

To approve the minutes of the Annual meeting held on 4th June 2024.

2425/48 Matters Arising

- a) To receive the Clerk's report.

2425/49 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. Saplings/trees and ivy growing in the masonry and walls on either side of the Nidd bridge.

- ii. Culvert problems and damaged footpath in front of Glasshouses Mill
- iii. Collapsed and collapsing walls on Panorama Walk
- iv. Feedback about the possible redesignation of Panorama Walk into a footpath.
- v. Potholes and gullies report for NYC.
- vi. Removal of sycamore saplings from passageway between Southlands and High Street.
- vii. To consider where precisely the new bin outside Beech House on Nidd Walk should go and arrange for someone to get a What3Word reference to progress this request.
- viii. Update on illegal parking in King Street.

2425/50 Planning Matters

a) Applications to North Yorkshire Council

To consider the following planning applications:

	Reference Number	Address	Description
1	ZC24/00578/DVCMAJ Note that this planning application has received further amendments on the planning portal. Please take another look. Cllr. Murday has asked for this to be referred to the Skipton and Ripon Area Constituency Committee.	Glasshouses Mill Glasshouses HG3 5QH	Variation of Condition Numbers: 2, 8, 23 and deletion of conditions 34 and 36 of Application 17/02093/DVCMA 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).
2	ZC24/01472/FUL	Land Adjacent To Iliona House Old Church Lane Pateley Bridge HG3 5LY	Erection of a single dwellinghouse
3	ZC24/01340/FUL	Glencoe Farmhouse Sandy Lane Glasshouses HG3 5DX	Erection of timber summerhouse
4	ZC24/01776/FUL	West House Farm Lupton Bank Glasshouses	Single storey timber clad contemporary garden building to be used as a home office.
5	ZC24/01672/FUL	The Birch Tree Inn Lupton Bank Glasshouses	Conversion of a public house to a holiday cottage
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
ZC24/01581/FUL	Single storey extension and bay window	Sylcote Wilsill HG3 5EB	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS
ZC24/00975/FUL	Installation of insulation to main hall, worship area and lounge. Installation of secondary glazing to lower floor windows. Installation of 2no. Air Source Heat Pumps to East Elevation and Installation of PV Solar Array to Western Roofslope	Pateley Bridge Methodist Church Ripon Road Pateley Bridge HG3 5NL	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS

- c) **Enforcement matters:** none new at time of publishing agenda.
- d) **Appeals:** none new at time of publishing the agenda.
- e) **Glasshouses Mill S106** – See also under County & Highway Matters.

2425/51 Glasshouses Play Area

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

2425/52 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).

2425/53 Minutes/ Reports from Committees

2425/54 Council Business

- a) Caretaker Tasks for July.
- b) To hear feedback from the meeting between the Bowling club, Bewerley Parish Council and PBTC about the possible fence around the bowling green.
- c) To consider any matters relating to the damaged bowling club building.
- d) To consider funding possibilities for the Southlands lights and Christmas 2024 lights.
- e) To consider the H2S Transport consultation statement and agree who will attend the Executive on Tuesday 16th July to present it.
- f) To consider options for key safes for the Council Chamber.
- g) To consider what action to take in relation to the poor state of the Southlands Recycling Centre.
- h) Path clearance and maintenance work – to consider further how to approach this following feedback from Menwith Hill and PBTC's insurance company.
- i) To hear an update about the Mayor's Fund Fundraising event and consider giving the Clerk delegated authority to make decisions about the arrangements for it.
- j) To consider whether to hold a Civic Service and any initial plans for it.
- k) To consider any matters about the setting up of an environmental working group.
- l) Update about the bus service requests (if received).
- m) To consider any feedback about the missing eyebolt used to suspend the Christmas lighting banner across the High Street (if received).
- n) To consider details about future displays at Fox's Head Well (if received).

- o) To hear an update from the Commuted Sums working group (if any).
- p) To consider any feedback about a potential community purchase of The Birch Tree Inn.
- q) To hear an update about the possible siting of a new defibrillator in Wilsill and make any further decisions in relation to it.
- r) To hear an update about the broken defibrillator in Pateley Bridge
- s) To hear the response from NYC about PBTC's query relating to the Call for Sites for North Yorkshire Local Plan (if received).
- t) To hear feedback from YLCA with regards to PBTC's request for longer consultation periods.
- u) To consider whether to call a meeting of the JLC and/or the Emergency Committee.

2425/55 Correspondence

To consider the following and take action if felt appropriate:

- a) **YLCA and ERNLLCA Regional Training Day** – Thu 18th July 2024 9am-4.30pm - email received on 19 June from the YLCA.
- b) **Playground Inspection Training** – 10th and 11th July 2024 – email received from YLCA.
- c) **Anti-Littering Campaign – Keep North Yorkshire Clean** – request for support by displaying poster in the parish – email 13 June 2024 received from Account Manager (Campaigns), North Yorkshire Council.

2425/56 Finance

a) Closure of Mayor's Fund Account and Management of Council funds

Now that the new Unity savings account has been opened, to consider whether to close the Mayor's Fund Account and/or whether to use the savings account for normal council funds too.

b) Accounts for Payment

To consider and approve the following payments:

	Payee	Description	Net Amount (ex. VAT)	Actual Payment (inc. VAT)
1	Clerk	July 2024 Salary	£1, 231.66	N/A
2	HM Revenue & Customs	July 2024 Employer and employee tax and NI Contributions.	£185.76	N/A
3	NEST	July 2024 employer and employee pension contributions	£95.12	N/A
4	Clerk Expenses	Various phone, mileage, stationery etc	£13.89	£16.66
5	Cllr. Chris Thompson	Mayoral mileage	tbc	tbc
6	NYC	Trade waste	£78.60	£89.00
7	Caretaker	Work completed June 2024	tbc	Tbc
8	Yorkshire Society	Attendance of the Mayor at Yorkshire Day	£109.76	£109.76
9	Pre-paid Credit Card (counts as internal transfer)	Top up payment to allow clerk to purchase items for council business without using her own credit card (as previously agreed.)	£300.00	£300.00

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

c) Receipts

11 June 2024 - Refund of VAT - £3,235.51

28 June 2024 – garage rental - £35

To note that a Community Infrastructure Levy Neighbourhood payment of £1,200.00 will be paid to PBTC soon. This relates to planning application 22/00629/FUL - Kiln Hill Cottage, Blazefield Bank, Blazefield. It may be paid in instalments.

d) Direct Debit payments

3 June 2024 – ICO - £35

13 July 2024 – Vodafone - £8

2425/57 Mayor's Report

2425/58 Exchange of Information/Items for Future Meetings

2425/59 Parishioners' Representations

2425/60 To resolve that members of the press and public be excluded from item 2425/61 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).

2425/61 Sale of Cemetery Field

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

2425/62 Dates of Next Meetings

To confirm the following meeting dates:

- a) **Finance Committee Meeting** – Tuesday 16th July 2024 at 16:30
- b) Possible **Mayor's Fund Committee Meeting** – Tuesday 16th July at 17:30
- c) **PBTC Full Council meeting** – Tuesday 6th August 2024 at 7.15pm