



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

tel: 07751 571374 clerk@pateleybridgetowncouncil.gov.uk

Monday 30th May 2022

To: All Pateley Bridge Town Councillors: (Councillors Anson, Brackley, Holt, Jefferson, Leggett, Lumley, Marshall, Skaife, C Thompson and N Thompson)

You are hereby summoned to attend the next meeting of the Town Council to be held on **Tuesday 7th June 2022 at 7.15pm** in the Council Chamber.

Laura Jowett
Clerk to the Council

The press and public are welcome to attend. Please email the Clerk for information on how to do this.

AGENDA

2223/21 Apologies for absence

- a) To receive apologies for absence

2223/22 To receive Councillors' Declarations of Interest and consider any requests for dispensations

2223/23 Minutes

To approve the minutes of the Annual Meeting of the Council held on the 17th May 2022

2223/24 Parishioners' Representations

- a) To receive representations from any parishioners present
- b) To receive written representations from a parishioner regarding an overgrown hedge and suggested caretaker tasks

2223/25 North Yorkshire County Council Outdoor Learning Service Review

To welcome Amanda Newbold, Assistant Director of Education and Skills from NYCC, to the meeting and invite her to address members with an update on Bewerley Park Outdoor Learning Facility

2223/26 Matters Arising

- a) To receive the Clerk's report

2223/27 County Matters

- a) To receive a report

2223/28 District Matters

- a) To receive a report

2223/29 Planning Matters

- a) Applications to Harrogate Borough Council

To consider:

	Application no	Address	Details
1	22/01695/FUL	Blazefield Caravan Park, Blazefield, Harrogate, North Yorkshire, HG3 5NG	Erection of storage building to store tools/machinery for Blazefield Caravan
2	22/01889/FUL	Ivy Cottage, Wilsill, Harrogate, North Yorkshire, HG3 5EB	Demolition of existing lean-to structure on existing garage and erection of replacement extension. Part conversion of garage to form ancillary living accommodation and installation of solar panels.
3	22/01616/FUL	Rocks Cottage, Brimham Rocks Farm, Brimham Moor Road, Summerbridge, Harrogate, North Yorkshire, HG3 4BF	Erection of 1no timber holiday cottage.
4	22/01893/COU	Unit 2 Glasshouses Mill, Glasshouses, North Yorkshire	Change of use of Unit 2 Lower Ground Floor Shop/Cafe (use class E) to Offices (use class E).
5	22/01163/FUL	Cragg Hall Wilsill Methodist Chapel To Wysing House, Wilsill, North Yorkshire, HG3 5EE	Conversion of garage to form additional living accommodation, proposed single storey link extensions and a link detached garage
6	22/02050/TPO	Land Comprising Woodland At 416252 466359, Wath Lane, Pateley Bridge, North Yorkshire	Works to 2 no. Sycamore (T1 and T2) of Tree Preservation Order No. 01/1970 A11 T1 - reduce branch spread on southern canopy extending over barn roof by 2 meters (to leave 6 meters radial crown spread). T2- reduce branch spread on eastern canopy extending over barn roof by 2 meters (to leave 6 meters radial crown spread)

- b) Decisions by Harrogate Borough Council

To note:

	Application number	Address	Details	HBC decision
1	22/00624/FUL	18 Lupton Close, Glasshouses, Harrogate, North Yorkshire, HG3 5QX	Re roofing rear extension to form pitched roof & Alterations to front Garden to form 2no off street car parking spaces	Approved subject to conditions
2	22/00629/FUL	Kiln Hill Cottage, Blazefield Bank, Blazefield, North Yorkshire	Erection of 1no dwelling (revised scheme)	Approved subject to conditions
3	22/01413/FUL	Kiln House, Wilsill, Harrogate, North Yorkshire, HG3 5EE	Erection of replacement garage with small home office in loftspace - Revised Scheme	Approved subject to conditions

c) Enforcement matters

- i. 22/00170/PR15 Alleged painting of stonework surrounding door and windows on listed building at 37 High Street Pateley Bridge Harrogate North Yorkshire HG3 5JZ

d) Appeals:

- e) Other: Glasshouses Mill S106 – To receive a response from Harrogate Borough Council's S106 and CIL Delivery Officer

2223/30 Play Area

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

2223/31 Minutes/ Reports from Committees

- a) To receive the draft minutes of the Joint Liaison Committee meeting held on Tuesday 3rd May
b) To receive the draft minutes of the Human Resources Committee meeting held on Wednesday 18th May
c) To receive the draft minutes of the Mayor's Fund Committee meeting held on Wednesday 18th May
d) To receive the draft minutes of the Human Resources Committee meeting held on Tuesday 24th May

2223/32 Council Business

- a) Caretaker Tasks for April
b) To receive information, and a quote, for tree lighting on the Recreation Ground
c) To receive feedback from the surgery held on the 21st May and to consider arrangements for future Councillors surgeries
d) To receive an update on parking permits
e) To approve the updating of the Mayoral board in the Council Chamber for the cost of up to £75
f) To receive an update on statistics gathered from the Mobile Vehicle Activated Sign
g) To receive and consider information regarding painting mileposts
h) To receive a report from the Jubilee events and to approve payments

- i) To discuss the Raikes Foundation and the Lupton Foundation and consider how the Council can support these charitable bodies.
- j) To consider quotes for rendering to the bus shelter

2223/33 Correspondence

- a) To receive correspondence from Harrogate Borough Council regarding the litter bin review and the proposed changes within Glasshouses and Wilsill, and to consider any response the Council wishes to make.

2223/34 Annual Governance and Accountability Return

- a) To receive the Internal Auditors report
- b) To note that the effectiveness of internal control was reviewed in February 2022
- c) To consider and sign the Annual Governance Statement
- d) To consider, approve and sign the Statement of Accounts
- e) To note the period for the exercise of public rights

2223/35 Financial Matters

a) Accounts for Payment

- i. Yorkshire Lighting and Electrical Services: Amendments to power supply for lights on Southlands: £585.85 (including VAT of £97.64)
- ii. YLCA: C Thompson attendance at Electric Vehicle charging infrastructure training: £25.00
- iii. Community Publications: Spring newsletter: £240.00 (including £40 VAT)
- iv. J. Benson: Caretaking Dec 21-May 2022: £1555.75 (including VAT of £311.15)
- v. Harrogate Borough Council: Parking permits: £5568.00
- vi. Clerks expenses: Paper, ink and Jubilee items: £92.27 (including VAT of £12.07)
- vii. Clerk's salary payable 30th June 2022: Gross pay £1409.40, Net pay £1198.72
- viii. Clerk's payroll expenses payable 30th June: Working from home allowance £26.00 and contribution to internet £4.17 = £30.17
- ix. Payment to HMRC (June) Including Employee NIC and Employer NIC £252.33
- x. Nest Pension payments (June 2022 - Employers contributions £56.38, Employees contributions £42.29): £98.67

b) Receipts

- i. 29/04/22: HBC: Precept 1st instalment: £16,018
- ii. 29/04/22: Parking Permits: £48.00
- iii. 03/05/22: Garage rental: £35
- iv. 05/05/22: Parking Permits: £12.00
- v. 05/05/22: N Power, wayleaves: £31.85
- vi. 05/05/22: Parking Permits: £648.00
- vii. 17/05/22: Parking Permits (transfer from Nidd Plus): £1008.00

viii. 30/05/22: Parking Permits: £72.00

To note that a cheque for £12 for one parking permit has been returned unpaid by the issuing bank

c) Direct Debit payments

To note payments, made by Direct Debit:

- i. 31st May 2022: £73.08 – Nest Pensions

2223/36 Exchange of Information/Items for Future Meetings

2223/37 Parishioners' Representations

2223/38 To resolve that members of the press and public be excluded from item 2223/39 and 2223/40 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature. (staffing matters and personal information)

2223/39 Staffing matters

- a) To receive and ratify the HR Committee's decision to make an offer of employment
- b) To consider arrangements and agree any action required

2223/40 Memorial benches

- a) To receive an update on requests for memorial arrangements
- b) To agree any action required

2223/41 Dates of next meetings

The next meeting of Pateley Bridge Town Council will be held at 7.15pm on Tuesday 5th July.