



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

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DRAFT MINUTES OF THE MEETING HELD ON 5TH JANUARY 2021

Present:

Cllr M Holt (Chairman) Cllr P Anson Cllr D Brackley Cllr S Hesselden Cllr H Jefferson Cllr J Leggett	Cllr S Lumley Cllr D Marshall Cllr I Skaife Cllr C Thompson (Deputy Chairman) Cllr N Thompson In Attendance: Clerk: Ms Laura Jowett
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1 Apologies for absence

- a) To receive apologies for absence given in advance of the meeting
- b) To consider the approval of reasons given for absence

There were no apologies for absence, all councillors were present.

2 Parishioners' Representations

Councillor Lumley advised of representations from parishioners which had been received after the agenda was issued.

These representations related to works required on the drainage at the allotments and issues with water leaking through the wall opposite the Methodist Church. The leak has been reported to Harrogate Borough Council who will take it up with Highways. Both items will be included on the next agenda.

3 Councillors' Declarations of Interest and Consideration of Dispensations:

Councillor Hesselden declared a disclosable pecuniary interest in item 9.a.vi

4 Minutes of the Meeting held on the 1st December 2020:

It was **resolved** to approve the minutes of the meeting held on the 1st December 2020, to be signed by the Chair at a later date.

5 Matters Arising

- a) To receive the Clerk's report

The Clerk's report was received.

Councillor C Thompson asked that the caretaker be informed that the lights will remain on the tree at Glasshouses Village Green and to request that extra care is taken if any pruning or strimming work is done on this tree. Councillor C Thompson offered to meet with the caretaker if required.

6 County Matters

Councillor Lumley advised that both models for the restructure have been submitted to the Government who will consult on any viable option in the spring. It is likely elections will be held for the new council in 2022.

He advised that meetings are being held remotely and that this may continue after the pandemic as it has financial and environmental benefits.

7 District Matters

Councillor Lumley advised that Harrogate Borough Council is consulting on its budget. Councillor Leggett raised an issue with the lack of water in the fountain at the cemetery. The Clerk will write to Bereavement Services to request that this is addressed by the spring. Councillor Jefferson advised that the roadside to Fellbeck is collapsing rapidly and needs to be looked at urgently. The Clerk will write to Area 6 to request this be addressed.

8 Planning Matters

a) Applications to Harrogate Borough Council

- (i) 20/04242/FUL *Erection of replacement external staircase, enlargement of existing external terrace, alterations to fenestration and conversion of ground floor to Air BnB at Rivulet Cottage 26 High Street Pateley Bridge Harrogate North Yorkshire HG3 5JU – No objections*
- (ii) 20/04733/FUL *Conversion of barn to form single dwelling at Barn South West of Stock Field Farm, Ripley Bank, Pateley Bridge, North Yorkshire – No objections*

b) Decisions by Harrogate Borough Council

The following decisions were noted:

- (i) 20/01888/FUL *Erection of a commercial storage unit at 21 High Street, Pateley Bridge, HG3 5AP. Permission refused*
- (ii) 20/03448/FUL *Erection of attached dwelling 19 Greenwood Avenue Pateley Bridge Harrogate North Yorkshire HG3 5LS. Permission granted subject to conditions*
- (iii) 20/03234/FUL *Erection of a holiday cabin at New Mill House Fellbeck Harrogate North Yorkshire HG3 5EN. Permission granted subject to conditions*
- (iv) 19/03094/FULMAJ *Demolition of former highway depot building; Erection of no.20 dwellings with associated hardstanding and landscaping works at Former County Highways Depot, Millfield Street, Pateley Bridge, HG3 5AX. Permission granted subject to conditions*
- (v) 20/04601/AMENDS *Non-material amendment to allow alterations to fenestration of planning permission 20/01776/FUL - Erection of 1no. first floor extension over the garage and 1no. two storey porch at 23 Harewell Close Glasshouses HG3 5DY. Approved*

c) Enforcement matters: None

d) Appeals: None

9 Financial Matters

a) Accounts for Payment

Councillor Hesselden did not vote on this item.

It was **resolved** to authorise the following for payment:

- (i) Clerk's salary payable 31st January 2021: Gross pay £1026, Net pay £792.72
- (ii) Clerk's payroll expenses payable 31st January 2021: Working from home allowance £26.00 and contribution to internet £4.17 = £30.17
- (iii) Payment to HMRC (January) Including PAYE Tax, Employee NIC and Employer NIC = £273.85
- (iv) Clerk's Expenses: subscription to Zoom: £14.39
- (v) HBC: emptying of trade waste in November: £21.78
- (vi) Sam Hesselden Limited: Resurfacing of BMX track £684 (including VAT of £114)
- (vii) YLCA: Budget Training for the Clerk: £30.00
- (viii) ParishCouncil.net: Website and email hosting 01/06/2018-31/05/2020: £300

b) Receipts

The following receipts were noted:

- (i) Platt and Bajic, garage rental January: £35
- (ii) Cash, Christmas lights fundraising: £70.50
- (iii) PFCC AJ1 grant funding: £902.16

c) Budget and precept setting

- (i) To receive and approve the budget for 2021-2022
Following discussion of the draft budget at the December meeting amendments to projected staffing costs had been made and the revised budget was received. A recommendation to approve the budget was proposed and seconded. The Council **resolved** to approve the budget of £34,248 for 2021-2022.
- (ii) To set the precept for 2021-2022
The Council **resolved** to set the precept for 2021-2022 at £30,536 (£33.53 per Band D property) The Clerk will submit the precept demand to Harrogate Borough Council
Councillor Leggett requested that it be noted in the minutes that he voted against the increase to the precept.

d) Financial Regulations and Direct Debit payments

- (i) To receive and consider the financial risk assessment for making payments by direct debit
The financial risk assessment was received and considered. The council **resolved** to approve the risk assessment.
- (ii) To receive and consider amended Financial Regulations which incorporate the ability to make payments by direct debit
Resolved to approve the amended Financial Regulations.

10 Play Area/Millennium Green

a) Play Area

Councillor Anson will conduct the inspection in January

b) Millennium Green

- (i) To receive an update on the pond and consider any action required

Councillor Holt advised he has made enquiries about springs in the area but does not currently have the information.

Information has been recently received regarding cost and time frames of wildlife surveys and Councillor Holt will circulate this information and it will be brought back to a future meeting.

Councillor Anson advised that he had taken a look at the fence posts around the BMX track and that he felt that a number of posts will need to be replaced due to rot. The clerk will chase this up with the previous inspector.

11 Council Business

a) Caretaker Tasks for January
Standard tasks

b) To receive Crime and ASB Data for 16th November 2020 to 23rd December 2020
The report was received

c) To consider the rate at which employer pension contributions will be paid.
The Council **Resolved** to pay employer contributions at 3% of gross salary and that the contributions be backdated to the 1st October 2020.

d) To receive and consider tenders for the lease of the Cemetery Field in 2021.
Two tenders had been received. It was proposed, seconded and agreed to accept the tender from the current tenant, F M Shepherd & Sons for the sum of £120.

e) To receive an update on the Mayor's Fund
The balance in the Mayor's Fund is currently £1719.40. The fund received a very generous donation of £1,000 from the owners of The Sandwich Box who had held a Christmas raffle to raise money for the Mayor's Fund.

12 Reports from Committees

None

13 Exchange of Information

Councillor N Thompson will contact the High School regarding the Fox's Head Well displays when the current lockdown ends.

Councillor Hesselden queried what support might be available to local students who may need equipment for remote learning.

Councillor Lumley suggested that The Men's Shed may wish to be involved in creating displays for the Fox's Head Well

Councillor C Thompson advised he has taken down the Christmas banner. He raised an issue with the state of the Main Street in Glasshouses which has been commented on by a number of parishioners on the Glasshouses Village Association Facebook page. The condition of the road is exacerbated by the blocked gullies which were previously reported to Area 6. The Clerk will send a further email to Area 6 to request urgent action to unblock the gullies.

14 Parishioners' Representations: None

15 Date of next meetings

The next meeting will be on Tues 2nd February 2021 at 7.15pm.

The meeting closed at 8.55pm

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