



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

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MINUTES OF THE MEETING HELD ON 2ND MARCH 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 Two members of the public
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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

- a) To receive comments from a parishioner regarding item 8.a.i, planning application for Threlkeld, Lupton Bank

Comments submitted by a parishioner were noted. The Council would consider this item later in the agenda.

- b) To receive representations from parishioners

One parishioner attended the meeting and raised an issue with the condition of the bus shelter. The seat has been repaired but the condition of the shelter hasn't improved. There is an issue with youths congregating, drug use and littering and it is unpleasant for those who have to use the bus shelter.

The Council **resolved** to write to North Yorkshire Police to make them aware of the issue and to request a police presence, to ask the caretaker to have a tidy up in the bus shelter, to put up no smoking signs and to make enquiries into having the bus shelter painted in a darker colour using paint which is resistant to graffiti or is easily cleaned.

Parishioners had contacted the council to advise of a road closure at Old Church Lane by Northern Gas Networks. Parishioners were concerned about the condition of the road and about access, particularly for home deliveries during the pandemic.

The Council resolved to write to Northern Gas Networks acknowledging that the work will need to be done and requesting a response to the concerns raised, to copy the letter to NYCC to request that they work with NGN to ensure that the condition of the road is improved following the planned works.

A parishioner had sent comments regarding the future siting of Electric Vehicle Charging Points. The Council received the comments and noted that the parishioner makes a valid point and that the Council will keep the comments in mind when this is considered in future.

3 Councillors' Declarations of Interest and Consideration of Dispensations:

Councillor Holt declared a non pecuniary interest in item 8aii.

4 Minutes of the Meeting held on the 2nd February 2021:

It was **resolved** to approve the minutes of the meeting held on the 2nd February 2021, 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 noted. Outstanding issues relating to footpaths and blocked and collapsed gullies will be followed up.

b) To receive an update on commemorative plaques and consider arrangements for installation.

The plaques have been received and a photograph circulated to councillors. Bewerley Parish Council will be responsible for the siting of its plaque. Arrangements for the installation and an unveiling will be made in accordance with current covid-19 guidance.

c) To receive and consider a request from Nidderdale Allotment Society for a contribution of £500 towards drainage work, agreed in principle at the meeting on the 2nd February 2021.

Following the decision in principle to award Nidderdale Allotment Society with £500 towards the costs of drainage work at the allotments the society had provided clarity that the donation would enable them to undertake the work required. **Resolved** to make a contribution of £500 to Nidderdale Allotment Society to enable them to undertake drainage work at the Blue Plain Allotment site.

6 County Matters

Councillor Lumley provided an update on North Yorkshire County Council matters which included the budget, Kex Gill and the consultation on the reorganisation. Elections will be delayed until May 2022 for elections to the new council.

Councillor C Thompson raised the issue of possible mothballing of Bewerley Park and explained that many residents were concerned and disappointed by this. Councillor Lumley advised that he is also concerned about this matter but that he believes there will be a genuine review of outdoor education services and how these can be funded.

7 District Matters

Councillor Lumley provided an update on Harrogate Borough Council matters including an increase of 1.99% on the budget, the current consultation on the Harrogate Gateway and the decision about the site for the swimming pool in Knaresborough.

Councillor Leggett raised the issue of the removal of the grounds maintenance grant which was raised previously at a Parish Council Consultation meeting. The notes of the meeting were inconclusive. Councillor Leggett asked if any councillors could remember if the removal of the grant was going to be reviewed. Councillor Lumley advised it had been phased out over four years.

Councillor Leggett asked about the amount which is due to be spent on the Harrogate Conference Centre and suggested that the need for a conference centre should be reviewed due to the pandemic. Councillor Lumley advised it had been debated but couldn't confirm the outcome.

8 Planning Matters

a) Applications to Harrogate Borough Council

- i) 21/00074/FUL *Erection of a combined store and greenhouse at Threlkeld Lupton Bank, Glasshouses North Yorkshire*. No objections but would ask that concerns about the impact on trees are considered, due to the suggested increase in car parking
- ii) 21/00286/CLEUD *Certificate of lawfulness to confirm that development under planning permission 12/02578/FUL commenced on or before 25.09.2015 (condition 1) - Erection of 2 dwellings at Crossing Cottage Glasshouses Harrogate North Yorkshire HG3 5QH*. **Resolved** to make no comment

b) Decisions by Harrogate Borough Council

i) 20/03478/FUL *Creation of wildlife pond at 2 Valley View, Glasshouses, HG3 5QR*.
Permission granted subject to conditions

- c) Enforcement matters: An enforcement notice had been received for the County Highways Depot, Millfield Street. It was noted.
- d) Appeals: None

9 Financial Matters

a) Accounts for Payment

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

- i) HBC: emptying of trade waste in January: £21.78
- ii) T P Jones and Co: Payroll services Oct – December 2020: £54.00 (including £9.00 VAT)
- iii) Leander Architectural: 2 x 15" aluminium commemorative plaques: £1,008.00 (includes £18 delivery charges and £168.00 VAT)
- iv) Bewerley Parish Council: 25% of Cemetery Field rent: £30.00
- v) Nidderdale Allotment Society: Contribution to drainage improvements: £500.00
- vi) Clerk's Expenses: External hard drive, phone top up and subscription to Zoom: £79.17 (including £9.13 VAT)
- vii) Clerk's salary payable 31st March 2021: Gross pay £1026, Net pay £751.68
- viii) Clerk's payroll expenses payable 31st March 2021: Working from home allowance £26.00 and contribution to internet £4.17 = £30.17
- ix) Payment to HMRC (March) Including PAYE Tax, Employee NIC and Employer NIC = £273.85
- x) Nest Pension payments (March 2021 - Employers contributions £30.78, Employees contributions £41.04): £71.82

b) Receipts

The following receipts were noted:

- i. Platt and Bajic, garage rental February: £35
- ii. Parking permits: £12

- iii. Cemetery Field rent: £120
- iv. HMRC VAT reclaim Aug 2020-Nov 2020: £1821.36

c) Direct Debit payments

The payments made by Direct Debit to Nest Pensions were noted:

- i) 19th February 2021 £215.46
- ii) 25th February 2021 £143.64

10 Play Area/Millennium Green

a) Play Area

Councillor N Thompson had conducted an inspection in February. Safety mats and the goalpost require some work when the weather improves. The fence rail behind the goal requires repair.

Councillor N Thompson had identified that stones were now visible on the football pitch where the soil has eroded and the cap on the post at the gate is rotting and needs replacing. The clerk will make arrangements to have signs put on the gate advising that the entrance is kept clear.

The caretaker will be asked to secure the net support with a new bolt, to remove stones from the goal mouth of the football pitch and fill in any holes with soil and to fix the broken fence. Councillor N Thompson will conduct the next inspection.

b) Millennium Green

To receive and consider options for opening a bank account for Millennium Green Trust finances.

Information about possible bank accounts was received and considered. **Resolved** to open an account with Barclays but noted that they are not currently accepting applications due to the pandemic. This will be monitored, and an account opened when it is possible.

11 Council Business

a) Caretaker Tasks for February

Standard tasks plus sweeping and tidying the bus shelter, securing the net support with a new bolt, removing stones from the goal mouth of the football pitch and filling any holes with soil and to fix the broken fence post behind the goal.

b) To receive an update on parking permits and to consider arrangements for the sale of permits in 2021-2022

An update was provided. 431 parking permits had been sold. The remaining £180 will be paid to HBC before the end of March.

The current parking permits have been extended and will be valid until the 31st May 2021.

Arrangements for 2021-2022 permits will be brought back to a later meeting when the situation with the pandemic is clearer.

c) To consider arrangements for the Annual Parish Meeting on Tuesday 20th April 2021

Arrangements were considered in light of the possibility that the Council may not have the power to hold remote meetings after the 7th May. **Resolved** to hold the Annual Parish Meeting on the 20th April by Zoom and to invite recipients of Mayor's Fund grants and ask them to do a short presentation on their organisations and current projects.

d) To receive amended terms of reference for the Joint Liaison Committee

The amended terms of reference were received. It was noted Pateley Bridge Town Council is the sole managing trustee of the Millennium Green and that Bewerley Parish Council does not have responsibility for the Millennium Green. The Millennium Green should be removed from the terms of reference and replaced with the cemetery field, which is owned jointly by the two councils.

- e) To consider renewing the Council's annual subscription to Microsoft Office 365 for the cost of up to £135.36 (including VAT).**

Resolved to renew the annual subscription to Microsoft Office 365 for the cost of £135.36 (including VAT)

- f) To consider attendance at the YLCA two day Conference for the cost of £40 per attendee**

Resolved to approve the attendance of the clerk at the YLCA Conference for the cost of £40

- g) To consider the attendance of Councillor C Thompson at the YLCA training event 'Are you getting the most out of the technology available to Local Councils?' for the cost of £15**

Resolved to approve the attendance of Councillor C Thompson at this training event' for the cost of £15.

- h) To receive Crime and ASB Data for 26th January 2021 to 23rd February 2021**

The report was received and noted.

- i) To consider items for the next newsletter.**

Items were considered and agreed, to include radar keys, parking permits, data from the Mobile Vehicle Activated sign and information about keeping the area tidy.

12 Correspondence

- a) To receive and consider YLCA information regarding remote meetings and resuming Face to Face meetings

Correspondence was received that explained that the power for local councils to hold remote meetings may end on the 7th May 2021. The National Association of Local Councils is lobbying the government in the hope of extending this power, or making it permanent. The Council considered its response to the YLCA's short survey and resolved to support the extension of the right to hold remote meetings or hybrid meetings. It was felt that it would be useful to be able to hold remote or hybrid meetings if needed but that the council's preference would be for the full council to meet in person.

The Council will consider resuming face to face meetings, and any arrangements required, at the meeting in April.

13 Minutes/ Reports from Committees

- a) To receive the minutes of the Joint Liaison Committee on 2nd February 2021

- b) YLCA Branch meeting – notes previously circulated by Councillor Holt.

Minutes and reports were noted. The conifers on the recreation ground were discussed. Councillor Anson will attend a meeting about the safety of the trees and will report back to the council.

14 Exchange of Information

Councillor N Thompson advised he was awaiting a reply from the youth service and that he will contact schools about the displays for the Foxes Head Well when students have returned to school.

Councillor Jefferson raised issues with the ice cream van on the recreation ground, signs saying No Trade Waste are required at the recycling centre and the grassed area on Greenwood Avenue is in a poor condition.

The clerk will contact HBC to request that posters are replaced on the recycling bins and that the no trade waste sign is repositioned.

Councillor C Thompson reiterated the issue with the blocked gullies and raised an issue with ditches at the side of Church Lane and Sandy Lane. Cllr C Thompson asked for an update on the leak at the top of the High Street. The clerk will chase up a reply to this with HBC, NYCC and Yorkshire Water.

Councillor Leggett requested an update on the budget and the Council's finances at the next meeting. He asked if there would be a civic service this year and Councillor Holt advised he was hoping to hold the civic service in September.

Councillor Holt advised he had been notified that parishioners had asked if they could hold a sponsored head shave on the High Street after the next stage of restrictions being lifted. The council does not have the authority to grant or deny such a request but has no objections and wishes them well with their fund raising.

15 Parishioners' Representations:

A parishioner made a number of comments including the suggestion that the council could consider how to move towards the allotments being self-funded, information about a plan for the cemetery and cemetery field which had been drawn up previously by Harrogate Borough Council's bereavement service and concluded by thanking the council for all the work it does.

16 Dates of next meetings

The next meeting will be on Tues 6th April 2021 at 7.15pm

The meeting closed at 9.25pm