



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

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DRAFT MINUTES OF THE MEETING HELD ON 2ND NOVEMBER 2021 AT 7.15PM IN THE COUNCIL CHAMBER.

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 N Thompson In Attendance: Clerk: Ms Laura Jowett One member of the public
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2122/104 Apologies for absence

a) To receive apologies for absence given in advance of the meeting

Apologies were received from Councillor C Thompson.

2122/105 To receive Councillors' Declarations of Interest and consider any requests for dispensations

None

2122/106 Minutes

Resolved to approve the minutes of the meeting held on the Tuesday 5th October 2021

2122/107 Parishioners' Representations

a) To receive representations from any parishioners present

None

b) To receive written representations regarding Electric Vehicle Charging points

Written representations had been received requesting information about local Electric Vehicle Charging Points. A response has been sent with information about Harrogate Borough Council's strategy for this and the Council agreed to send details of the developer at Glasshouses Mill to the parishioner in order that they could address their queries directly.

2122/108 Matters Arising

a) To receive the Clerk's report

The Clerk's report was received and noted. Councillor Leggett asked if there was any update on the fountain in the cemetery. The Clerk would chase up a response from HBC.

2122/109 County Matters

Councillor Lumley gave an update including ongoing local governments reform, work at Kex Gill which has been delayed until 2022, pavement resurfacing work and Red Brae Bank which will be repaired in April 2022.

Councillor Jefferson asked when the lighting will be replaced on the bridge and suggested that the footbridge be resurfaced as part of the footpath resurfacing. Councillor Jefferson advised that the footbridge surface is uneven and a trip hazard. Councillor Lumley agreed to raise this, and the Clerk will contact Area 6 to request that the foot bridge be resurfaced.

2122/110 District Matters

Councillor Lumley provided an update on the Town Gateway scheme in Harrogate and recent issues with household waste and recycling collections in the district. He explained that the Covid-19 pandemic is still affecting services and if employees are required to isolate this can impact the ability to collect refuse as scheduled. He explained that household waste is prioritised over recycling and advised residents to sign up for up to date text alerts which will notify of any delays or changes.

The Council **resolved** to write to Harrogate Borough Council to highlight the issue, explaining that they understand the problems but requesting that if a particular area is missed from one collection it be prioritised for the next so that the same properties are not missed repeatedly.

2122/111 Planning Matters

a) Applications to Harrogate Borough Council

Resolved to submit the following comments:

- (i) 21/04323/FUL *Erection of detached stables at Kiln House, Wilsill, Harrogate, North Yorkshire, HG3 5EE*
No objections
- (ii) 21/03858/FUL *Conversion of loft including erection of dormer roof window to rear. Erection of single storey ground floor extension at 30 Greenwood Avenue, Pateley Bridge, HG3 5LS*
No objections
- (iii) 21/04549/FUL *Demolition of garage, Erection of two storey extension at New Causeway Farm, Fellbeck, Harrogate, North Yorkshire, HG3 5EW*
No objections
- (iv) 21/04338/FUL *Change of use of shop/cafe (Use Class E) to form single dwellinghouse (Class C3) at 37 High Street, Pateley Bridge, HG3 5JZ*
Pateley Bridge Town Council does not support nor object to the application but would comment that it is disappointing to lose a commercial property from the High Street.
- (v) 21/04613/TPO *Lateral reduction up to 4m, more like 2m in most areas (to the marked line in the attached photo) to 1no. Hybrid Poplar (T1) at 17 Springfield Way, Pateley Bridge, HG3 5PA*
Defer to the Arboricultural Manager at HBC.

b) Decisions by Harrogate Borough Council

Noted:

- (i) 21/03809/FUL *Erection of detached garage, store and home office (revised scheme) at Rocks Cottage, Brimham Rocks Farm, Brimham Moor Road, Summerbridge, Harrogate, North Yorkshire, HG3 4BF*
Approved subject to conditions

c) Enforcement matters

Noted:

- (i) *21/00483/PR15 Use of residential property for storage and distribution of building materials at 11 Bishop Close, Pateley Bridge, Harrogate, North Yorkshire, HG3 5LJ*

- d) Appeals: None
e) Other: None

2122/112 Play Area

- a) To receive the Annual Inspection report on the playground and consider any action required**

The annual inspection report had been circulated in advance of the meeting. The following issues had been identified and the Council **resolved** to instruct the caretaker to take the required action

Frog rocker – Tighten loose fixtures and fittings
Carousel rotator spinners – repair surface
Goal posts with nets - De-rust and coat with paint meeting EN 1176 - 4.1.1 [1998]
Goal posts surface - Remove hard, pointed & sharp projections
Carousel rotator - Repair surface - remove damaged section and re-seed the area
Basketball post – fit warning notice/ sticker

- b) To receive a verbal report on the playground and consider any action required**
Councillor Anson will conduct the next inspection

2122/113 Council Business

- a) To consider arrangements for having the bus shelter painted**

Resolved to ask the caretaker to paint the bus shelter with green masonry paint obtained from Todds, when the weather conditions are most appropriate.

- b) Caretaker Tasks for November**

The usual monthly tasks plus those identified during the inspection of the play area, painting the bus shelter and removing, and disposing of, an old notice board at the Millennium Green and replacing stones around the bastion. Also to repair the frame of the information board by the steps to the car park.

- c) To consider arrangements for the Remembrance Event in 2021**

Arrangements are going well and Councillor Holt had received copies of protocols and other useful information.

- d) To receive and consider terms of reference for the Policies Working Group**

Resolved to approve the terms of reference for the Policies Working Group.

- e) To receive amended guidance notes for the Mayor's Fund which are recommended by the Mayor's Fund Committee following a review of the criteria**

A minor amendment was suggested to the order of the guidance notes. Subject to this amendment the Council **resolved** to approve the Mayor's Fund Criteria and Guidance Notes.

- f) To receive an update on future displays at the Fox's Head Well and to consider any next steps**

Councillor Jefferson reported that she had spoken with Mr Holmes who had produced the original displays. She advised that Mr Holmes would permit the Council to use the existing displays if it could ensure that there would be no cost to parishioners. Councillor N Thompson confirmed that the displays could be stored at the Scout Hut free of charge. The Council acknowledged the importance of the displays to the local community and hoped that they could continue to be enjoyed. **Resolved** that Councillor Holt would contact Mr Holmes to explain the Council's plans for managing the displays.

g) To receive an update and consider arrangements for Councillor's surgeries

The next drop in surgery will be held in the meeting room at Nidderdale Plus on Saturday 20th November from 10am until noon. Councillor Holt and Councillor Leggett will attend. The event will be publicised on the website and social media.

h) To consider the Nidderdale Greenway extension draft feasibility study and any comments the Council wishes to make.

The Nidderdale Greenway extension draft feasibility study was considered. The Council agreed that at present there is no requirement to form a view in support, or otherwise, of the document.

i) To receive Crime and ASB Data for 29th September 2021 to 28th October 2021

Received and noted.

j) To receive an update on painting of mileposts

The mileposts will be painted, as agreed in September 2020, when weather conditions are favourable.

The Council agreed to add washing the milepost on Harefield Lane to the Caretaker's tasks.

k) To note that the Clerk's annual performance review was carried out on the 20th October

Noted.

2122/114 Correspondence

None

2122/115 Financial Matters

a) Accounts for Payment

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

- i. HBC: emptying of trade waste in September: £33.45
- ii. TP Jones: Payroll preparation July – September 2021: £54.00 (including VAT of £9.00)
- iii. Harrogate Borough Council: Transfer of Parking Permit payments: £84.00
- iv. Bishopside and Beverley Memorial Hall: Donation to refreshments on Armistice Day: £75.00
- v. YLCA: Clerk's attendance at Policies Training: £22.50
- vi. YLCA: Councillor C Thompson's attendance at Chairmanship Skills Training: £60.00
- vii. Clerk's salary payable 30th November 2021: Gross pay £1026, Net pay £957.48
- viii. Clerk's payroll expenses payable 30th November 2021: Working from home allowance £26.00 and contribution to internet £4.17 = £30.17
- ix. Payment to HMRC (November) Including Employee NIC and Employer NIC = £67.36

40/2021-2022

- x. Nest Pension payments (November 2021 - Employers contributions £30.78, Employees contributions £41.04): £71.82

b) Receipts

The following receipts were noted:

- i. 04/10/21 Garage rental: £35
- ii. 04/10/21 Civic Reception: £47.60
- iii. 05/10/21 Civic Reception: £23.80
- iv. 05/10/21 Civic Reception: £214.20
- v. 06/10/21 Parking Permits: £84 - transferred from Nidderdale Plus
- vi. 07/10/21 Civic Reception: £47.60
- vii. 25/10/21 HBC: Ice Cream Concession: £2437.50

c) Direct Debit payments

To note payments, made by Direct Debit:

- i. 29th October 2021: £71.82 – Nest Pensions

d) Budget

i. To receive budget monitoring to the 30th September

The bank reconciliation was received and noted

ii. To consider the draft budget for 2022-2023

The draft budget, as recommended by the Finance Committee, had been circulated with the meeting papers. No amendments were requested.

2122/116 Minutes/ Reports from Committees

a) To receive the draft minutes of the Finance Committee meeting held on Tuesday 19th October

Received and noted

b) To receive the draft minutes of the Mayor's Fund Committee meeting held on Tuesday 19th October

Received and noted

2122/117 Exchange of Information

Councillor Marshall advised that there was an issue with blocked gullies causing flooding on the road to Fellbeck. The Clerk will report this to Area 6.

Councillor Jefferson advised that the gully opposite the Spar is collapsed and needs reporting. Clerk to report.

Councillor N Thompson asked if a councillor would be available to judge the guys at the Scouts bonfire on Saturday 6th November. This would be resolved by email.

Councillor Leggett gave some information about how Filey Town Council manage benches and advised that he will conduct an inspection of benches in the parish. Councillor Leggett requested a future agenda item to consider preparing for the unitary authority.

Councillor Holt asked that councillors let him know if they will attend the Council's Christmas dinner by the 16th November.

2122/118 Parishioners' Representations

None

2122/119 Dates of next meetings

The Full Council meeting will be on Tuesday 7th December 2021 at 7.15pm