



PATELEY BRIDGE TOWN COUNCIL

The Council Chamber, King Street

Pateley Bridge, HG3 5LE

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MINUTES OF THE MEETING HELD ON 7 FEBRUARY 2023 AT 7.15PM IN THE COUNCIL CHAMBER.

Present:

Cllr. H. Jefferson (Acting Chair)	Cllr N. Thompson
Cllr D. Brackley	Cllr. J. Wright
Cllr. M. Holt	Cllr. J. Wardman
Cllr. J. Leggett	
Cllr S. Lumley	<u>In Attendance:</u>
Cllr D. Marshall	Clerk: Miss Suzanne Smith
Cllr C. Thompson	Councillor Murday (NYCC)

2223/168 Apologies for absence

Apologies were received from Cllr. Skaife.

2223/169 To receive Councillors' Declarations of Interest and consider any requests for dispensations

None

2223/170 Co-option of Councillor

Resolved: that Jonathan Wardman is co-opted on to the Town Council.

Cllr. C. Thompson kindly offered to lend Cllr. Wardman a laptop for one year and to provide him with IT tuition to enable him to carry out his duties as Councillor.

2223/171 Minutes

Resolved: that the minutes of the meeting held on the 3rd January 2023 are approved and signed as a correct record.

2223/172 Parishioners' Representations

- a) To receive representations from any parishioners present - none
- b) To receive written representations from parishioners and act on them as appropriate:

Cllr. Holt said he had received a phone call from a parishioner regarding the lighting on Greenwood Avenue. The large double headed lamp at the top of the road is not working, not yet having been connected. The parishioner requested that this information be passed on to NYCC.

Cllr. Jefferson that residents were complaining about the new bins down Nidd Walk, which were not being emptied. The solar bin on the High Street has been full since Saturday night.

Cllr. Lumley reported that HBC was aware of the problem and that the malfunction occurred if people put things on top while the bin is going through its compacting process. HBC had reported that this fault was very rare and that the issue in Pateley Bridge would be addressed by lunchtime the next day.

It was agreed that the bins would be monitored, the concern being that if there are problems now, they could be worse once the tourist season starts.

2223/173 Matters Arising

The Clerk's report was received and noted.

2223/174 County Matters

a) To receive a report

Cllr. Murday's written report was received and noted.

Cllr. Murday noted that while a decision had been made to keep the bus service going for now, it would be vulnerable in the future. He said it was important to persuade people to use the buses and he would be launching a campaign to that end.

Plans to set up a Youth Council are progressing well, with a meeting with students of Nidd High scheduled for the next day.

Cllr. Murday suggested that PBTC would be wise to engage in the consultation regarding the new NYC Parish Charter.

b) Possible introduction of a county wide 20mph zone in built-up areas.

Members discussed the pros and cons of 20mph zones. It was generally agreed that a change to 20mph zones around schools which currently have a speed limit of 30mph was desirable and is in fact already a NYCC policy.

The evidence of benefits is much less clear in terms of introducing a county wide 20mph zone in built up areas.

Cllr. C. Thompson reported that Glasshouses Village Association would like a 20mph zone through the village, especially near the school, as it is particularly dangerous. Members agreed. Cllr. Lumley confirmed that the provision for 20mph in such areas is already available. PBTC and Glasshouses Village Association can work with NYCC to achieve this.

Cllr. Murday said he would come back to PBTC with the information as to what is required to progress this matter.

2223/175 District Matters

With the devolution day fast approaching, Cllr. Lumley reported that he was very proud of HBC's legacy. Nidderdale Leisure Centre had just re-opened following refurbishment. He was sad to soon be leaving behind innovative projects, such as the redevelopment of the Hydro and the pools at Ripon and Knaresborough, which will benefit the public significantly.

2122/176 To consider **whether** to resolve that members of the press and public be excluded from items 2122/177 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature

Members felt this was unnecessary.

2223/177 Parking at the Showground.

Members considered the problems arising from the Agricultural Society's decision to award a 5-year contract for management of the showground car park to Creative Carparks. Many people had received fines which they felt were unfair; some were considering legal action.

Cllr. Murday suggested that if enough people complained to the British Parking Association (BPA) about Creative Carpark's unfair practices, their membership of this organisation may be suspended, which would mean they no longer had access to the DVLA database and so would not be able to obtain address details to fine people.

Generally, this is a private matter, though concerns were raised that the reputation of Pateley Bridge as a tourist destination may be marred by the bad publicity and experiences of people using the car park.

PBTC's interest in this relates to the parking permits, which are no longer valid in the showground car park. PBTC and BPC had not received any notice of this change, which had led to a difficult situation with permit holders. At a meeting earlier in the day, HBC Parking Manager had apologised for this failure. HBC had agreed to sell the permits for only £10 each rather than £12 when the scheme is launched again in 2023. Whether the £2 that will be saved will be kept as an admin fee for PBTC, BPC and Nidd Plus, or offered as a discount to permit holders was still up for debate.

2223/178 Planning Matters

a) Applications to Harrogate Borough Council

The following applications were considered and decisions resolved:

Application no.	Address	Details	PBTC Decision
22/04917/DVC ON	Cragg Hall Wilsill Methodist Chapel To Wysing House Wilsill North Yorkshire HG3 5EE	Application to vary condition 2 (approved plans) of planning approval 20/00791/FUL - Proposed Replacement Dwelling to allow the re-siting of the dwelling and elevational changes including alterations to fenestration and entrance arrangement	No objections
22/04896/FUL	Bishopside Farmhouse Blazefield Harrogate North Yorkshire HG3 5NG	Demolition of existing conservatory and erection of replacement garden room. Erection of porch. Replacing roof covering with natural blue slates. Erection of detached garage and stores.	No objections
23/00431/FUL	Hill Rise New Church Street Pateley Bridge Harrogate North Yorkshire HG3 5LG	Proposed single storey, lean-to side extension to form porch, utility, W.C. and external store. Timber shed to be removed.	No objections

b) Any other planning applications received between the publishing of the agenda and the meeting.

Members considered a pre-planning consultation relating to a proposed telecommunications base station installation at Scar House, Middlesmoor, Pateley Bridge, North Yorkshire, HG3 5SW. It would consist of a 25m lattice tower.

Concern was expressed about the impact this tower with its lighting would have in this dark sky area.

Some members felt that this disadvantage was outweighed by the benefits it would bring in terms of connectivity and eliminating mobile/internet black spots in the area.

Resolved: that PBTC is in favour of the principle of this tower (Cllrs Holt, Leggett and Wright voted against, Cllr. Jefferson abstained.)

Given the proposed tower is outside the parish, it was agreed that the Clerk should let Upper Nidderdale Parish Council of PBTC's comments.

The Clerk also committed to letting the applicants know of other potential stakeholders, such as the Nidderdale Facebook groups.

c) Decisions by Harrogate Borough Council

The following decisions were noted:

Application no.	Address	Details	HBC Decision
22/04613/FUL	Fairview Millfield Street Pateley Bridge Harrogate North Yorkshire HG3 5AX	Demolition of existing dwelling and erection of replacement	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS
22/04727/FUL	29 High Street Pateley Bridge North Yorkshire HG3 5AL	Single storey rear extension	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS
22/04468/FUL	Quarry House Blazefield Pateley Bridge North Yorkshire	Restoration of farmhouse to create dwelling.	REFUSE PLANNING PERMISSION
22/04566/FUL	North Pasture Farm Brimham Moor Road Summerbridge Harrogate North Yorkshire HG3 4BF	Conversion of barn to form dwelling	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS

d) Enforcement matters: none

e) Appeals: none

f) Other: Glasshouses Mill S106 – To receive any further details from Harrogate Borough Council's S106 and CIL Delivery Officer – none received.

2223/177 Play Area

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

Cllr. Holt said his inspections had shown that not much had changed since last month. One of the couplings was still quite rough despite being greased.

Cllr. Brackley said there was an issue with the bin bags left at the side of the road after emptying the litter bins at the site. HBC was no longer collecting the bags.

Given this was due to a change over to wheelie bins, it was agreed that the Clerk should ask the caretaker to take on this task.

Cllr. Holt noted that changes had been made to the inspection forms and that some copies of the new ones needed to be printed off for the inspection folder.

- b) **To confirm whether to implement an online form which could be used to log councillors' inspections of the site.**

Members decided to stick with the current system for now.

2223/178 Minutes/ Reports from Committees

The following minutes were noted:

- a) Minutes from the **Mayor's Fund Committee** meeting held on 19 January 2023
b) Minutes from the **Finance Committee** held on 19 January 2023
c) Details of the Meeting of the **Yorkshire Local Council Association Joint Executive Board held** on 21st January 2023.

Cllr. Holt confirmed his attendance at this meeting and gave a brief outline. He said that where a council feels it has a deficit in information, YLCA will soon bring back training for the whole organisation, rather than individual Members.

2223/179 Council Business

- a) **Caretaker Tasks for February.**

Cllr. C. Thompson reported a problem with brambles on the B6265 near Harefield Hall and said he would send the clerk a map showing where that problem is.

It was agreed that the caretaker that, alongside the bins at Glasshouses playground (discussed earlier) and the other outstanding things at the playground, the caretaker would be asked to carry out the regular caretaking duties.

- b) **Matters to bring before the upcoming JLC Meeting**

Members agreed that the Coronation and the sales of the cemetery field would need to be items for discussion at the next JLC meeting.

- c) **Quotes or estimates for replacement Christmas lights for 2023**

The Clerk said she had not yet received the anticipated. It was noted that some of the lights at the corner of Nidd Walk near the recycling bins were dangling quite low.

- d) **Matters relating to the Devolution.**

Cllr. Lumley said that now that we are close to the end of HBC, it was important to acknowledge the good support that HBC has given PBTC. PBTC needs to list those

things that HBC has provided and get reassurance from North Yorkshire Council that they will continue. Examples include the Christmas tree and the flower beds.

To this end, Cllr. Holt stressed the importance of each Member checking out the new NYC Parish Charter to ensure it meets requirements and has no obvious omissions.

Cllr. Lumley noted that under the new structure, Pateley Bridge will fall under the Skipton and Ripon Constituency and will no longer be affiliated so closely with Harrogate. Being part of the Craven district will lead to lots of unknowns and it is not clear how that will transpire.

e) **Proposal for the Fox's Head Well Easter Display.**

Cllr. Thompson reported on his meeting with a representative from the Men's Shed and the Rev. Daryll Hall. The three proposed a seasonal display in silhouette with rear lighting and a Perspex front to protect it. They suggested a separate banner with Happy Easter may be appropriate.

Resolved:

- i. that the idea is adopted, but without the banner
- ii. that awareness of the project is raised on the website, through social media, the press and in the next newsletter, which will provide discreet acknowledgement of the Men's Shed creative role in the project and their partnership with PBTC
- iii. that the display will be in place for a week either side of Easter
- iv. that the Men's Shed will be asked if they could include a Sceptre/orb to acknowledge the Coronation
- v. that the Men's Shed is offered £300 to carry out the project
- vi. that PBTC seeks assurance from the Men's Shed that the Perspex screen could be preserved and used for future projects.

f) **Potential Mayor's Ball in 2023 to raise money for the Mayor's Fund**

Members generally felt that it was too late to organise a ball for 2023, but also questioned whether such a formal occasion continued to be the right type of fundraiser. Other possibilities included a disco, Bollywood Night and outdoor summer fair at the Rec.

It was agreed that Members should think about the possibilities and that a meeting of the Mayor's Fund Committee should be held to discuss the matter further.

Members also raised the question of whether the Mayor's Fund should become a charity for fundraising purposes, and it was agreed that Cllr. Murday should be approached to see if he had found out further information about this, as previously discussed with him.

g) **Highway updates from NYCC**

The Clerk said she had no matters to report on.

h) **Feasibility of creating allotments in Pateley Bridge.**

Given that there is a waiting list of 20+ for allotments in the area, Members considered whether PBTC should look at the feasibility of increasing the supply of them by creating new ones in Pateley Bridge. The only ones currently are in Glasshouses.

The Cemetery field had been muted as a possibility in the past, but Cllr. Holt felt that there would be many issues with this site, not least the lack of water supply. Another place in the town may be preferable.

It was agreed that an initial first step would be to ask the Chair of the Allotment Society if in principle it felt expanding the supply of allotments to include some in Pateley Bridge would be a good idea.

- i) To consider whether to amend the Terms of Reference for the Mayor's Fund Committee to include how many councillors must be present for the meeting to be quorate.

Resolved: that the terms of reference are amended to include a clause confirming that 3 members need to be present for the meeting to be quorate.

- j) **Management and Checking of the Defibrillators**

Cllr. C. Thompson questioned whether PBTC could have one login on "The Circuit" for both defibrillators.

He also informed Members of his experience with the Glasshouses Village Association defibrillator, where a fundamental fault with the defibrillator was only discovered by chance after the battery had to be re-installed following a cabinet leak. Given that the normal checks had not flagged this fault, with the defibrillator indicator lights all showing that the defibrillator was ready for use, Cllr. Thompson suggested that it may be wise to occasionally remove batteries as part of the checking process, as the resulting re-boot initiates a test of the shock button. Otherwise, he feared that a defibrillator may not work in an emergency situation.

It was agreed that advice should be sought from the Community Defibrillation Co-ordinator with the Community Resilience Team at Yorkshire Ambulance Service.

- k) **Wi-Fi repeater for the Council Chamber to improve the signal.**

Members welcomed Cllr. C. Thompson's offer to install a Wi-Fi repeater in the Council Chamber to see if it strengthens the signal and makes it more useable. The Council could consider purchasing one if it makes a difference.

- l) **Raikes Foundation**

It was reported that a decision had been made to make all the Lupton trustees governors of the Raikes.

2223/180 Correspondence

The following were received and noted:

- a) **Yorkshire and Humber Climate Commission** – request to complete a survey <https://www.surveymonkey.co.uk/r/8L8G67F> and invite to attend a meeting on Thu. 23rd March to find out more about the YHCC's work – email received on 25 January 2023 from the Team Support and Member Liaison Officer at Yorkshire Local Council's Association (YLCA).
- b) North Yorkshire County Council (NYCC) is holding a one hour online meeting on Monday 13 February at 6:30pm to look at the **Climate Change Strategy Draft for Public Consultation**. Details of how to join available on request – email received on 25 January 2023 from Team Support and Member Liaison Officer at YLCA.
- c) Notice which shows North Yorkshire County Council's intention to pass a resolution at a meeting on the 7 February 2023, in relation to **adopting the provisions of Part II**

- of the Local Government (Miscellaneous Provisions) Act 1976** – email received from Democratic Services at Harrogate Borough Council.
- d) **Invitation to participate in the Parish Charter Consultation** – email received from the Chief Executive, NYCC.
Members agreed that they would have a look at this as individuals.
 - e) **Netherdale consulting with PBTC – email received from the Allocations Team Leader** at Harrogate Borough Council.
Cllr. Jefferson noted that there was a vacancy at no. 3. The Netherdale and HBC Allocations team had committed to talk to PBTC.
 - f) **Knife Amnesty** – email received on 13 January 2023 from the Community Safety Officer, Harrogate Borough Council.
 - g) **Harrogate Branch Meeting of YLCA** – online meeting scheduled for 6.45pm on 20 February 2023 ([Register here](#)) – email received on 6 January 2023 from the Administration Officer, YLCA.
 - h) **Urban Highway Grass Cutting 2023/24** – offer for the Town Council to take over grass cutting responsibilities in the parish and receive a funding from NYCC – letter dated 26 January 2023 received from the Assistant Director, highways & Transportation, NYCC.
 - i) **Changes to Bus Services Operated by North Yorkshire County Council** – to receive a summary of changes to bus services across the whole of North Yorkshire – email received from the Team Support & Member Liaison Officer, North Yorkshire County Council.
 - j) **Rural Community Matters** – to consider whether councillors would like to join 'sounding boards'. One sounding board relates to issues facing older people in rural communities, the other relates to issues facing young people in rural communities – email received on 6 January 2023 from the Director, Rural Services Network.

2223/181 Financial Matters

a) Financial Software

The Clerk tabled 3 quotes for financial software which would improve reporting, internal controls and efficiency.

Resolved: that PBTC adopts Scribe software, with set up costs of £247 and ongoing costs of £29 per month. (Cllr. Leggett abstained)

b) Rental for The Knott

Members considered the unpaid rent at The Knott.

Resolved: that a carefully worded reminder is sent letting the owners know that if payment is not received the agreement may be reneged.

c) Application for Funding for a Warm Space at St. Cuthbert's Church

Members were a little divided on whether this would set an unhelpful precedent and whether it should be considered instead by the Mayor's Fund. However, on balance it was agreed that it was appropriate for PBTC to help residents in this way.

Resolved: that £200 is donated towards the Warm Space initiative (Cllrs. Jefferson, Marshall and N. Thompson abstained, Cllr. Leggett voted against.).

d) Accounts for Payment

The following payments were approved and noted:

	Payee	Description	Net Amount (ex. VAT)	Actual Payment (inc. VAT)
1	Clerk	January 2023 net Salary - includes Work from home allowance £26+ Contribution to Internet £4.17	N/A	£1,701.09
2	HM Revenue & Customs	Employer and employee tax and NI Contributions	N/A	£0
3	NEST	Employer and employee pension contributions	N/A	£77.28
4	Clerk Expenses	Trade waste refund and mobile	£34.15	£36.40
5	YLCA	Councillor J. Wright training - Highways and Streetlighting webinar	£25.00	£25.00
6	J E Benson	Caretaking	£2,306.00	£2767.20
7	Vision ICT	Website hosting and support April 2023-March 2024	188.13	225.76
8	Nidd Plus	Room hire for car park meeting	£10.00	£10.00
9	St. Cuthbert's	Warm Space grant	£200.00	£200.00
10	Scribe	Accounting software (set up and first month)	£247.00	£331.20

e) **Receipts**

3 January 2023 - CJP Landscapes – garage rental - £35.00

9 January 2023 – Christmas lights donations - £70.72.

f) **Direct Debit payments**

31 January 2023 - NEST – pension contributions - £77.28

3 February 2023 – Vodafone - £6.67 ex VAT.

2223/182 Mayor's Report

They Mayor was not present at the meeting.

2223/183 Exchange of Information/Items for Future Meetings

Cllr. Wardman reported the following:

- Trees are growing in the stonework on the bridge
- A holly tree is starting to grow at the steps at Nidd Walk
- There are potholes on the footpath below the Railway Cottages
- The display board on Panorama View is rotten. It was agreed that the caretaker could have a look at this.

Cllr. C. Thompson reported that nothing has been done about the issues reported on the footpath between Pateley Bridge and Glasshouses. This is a dangerous public hazard. The Clerk committed to chase this up with NYCC.

Cllr. N. Thompson questioned whether the light outside the Pancake House is working properly. The Clerk said she would look into this.

Cllr Jefferson noted that the light on King Street is also out.

2223/184 Parishioners' Representations - none

2223/185 To consider **whether** to resolve that members of the press and public be excluded from items 2122/186 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature (commercially sensitive).

This was not felt to be necessary.

2223/186 Sale of Cemetery Field

Resolved: that PBTC accepts HBC's offer to purchase the cemetery field, subject to Bewerley Parish Council being in agreement.

2223/187 Dates of next meetings

The following meetings and dates were noted:

- 1) Joint Liaison Committee Meeting at 6.45pm on 20 February 2023 at Colbeck House, Church Street, Pateley Bridge, HG3 5LB
- 2) HG Committee Meeting (date and time to be confirmed)
- 3) Full Council Meeting on Tuesday 7th March 2023. (Cllr. Marshall gave her apologies.)