



PATELEY BRIDGE TOWN COUNCIL

The Council Chamber, King Street

Pateley Bridge, HG3 5LE

Tel: 07751 571 374 Email: clerk@pateleybridgetowncouncil.gov.uk

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

Present:

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

2223/188 Apologies for absence

Cllr. D. Marshall

2223/189 To receive Councillors' Declarations of Interest and consider any requests for dispensations - None

2223/190 Minutes

Resolved: that the minutes of the meeting held on the 7th February 2023 are approved and signed as a correct record.

2223/191 Parishioners' Representations

- a) To receive representations from any parishioners present
- b) To receive written representations from parishioners and act on them as appropriate:
 - i. A resident had informed the Council that Wilsill bus shelter had had one of its windows smashed. Additionally, it needed some maintenance work to preserve the timber.
The Clerk said that she had asked the caretaker to board up the window to make it safe as soon as possible. In addition, she had asked him a quote to treat the timber.
 - ii. Cllr. C. Thompson said a resident had raised concern about Glasshouses village green, which has a lot of bare patches. The resident had said they would be happy to rake the grass and re-seed it if PBTC paid for the seed. Members welcomed this.

2223/192 Matters Arising

The Clerk's report was received and noted.

2223/193 County Matters

a) To receive a report

Cllr. Murday tabled his report, which had previously been emailed to councillors.

The Youth Council is progressing well, with school assemblies being addressed about it. The proposal is for youth council meetings to be held on alternate Tuesdays in the council Chambers. Volunteers with DBS clearance will be required to sit with them.

Cllr. C. Thompson emphasised how important he feels the youth councils are in terms of engaging the future generation. He urged other councillors to also get involved.

Some thought will need to be given to determine the best way to carry out the DBS checks for those that are interested, but it may be best organised through the Town Council.

Cllr Murday noted that the Red Brae Bank route is still traffic light controlled. The contractors are looking to shore up the underground works for the northern side of the carriageway. He was concerned that the tractor rally was due to go up Greenhow that coming Saturday; he said he would find out whether Highways know and have some contingency plans in place.

Cllr. Jefferson noted that lots of lorries are going through Pateley, and the weight restriction sign appears to have disappeared. Cllr. Murday said he would investigate this.

Cllr. Murday informed members that HBC stress test headstones every 2 years to ensure they are safe. He is worried about whether this will carry on after devolution. He noted also that St. Mary's cemetery is running out of space and suffering from a lack of volunteers.

Members informed Cllr. Murday that NYCC had put up a sign on the footpath on the right-hand side of the bridge warning of dangers. This suggests that NYCC has taken responsibility and they should in fact take some action to make the bridge safe.

The demise of the original Pateley Bridge Chamber of Trade was discussed. While the members of this organisation had cited a lack of interest by town residents and businesses, Cllrs. Lumley and Jefferson were able to confirm that there was in fact a lot of interest, but no confidence in the current regime. Going forward, there is a new group of keen volunteers who will take over the role of the Chamber of Trade.

Cllr. Murday confirmed that he had initiated the process of getting a 20mph zone in Glasshouses.

b) Repainting of double yellow lines in Pateley Bridge High Street

Cllr. Thomson raised this issue with Cllr. Murday. It had previously been reported to NYCC, but no action had been taken. This was getting more urgent, with the existing lines increasingly faded and people breaking the law as a consequence.

c) Public safety hazards on the riverside footpath to Glasshouses

Cllr. C. Thompson said he had advised Cllr. Murday of the ongoing hazards, which had still not been sorted out despite being a clear danger to the public and being reported many times by different organisations.

Cllr. Murday said he had already emailed Area 6 about this, and he would follow it up.

2223/194 District Matters

Cllr. Lumley noted that this was his last representation from HBC; he finishes at the end of the month. The last cabinet meeting has already taken place and the last full council meeting is coming up. The Annual Assembly will be the last week of the month.

He said he had enjoyed his time at HBC and thinks HBC has served PBTC well. He hopes that the good practice at HBC will be adopted by the new North Yorkshire Council.

He stressed the importance of putting forward the list of ways in which HBC had supported PBTC and the parish to NYCC to seek confirmation that the same service will continue under NYC. The Clerk said she had the list ready to send.

He noted that Pateley Bridge would be in a strange position following devolution. While in many ways, the town will continue to be served by Harrogate teams, it will in future fall under the Skipton and Ripon constituency. It is not yet clear how everything will be rearranged under NYC.

All Members of the Council wished to put on record their appreciation to Cllr. Lumley for acting as the HBC representative for the past 11 years.

2223/195 Planning Matters**a) Applications to Harrogate Borough Council**

The following application was considered:

Planning Reference	Proposal	Address	PBTC Decision
6.49.750.C. DVCON	Variation of Condition 2 of Planning Permission 22/03819/DVCON - Variation of Condition 2 (approved drawings) of Planning Permission 22/00626/FUL - Demolition of existing balcony and erection of replacement single storey extension on footprint of balcony - Revised scheme.	Linton House Ripon Road Pateley Bridge Harrogate North Yorkshire HG3 5NJ	No objections

b) Decisions by Harrogate Borough Council

The following decisions by HBC were noted:

Planning Ref	Proposal	Address	HBC Decision
<u>22/04917/</u> <u>DVCON</u>	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	Cragg Hall Wilsill Methodist Chapel, To Wysing House Wilsill, HG3 5EE	Grant planning permission subject to conditions.
22/04896/ FUL	Demolition of existing conservatory and erection of replacement garden room. Erection of porch. Replacing roof covering with natural blue slates. Erection of detached garage.	Bishopside Farmhouse Blazefield Harrogate North YorkshireHG3 5NG	Grant planning permission subject to conditions.

22/04629/ FUL	Conversion of redundant barn and outbuilding to form a single dwelling and associated accommodation.	Cragg Hall Wilsill Methodist Chapel To Wysing House Wilsill HG3 5EE	Application has been withdrawn
------------------	--	---	--------------------------------

- c) **Protecting Dark Skies in the Nidderdale Area of Outstanding Natural Beauty- Supplementary Planning document (SPD)** – Notification of consultation being carried out by Harrogate Borough Council on this document which will provide help and guidance for projects involving external lighting in the AONB.

Given the varied opinions of Members which would make it hard to determine an official PBTC response, it was agreed that members would respond individually.

- d) **Enforcement matters:**

23/00057/PR15 – (Planning refs 22/03526/COU 21/04285/COU 16/00621/FUL) - Potential change of use from public house to short term visitor accommodation – The Birch Tree Inn, Lupton Bank, Glasshouses – noted.

- e) **Appeals:**

APP/E2734/W/23/3315914 - Application to discharge the Section 106 Obligation in relation to planning permission 94/00552/OUT - Springfield Grange, Old Church Lane Pateley Bridge HG3 5LY – noted.

- f) **Glasshouses Mill S106** – No further updates have been provided by Harrogate Borough Council's S106 and CIL Delivery Officer.

- g) **Tree Preservation Order TPO 12/2023 on 2 sycamores** – Mill Yard, Mill Lane, Pateley Bridge. The order took effect, on a provisional basis, on 15 February 2023. It will continue in force on this basis for a further six months or until HBC confirms the order – noted.

2223/196 Play Area

- a) **Verbal report on the playground and action required.**

Cllr. Brackley said nothing had changed. There is a broken and fallen branch at the back of the fence that is between the play park and the beck. The Clerk said she would ask the caretaker to remove it.

It was agreed the caretaker would be chased up about the re-painting of the goal posts, then subsequently asked to replace the nets.

Cllr. C. Thompson volunteered to inspect the playground next month.

2223/197 Minutes/ Reports from Committees

- a) **Nidderdale Safer Neighbourhoods Group** – Meeting held on 1st March 2023 – noted, though no Members had attended.

- b) **JLC meeting held on 7 March 2023**

Following the earlier JLC meeting, Cllr. Lumley noted that PBTC needed to make a firm decision on whether to jointly hold a 'Big Lunch' event to celebrate the HM King Charles III's coronation. The total cost would be in the region of £700 to be split between PBTC and BPC.

It was not clear whether there would be any external funding available for this event, but the entertainment needed to be booked as soon as possible.

Resolved: that PBTC is happy to proceed and to spend up to £500 on this event. (Cllr. Leggett abstained.)

2223/198 Council Business

a) Caretaker Tasks for March.

The Clerk confirmed that the following tasks had been assigned to the caretaker. He would start work on these on Monday 13th March.

- Emptying the rubbish from the bins at Glasshouses play park.
- Boarding up the window at the vandalised Wilsill bus shelter and providing PBTC with a quote for treating the wooden structure.
- Looking at the notice board on Panorama walk and providing PBTC with a quote for restoring it.
- Cutting the brambles back on B6265 near Harefield Hall.
- Treating and painting the goal posts at Glasshouse playground and subsequently replacing the nets.

Beyond this, it was agreed that the caretaker should be asked to carry out the routine tasks.

b) Complaints received about unfair parking fines at the showground car park.

Members noted the multiple emails and phone calls received from residents and visitors to Pateley Bridge complaining about unfair fines received after parking in the showground car park. BPC and Nidd Plus had also received large numbers and had had to help some people to appeal.

Members expressed concern about the impact this will have on the reputation of the town, especially if there are bad reviews on Tripadvisor or social media.

It was agreed that PBTC must continue to make sure that the Agricultural Society is made aware of every approach of this nature.

In addition, recipients of unfair fines should be asked to forward the details to the British Parking Association. This organisation has the right to withdraw the management company's access to the national database of car registrations/contact details in the event of unfair practice.

Cllr. Lumley noted that while initially the signage was not sufficient, it is now completely compliant.

On the good side, the grace period had just been extended from 10 minutes to 20 minutes, which should save many people from getting fines.

c) Sale of parking permits on Saturday 25 March 2023

Members discussed the arrangements for the sale of the permits.

d) Matters arising from the JLC meeting, including confirming the proposed Coronation celebrations

See minute 2223.197.b

e) Quote received for the replacement Christmas lights for 2023

Members noted that if all the elements of the quote were approved, it would lead to a significant overspend in this budget category.

It was agreed that the Clerk would seek clarification on the following points:

- i. Were the prices quoted for the Fox Head Tree and Christmas Tree the wrong way round?
- ii. Given it is early in the year, could some of the lights be bought in a sale, thus reducing the price?
- iii. Are there any other ways in which the price can be reduced given the budget constraints.

Members also noted that the lights on the bridge need to come down and the ones above the Recycling point need to be put higher up and on firm branches (rather than twigs).

f) **Proposed 20mph zone through Glasshouses**

This had been discussed earlier in the meeting and good progress was being made.

g) **Matters relating to the Devolution**

None.

h) **Matters relating to the Fox's Head Well Easter Display**

The Clerk said that the display was due to go up on Monday 27-29th March and would be taken down a week after Easter. The plastic cover could be re-used for future projects.

While it was not appropriate to include an Orb and Sceptre in this display, Cllr. Holt questioned whether another display could be put up for the Coronation. It was agreed that this should be discussed at a future meeting.

i) **To finalise a list of services/support provided by Harrogate Borough Council with a view to seeking confirmation from NYC that these will continue following the devolution.**

The following list was approved by the Council for submission to Cllr. Murday.

- 1) Grass cutting of public areas
- 2) Seasonal planting of formal flower beds
- 3) Maintenance of shrub beds
- 4) Maintenance and cleaning of public toilet facilities
- 5) Maintenance of children's play equipment in the recreation ground
- 6) Grass cutting and tree maintenance in the recreation ground and sports field
- 7) Street cleaning, including annual pressure washing of the High Street
- 8) Supply, installation and decoration of two Christmas trees in the High Street
- 9) Grant funding (matched by the community/PC) for Christmas lights
- 10) Grants for national/community celebrations and sports events
- 11) Provision of residents parking permits.

j) **To further consider whether PBTC will assess the feasibility of creating allotments in Pateley Bridge.**

Members discussed the possibility of extending the current allotment site by purchasing some land next to it.

It was agreed that Members would give this some more thought and this would come back on a future agenda.

k) **Request from a member of the public to have a memorial bench on Wath Lane, Pateley Bridge**

Members generally agreed that there were plenty of benches at this site already. However, as there is a plinth there that is currently unused, this may be an opportunity to allow one final bench to fill that gap.

Resolved: that the member of the public is offered the opportunity to commission a bench. They would have to pay for the construction costs of the plinth and the full cost of the Glasdon bench (to match the specification previously agreed). (Cllr. Leggett voted against).

After this final bench, any future requests for bench will see members of the public having to adopt an existing bench.

l) **Matters arising from the closure of Pateley Bridge and Nidderdale Chamber of Trade, including a request from Visit Nidderdale to take over the Chamber of Trade noticeboard.**

Cllr. Leggett had spent some time looking at the ownership of the noticeboard. It did not belong to Pateley Bridge Town Council and the Chamber of Trade had used it since 1998.

The Clerk was asked to point the enquirer in the direction of The Chamber of Trade to see if she can make arrangements with them for its future use.

m) **Feedback from the Yorkshire Ambulance Service about concerns raised about the defibrillators.**

Cllr. C. Thompson said that he had not yet had feedback about the concerns he had raised, but he knew that this had been escalated higher up the company.

n) **Raikes Foundation** – nothing to report.

2223/199 Correspondence

To following were received and noted:

- a) **UK Shared Prosperity Fund** - This fund aims to improve pride in place and increase life chances across the country, investing in communities and place, supporting local business, and people and skills – expressions of interest for projects are invited.

It was agreed that the Clerk would look into this to see if there was any scope to raise money for work on the Millennium Green pond.

- b) **Great British Spring Clean 2023**- invitation to take part received from Keep Britain Tidy on 23 February 2023
- c) **Rural Cost of Living Household Survey** – invite for as many residents as possible to take part before the closing date on 31st March 2023 email received from the Rural Services Network on 22 February 2023.
- d) **NALC Parliamentary Briefing on the Levelling Up and Regeneration Bill** – email received from NALC on 20 February 2023 and previously forwarded to all Councillors.
- e) **The Church in the Dale and the Nidderdale Climate + Environment Group**, invite to local councillors on Thursday 30th March, 6.45pm at Summerbridge Methodist Church to a showing of the film 'The Letter' at 7pm, and for a short discussion on

what we could do in the Dale to support the local ecology and environment – email received 7 February 2023.

2223/200 Financial Matters

a) Rental for The Knott

To consider what action to take in relation to unpaid rent (and collapsed boundary wall) at The Knott following receipt of an email from the current resident.

Members considered the correspondence received. Before accepting the resident's offer, it was agreed that the Clerk should contact NALC to discuss the legalities of renting out common land and the duties to carry out maintenance work.

It was suggested that AONB may be able to help with restoring the wall, if appropriate.

b) Payment of Rental for the Land under Wilsill Bus Shelter

To confirm that the Council is happy to make back payments for the land, at the agreed rental rate of £5 for 5 years. (Total to be paid to bring us up to date is £15).

Members agreed that this is acceptable.

c) Accounts for Payment

The following payments were approved:

	Payee	Description	Net Amount (ex. VAT)	Actual Payment (inc. VAT)
1	Clerk	March 2023 salary. <i>See Minute 2223.206 below.</i>	N/A	£2037.87
2	HM Revenue & Customs	Employer and employee tax and NI Contributions. (HMRC credit has now been used up.) <i>See Minute 2223.206 below.</i>	N/A	£193.21 (actual owed was £756.54 but we were in credit by £563.33)
3	NEST	Employer and employee pension contributions <i>See Minute 2223.206 below.</i>	N/A	£182.91
c.8	Clerk Expenses	Trade waste refund mobile, printer cartridges	£73.21	£75.46
4	Microsoft	Annual MS Office subscription	£112.80	£135.36
5	Vision ICT	SSL Certificate Renewal	£50.00	£60.00
6	Memorial Hall	Armistice Day refreshments	£75.00	£75.00
7	Sam Hesselden Ltd	Peppercorn rent for land under Wilsill bus shelter	£10	£10

d) Receipts

The following receipts were noted:

3 February 2023, 3 March 2023 - CJP Landscapes – garage rental - £35.00

21 February 2023 – Christmas lights donations from Just Giving – £340.95

21 February 2023 – Parking permits cash payments via Nidd Plus - £24.00

e) Direct Debit payments

The following direct debits were noted:

28 February 2023 - NEST – pension contributions - £77.28

3 March 2023 – Vodafone - £6.67 ex VAT

2223/201 Mayor's Report

The Mayor reported that it had been very quiet. The Mayor Elect, Cllr. C. Thompson, was going to attend HBC's last civic event in his stead, and another one at Menwith Hill the day after.

He also said that he would be unable to make the May Day event in Glasshouses. Cllr. N. Thompson agreed to attend in his place.

2223/202 Exchange of Information/Items for Future Meetings

Cllr. Leggett raised the vacancy on the Town Council, which had come about following the resignation of Cllr. Wardman. So far, no interest had been expressed to the Clerk or any members.

Cllr. Thompson raised concern about a Yorkshire Water manhole on Ripon Road opposite the Methodist Church as you come into Pateley Bridge which is making a racket when people drive over it.

Cllr. C. Thompson said that Cllr. Holt has generously agreed to be deputy mayor for the 2023-24 civic year.

Cllr. Wright said she has been appointed to be on the AONB Joint Advisory Committee.

2223/203 Parishioners' Representations – none

2223/204 To resolve that members of the press and public be excluded from items 2122/205 and 2122/206 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature (commercially sensitive, personal details).

This was not considered to be necessary.

2223/205 Sale of Cemetery Field

Further to the decision to sell this field to HBC, it was agreed that HBC should pay the legal costs involved with the process.

2223/206 Clerk's Working Hours

The Clerk left the meeting for the duration of this discussion.

Members considered a proposal coming out of the preceding HR Committee meeting.

Resolved:

- i. that the Clerk's hours are officially raised to 70 a month.
- ii. That the Clerk is paid the 72 hours of back pay that she is owed, comprising of extra hours and annual leave she has not been able to take.

2223/207 Dates of next meetings

- 1) Joint Liaison Committee Meeting at 6.30pm on 17th April 2023 at Colbeck House.
- 2) Full Council Meeting on Tuesday 4th April 2023.

The meeting closed at 21:30