



PATELEY BRIDGE TOWN COUNCIL

The Council Chamber, King Street

Pateley Bridge, HG3 5LE

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**MINUTES OF THE MEETING HELD ON 4 APRIL AT 7.15PM IN THE COUNCIL CHAMBER.**

Present:

Cllr. I. Skaife (Chair) Cllr. H. Jefferson Cllr D. Brackley Cllr. M. Holt Cllr. J. Leggett	Cllr C. Thompson <u>In Attendance:</u> Clerk: Miss Suzanne Smith Councillor Murday (NYCC) One member of the public: Chris Hawksworth
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**2223/208 Apologies for absence**

Cllr. N. Thompson – visiting family

Cllr. S. Lumley – ill

Cllr. J. Wright - ill

**2223/209 To receive Councillors' Declarations of Interest and consider any requests for dispensations - None**

**2223/210 Minutes**

**Resolved:** that the minutes of the meeting held on the 7<sup>th</sup> March 2023 are approved and signed as a correct record.

**2223/211 Parishioners' Representations**

- a) **Representations from any parishioners present:** none
- b) **Written representations from parishioners:** none

**2223/212 Matters Arising**

The Clerk's report was received and noted.

Cllr. Leggett noted from the Clerk's report that a meeting was due to be held with the Royal British Legion. He suggested that it might be a good idea if the Clergy announced who was laying the wreaths as they did so on Armistice Day. Members agreed. The Clerk said she would raise this.

County Cllr. Murday raised the handrail which had still not been installed. He agreed that he would chase this up as this is now North Yorkshire Council's responsibility.

**2223/213 County Council Matters****a) County Councillor's Report**

Members had received Cllr. Murday's report ahead of time.

Cllr. Murday noted that the first youth council meeting is on 24th April. The DBS process can be done through NYC. He said that if any volunteers from PBTC would be very welcome.

**b) Repainting of double yellow lines (heritage style) in Pateley Bridge High Street**

Cllr. Murday confirmed that NYC will inspect the lines to ascertain whether they meet the intervention level.

**c) Public safety hazards on the riverside footpath to Glasshouses**

Cllr. Murday said that NYC rights of way officers had committed to coming out and taking a look at the issues raised. Where liability was private, it would take the necessary action to ensure that the necessary work was carried out.

*The Chair suspended the meeting to allow Chris Hawksworth to speak.*

Mr Hawksworth said that several trees had fallen down in Goyt wood – at the Glasshouses end of the Riverside footpath. There are two over by the bridge that are leaning really badly. The removal of the fallen trees has made the remaining ones more vulnerable.

*The Chair re-opened the meeting.*

**2223/214 Planning Matters****a) Applications to Harrogate Borough Council**

To consider the following planning applications:

	<b>Planning Ref</b>	<b>Proposal</b>	<b>Address</b>	<b>PBTC Decision</b>
1	<a href="#">23/01074/TPO</a>	Fell 1 no. Hybrid Poplar (noted as Lime), believed to be either Populus Robusta or Populus Nigra of Tree Preservation Order No. 04/1978. Tree has outgrown location and poses a risk. In 2022 a branch 15ft in length with a diameter of approx 5 inches fell into the garden. Propose to replant with a more suitable specimen for the location.	The Rowans 2 Yeomans Mount Pateley Bridge Harrogate HG3 5NZ	Pateley Bridge Town Council believes that whatever is recommended by the professional Arboriculturist in their consultation report should be adhered to.
2	<a href="#">23/01152/FUL</a>	Single Storey Conservatory Extension	Church Green Old Church Lane Pateley Bridge Harrogate HG3 5LZ	No objections

**b) Decisions by Harrogate Borough Council**

The following decisions were noted:

<b>Planning Ref</b>	<b>Proposal</b>	<b>Address</b>	<b>HBC Decision</b>
<a href="#">22/04896/FUL</a>	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 HG3 5NG	Grant planning permission subject to conditions.
<a href="#">22/04896/FUL</a>	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 HG3 5NG	Grant planning permission subject to conditions.
<a href="#">23/00431/FUL</a>	Proposed single storey, lean-to side extension to form porch, utility, W.C. and external store. Timber shed to be removed.	Hill Rise New Church Street Pateley Bridge Harrogate HG3 5LG	Grant planning permission subject to conditions.

c) **Enforcement matters:** none

d) **Appeals:** none

e) **Glasshouses Mill S106 – To receive any further details from Harrogate Borough Council’s S106 and CIL Delivery Officer – none received.**

*The chair suspended the meeting to allow Chris Hawksworth, owner and representative of the Developer at Glasshouses Mill, to speak to this item.*

Mr Hawksworth detailed where the developer was at in terms of the Glasshouses Mill development and the S106 agreement.

After completion of 31 dwellings, an advert to find people to run the new village shop, (due to be located in the basement) had to be advertised. In 2 years, there have been no interested parties.

The development has been halted pending agreement and answers from the local authority on how the affordable housing requirements will be met. Stage 2 of the development cannot be commenced until that has been sorted out.

Indeed, there is maintenance work that really needs to be carried out, but the developer’s hands are tied at the moment.

Other commitments, such as the provision of a management company and spending money on the National Grid to support the new properties, were all in hand.

The S106 money, including the circa £139,000 to be spent on Glasshouses School, open space commitments (circa £34,360) and commitment to Glasshouses Village Hall (circa £41,000), are available. However, for cash flow reasons, the Developer needs to be able to build some more properties before this money is released.

The Directors have as of now not received a single penny from this development and do not expect to do so until the end stage.

Mr Hawksworth asked for PBTC's support as he felt that the Developer had reached an impasse with the local authority and was struggling to find a way forward.

Cllr. Murday agreed to speak to the relevant person at NYC as a starting point to see if some progress could be made.

Cllr. Holt thanked Mr Hawksworth for coming to the meeting. He observed that he and others would feel very reassured by this, as there had been concern raised when the S106 invoice issued by Harrogate Borough Council had not been paid. It was very helpful to understand the reasons why and to know that the S106 money was still in place.

Mr Hawksworth also raised the Red Brae Bank lights, which had now been there for 4 years. Cllr. Murday provided an update.

*Mr Hawksworth left the meeting.*

### **2223/215 Play Area Report**

Cllr. C. Thompson reported that the pitch was very waterlogged. The swing pivots could still do with being greased. The bins were empty. The goal posts were still rusting.

The safety sign which the caretaker had been due to re-fix had disappeared and will need to be made again.

He volunteered to inspect the playground again next month.

Cllr. C. Thompson also noted that he knew someone who may donate their Astro turf to the Town Council, if the Council would be interested in it for the playground. A proper foundation would need to be prepared. Members were interested in this idea.

### **2223/216 Minutes/ Reports from Committees**

The following were noted:

- a) Minutes of the HR Committee meeting held on 7 March 2023
- b) Minutes of the Joint Liaison Committee held on 7 March 2023
- c) Minutes of the Millennium Green Trust held on 7 March 2023

### **2223/217 Council Business**

#### **a) Caretaker Tasks for April.**

As well as the usual jobs, the following were agreed:

1. Refurbishment of Wilsill bus shelter
2. Refurbishment of the notice board on Panorama Walk
3. Removal of rubbish from outside the Scout Hut (in and around a large blue bag).

#### **b) Coronation Event on 7 May 2023**

The Clerk reported that preparations for this event were in hand. However, publicity could not be fully implemented until formal approval to go ahead with an event had been received from NYC.

Cllrs. Brackley, Holt and Leggett volunteered to help out on the day.

c) **Commuted Sums**

Members discussed the Commuted Sums that are available for the area and considered what they could be spent on.

Suggestions included a rail around the bowling green at the Recreation Ground, a bike park, relaying matting at the playground and buying land for allotments.

**Resolved:** that a sub-committee is set up to look at ways to spend the money, ensuring that these are in keeping with the S106 criteria and regulations.

Members agreed to give the matter of what the money could be spent on some thought and feed this into the sub-committee.

The Chair noted that individual organisations could apply for commuted sums for projects, without having to first refer to the Town Council. Therefore, it was important to raise awareness of this amongst community organisations.

Cllr. Leggett noted that PBTC should check whether any CIL is available yet, though it was agreed that was very unlikely.

d) **Further information received about the replacement Christmas lights for 2023**

Members discussed the response received from YES and agreed to proceed with all parts of the quote except replacing the lights above Fox's head Well.

It was noted that the bridge lights and recycling centre lights still need to be sorted out.

e) **Request from the Nidderdale Angling Club to hold a 'streamside day' on either the 13<sup>th</sup> or 20<sup>th</sup> May for its members and guests, using the Millennium Green as a base.**

Members were very happy for this to proceed.

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

Cllr. Murday confirmed that a survey will be done to monitor traffic through the village.

g) **Matters relating to the Devolution.**

None were raised.

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

Members discussed where display could be stored after it is removed. Possibilities were the Scout Hut, the cellar at the Snooker Club and the Methodist Church. Access to the latter two were a bit of a concern because of tight corners.

Members agreed that the Methodist Church would be the best option, if possible. Cllr. C. Thompson said he would be in touch with the best person to speak to.

Meanwhile, it was agreed to ask if the display could be temporarily stored in the council Chamber.

The Clerk raised the electrical connection saying she had been advised by YES that it should be shut off after the display had finished, as someone could tamper with or damage the live socket by plugging in something unsuitable.

It was agreed that the Clerk should enquire with NYC about obtaining a plug cover with a padlock to eliminate any risk.

i) **Coronation display at the Fox's Head Well.**

Members agreed that this would be nice, providing it did not cost too much. Given that the main outlay for the screen and lighting had already been made, it may be good value.

**Resolved:** that PBTC asks if the Men's Shed could create a silhouette of a crown to display. If the cost is less than £100, then PBTC will proceed.

j) **Donation to the Millennium Green Trust for the 2023-24 financial year.**

**Resolved:** that PBTC makes a donation of £2,000 for the year.

k) **Netherdale and allocation of properties.**

It was noted that while the last person who was allocated a property was local and in need, Members would have preferred to have been specifically consulted about him.

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

Before discussing this any further, Members agreed to get feedback from Cllr. Lumley as to whether a plot next to the existing allotments could be purchased for this purpose.

m) **Defibrillator Checking Procedures**

Following a major fault with the Glasshouses defibrillator, Cllr. C. Thompson said that the Yorkshire Ambulance Service had confirmed that the only way to check that the shock button is working is to remove the battery and replace it. YAS felt that doing so three times a year for testing purposes would not lead to excessive wear or drain of the battery.

It was agreed that this should become part of the standard tests carried out on Pateley Bridge defibrillators.

n) **Vacancy at the Council**

Members considered how best to encourage someone to join the Council. It was agreed that it would be helpful if a representative from the High Street could join, especially as the Chamber of Trade was no more. Cllrs. Holt and Jefferson agreed to approach some suitable contacts. The Clerk was asked to mention it to the Men's Shed.

o) **Raikes Foundation** – to hear an update from the working group

As Cllr. N. Thompson was not present, this item was deferred.

p) **Membership of the Rural Services Network**

Members decided not to take up Membership of this organisation.

**2223/218 Correspondence**

The following were received and noted:

- a) **Resolutions for Debate by Member Councils to the YLCA Joint Annual Meeting 2023** – Invitation to formally resolve any wider matters that PBTC would like YLCA to debate at its Annual Meeting on 22 July 2023. This is the first step towards instigating change at Government level – Email received on 16 March 2023.
- b) **North Yorkshire UK Shared Prosperity Funds** – notification that town and parish councils are eligible to apply for funding – email received on 13 March 2023.
- c) **2023 NiddArt Trail** – planning is underway for the NiddArt Trail with submissions being invited from 1<sup>st</sup> April 2023. [NiddArt Trail - Showcasing the local arts and crafts of Nidderdale AONB](#) – email received 12 March 2023.
- d) **Nidderdale Sprint Triathlon** – notification that this race will take place between 2pm and 5pm on Saturday 9<sup>th</sup> September 2023 in the Recreation Ground and sections of pavements in Pateley Bridge – email received from the Race Manager at Brimhams Nidderdale Pool and Leisure Centre on 3 March 2023.

**2223/219 Financial Matters**a) **Rental for The Knott**

The Clerk said that following her approach to YLCA, a full history and legal documents needed to be provided to their Solicitor, in order to get advice.

Members felt that this was unnecessary. The history of this had set a precedent that was decades old, and the same arrangement should be continued.

However, the Council should look to repair the damaged wall, perhaps with the help of the AONB.

b) **Accounts for Payment**

The following payments were considered and approved:

	Payee	Description	Net Amount (ex. VAT)	Actual Payment (inc. VAT)
1	Clerk	Revised March salary after March meeting. <b>See resolution 2223.206</b>		
		Basic pay for March 2023	N/A	<b>£1288.00</b>
		Work from Home (WFH) allowance	N/A	<b>£26.00</b>
		Internet contribution	N/A	<b>£4.17</b>
		Additional hours	N/A	<b>£368.00</b>
		Unused leave hours	N/A	<b>£956.90</b>
2	HMRC	Revised March figures	N/A	<b>£193.21</b>
3	NEST	Revised March figures	N/A	<b>£182.91</b>
4	Clerk	April 2023 salary includes WFH & internet allowance	N/A	<b>£1,190.05</b>
5	HM Revenue & Customs	April Employer and employee tax and NI Contributions.	N/A	<b>£149.74</b>
6	NEST	April employer and employee pension contributions	N/A	<b>£90.16</b>
7	Men's Shed	Easter display	<b>£420.00</b>	£420.00
8	Clerk Expenses	Trade waste refund mobile, printer paper, annual MS office subscription	<b>£138.83</b>	£164.31
9	T P Jones & Co LLP	Payroll preparation	<b>£49.50</b>	£59.40

10	Glasdon	Phoenix bench	<b>£645.59</b>	£774.71
11	HACS	Bench installation	<b>£250.00</b>	£300.00
12	YLCA	Annual Subscription renewal	<b>£600.00</b>	£600.00
13	YES	Reconnection of electrical supply to Fox's Head	<b>£60.00</b>	£72.00
14	MGT	Donation for the 2023-2024 year	<b>£2,000</b>	£2,000
15	Nidderdale Ltd	Hire of room for Parking permit sale	<b>£50.00</b>	£50.00

c) **Receipts**

The following were noted:

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

3 March 2023 – Shepherd – Lease of Cemetery Field - £120.00

14 March 2023 – Payment for memorial bench on Wath Road - £2,745.59

d) **Direct Debit payments**

**The following were noted:**

3 March 2023 - NEST – pension contributions - £77.28 (for February 2023)

31 March 2023 – NEST – pension contributions – £104.52 Employee and £78.39 employer's contribution = £182.91 (for March 2023)

3 April 2023 – Vodafone - £6.67 ex VAT

**2223/220 Mayor's Report**

Cllr. C. Thompson had attended the last HBC event in the Mayor's place, as he had a prior commitment. He reported that the evening was very good, well organised and quite emotional. He had also attended and enjoyed a function at Menwith Hill.

**2223/221 Exchange of Information/Items for Future Meetings**

Cllr. Jefferson asked whether Council would want the fire service to put up the bunting flags on the High Street for the Coronation. It was agreed that it would be good to put them up on Wednesday 26<sup>th</sup> April. Cllr. Jefferson said she would send contact details to the Clerk.

Cllr. Jefferson raised the issue of the bins at the bottom of the High Street, which are failing miserably. They are overflowing every weekend. It was agreed that the Clerk would go back to NYC and ask if they could sort the situation out, especially with Easter weekend ahead.

Cllr. Murday raised concerns about the showground carpark and whether people might be fined for driving through it. In theory this is not possible due to the second camera at the entrance to the showground itself.

Cllr. Brackley said that he had attended the recent local net zero event.

Cllr. Leggett noted that the sale of parking permits had gone well.

The Clerk informed Members that the memorial bench was due to be installed on Wath Road imminently. She asked whether there were any guidelines for the nature of the plaque that the family could attach to it, as she had not been able to find these in the Council records. It was agreed that providing the design and size was subtle and in keeping with the others, this would be agreeable.

**2223/222 Parishioners' Representations**

None



**2223/223 Resolution that members of the press and public be excluded from item 2122/224 under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2))**

This was not felt to be necessary.

**2223/224 Sale of Cemetery Field**

The Clerk informed the meeting that the purchasers of the Cemetery Field had stated that PBTC must employ its own solicitor to manage the sale. Members felt that the best way would be to use an online Solicitor, which may keep the cost down.

**2223/225 Dates of next meetings**

The following were noted:

- 1) Joint Liaison Committee, time tbc, Monday 17<sup>th</sup> April 2023
- 2) Finance Committee, 6.15pm Tuesday 18 April 2023
- 3) Annual Town Meeting, 7.15pm Tuesday 18 April 2023
- 4) Millennium Green Trust Meeting, 6.45pm, Tuesday 2 May 2023
- 5) Annual Meeting of the Council, 7.15pm Tuesday 2 May 2023.

The meeting closed at 21:30