



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 4th JULY 2023 AT 7.15PM IN THE COUNCIL CHAMBER.

Present:

Cllr C. Thompson (Chair) Cllr D. Brackley Cllr. J. Leggett Cllr. S. Lumley Cllr. N. Thompson Cllr. J. Wright	<u>In Attendance:</u> Clerk: Miss Suzanne Smith Councillor Murday (NYCC) PC Spittlehouse 2 members of the public
---	--

2324/64 Apologies for absence

Cllr. M. Holt – away

2324/65 To receive Councillors' Declarations of Interest and consider any requests for dispensations - None

2324/66 Welcome and introduction to new Pateley Bridge Police Officer

PC Mike Spittlehouse introduced himself and was welcomed by Members. He shared details of North Yorkshire Community Messaging service, which he hopes to encourage uptake of locally. The opt-in service provides news, crime appeals, alerts and events by North Yorkshire Police.

2324/67 Co-option of Councillor

Members considered the process for co-opting a councillor into the fourth vacancy, should it be contested.

Resolved: that the interviews, if required, are held on 1st August ahead of the main Council meeting.

2324/68 Minutes

Resolved: that the minutes of the meeting held on 6th June and the extraordinary meeting held on 27th June are approved as a correct record.

2324/69 Parishioners' Representations

a) To receive representations from any parishioners present - none

b) **Written representations from parishioners**

- i. **A representation about the road sign at Panorama Way which has been pulled out on 5 occasions in 2023, possibly by vandals.**
Members felt that it was likely that this damage was caused by vehicles. NYC is responsible for repairs and may want to consider using stronger concrete to cement the sign in more firmly.
- ii. **A request for more publicity for public events in the area, e.g. PBTC could publish a list of events in On Your Doorstep.**
Members felt that this was not PBTC's role to do this. As the community hub, Nidd Plus would be better placed to provide this and Natasha Audsley of the Nidderdale Herald already has a column providing details of local events.
- iii. **Expression of delight that the temporary lights at Red Brae Bank have been removed – noted.**
- iv. **Expression of concern that there is a move to install speed humps along the High Street.**
NYC Cllr. Murday said that NYC had already ruled this out. Members and PC Spittlehouse agreed this was the right decision.
- v. **A request for PBTC to arrange for the hedge around the Town Hall to be trimmed as it is a nuisance to those in wheelchairs and on mobility scooters**
It was agreed that this matter should be referred to AONB.

PC Spittlehouse left the meeting.

2324/70 Matters Arising

The Clerk's report was received and noted.

2324/71 County Council Matters

- a) NYC Cllr. Murday's report was received and noted.

He raised the many different funding sources that were currently available and the importance of getting the word out. These include UK Shared Prosperity Fund, Rural Prosperity Fund, Locality budget and funding for houses with low income to improve energy efficiency.

- b) **Update on the repainting of double yellow lines in Pateley Bridge High Street**
Cllr. Murday said he continued to push for action to be taken on this.
- c) **Update on the public safety hazards on the riverside footpath to Glasshouses**
Cllr. Murday now has the contact details of the person that owns the land next to the river. He will liaise with NYC officers as to the way forward in enforcing action to make the path safe.
- d) **Feedback on whether NYC will undertake a survey to determine what traffic calming measures may be appropriate on Pateley Bridge High Street.**
There are no current plans to undertake this.
- e) **Potential breaches of Planning Control at Glasshouses Mill**
County Cllr. Andrew Murday updated the Council on the S106 situation. It was clear that the conditions requiring the Developer to make the S106 payment had been met a considerable time ago, but the Developer was trying to negotiate payment at a later stage of the project.

The original planning conditions require the Developer to have paid the S106 and opened a shop before moving to Phase 2 of the development. However, as phase 2 is where the Developer will make money, they wish to wait until after that to pay.

It was noted that plans to open a shop were progressing well.

2324/72 Planning Matters

a) Applications to North Yorkshire Council

The following planning applications were considered:

Reference Number	Address	Description	PBTC Decision
ZC23/02150/FUL	Nydd Close Wath Road Pateley Bridge HG3 5PG	Demolition of existing conservatory and erection of replacement conservatory to western elevation of property	No objections
ZC23/01593/FUL	Fairview Millfield Street Pateley Bridge HG3 5AX	Demolition of existing dwelling and erection of replacement.	No objections
ZC23/01900/FUL	1 Millfield End Pateley Bridge HG3 5BB	Erection of single storey rear extension	No objections
ZC23/01955/FUL	High East Head House Smelthouses HG3 4DJ	Erection of detached stable block, tack & stores	No objections
ZC23/02285/FUL	Glenroyd Glasshouses Harrogate North Yorkshire HG3 5QY	First floor extension including balcony to existing detached garage. New w.c. formed in existing bin store.	No objections

b) Decisions by North Yorkshire Council

The following decisions were noted:

Planning Ref	Proposal	Address	NYC Decision
23/01224/FUL	Erection of 4no terraced dwellings, alterations to existing access point and erection of carports to the rear.	1 Harewell View, Harewell Close, Glasshouses, HG3 5QJ	Withdrawn by applicant.
23/01225/FUL	Splitting existing cottage into 2 dwellings. Erection of single storey extensions to rear. Provision of car parking to rear.	1 Harewell View Harewell Close Glasshouses HG3 5QJ	Withdrawn by applicant.

ZC23/01520/FUL	Variation of Condition 2 of 16/02659/DVCON to result in the separation of High Green Cottage from High Green Farm to form separate dwelling house from former ancillary accommodation to the main dwelling	High Green Farm Wath Road Pateley Bridge HG3 5PJ	Refused
ZC23/01641/FUL	Re-roofing former barn walls to form part of dwelling & alteration to existing access point	Bruce Cottage Wath Road Pateley Bridge HG3 5PG	Grant planning permission subject to conditions
ZC23/01901/FUL	Minor alterations to rear extensions roof.	Tenter Croft Pateley Bridge HG3 5NH	Grant planning permission subject to conditions

c) Enforcement matters:

d) Appeals: none

e) Glasshouses Mill S106 – This had been discussed earlier in the meeting.

f) Tree Preservation Order – to note that a tree preservation order has been confirmed at Mill Yard, Mill Lane, Pateley Bridge, Harrogate, HG3 5BA.

2324/73 Play Area

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

Cllr. Brackley confirmed that there had been no material changes to the playground since the last report. He volunteered to do the inspection again the next month.

b) To consider whether a no climbing sign is required in the playground.

Resolved: that such a sign is not required.

2324/74 Minutes/ Reports from Committees

a) Feedback from the YLCA Harrogate Branch meeting held on 12 June 2023.

The Chair noted the following from the meeting:

- i. Cllr. Holt had been elected as Vice Chair.
- ii. While training for new councillors is not mandatory, YLCA is creating a new framework for this.
- iii. YLCA's Annual Conference will be replaced by Talking Tables.
- iv. Councillors can get a login to view documents on the YLCA website.
- v. YLCA will write to NYC to say that developments close to parish boundaries should be notified to both parishes.

b) Feedback from the Nidderdale Safer Neighbourhoods Group held on 7th June 2023.

Cllr. Brackley reported that the meeting had been very poorly attended and consequently no material decisions or progress had been made.

Given it had for many years not served any useful purpose, Members questioned whether this group should be folded,

It was agreed that the Clerk would express PBTC's opinion to the organiser of the group.

2324/75 Council Business

a) Caretaker Tasks for July.

Members agreed that the Caretaker should be asked to complete the usual tasks.

b) To consider any matters relating to replacing the caretaker

The Clerk said that there had been no interest in the position so far, but the advert would be in the newspaper later in the week.

Resolved: that the Clerk has delegated authority to extend the deadline for receipt of tenders, if required.

- c) **To consider any matters relating to the forthcoming PBTC election**
Members agreed that the fact that an election is taking place should be publicised using the usual channels.
- d) **To consider any information received about a proposed 20mph zone through Glasshouses**
County Cllr. Murday said that NYC will conduct a thorough study of the whole of Glasshouses, including using a road strip to monitor speeds of vehicles. He did not know what the timescales for this would be.
- e) **To consider any matters relating to the feasibility of creating allotments in Pateley Bridge.**
Cllr. Lumley said he had not yet had any feedback from the landowner next to the current allotments as to whether he would be interested in selling part of his land. He will ask him next time he bumps into him.
- f) **To consider the arrangements with Bewerley in terms of the long-term day-to-day management of the Recreation Ground.**
It was agreed that a JLC agenda item would be raised confirming the current arrangement, namely that the day-to-day management of the Recreation Ground is Bewerley Parish Council's responsibility. As landowners, PBTC can be consulted on particular issues, or funding requirements.
- g) **To confirm the dates for the councillors' surgeries.**
The following surgeries were confirmed:
- 15th July (Cllr. Leggett and Cllr. Lumley)
 - 19th August (Cllr. Holt and Cllr. Wright)
- These will take place on the High Street. Cllr. N. Thompson will provide a gazebo, if required.
The Clerk said she would promote it using the usual channels.
- h) **Remembrance Day Service**
NYC is reviewing its decision not to install a handrail at the war memorial. Cllr. Murday was confident that, even if NYC decides against it, the locality budget will be used to ensure that a handrail is in place before Remembrance Day.
- It was agreed that co-organising Remembrance Sunday needs to be an agenda item for the next JLC meeting.
- i) **To hear feedback from the Police about the recent vandalism and consider potential jobs that the responsible youths could complete to repay the community.**
Providing the Police provide supervision and are responsible for insuring the workers, Members agreed that the youths could do weeding at the Millennium Green and also litter pick at the Recreation Ground and on the Riverside path between Pateley and Glasshouses.
- j) **To consider whether to modify the halyard on the Council building to allow for easier fixing of a flag.**

Cllr. N. Thompson had modified the halyard, so it was now useable. The Police had provided PBTC with a Union flag they no longer needed.

2324/76 Managing the Millennium Green Trust

The Clerk provided the Council with official advice received about managing the Millennium Green Trust (MGT). If the Council is using statutory (precept) money to fund maintenance of the Millennium Green, these decisions can be made at normal council meetings. The transactions must be included in the AGAR and VAT can be reclaimed.

Any money that is already in the charity bank account, or which is received from other sources such as fundraising, can only be spent following decisions made at separate MGT meetings. These transactions are dealt with by means of a charity return and VAT cannot be reclaimed.

Resolved: that in future, the day-to-day running of the Millennium Green will once again be on the normal council agenda.

2324/77 Correspondence

To consider the following and take action if felt appropriate:

- a) **Community Ownership Fund – Applications for funding are welcome from councils, voluntary and community groups who wish to take ownership of important assets and amenities at risk of being lost**

This was noted, and it was agreed that awareness of this should be raised.

- b) **Remote meeting being held with Assistant Chief Constable Scott Bisset on Wednesday 12 July 2023 at 6:30pm enabling parishes in North Yorkshire to put questions to the Assistant Chief Constable**

Cllr. Wright confirmed she had signed up for this.

- c) **D-Day Anniversary – The Prime Minister is encouraging communities to light a beacon at 9.15pm on 6 June 2024, representing the 'light of peace' that emerged from the darkness of war.**

Members felt this was a good idea and agreed that it should be an agenda item at the next JLC meeting.

- d) **NYC's Review 20mph Speed Review. Request to respond to consultation**

The Chair encouraged individuals to respond to this. He suggested that, where there were consultations that the Town Council felt particularly passionate about, discussions could be held outside of meetings to reach a consensus on a response, which could then be ratified at a meeting.

2324/78 Financial Matters

- a) **Internal Auditor**

Following a suggestion from YLCA, members considered whether to change internal auditors.

Resolved: that PBTC wishes to keep the same internal auditor and is very grateful for his services.

- b) **Accounts for Payment**

The following payments were approved:

	Payee	Description	Net Amount (ex. VAT)	Actual Payment (inc. VAT)
1	Clerk	June 2023 Salary	N/A	£1,190.05
2	HM Revenue & Customs	June Employer and employee tax and NI Contributions.	N/A	£149.74
3	NEST	June employer and employee pension contributions	N/A	£90.16
4	Clerk Expenses	Various phone, mileage, stationery	£34.64	£38.30
7	Cllr. Chris Thompson	Mayoral mileage	£31.68	£31.68
8	YLCA	Purchase of Good Councillor's Guide	£25.15	£30.18
9	Yorkshire Society	Attendance of the Mayor at Yorkshire Day	£110.00	£132.00
10	North Yorkshire Council	Trade waste	£25.00	£25.00
11	T P Jones & C LLP	Payroll preparation	£49.50	£59.40
12	Clerk	Repayment for caretaker advertisement in Nidderdale Herald	£96.32	£115.58
13	Cllr. Chris Thompson	Repayment for cutting of keys	£8.33	£1.67

c) **Receipts**

The following receipts were noted:

4 June 2023 - CJP Landscapes – garage rental - £35.00. (It was agreed that this should be reviewed in the near future).

12 June 2023 – Parking permits - £110.00

d) **Direct Debit payments**

The following direct debits were noted:

30 June 2023 – NEST – pension contributions – £51.52 Employee and £38.64 employer's contribution = £90.16 (for June 2023)

12 June 2023 – Vodafone - £8

2324/79 Mayor's Report

The Mayor confirmed attendance at the following events:

- 11 June - Harrogate's freedom of the Town parade
- 11 June - Service celebrating those who had reached and exceeded their Golden wedding anniversaries.
- 19 June - Attended the Youth Council for the first time. It was great to hear some of our young people discussing and wanting to do something about the issues that matter to them.
- 21 June - Civic briefing at RAF Menwith Hill which included a tour inside one of the radomes.
- 22 June - On behalf of our local communities, the Mayor was honoured to welcome Simon Armitage the Poet Laureate, Jonathan Larwood from Natural England, and Mike Innerdale, the regional director of National trust, to Brimham Rocks. This was for the launch of an installation at Brimham Rocks called "The Balancing Act", a poem written by the Laureate, and then skilfully carved onto locally quarried stones of a similar age and type to Brimham Rocks.
- 24 June - Independence celebrations at RAF Menwith Hill.

The Mayor confirmed that he and the Mayoress are thoroughly embracing and enjoying the opportunities being afforded to them. He feels that, through these events, they are now getting to know some of the other civic leaders and important local people, which can only be good for the town and parish.

The members of the public left the meeting.

2324/80 Volunteer for Flags and Noticeboard

Cllr N. Thompson volunteered to take care of the flags and raise them when required. He noted that PBTC needed a more complete list of days when flags should be raised to include more local events, such as Yorkshire Day, and days related to the armed services.

Cllr. Lumley said he would put notices on the noticeboard and the Chair said he would deputise when required.

2324/81 Exchange of Information/Items for Future Meetings

Cllr. N. Thompson noted that he had been contacted by someone from the Royal British Legion about the railings at the War Memorial. He felt it should be recorded that people are concerned and asking about this.

Cllr. Wright informed members that she was now on the Joint Advisory Committee for the AONB. She raised awareness about fire prevention methods and noted that the water in the River Nidd was being monitored.

Cllr. Murday confirmed this, saying that a programme was underway to take samples from the River Nidd, which will be analysed by Leeds University. This will help to determine the quality of the water, particularly in relation to bathing.

Cllr. Lumley noted that, following the decision to remove the bins from the Recreation ground, very little litter was being left by members of the public. So, the decision had been a good one.

Further to a previous resolution, the Clerk asked for a volunteer to show a family the spot that they could put a Memorial bench and confirmed with Members that it must be a Glasdon bench of the same type as the other benches. Cllr. N. Thompson volunteered.

The Chair said he and Cllr. Lumley had been approached about the possibility of a 'pump track' being installed at the Millennium Green. He said that the parishioner had been invited to come to next meeting to talk about it.

2324/82 Parishioners' Representations

Cllr. Wright said she had been asked about the situation with the pond at the Millennium Green. It was confirmed that PBTC was still seeking a contractor to carry out the work recommended by Nidderdale AONB Priority Ponds project.

2324/83 Resolved: that members of the press and public be excluded from item 2324/84 and 2324/85 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).

Cllr. Murday left the meeting at 9.30pm

2324/84 Sale of Cemetery Field

The Clerk confirmed that NYC was happy to pay reasonable legal expenses relating to this.

2324/85 Awarding of Town Shields

Member agreed to consider who (if anyone) might be an appropriate recipient of a Town Shield for the forthcoming Civic Service.

2324/86 Dates of Next Meetings

Finance Committee – Tuesday 18th July at 4.30pm

Full Council Meeting – Tuesday 1st August at 7.15pm

While a Mayor's Fund Committee Meeting had originally been scheduled for Tuesday 18th July at 5.30pm, it would first be necessary to re-establish the Committee and agree the new members. It was agreed this should be done at the August meeting, when new Members would be available to join.

The meeting ended at 9.36pm.