



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 1st AUGUST 2023 AT 7PM IN THE COUNCIL CHAMBER.

Present:

Cllr. M. Holt (Acting Chair)	Cllr. J. Ward
Cllr. D. Brackley	Cllr. J. Wardman
Cllr. C. Critchley	Cllr. J. Wright
Cllr. J. Leggett	<u>In Attendance:</u>
Cllr. S. Lumley	Clerk: Miss Suzanne Smith
Cllr. C. Skaife	Councillor Murday (NYCC)
Cllr. N. Thompson	Chris Hawkesworth- Glasshouses Mill Developer

2324/87 Apologies for absence

Cllr. C. Thompson – late back from Mayoral event.

2324/88 Declaration of Acceptance of Office

a) Receipt of the new Councillors' declarations of acceptance of office

The new members duly signed these.

b) Deferred signing of Declaration of Acceptance of Office – not applicable

2324/89 To receive Councillors' Declarations of Interest and consider any requests for dispensations – none.

(The Chair swapped the order of the next 2 items on the agenda.)

2324/90 Co-option and New Councillors

- a) **Resolved:** that members of the press and public are excluded from item 2324/90.c and d under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1(2)) during consideration of items of a confidential nature. (consideration of candidates – personal information)

b) Written statements and Questioning of candidates for co-option.

Members considered the statements and posed questions of the two candidates:

- i. L. Sherrington
- ii. J. Ward

Chris Hawkesworth joined the meeting at 19:07 but stepped outside for items c and d.

c) **Consideration of candidates for co-option**

Members discussed the relative merits of the 2 candidates, who were both very strong and evenly matched.

d) **Co-option of candidate to fill the existing vacancy.**

Voting was carried out in accordance with Standing Order no. 4 and John Ward was duly co-opted on to the Council.

The Chair thanked Mr L. Sherrington and expressed his hope that he would take the opportunity to stand again at a future date.

The meeting was re-opened to the public.

Cllr. A. Murday joined the meeting.

e) **Receipt of the new councillor's Declaration of Acceptance of Office.**

Cllr. Ward duly signed this.

f) **To welcome all new elected and co-opted Councillors and consider any logistics arising.**

The Chair welcomed all the new members.

2324/91 Parishioners' Representations

a) **Representations from Parishioners Present.**

Chris Hawkesworth, Developer of Glasshouses Mill, had come to the meeting to ask for PBTC's help with regards the S106 negotiations with NYC. He expressed concern that there had been no progress whatsoever over the last few months in terms of getting the revised S106 agreement signed off by North Yorkshire Council, even though it had been agreed as part of the planning process. He was finding it impossible to get meetings with NYC officers to progress the matter. The S106 money could not be released to benefit the community and no further building could take place until this was resolved.

Cllr. Lumley felt that Mr Hawkesworth had done the parish a huge service in terms of saving the mill, which is big part of the area's heritage. The main beneficiaries of the S106 money, the schools, in particular Glasshouses, were in dire need of the money. It is ridiculous that payment of the S106 money has been delayed for 2 years by bureaucratic red tape.

Resolved: that PBTC writes a strongly worded letter to NYC asking that it pulls out all stops and overcomes any hold-ups to expedite the release of the S106 money. This is a significant and important investment opportunity for the area and PBTC would urgently like to know when Glasshouses school will receive the first instalment of this much-needed funding. *(Cllr. Brackley abstained.)*

Cllr. John Ward left the meeting at 19:30

Chris Hawkesworth – left the meeting at 19:32.

b) **Written Representations from Parishioners**

i. **Concern expressed by a parishioner about the current state of the general untidiness in Pateley Bridge, not least the weeds, litter and out-of-control shrubs surrounding the Council and AONB building.**

Members noted gratefully that the area outside the building was much better.

Resolved: that, as well as thanking them, PBTC asks AONB what further improvements to the outside area of the AONB building are planned and whether NYC has committed to maintaining the grounds on a regular basis going forward.

Many of the other matters raised were considered outside the remit of the council and the clerk said she would let the parishioner know.

- ii. **Parishioner observed someone climbing the tree on the bus turning circle and another person pulling the branches from below. (Clerk already advised to report to the Police.)** – noted.

Cllr. Skaife noted that the offensive graffiti was still in the bus shelter. It was agreed that the caretaker would be asked to paint over it.

2324/92 Approval of Minutes

Resolved: that the minutes of the meeting held on 4th July are approved as a correct record. (Cllrs Critchley, Holt, Skaife and Wardman abstained as they had not been present at the meeting).

2324/93 Matters Arising

The Clerk's report was received and noted.

2324/94 County Council Matters

a) NYC Report

This was received and noted.

b) Repainting of Double Yellow Lines in Pateley Bridge High Street

Cllr. Murday said that this was only no date for completion of the work had been set.

Resolved: that PBTC sends another reminder to NYC and stresses the importance of these being narrow heritage double yellows. (Resurfacing outside Pateley Pizza had resulted in a patch of standard double yellows, which looked totally out-of-keeping.)

c) Update On The Public Safety Hazards On The Riverside Footpath To Glasshouses

Cllr. Murday said he had passed on details of land ownership to NYC so they could ask the owners to make the path safe. Enforcement can be very difficult, but it could sometimes be quick.

d) Gas works in Glasshouses

Concern was expressed about the dangers created on Cow Pasture Lane by the extra traffic resulting from the roadworks. (Quite why there was so much more traffic was not known.)

Resolved: that PBTC writes to NYC outlining the following concerns:

Work on site is very limited in duration (only 3 hours the other day). This will lead to an extended period of disruption beyond the currently scheduled 15 September. Given the huge inconvenience for residents of the village and dangerous pressure on other roads, Members feel it is important that the contractors get on with the work as quickly as possible.

The traffic on the back route from Glasshouses to Bewerley (Cow Pasture Lane) is greatly increased. This road is currently very dangerous as the sight lines are so poor due to overgrown vegetation along the edges of the road. PBTC asks that the vegetation is cut back urgently to improve safety. This is especially important with the gas works going on, as this is the alternative route.

The road in Glasshouses has only recently been resurfaced and was in pristine condition prior to the gas works starting. Please can NYC do what it can to ensure that the contractors resurface it very carefully to keep it in good condition?

Members came back to concerns about the dangerous broken railing at old flood defence outlet Pateley Bridge, which had still not been addressed. No organisation appeared willing to accept responsibility. The clerk said she would chase this up again.

2324/95 Planning Matters

a) Applications to North Yorkshire Council

The following planning applications were considered:

Reference Number	Address	Description	PBTC Decision
ZC23/02480/DVC ON	Land Rear Of Crossing Cottage Glasshouses North Yorkshire	Variation of Condition 2 (approved plans) of planning application 21/01584/FUL Erection of a single dwelling.	No objections

b) Decisions by North Yorkshire Council

The following decisions were noted:

Planning Ref	Proposal	Address	NYC Decision
ZC23/02150/FUL	Demolition of existing conservatory and erection of replacement conservatory to western elevation of property	Nydd Close Wath Road Pateley Bridge HG3 5PG	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS
ZC23/01955/FUL	Erection of detached stable block, tack & Stores	High East Head House Smelthouses HG3 4DJ	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS
ZC23/01877/DVC ON (no link available)	Variation of Condition 2 (approved drawings) and Condition 4 (obscure glazing) of planning	Brocca Bank Wilsill HG3 5EB	APPROVED SUBJECT TO CONDITIONS

	permission 21/05406/FUL - Demolition of existing conservatory. Erection of replacement garden room and terrace. (Revised Scheme)		
ZC23/01900/FUL	Erection of single storey rear extension	1 Millfield End Pateley Bridge HG3 5BB	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS
ZC23/01953/FUL	Demolition of existing dwelling and erection of replacement.	Fairview Millfield Street Pateley Bridge HG3 5AX	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS.
23/01240/FUL	Erection of a calf rearing shed	Quarry Farm Fellbeck Harrogate HG3 5EU	REFUSE PLANNING PERMISSION

c) Enforcement matters:

The following were noted:

- i. **23/00226/BRPC15** - Potential breach of planting plan and external finished plan (condition 2)
- ii. **23/00213/PR15** – Potential breach of planning control - Garage in use as Airbnb –
Appeals: none

d) Glasshouses Mill S106 – This had already been discussed.

2324/96 Play Area

a) Verbal Report on The Playground

Cllr. Brackley reported that there had been no change to the condition of the playground. He commented that the bins were not being emptied and he had done this job twice. It was agreed that the bins in the playground would be kept under review, with a view to possibly removing them if necessary.

b) To Consider Options For No Bike/No Scooter Signage.

Members questioned whether in fact the signage was necessary or desirable.

A vote was taken to put the signage up, but it was not carried with 3 in favour and 6 voting against.

c) Annual Inspection of the Playground by NYC

Resolved: that PBTC will book a playground inspection

2324/97 Millennium Green

a) Annual inspections of the Millennium Green and the BMX track

Resolved: that PBTC will book both inspections

b) Update About the Potential Siting of a Memorial Bench.

Cllr. N. Thompson said he was still waiting to hear back from the lady that had requested the bench.

c) Other Matters Relating To The Millennium Green

Members looked forward to hearing more about the possible pump track at the next meeting.

2324/98 Minutes/ Reports from Committees

a) Report from the JLC meeting held on 24th July 2023

Cllr. Lumley confirmed the following discussions:

- i. Clarification of the position of the two councils' responsibilities in relation to the Recreation Ground
- ii. Consideration of arrangements to organise the Remembrance Service and the handrail required at the War Memorial.
- iii. Overdue payment by NYC of the contracted ice-cream concession for 2022-23 financial year, which was being chased by BPC.
- iv. Beacon display to mark the 80th anniversary of D-Day on 6 June 2024.

b) Report from the YLCA meeting held on 22nd July 2023

The Chair noted the following had been discussed:

- i. A suggestion that local water authorities should always be a statutory consultee on any planning application.
- ii. A proposal that neighbouring parishes should be consulted on any planning application comprising of 10 or more houses.
- iii. That despite previous set-backs, 2 members of the House of Lords were still fighting for the right of parish and town councils to hold remote meetings.

c) Finance committee held on 18th July 2023

The Chair reported that all checks, balances and budget monitoring had been completed. The Committee was happy that everything was in order.

2324/99 Council Business

a) Caretaker Tasks for August.

It was agreed that the caretaker would undertake the usual tasks plus painting over the graffiti in the bus shelter.

Members agreed with Cllr. Critchley's suggestion that the foliage on the main road footpath from Glasshouses to Pateley Bridge needs cutting back. However, as this is NYC's responsibility, it was agreed that they should be approached first.

b) Purchase of Defibrillator for Wilsill

Members were broadly in favour of this. The Clerk said she had registered interest in the funding the MP had told PBTC about. Cllr. Skaife suggested the First Responders Community Fund as another possible funding source.

It was noted that one of the defibrillators in Glasshouses had failed.

Members were asked to consider where in Wilsill a defibrillator might be installed, and it was agreed this would come back on the agenda for next time.

c) Information Received About a Proposed 20mph Zone Through Glasshouses

None received.

d) Feasibility of creating allotments in Pateley Bridge.

Cllr. Lumley said he had still not heard anything more back from the landowner adjacent to the current allotments.

e) Feedback From the July Councillor Surgery

Cllrs Leggett and Lumley had endured a very wet day and were thankful for the gazebo provided by Cllr. N. Thompson.

Only 3 people had showed interest and the matters they raised were speeding on the High Street, parking on the High Street and the fact that PBTC does not organise many events. All questions had been answered to the satisfaction of the enquirers.

It was agreed that before the August surgery, signage needed to be secured so people knew why they were there.

f) Civic Service and Reception

The Clerk reported that all the invites had been sent out. She would shortly send invites to current members of the Council. Arrangements for the event itself were in hand, with discussions ongoing between the Mayor, Cllr Holt and herself.

g) Remembrance Day Service

The Clerk confirmed that she would hold a meeting with Tracey Dawson from BPC very soon to get arrangements underway. It was agreed that there was no need to formally close the road as the procession used the zebra crossing.

h) Request From A Parishioner To Apply On Her Behalf To NYC To Install A Bench Between Harefield Lane And Glasshouses Bridge.

As the land at the side of the footpath was private, it was agreed that further clarification would be needed from NYC as to the process involved.

i) Request From The Memorial Hall To Remove The Cabinet Full Of Out-Of-Date Emergency Provisions

Cllr J. Wright volunteered to go through the cabinet and recycle whatever she could.

j) Members will form the Mayor's Fund Committee.

The Terms of Reference stipulated that the Mayor and Deputy Chair were on the Committee. Cllrs Wright and Brackley also volunteered. As the terms of reference stated that a minimum of 6 councillors should be on the committee, which seemed excessive, it was agreed that they should be reviewed at a future meeting.

k) To Consider Whether to Write a Joint Letter With Bewerley Parish Council and Dacre & Hartwith Cum Winsley Parish Council to North Yorkshire Council Regarding Issues with Accessing Commuted Sums.

Members did not feel that PBTC was experiencing the same issues. However, it agreed that it would take a look at the draft of the letter and then see whether it wished to put its name to it.

Forming the Commuted Sums committee will be a high priority on the next agenda.

2324/100 Correspondence

The following were noted but no action felt to be necessary:

- a) **Management of S106 Monies** – correspondence between Rainton With Newby Parish Council (RNPC) and NYC – shared at the request of RNPC.
- b) **Adoption of the Parish Charter by NYC** – correspondence received from NYC including a copy of the charter.
- c) **Responses to NYC's Let's Talk Campaigns** – Available to [view on NYC website](#). - email received on 12 July 2023 from NYC
- d) **Catchment Management Aspirations for the River Nidd** – invite from the Dales to Rivers Network to respond to a consultation with a view to improving the Nidd – email received on 11 July from the Senior Catchment Partnership Officer. (Cllr Murday noted that a project initiated by anglers was underway, with sampling at 25 points along the river. Ultimately Knaresborough is set to become a designated bathing space.)
- e) **Recruitment to the North Yorkshire Local Access Form (NYLAF)** – NYC is seeking new members to join. The NYLAF brings together representatives of land managers, users and other relevant areas of interest to shape the future of footpaths, bridleways, byways, open access land and other green spaces within North Yorkshire, outside the boundaries of the National Park – email received from the Democratic Services Officer, NYC.
- f) **Thank you letter from Dacre & Hartwith Village Hall** – letter thanking PBTC for the grant which enabled them to purchase a new cooker. Plus, an invite to attend a free coffee morning on Saturday 5 August between 10 and 12 o'clock to promote the village hall and the facilities available – Email received on 24 July 2023 from the Secretary and Chair of the Committee.
- g) **Planning applications** – lack of consultation with neighbouring parishes – email received from the Local Council s Advisory and Training Officer at YLCA

2324/101 Financea) **Pre-paid Credit Card****Resolved:**

- i. that PBTC takes out a pre-paid credit card to facilitate purchases that can only be made by card, such as the playground inspections.
- ii. that £500 is pre-loaded on it.

b) **Accounts for Payment**

The following payments were approved:

	Payee	Description	Net Amount (ex. VAT)	Actual Payment (inc. VAT)
1	Clerk	August 2023 Salary	N/A	£1,189.85
2	HM Revenue & Customs	August Employer and employee tax and NI Contributions.	N/A	£149.94
3	NEST	August employer and employee pension contributions	N/A	£90.16
4	Clerk Expenses	Various phone, mileage, stationery	£71.39	£84.49

5	Cllr. Chris Thompson	Mayoral mileage	Tbc	Tbc
6	Vision ICT	Provision of new hosted email accounts – July 2023-June 2023	£54.00	£64.80
7	NYC via the Clerk	Payment for the inspections of the Millennium Green, BMX track and Glasshouses playground	£186.00	£223.30
8	NYC	Trade waste	£25.00	£25.00
9	Welmedical.com via the Clerk	Defibrillator pads for Broadbelt Hall	£59.95	£71.94

c) Receipts

The following receipts were noted:

4 July 2023 - CJP Landscapes – garage rental - £35.00

d) Direct Debit payments

The following Direct Debits were noted:

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

12 July 2023 – Vodafone - £8

2324/102 Mayor's Report

The mayor was not present so this report will be combined with next month's.

2324/103 Exchange of Information/Items for Future Meetings

Cllr Critchley strongly feels that the speed limit between Pateley Bridge and Glasshouses crossroads needs to be reduced. 2 sections of wall have been knocked down by vehicles. It was agreed this would go on the next agenda for discussion.

He also said that the yellow lines at Lupton Close in Glasshouses have worn away leading to bad parking.

Cllr. Wardman reported the following, which will be reported by the Clerk or brought back on the next agenda as appropriate:

- i. A railing outside St. Cuthbert's has been badly damaged and an upright metal bit is stuck out presenting a danger to the public.
- ii. A member of the public had expressed her unhappiness that there were no longer any litter bins in the Recreation Ground.
- iii. A seat has been removed from down Nidd Walk (near the flight of steps that go straight down to the footpath).
- iv. The streetlight outside the Pancake House is still not working.
- v. 2 gullies at the bottom of the High Street are blocked causing flooding issues when it rains.
- vi. Some of the top rails on the bridge are rough compared to others. They all used to be smooth.
- vii. The public footpath sign at the High Street side of the bridge is laid down.

Cllr. Brackley noted that the footpath sign at the top of Glasshouses Green has been removed. This sign used to point down the green lane that goes past the edge of Harewell Close to the farm.

Cllr. Lumley observed that the streetlights over the bridge are not working. There were also 2 lights out at the top of the High Street, though they may since have been repaired.

2324/104 Parishioners' Representations - None

2324/105 Resolved: that members of the press and public are excluded from item 2324/106 and 2324/107 and 2324/108 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).

2122/106 Tenders received for the Caretaking Contract 1 Sep 2023-31st Aug 2026

Only one tender had been received but the candidate was very impressive. He had already provided his insurance details and Cllrs. Lumley, Holt and Thompson had met him.

Resolved: that James Johnson is offered the caretaking contract.

2324/107 Sale of Cemetery Field

Nothing further had been heard about this from NYC.

2324/108 Awarding of Town Shields

Members discussed potential recipients but did not agree on any. It was agreed that this would come back to the next meeting and that any councillor suggesting someone must be very specific as to what the award was for.

2324/109 Dates of Next Meetings

Full Council Meeting – Tuesday 5th September at 7.15pm

Mayor's Fund Committee Meeting – Tuesday 5th September at 6.45pm

Meeting finished at 9.33pm