



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 6TH FEBRUARY 2024 AT 7.15PM IN THE COUNCIL CHAMBER.

Present:

Cllr. C. Thompson (Chair) Cllr. D. Brackley Cllr. C. Critchley Cllr. J. Leggett Cllr. C. Skaife	Cllr. N. Thompson Cllr. J. Ward Cllr. J. Wardman Cllr. J. Wright	<u>In Attendance:</u> Clerk: Miss Suzanne Smith 6 members of the public (MOPs) 1 member of the press
---	---	---

2324/214 Presentation by representatives of Pateley Bridge Youth Council describing their work and objectives.

This item was deferred until next month.

2324/215 Apologies for absence

Cllr. Holt – away.

Cllr. S. Lumley – ill.

County Cllr. Andrew Murday – away.

2324/216 To receive Councillors’ Declarations of Interest and consider any requests for dispensations - none.

2324/217 Parishioners’ Representations

a) Representations from parishioners present.

MOP1 raised a question about why the Town Council had voted against planning application ZC23/03583/FUL at 1 Harewell Close last year but had not done so this time despite the changes being relatively minor.

The Chair explained that last year, based on national guidelines PBTC had considered the traffic considerations to be material and that had informed the decision. Last month, however, the council was advised by an NYC representative at its meeting that the traffic considerations were not considered material by NYC and had acted in accordance with that. Subsequently, NYC had clarified that they were in fact material but that it would not make a difference in this case as the Highways team had not found grounds to object to the development.

Despite this, PBTC had very strongly said in its planning response that the Highways issue was a major concern and that PBTC hoped NYC Highways officers had been out and done a comprehensive site visit.

The Chair noted that this application had now been referred to the Planning Committee for consideration.

The Chair moved to item 2324/221.a.i - Planning application ZC23/03583/FUL at 1 Harewell Close.

Resolved:

- i. That NYC Highways team are asked to have a site meeting with members of PBTC and residents ahead of the Planning Committee meeting so that they can see for themselves the problems the new development will cause. This meeting should take place during the drop-off or pick-up time for Glasshouses Primary School.
- ii. That clarification is sought from NYC as to what the new green line is on the plans that appears to show a footpath, but which does not match the footpath on the definitive map. (It is most likely an alternative footpath preferred by the developer as it gives the same access.)

4 members of the public left the meeting.

The Chair moved back to 2324/217 Parishioner's representations.

MOP2 spoke to item 2324/217.b.iii – He requested PBTC's support for the electric charging points being installed in Glasshouses Mill phase 1 car park before it is surfaced. He felt that now would be the perfect opportunity for the developer to do this. Members agreed that this made sense and the Clerk will check whether installation of the charging points are a planning condition as suggested by the Environmental Officer.

MOP3 spoke to item 2324/217.b.i –the Springfield Way grit bin had been reinstated last year, but appears not to be being filled anymore. The Chair confirmed that it had been taken off NYC's list. Cllr. Murday is currently investigating what has happened and PBTC agreed to wait for feedback from him before taking any action.

b) Written representations from parishioners

- i. **A request to support residents of Springfield Way in their endeavours to get their grit bin filled.**

The Chair noted that the member of the public was told to contact the parish council with matters relating to grit bins, which is inappropriate as PBTC is not responsible for them. NYC also told the MOP that it will cost £70 to get a grit bin filled.

Members felt that PBTC should push back against this, but it was important to wait for clarification from Cllr. Murday first.

- ii. **A request for help in getting dangerous potholes outside Woodside, Smelthouses, repaired. (Clerk has already referred parishioner to NYC).**
Members had seen these potholes but noted that there were dangerous ones all over the parish, not just here.

Resolved: that the Chair will take photographs and compile a report of all the really bad potholes for submission to NYC asking them to take action.

- iii. **A request from a resident of Glasshouses Mill for support for his request that electric charging points should be installed in the phase 1 car park**
This had already been discussed.
- iv. **Notification that the footpath from Mill lane to the Millennium Green is impassable because the brambles are so overgrown.**
Resolved: that Cllr. Skaife will take a look and, if the brambles are problematic, the caretaker will be asked to remove them.

2324/218 Minutes

Resolved: that the minutes of the meeting held on 2nd January 2024 are approved and signed as a correct record.

2324/219 Matters Arising

- a) **Clerk's report.** - The report was received and noted.

2324/220 County Council and Highway Matters

- a) **Report from the County Councillor.**

Although Cllr. Murday had sent his apologies, he had circulated his report ahead of the meeting.

Members expressed dismay that the funding for home to school transport was likely to be cut at the upcoming NYC budget meeting. They felt it was appalling.

Resolved: that the Clerk expresses PBTC's concern about this to Cllr. Murday.

Members again discussed their worries about the Long Course weekend scheduled for September. The local infrastructure was not up to the huge influx of visitors and hotels/guest houses are usually full at that time of year anyway.

Resolved: that the following points are put to Cllr. Murday for clarification by the authorities:

- i. What measures will be in place to allow people to go about their everyday business?
- ii. How will the impact of the event on the economy be measured in order to see whether the £25,000 being paid by NYC is justified?
- iii. How will the farming community be impacted/protected? This will be harvest time, which requires daily access to the roads by tractors often for very long hours (and is time crucial from the perspective of the farmers).

b) Update on the Glasshouses Mill S106 situation.

Members noted that the people who had been going to provide the shop at the Mill had pulled out. This could impact the S106 situation without a new application.

c) Previous and new Highway issues

Cllr. Critchley said he had noticed a lot of things while he was out cycling.

The old garage block behind the Mill in Glasshouses is blocked off and has been for some time – he has had a complaint from a parishioner. It is a definitive route on the map. He had let NYC know and has a reference number.

He had also let NYC know about the culvert which is blocking the footpath by the mill. Six inches of hardcore has been washed away. The footpaths people have not yet resolved it. The protective cover which was on top to stop contaminants from leaking has gone.

Members agreed that this collapsed culvert represented a particular danger, with Cllr. N. Thompson pointing out that there was inadequate signage and protection from the dangers for members of the public.

At the invitation of the chair, a member of the public added that it had caused some kind of sewage leak. Cllr. Wright observed that, even if the old gasworks were no longer contaminated land, all the sediment washing into the river would be detrimental.

It was clear from the member of the public that NYC (Footpaths and Environmental Health) and the developer are fully aware of the situation but the discussions to remedy it are complicated revolving around insurance.

Resolved: that PBTC writes to the following bodies to seek urgent action to repair the culvert, make it safe in the meantime, and to ensure that any sewage issues or other contamination is sorted out and prevented in the future.

- 1) Glasshouses123 Ltd
- 2) Footpath team at North Yorkshire Council
- 3) Environmental Health at North Yorkshire Council.

i. Update on the trees alongside the riverside footpath between Pateley Bridge and Glasshouses.

The Clerk said that, while she had emailed the landowners, she had not received any response.

NYC had made it clear that it would not do anything.

Resolved: that an email is sent to the landowner every month seeking assurance that the trees are being made safe.

- ii. **The narrow footpath on the main stone bridge over the Nidd needs tidying.**
Members noted that there were many areas where litter was a real problem. NYC do not seem to be sweeping the streets, nor taking care of the pavements and footpaths.

Resolved: that PBTC writes to NYC to find out what their policy is in terms of cleaning roads, pavements and footpaths, as there has been a marked deterioration in the standard. Everywhere is in a poor state.

- iii. **Saplings/trees and ivy are growing in the masonry and walls on either side of the bridge**

It was agreed that these need removing as they may damage the masonry. However, as Cllr. Murday had mentioned he was acting on this in his report, it was agreed to see what came of that.

- iv. **Part of the footpath in front of Glasshouses Mill has been damaged by the problems with the culvert. Both the footpath and the culvert still need repairing.**

This was discussed above.

- v. **There used to be an accessible footpath behind Glasshouses Mill, which is no longer usable.**

Resolved: that the Clerk reports this to NYC

- vi. **Grit bins are no longer being replenished by NYC. Residents of The Knott and Springfield Way have requested support from PBTC in acquiring new grit bins/getting existing ones filled.**

This was discussed above.

- vii. **'The Flaggings' footpath in Glasshouses may require a handrail.**

Cllr. Critchley emphasised how dangerous The Flaggings was in winter. People fall and it gets more slippery through lack of use. It would be a helpful route for children or elderly people to avoid road crossings, if only it was useable.

Although The Flaggings is listed and putting in a handrail on the surface seemed impractical, it was **Resolved:** that the clerk would enquire with NYC as to the feasibility and permissibility of doing so.

- viii. **A deer carcass needs removing from Ripon Road.**

Resolved: that PBTC requests the removal of the deer carcass.

- ix. **The Ripon Road footpath needs maintenance work.**

See resolution at 2324/220.c.ii.

- x. **The footpath behind the Wildings café needs tidying.**

See resolution at 2324/220.c.ii.

- xi. **The seating area at the bottom of Panorama Walk requires maintenance work.**

It was agreed that this would be a caretaker task.

- xii. **The Youth Shelter needs tidying.**

It was agreed that this would be a caretaker task if it is PBTC's turn.

- b) **Pateley Bridge Parking Permit Scheme 2024-2025**

The Clerk advised that NYC will run the parking permit scheme in the same format for one final year.

Resolved:

- 1) that PBTC approaches Nidd Plus to check they are happy to help as they have done in previous years.
- 2) That the clerk is given delegated authority to make any arrangements necessary to sell the parking permits (in consultation with council members).

The remaining members of the public left.

Member of press left at 8.32 pm

2324/221 Planning Matters**a) Applications to North Yorkshire Council**

The following applications were considered and comments resolved:

	Reference Number	Address	Description	PBTC Resolution
1	ZC23/03583/FUL	1 Harewell View Harewell Close Glasshouses HG3 5QJ	Sub-division of existing cottage into 2 dwellings and erection of single storey extensions to rear. Erection of 2 no dwellings with outbuildings to rear (revised scheme with alterations to parking and position on dwellings). Cllr. Murday has referred this to the Planning Committee.	See minute 2324/217.a
2	ZC23/04532/PNA	Kiln House Wilsill HG3 5EE	Agricultural storage/Lambing shed	No objections.
3	ZC24/00124/FUL	Ashville 22 Panorama Close Pateley Bridge HG3 5NY	Demolition of existing conservatory; Erection of garden room with balcony to first floor PBTC expressed concern that the owners of those properties potentially impacted by being overlooked may not be aware of the planning notice due to their location.	PBTC was concerned that the balcony may result in the privacy of surrounding properties/gardens being compromised, as they may be overlooked. It would not object to the garden room without the balcony.
4	ZC24/00019/TPO	8 Panorama Close Pateley Bridge HG3 5NY	Lateral reduction of eastern canopy (by 3m, retaining 11m final radial canopy spread) and Lateral reduction of northern canopy (by 3m retaining 10m of final radial canopy spread) of 1no. Sycamore Tree (T1) within A42 of Tree Preservation Order 01/1970	PBTC believes that the advice/recommendations of the arborist should be followed.

5	ZC24/00263/DVCON	High Green Cottage High Green Farm Wath Road Pateley Bridge	Variation of Condition 2 (approved drawings) and removal of 3 (use and dates of occupation) of Application Reference Number: 16/02659/DVCON for Variation of condition 3 (use and dates of occupation) of Permission 6.49.148.A.FUL to allow holiday cottage to be used as a permanent residential dwelling. Date of Decision: 22/08/2016.	No objections
---	----------------------------------	--	---	---------------

b) Decisions by North Yorkshire Council

The following planning decisions were noted:

Planning Ref	Proposal	Address	NYC Decision
ZC23/04111/FUL	Pitched roof to existing single storey side extension, canopy and new entrance to other side extension and alterations to fenestration of main dwellinghouse and garage. Change of use of existing first floor office space of detached garage to mixed use holiday accommodation and / or annex to main house.	Rivenstones Panorama Walk Pateley Bridge HG3 5NH	APPROVED SUBJECT TO CONDITIONS
22/04117/FUL	Demolition of existing bungalow. Construction of a terrace of 3 houses	Greenlea Greenwood Road Pateley Bridge HG3 5LR	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS
ZC23/04379/TPO	Fell 1 no. Sycamore of Tree Preservation Order No. 01/1970 A49	2 Riverside Cottage Nidd Walk Pateley Bridge HG3 5NA	GRANT CONSENT SUBJECT TO CONDITIONS
ZC23/04191/FUL	Demolition of existing shed and erection of detached garage/store with attached home office. (Revised Scheme)	Knott Top Farm Pateley Bridge HG3 5NH	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS.
ZC23/03889/FUL	First floor extension and alterations	Upper Dale View Pateley Bridge	REFUSE PLANNING PERMISSION
ZC23/04098/FUL	Installation of Solar Panels	West Barn Lupton Bank Glasshouses	GRANT PLANNING PERMISSION SUBJECT TO CONDITIONS

c) Enforcement matters: none

d) Appeals: The following appeal was noted:

23/00045/NENFNO - Appeal against Enforcement Notice for Re-building of derelict property, Quarry House Blazefield North Yorkshire

e) Glasshouses Mill S106 – See also under County & Highway Matters.

2324/222 Glasshouses Play Area

a) **Verbal report on the playground**

Cllr. Critchley noted that there was the usual amount of plastic rubbish, which he had picked up. Some was lodged high in a tree which he couldn't reach. There was no material change at the play area.

b) **Any further information on the blocked drain near the play area.**

Cllr. Ward said that he had left it with the tenant to contact him to arrange a meeting, but he had not done so. He believes the drain was just overwhelmed rather than blocked. He will meet with the tenant if he requests it.

c) **To consider whether planting trees on the far side of the beck adjacent to the play area would be a good idea.**

Members think that this land does not belong to PBTC but Cllr. Ward will check the deeds again to be sure.

2324/223 Millennium Green

a) **Update about the potential siting of a memorial bench (if any).**

Cllr. Brackley noted that a letter sent to the owner of the land adjacent to the footpath requesting permission for a bench had bounced back. Therefore, it was more likely that the member of the public would choose the Nidd Walk location. The Clerk had not heard from her yet though.

b) **To consider any further information about a potential Pump Track**

Cllr. N. Thompson reported that a meeting had been held with interested members of the public. It had been agreed that the members of the public should lead the project and they were very willing to do so. The first step is a feasibility study, which would be funded by way of a grant (possibly the National Lottery) or by local businesses. The group will report back soon.

c) **Other matters relating to the Millennium Green – none.**

2324/224 Minutes/ Reports from Committees

a) **Minutes of Finance Committee held on 24th January 2024.**

The Chair provided a summary of what had taken place at the Finance Committee meeting.

Members considered a proposal that the tenants of the cemetery field are allowed to graze the land for 3 months after the end of their tenancy for free – which will take us up to the time that we require vacant possession for the sale.

Resolved: that the tenants are granted the grace period.

b) **Report from the JLC meeting held on 6 February 2024, directly before this meeting.**

Cllr. N. Thompson reported that he had been elected as Chair of the JLC and the emergency committee.

It had been agreed that there would be a bonfire beacon for the D-Day commemoration in June but probably not an accompanying event.

The JLC had agreed to approach the community to see if they are interested in assisting in any emergency response.

The JLC members were interested in having training for an emergency response situation.

2324/225 Council Business

a) **Caretaker Tasks for February.**

Members agreed to the matters raised earlier in the meeting, washing The Flaggings and otherwise, the usual tasks.

- b) **Letter received from NYC inviting PBTC to take on grass cutting duties in return for a payment from NYC.**
Resolved: that PBTC does not wish to take on these duties.
- c) **Possible siting of a new defibrillator in Wilsill**
This item was deferred.
- d) **Update about the bus service requests** – none received.
- e) **Feedback about the missing eyebolt, used to suspend the Christmas lighting banner across the High Street** – none received yet.
- f) **Plans for the Fox’s Head Well Easter display and future displays.**
Members considered correspondence from the Men’s Shed.
Resolved: that PBTC goes ahead with the Easter display and discusses the other displays later in the year.
- g) **Nomination for the Soroptimist International of Harrogate District’s ‘Young Woman and Woman in the Community Awards 2024’.**
The deadline for this had already passed, so this was not considered.
- h) **D-Day Anniversary Commemorations**
This had already been discussed.
- i) **Fundraising event for the Mayor’s Fund.**
The Mayor suggested holding a music and beer festival. Cllr. Ward’s band may be happy to provide entertainment.
It was agreed that this would be further discussed at a Mayor’s Fund Committee meeting.
- j) **Update from the Commuted Sums working group** – none.
- k) **Update about the possible siting of a memorial bench on Nidd Walk.**
This had been discussed previously.
Cllr. Skaife said she had seen benches in Sandsend which had the dates on them showing how long they were sponsored for. She wondered if this would be a good idea for PBTC.
It was agreed that the bench policy would be put on the next agenda and that it and the list of all the benches would be circulated to all councillors ahead of the meeting.
- l) **To consider whether to hold an emergency plan drill**
Cllr. N Thompson said that before a drill, it was important to establish who would be on the emergency committee and to arrange the training. There should also be a public meeting to gather residents and parishioners together.
- m) **Any matters arising from the JLC meeting not previously covered** - none.

2324/226 Correspondence - None.

2324/227 Finance

- a) **Rentals for 2024-25**
To consider a recommendation by the Finance Committee that the rents are frozen for one more year.
Resolved: that the recommendation of the Finance Committee is accepted but that the Finance Committee is informed that this must be the final year of frozen rents. (Cllrs. Skaife and Wardman abstained)
- b) **Pre-Paid Credit Card**
Resolved: that PBTC does wish to have a pre-paid credit card, even though there is a monthly fee.
- c) **Santander Business Account**

Resolved: that all the Finance Committee members are signatories of the Santander saving accounts, as well as the Chair (if the Chair is not on the Finance Committee.)

d) **Accounts for Payment**

The following payments were approved:

	Payee	Description	Net Amount (ex. VAT)	Actual Payment (inc. VAT)
1	Clerk	February 2024 Salary	£1, 241.45	N/A
2	HM Revenue & Customs	February 2024 Employer and employee tax and NI Contributions.	£176.17	N/A
3	NEST	February 2024 employer and employee pension contributions	£95.12	N/A
4	Clerk Expenses	Various phone, mileage, stationery	£12.87	£15.44
5	NYC	Trade waste	£25.00	£25.00
6	Caretaker	Work completed January 2024	£40.00	£48.00
7	Vision ICT	Website and email	£188.13	£37.63

e) **Receipts**

The following receipts were noted

10 January 2024 - Bewerley Parish Council - £556.45 – refund of war memorial handrail deposit amount.

29 January 2024 – garage rental - £35

f) **Direct Debit payments**

The following direct debit was noted:

13 February 2024 – Vodafone - £8

2324/228 Mayor's Report

The Mayor reported that he had attended the Plough Sunday Service in Ripon Cathedral on Sunday 14th January. It was a great service and there had been a huge civic representation from the area.

He had also attended the Candlemas Civic Service at Ripon Cathedral on 2nd February. He had been very impressed by the beautiful display of 8,000 candles, including candle mosaics. Again, he noted that there was a substantial civic presence at this event.

2324/229 Exchange of Information/Items for Future Meetings

Cllr. Skaife reported a dangerous issue with the drain covers on Ripon Road just outside of Pateley. Cllr. Skaife will send details to the Clerk.

Cllr. Wardman said that he had reported the historic sunken gullies made of old steel and wood. located on Ripon Road near Panorama Walk. NYC had said that they were not its responsibility. It was agreed that we should find out who they belong to, which may historically be BT.

Cllr. Leggett noted that the agenda had reached 5 pages long for the first time but was pleased that the Council had covered the whole agenda within the allotted time.

Cllr. Critchley raised issues in Bewerley parish. The paths going up to Nidderdale High are in an appalling state. The tree stump in the Recreation ground near the mini football area needs to be removed. The tree stump had been raised at the preceding JLC meeting and the Clerk said she would refer the condition of the paths to BPC.

2324/230 Parishioners' Representations - none

2324/231 Resolved: that members of the press and public be excluded from item 2324/232 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).

2324/232 Sale of Cemetery Field

The Clerk noted that NYC wishes to proceed on a fixed fee basis. They would like to know if there are any restrictive covenants on the land which may impede the design of the site.

Resolved: that PBTC would like a covenant to ensure that the land can only be used for the purpose of extending the cemetery.

2324/233 Dates of Next Meetings

The following meeting dates were noted:

- a) **Meeting of Harrogate Branch of YLCA** – 19th February 2024
- b) **PBTC Full Council meeting** – Tue 5th March at 7.15pm.

The meeting ended at 9.37pm.