



PATELEY BRIDGE TOWN COUNCIL
The Council Chamber, King Street
Pateley Bridge, HG3 5LE

Tel: 07751 571 374 Email: clerk@pateleybridgecouncil.org.uk

MINUTES OF THE MEETING HELD ON TUESDAY 06 FEBRUARY 2018

Present:

Cllr C Hawkesworth (Chairman)
Cllr D Brackley
Cllr t Brown
Cllr J Critchley
Cllr S Hesselden
Cllr M Holt (Deputy Chairman)

Cllr H Jefferson
Cllr J Leggett (Minutes)
Cllr S Lumley
Cllr C Skaife
Cllr I Skaife

Clerk: Mrs S Adamson

In attendance: two Parishioners

- 1 **To accept Apologies and reason for absence:** none.
- 2 **Councillors' Declarations of Interest and Consideration of Dispensations:** none.
- 3 **Parishioners' Representations**
 - (a) Complaints and requests about grit bins: there had been many complaints about empty grit bins, and about a lack of snow clearing and road and pavement gritting (see 6(a) below). These had been passed on to NYCC Highways and HBC carparks department.
 - (b) One of the parishioners present was attending the meeting to make several representations for reporting to Highways:
 - (i) the general condition of the roads in Glasshouses and specifically potholes at the top of Harewell Close and at the junction into the Lupton estate;
 - (ii) the yellow lines not reinstated properly on the bend on Park Road with the result that parked cars were impeding traffic and specifically the dustbin wagon which had to reverse along Back High Street [originally reported by the Clerk to Highways in 2013 and on subsequent occasions];
 - (iii) street lamp No 1 on Panorama Way was out;
 - (iv) two gullies at the top of Knott Lane were bunged solid [previously reported to Highways by the Clerk and on the Highways Schedule of Work].
- 4 **Minutes of the Meetings held on Tuesday 16 January 2018:** Item 9(a) Cllr I Skaife should read Cllr C Skaife, and with this amendment it was proposed, seconded and agreed by a show of hands that the Minutes were a true record of the proceedings; to be signed by the Chair at the next meeting.
- 5 **Matters Arising**
 - (a) Min. 9(c): Meeting Schedule 2018: to agree format of 'planning meetings' between the full council meetings, circulation of papers, and to agree to delegate powers to the Clerk to reply to TPO planning applications: it was agreed that any planning applications with a deadline for response before the full council meeting on the first Tuesday of the month could be dealt with via round robin emails,

unless an application appeared controversial or was classified as major, in which case the Clerk should ask HBC for an extension so that it could be discussed in full council; it was proposed, seconded and agreed unanimously that the Clerk should have delegated power to respond to TPO planning applications.

It was also agreed that papers could all be circulated via email rather than being left in the Council Chamber. The Clerk agreed to make recommendations as to the various committee meetings to dovetail with the new meeting schedule.

6 County Matters

- (a) to discuss the commitment of council expenditure to additional grit bins: NYCC filled grit bins in once in October and then might refill them again in periods of severe weather; parish councils could buy additional grit bins and pay to have them filled more regularly. It was proposed and seconded that the Council should not go down this route as it would not be possible to finance such a scheme for every part of the parish that might request it, and this was agreed with two abstentions.

The priority routes and footpaths, as illustrated on the NYCC website, were discussed, with various views expressed and some anomalies identified, such as the exclusion of the footpath over the river bridge. A formal submission to be made to NYCC.

- (b) Cllr Lumley reported that the new licencing scheme for contractors engaged in work for NYCC Highways was now operational, with more inspections and longer warranty periods.

The Parishioner who had made the earlier representations left the meeting at this point.

7 District Matters

- (a) to receive information about HBC Tour de Yorkshire tourist grants: awards of up to £1,000 were available for one-off projects that benefit the community which will celebrate the Tour in an appropriate way. Application criteria and the project proposal form are available at www.harrogate.gov.uk/communitygrants.

There would be a road show about the Tour on Tuesday 20 February at 2.00 pm in the Council Chamber; but tickets could only be obtained by registering on <https://www.eventbrite.co.uk/e/tour-de-yorkshire-2018-roadshow-in-pateley-bridge-tickets-41956132923>. Cllr Lumley said that this year, in addition to the professionals, the Sportif (open to members of the public) would pass through the town and it was likely that Greenhow Hill would be closed all day.

- (b) Cllr Leggett reported two deer carcasses on either side of the Ripon Road; they had been reported to HBC were still in situ. The Clerk to follow up.

8 Planning Matters

- (a) Applications to Harrogate Borough Council
- (i) DCPARISH 6.49.250.K.FUL 18/00184/FUL. *Erection of new cart shed at West Barn, Lupton Bank, Glasshouses HG3 5EA, for Mr D Roberts.*
No objections.
 - (ii) DCPARISH 6.49.15.J.FUL 17/05379/FUL. *Demolition of an agricultural building and erection of an agricultural building, at Cliff Grange, Fellbeck HG3 5EW, for Mr Richard Burton.* No objections.

- (iii) DCPARISH 6.49.379.FUL 17/05295/FUL. *Erection of pergola at Birch Garth, Lupton Bank to Glasshouses Bridge, Glasshouses HG3 5QY for Mr Michael Iveson.* No objections.
 - (iv) DCPARISH 6.49.492.A.FUL 18/00022/FUL. *Erection of stables and tack room at Cliff Top, Fellbeck HG3 5EH, for Mr J Mitchell.* No objections.
 - (v) DCPARISH 6.49.550.A.FUL 18/00087/FUL. *Retrospective planning application to convert car port into a garage with 2. No single storey extension, at The Old Coach House, Fellbeck HG3 5EU, for Mrs V Grieve.* No objections.
- (b) Decisions by Harrogate Borough Council: the following were noted:
- (i) DCPCDEC 6.49.430.B.TPO 17/05137/TPO. *Felling of one sycamore with TPO 01/1970 at High Harefield Cottage, Pateley Bridge HG3 5DG for Mr G Blaker.* Refused on the grounds that the works would significantly harm the visual amenity of the locality and the AONB, and that there is no technical justification for the works.
 - (ii) DCPCDEC 6.49.723.FUL 17/04965/FUL. *Installation of roof lights at 1 The Old Courthouse, Church Street, Pateley Bridge HG3 5LB, for Mr R Burnett.* Approved subject to conditions.
- (c) Enforcement matters: none.
- (d) Appeals: none.
- (e) Consultation on proposal by National Trust to fence Commons for cattle grazing: this statutory consultation was taking place before the Trust submitted its formal application to the Secretary of State. Stock grazing as a part of moorland management would replace the current maintenance of the site by mechanical means; there would be no bulls, cows with calves or young cattle; fencing would not restrict the free movement of people, as all designated rights of way would have appropriate gates. Fencing would follow the commons boundary and road sides and would have the added potential of preventing inconsiderate parking along the road. The Council had no objections, with one abstention.

9 Financial Matters

- (a) Accounts for payment: since submitting her expenses, the Clerk said she had incurred further expenditure so Item (i) should read £63.94. With this amendment all the payments were approved to be paid by BACS.
- (i) Clerk's expenses: postage, toner, stationery phone top up: £34.55
 - (ii) Nidd Plus: printing of flyers for Flood Risk exhibition: £11.50
 - (iii) Yorkshire Lighting Services: repair to electric supply at Fox's Head Well: £238.50 inc VAT.
 - (iv) Clerk's salary payable on 28 February 2018: Gross £644.34 Net: £563.74
- (b) Receipts: noted.
- (i) Platt and Bajic: garage rental January: £31
 - (ii) Bewerley Parish Council: share of refreshments for Armistice Day: £160.40
 - (iii) HBC grounds maintenance grant 2017: £936.89.

10 Correspondence

- (a) A letter from HBC Returning Officer concerning local elections on 03 May 2018: the Returning Officer, Wallace Sampson, had written to all parish councils to remind them of the procedure for nomination, and the election timetable. He invited all prospective candidates to two meetings on 21 and 22 February at

5.30 pm in the new HBC offices at St Luke's Mount in Harrogate to go through the nomination process and the conduct of the poll. To comply with legislation the Chair suggested that the council meeting scheduled for Tuesday 01 May should be postponed until after the Election so that the Annual Meeting would take place on Tuesday 08 May and this was agreed. Notice of the Elections would be published on Friday 23 March 2018 and deadline for receipt of nominations was 4.00 pm on Friday 06 April. The Clerk to publicise.

- (b) Letter from HBC Planning Policy Manager re District Local Plan Publication Draft 26 January – 09 March 2018: following consultation on the draft Plan itself and the subsequent consultation on the Additional Sites, Employment and Gypsy and Traveller Sites, HBC was now asking for representations on the legal and procedural compliance of the Plan, its soundness, and its conformity with the Duty to Cooperate. In addition representations could be made on its Sustainability Appraisal, the Habitat Regulations Assessment and the Equality Assessment. <https://consult.harrogate.gov.uk> Hall. The Council agreed that its response should be that as far as it could judge, the Plan had complied with these requirements.
- (c) Email from Bewerley Parish Council to discuss planting in the Rec: as part of their budget preparation Bewerley were looking at ways to reduce expenditure and wondered whether Pateley had considered bringing planting at the bandstand in-house. As PBTC had already paid the invoice for 2018 no decision could be made this year, and there was a general reluctance to go down this route as before HBC had been contracted to plant and maintain the box trees and the bedding at the bandstand, it had often had a neglected air.

Cllr Lumley left the meeting at this point to attend another meeting.

11 **Play Area/Millennium Green**

- (a) Play Area: Cllr Critchley had oiled the gates and removed some brash from under the trees; the equipment was in sound condition, although he noted that Acorn Housing had still not repaired the wall at the entrance; Cllr I Skaife to carry out the inspections in February. It was agreed that the Caretaker would be asked to replace the wooden posts and netting as necessary if he could do the job before the Easter holidays.
- (b) Millennium Green: Cllr Leggett was pleased to report that there was not much litter.

12 **Council Business**

- (a) Caretaker Tasks for February: standard tasks plus removal of molehills, litter clearance from verge on Ripon Road up to Harefield, gravel on path in Millennium Green and re-hanging trailing lights in tree at Southlands.
- (b) Signage in the town: Mr Iain Mann of the Upper Nidderdale Landscape Partnership Scheme had updated the Council on progress with the interpretation board adjacent to Southlands car park, the multiple tourist and direction signs at the bottom of the High Street, and car park signage, as per previous discussions. He was working with designers and NYCC and would forward pdfs for council approval in due course. The Council was most appreciative of the thought given to the project and his attention to detail.

- (c) General Data Protection Regulation – update: the Clerk said she had started the audit of retained data. It was frustrating as although NALC was advising local councils not to delay in preparing for the implementation, there was still a lack of authoritative guidance.
- (d) Meeting of Safer Neighbourhoods and NYCC Highways – to discuss questions: Cllr C Skaife, as the Council's representative at the Safer Neighbourhoods meetings, would attend this, along with Cllr Brackley. It was agreed that the questions drafted for the Highways meeting in November, which had been cancelled due to bad weather, would be submitted: clarification about (i) their schedule for gully clearing and (ii) their procedure for removal of signage by contractors.
- (e) To discuss 'Re-greening Glasshouses Project': Ms Liz Milner, of the Twigs n' Stix Forest School had written to the Council explaining that she was hoping to obtain funding for this project on behalf of the GVA and in conjunction with the Village School, and she would like to use part of the Village Green or the Play Area for the purpose: building a bug hotel and a small herb bed as part of a community scheme, and some wild flower planting. As village greens have to be kept open for recreational purposes without encroachment, the Council agreed that they could only give permission for an allotted area at the top of the Play Area to be used, although it was noted that the Allotment Society had already given a plot to the School which was no longer used.
- (f) To discuss funding request from Dalesbus: the Dales & Bowland Community Interest Company were proposing to improve access to Pateley Bridge, Upper Nidderdale and the Washburn Valley with a revamped DalesBus network running on Sundays and Bank Holidays throughout the summer months, following their success in securing funding for the Winter Sunday service between Harrogate and Pateley Bridge. They had written to the Council asking for a donation of £3,750 plus £250 from the Mayor's Fund, which would secure funding. Cllr Leggett made a short analysis of their proposal and said that such a request put the Council in a very difficult position; the sum requested amounted to nearly 20% of the Precept and had been sprung on the Council at short notice when the budget had already been set; the Council was already having to call on its reserves to balance the budget in the coming year, but more importantly the service would mainly benefit walkers and visitors and was not in the interest of parishioners who pay the Precept. It was agreed unanimously that the Council could not accede to this request.
- (g) 'Vital Signs' – report from Cllr Hawkesworth following presentation in Harrogate at the launch of the Local Fund: this report had highlighted some significant issues relating to poverty and social isolation in the district. The Local Fund had been set up to address this need in the form of grants to local organisations and was a partnership between HBC, HRCVS and the Two Ridings Community Foundation. It had been established in response to the pressure on public sector budgets and it also hoped to develop philanthropic giving in respect of small local charities. www.trcf.org.uk/tlfharrogate
- (h) To receive information from HBC about refurbishment of the Recreation Ground: extensive work to refurbish the children's play area would start in the near future, at a cost of £38,800 from the Council's Capital Investment Programme. It would include replacement of 2 bay junior swings, 2 bay toddler swings, new slide,

roundabout and spring mobiles. The roundabout would be flush to the ground to be accessible for wheelchairs, with a new footpath from the gate to the roundabout, with additional sensory items placed alongside, a rain maker, chimes and play panel. All impact absorbing surfacing would be repaired and overlaid with needle-punch carpet. The scheme would ensure provision for the next 20 years and meet the Council's objective of increasing accessibility and inclusivity.

13 Reports from Committees

- (a) Cllr C Skaife had attended the AGM of the Friends of the Cemetery.

14 Exchange of Information

- (a) Cllr Leggett said that the fascia boards on the Glasshouses bus shelter looked in need of repair. To return to the Agenda of the next meeting for a decision.
- (b) Cllr C Skaife said that the Memorial Hall planned to mark the Armistice on 11/11/2018 with a community event, including the unveiling of Carl Foxton's stone carving, an art and craft display featuring poppies, and refreshments.
- (c) Cllr Jefferson said that bikers had been noted on the river footpath again.
- (d) Cllr Jefferson also mentioned that the Officer at Trading Standards at NYCC with whom she had been liaising over the 'No Cold Calling' zones had been made redundant and the role had been taken over by somebody who did not seem to have the same background knowledge. The Clerk to follow up.

15 Parishioners' Representations: none.

16 Dates of next meetings

The next meeting will be held on Tuesday 20 February 2018

The following meeting will be held on Tuesday 06 March 2018

The meeting closed at 9.50 pm