



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 05 JUNE 2018

Present:

Cllr C Skaife (Chairman)
Cllr D Brackley
Cllr C Hawkesworth
Cllr S Hesselden
Cllr M Holt

Cllr H Jefferson (Deputy Chairman)
Cllr J Leggett
Cllr S Lumley
Cllr I Skaife
Cllr M Thompson

Clerk: Mrs S Adamson

In attendance: three parishioners.

Before the meeting, councillors reviewed their entries to the Register of Interests at HBC and either completed new forms or confirmed 'no change'. The Clerk to forward to HBC.

- 1 **To accept Apologies and reason for absence:** Cllr S Lumley
- 2 **Councillors' Declarations of Interest and Consideration of Dispensations:**
Cllr Hesselden declared a non-pecuniary interest in Item 9(a)(vii) as the applicant is a neighbour.
- 3 **Parishioners' Representations**
 - (a) a request from a resident of Beverley asking for Pateley Bridge Town Council's support in objecting to a development in Beverley, planning ref 18/00768/FUL: the Council was not a consultee and could not make a corporate response unless requested to do so by Beverley Parish Council. However it was recognised that the development would be visible from the town, and councillors who wished to raise objections with the planning authority should do so as individuals.
 - (b) a Parishioner had complained to the Mayor about a skip which had been left in the Recreation Ground following the refurbishment in the Play Area; the Clerk to forward to Beverley Parish Council and HBC. The Clerk had also received two complaints about delays in the installation of the new equipment.
 - (c) a Parishioner who had attended the council meeting on 08 May had returned to ask if arrangements to provide refreshments after the Service on Armistice Day were now in place. Cllr Hawkesworth reported that the new landlord of the Crown had kindly agreed to carry on the tradition which was welcomed by the Council, and the Parishioner left the meeting.
- 4 **Minutes of the Meetings held on Tuesday 08 May 2018:** a request was made for the word 'inadvertently' to be included in the final sentence of the Minutes, 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 and they were signed by the Chair.
- 5 **Councillor to be co-opted - One**
 - (a) Vacancy One: following publication of the vacancy at the beginning of May, there had been an expression of interest from Ms Deborah Marshall who was in attendance at the meeting. Her statement had been circulated to all councillors and she left the room during a short discussion after which it was proposed,

seconded and agreed unanimously that she should be co-opted onto the Council. The Mayor welcomed her back into the room and she took her seat at the table.

- (b) Declarations of Acceptance of Office of new Councillor: Cllr Marshall signed the Declaration of Acceptance of Office and the Clerk witnessed her signature. The Notice of Co-option to be forwarded to Legal & Governance at HBC.

6 Matters Arising

- (a) Min 15(c): to formulate questions for the Parish Consultation Meeting on Thursday 28 June 2018: Cllrs Brackley and Hawkesworth to attend and it was agreed to submit the following:
1. CIL consultation – does this and other consultative documents produced by HBC have to be quite so lengthy and verbose?
 2. Single Use Plastic – how will local councils implement the HBC policy?
 3. Free Wifi in the district towns – when will this be rolled out, and can it be speeded up?
- (b) Min 17(d): GDPR – update from the Clerk: it had not yet been confirmed whether parish councils had to appoint a DPO. In the meantime the audit was complete and privacy notices prepared. A meeting to be arranged with Cllrs Leggett and Thompson.
- (c) Min 17(c): to discuss suggestion from Bewerley Parish Council that a PBTC representative join their events committee: it was agreed that arrangements for the beacon lighting ‘Battle’s Over’ evening event on Armistice Day should be made through the Joint Liaison Committee.
- (d) Min 18(a): to approve the revised panels for the notice board at the bottom of the High Street: all revisions suggested by the Council had been incorporated and the Council approved the designs unanimously; Cllr Leggett to inform the AONB.
- (e) Min 19(d): to decide on a solution to the problem of overflowing waste bins on busy weekends and bank holidays: this continued to be a problem in spite of extra visits by the HBC street cleansing department. Various options were suggested although all had drawbacks; it was agreed to ask HBC for a review of their schedule and provision, before taking it forward with the collaboration of the fast food outlets and the Chamber of Trade.
- (f) To discuss parishioners’ representations raised at the Annual Assembly, i.e. the state of the riverside footpath and the overgrowth of vegetation on the river bank, and to decide on course of action: Cllr Jefferson said that she had spoken to Nidderdale Anglers who had rights to cut back the vegetation on the river bank, and they had no plans to carry out any work this year. The Clerk was asked to contact HBC, owners of the land, to ask them whether they would carry out remedial works especially as the drainage from the footpath was blocked and the saplings would shortly undermine the retaining wall.

7 County Matters

- (a) To receive Traffic Regulation Order (Parking and Waiting Revocation Order No 40 – 2018) at Glasshouses School: the amendment was to ensure compliance and the legality of the notice.

8 District Matters

- (a) To receive information from HBC Housing Department on:
- (i) **parking for residents at Southlands:** the department was of the opinion that no improvement could be made to the current situation by any use of the grassed area.
 - (ii) **bin provision at Yorke's View House:** the department had acknowledged that the current provision under the stairs was inadequate and an improvement had to be made; three outside sites were being explored, including one which would involve the removal of the large fir tree, and the Council would be kept informed. Cllr Jefferson suggested that the preferred option would be at the back of the building as placing bins at the front of the building would not only be unsightly but might encourage members of the public to use them, and the Clerk was asked to pass this on to HBC.
- (b) Launch of the Local Lotto for local voluntary and community groups: forming part of the Local Fund, 60p of every £1 raised would go to local organisations and there would be an information evening in Pateley Bridge at the Methodist Hall on the 27 June. Registrations for the meeting would need to be made by 13 June. <https://www.harrogate.gov.uk/lotto> .
- (c) representations about refurbishment of Play Area in the Rec: these had already been addressed under Parishioners' Representations above.
- (d) Notification of pressure washing/removal of gum on pavements in the town: this had been carried out on the High Street at the end of May.
- (e) HBC Consultation on the Community Infrastructure Levy (CIL): as this was of importance for parish councils and as the deadline for response fell after the next meeting it was agreed to hold this over until the next meeting so that all councillors could have the opportunity to read the extremely lengthy documents.
- (f) Launch of the #CrimeNotToCare campaign to combat fly-tipping: the Council welcomed this initiative by HBC to publicise the responsibility of owners of waste to dispose of it correctly; it was noted that somebody had already been charged and received a custodial sentence.

9 Planning Matters

- (a) Applications to Harrogate Borough Council
- (i) DCPARISH 6.49.165.D.REM 18/01806/REM. *Reserved matters application for plot 2 under outline permission 15/05195/OUT – outline application for the erection of 2 dwellings with appearance, landscaping, layout and scale considered, at Old Church Lane Cottage, Pateley Bridge HG3 5LY.* No objections.
 - (ii) DCPARISH 6.49.329.O.LB 18/01865/LB. *Listed building consent for retention of timber decking to rear of the Crown Hotel, Pateley Bridge.* No objections.
 - (iii) DCPARISH 6.49.597.A.FUL 18/01801/FUL. *Conversion of stores to form holiday cottage adjacent to High Wild Carr, Pateley Bridge HG3 5NE.* No objections.
 - (iv) DCPARISH 6.49.293.N.FUL 18/01640/FUL. *Erection of agricultural storage building at New Causeway Farm, Fellbeck HG3 5EW.* No objections.

- (v) DCPARISH 6.49.293.N.FUL 18/016412/FUL. *Erection of agricultural storage building at New Causeway Farm, Fellbeck HG3 5EW.*
No objections.
 - (vi) DCPARISH 6.49.6.N.FUL 18/01638/FUL. *Erection of two-storey garage extension at Rushgarth, Mill Lane, Pateley Bridge HG3 5BA.* No objections.
 - (vii) DCPARISH 6.49.549.G.FUL 18/02060/FUL. *Retention of stables and tack room at Manor Farm, Wilsill, HG3 5EB.* No objections.
 - (viii) DCPARISH 6.49.726.FUL 18/02158/FUL. *Raising of roof to provide additional living accommodation at Blue Plain Cottages, Sandy Lane, Glasshouses.* No objections.
 - (ix) DCPARISH 6.49.725.FUL 18/02066/FUL. *Demolition of single storey extension; erection of single storey extension; installation of dormer extension at 21 Millfield Street, Pateley Bridge HG3 5AX.* No objections.
 - (x) DCPARISH 6.49.498.C.FUL 18/01999/OUT. *Outline application for erection of 1 dwelling house with all matters reserved at Kiln Hill Cottage, Blazefield Bank, HG3 5DN.* No objections.
- (b) Decisions by Harrogate Borough Council:
- (i) DCPCDEC 6.49.188.J.FUL 17/05050/FUL *Erection of one dwelling and alterations to boundary wall at Byril Farm, Lupton Bank, Wilsill.* Approved subject to conditions.
 - (ii) DCPCDEC 6.49.30.B.DVCON 18/01039/DVCON. *Variation of condition 2 (approved drawings) and condition 6 (window and door frame materials) of permission 17/03006/FUL - Demolition of existing agricultural unit, stables / stores and garage, conversion and extension of existing milking parlour into annex, single storey extensions and single garage, conversion of barns and stores into habitable accommodation associated with farmhouse, internal alterations and associated external works at Cliffe House Farm Blazefield Bank Fellbeck HG3 5EQ.* Approved subject to conditions.
 - (iii) DCPCDEC 6.49.259.C.COU 18/01295/COU. *Change of use from guesthouse (Use Class C1) to dwelling (Use class C3). Roslyn Hotel Roslyn House 9 King Street Pateley Bridge North Yorkshire HG3 5AT.* Approved subject to conditions.
- (c) Enforcement matters: none.
- (d) Appeals: none.

10 Financial Matters:

- (a) Accounts for payment: it was proposed, seconded and approved by a show of hands that the following should all be approved for payment:
- (i) Clerk's expenses: postage and printer cartridge: £32.51 inc VAT
 - (ii) WEL Medical Ltd: electrode pads for Defibrillator: £47.88 inc VAT
 - (iii) Community First: insurance 2018-2019: £447.57
 - (iv) Mr Ben Crosby: tree work at Play Area: £540 inc VAT
 - (v) Information Commissioner's Office: data protection fee: £40 and to decide whether to pay this by direct debit.
 - (vi) Donation of Internal Auditor's fee to the Mayor's Fund: £100.
 - (vi) Clerk's salary payable on 29 June 2018: Gross £657.18 Net: £575.38
- (b) Receipts: noted.
- (i) Platt and Bajic: garage rental May: £31

11 Correspondence

- (a) To receive information about <http://www.niddfest.com> on 16 and 17 June 2018. The Clerk to publicise on the usual outlets. Councillors praised the wide range of interesting events.
- (b) To receive information from the Police and Crime Commissioner about her survey on Neighbourhood Policing <https://www.northyorkshire-pcc.gov.uk/how-can-we-help/your-say/consultations/what-are-your-views-on-neighbourhood-policing/>. Councillors would complete this survey as individuals and several had already done so.
- (c) To receive an expression of interest from the Senior Researcher at the Japan Local Government Centre (CLAIR London): this organisation, which regularly engaged with the parish and town council sector through NALC to arrange visits for interested Japanese local officials and researchers, as well as undertaking their own research on best practice, were considering compiling some case studies on successful local regeneration. Pateley Bridge had been identified as a possible example and the Council had been asked to supply details of any kind of profile or history of food tourism offer or support for 'maker culture'/crafts. Many suggestions were made including partner organisations and the Clerk was asked to draft these into a short report for the researcher, as an initial step.

12 Play Area/Millennium Green

- (a) Play Area: Cllr Brackley reported that all the equipment was in order and that in particular the trees at the back looked in good shape following the tree work. He had emptied the bins which contained nappies, dog poo bags and beer cans. The goal mouths and netting still needed attention and the Clerk said she hoped to sort it out that week. The wall belonging to Acorn Housing had still not been repaired – the Clerk to follow up again. Cllr I Skaife offered to carry out the inspections in June.
- (b) Millennium Green
 - (i) request from Ms Liz Milner, AONB Volunteer Coordinator, to carry out work in the Millennium Green: this was welcomed by the Council.
 - (ii) the Environment Agency had been cutting grass on the flood bank and Cllr I Skaife said he would check the condition of the footpath following the previous damage caused.
 - (iii) the Scouts intended to repair the entrance barrier where the metal post had disintegrated at ground level.

13 Council Business

- (a) Caretaker Tasks for June: standard tasks, plus removal of saplings on Top Wath Road, Sandy Lane, Silver Hill and Panorama Way; re-anchor one of the benches at Glasshouses Dam.
- (b) To review NALC's revisions to local councils' Standing Orders: Cllr Leggett offered to go through these and suggest any necessary amendments to the Council.
- (c) To discuss NALC's Strategic Plan for the parish sector and to formulate a response: Cllr Leggett said he would raise this topic at the next YLCA branch meeting on the 18th June before the deadline for response of 26th June.

- (d) To discuss litter picking before the visit from the In Bloom judges on 11 June: this was an error on the Agenda as it was the date of a visit by a BBC film crew, as part of a feature on communities pulling together, not the date of the visit by the In Bloom judges. The Mayor said that the Chamber of Trade had offered to provide equipment and high-vis jackets; unfortunately she would be away and not able to take part. Cllrs Jefferson, Leggett, I Skaife and Holt agreed to meet at 6.00 pm on that evening. The Clerk confirmed that the Council's insurance policy covered volunteers and councillors under the public liability clauses.

One of the parishioners present suggested that the volunteers at the Museum should be included in the filming and the Clerk was asked to suggest this to the Chamber of Trade who were co-ordinating the filming with the BBC.

- (e) To receive the Internal Auditor's Report: the Internal Auditor had not identified any shortcomings in the Council's operations and following receipt of the signed Minutes of the Annual Meeting on 08 May 2018 wherein the Council had approved the governance Statement and the Annual Statement of Accounts, his job would be complete and the Internal Audit Section of the Annual Return would be signed off.

14 Reports from Committees

- (a) Nidderdale Strategic Partnership: Cllr C Skaife had chaired this meeting and said she would circulate the Minutes when available. There had been a discussion about drug dealing in the town and these concerns would be taken to the next meeting of the Safer Neighbourhoods Committee.

15 Exchange of Information

- (a) Cllr Hawkesworth reported that the AONB was drafting a new management plan for the next ten years.
- (b) Cllr Jefferson asked the Clerk to report more loose flag stones on the High Street pavements.
- (c) Cllr Hesselden said that another deer carcass was lying on the verge 100 yards down from the Knott.

16 Parishioners' Representations

- (a) A shop keeper had received several complaints from her customers about the condition of the ladies' toilets in Southlands. In addition the person who cleaned the toilets at weekends had also received complaints. The Clerk said she would pass these on to HBC. Cllr Brackley said that a door at the Glasshouses toilets could not be opened and had been in that state for a month, although HBC had been informed.

17 Dates of next meetings

The next full council meeting will be held on Tuesday 03 July 2018.

The meeting closed at 9.30 pm.