



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

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MINUTES OF THE MEETING HELD ON TUESDAY 04 SEPTEMBER 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 D Marshall
Cllr I Skaife
Cllr C Thompson

Clerk: Mrs S Adamson

In attendance: one Parishioner.

- 1 **To accept Apologies and reason for absence:** Cllr S Lumley
- 2 **Councillors' Declarations of Interest and Consideration of Dispensations:**
Cllr Holt declared a DPI in Item 8(c)(i).
- 3 **Parishioners' Representations**
 - (a) Email from a Parishioner about the maintenance of Panorama Walk: the Parishioner had asked the Council if it could clear the path along the section of Panorama Walk between the Cemetery and The Knott as it was extremely overgrown and neglected. Councillors noted that NYCC had not carried out any work there for years although it was their responsibility. The Clerk was asked to report it to Highways initially and if a positive response was not forthcoming, the Caretaker would be asked to carry out the work which would be a major task.
 - (b) Request from Walkers are Welcome that the Council can provide public liability insurance for a volunteer litter pick: HBC had agreed to provide the group with the necessary equipment but had asked them to obtain public liability insurance. The Clerk reported that the Council's policy covered volunteers acting under the instructions of the Council, however it would need to keep a record of names, dates and activities, along with ensuring that appropriate health and safety guidelines were followed. As the group would not technically be acting under instruction of the Council it was suggested that the Council could pay the cost of the group's own public liability and personal accident policy.
- 4 **Minutes of the Meeting held on Tuesday 07 August 2018:** 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 **Matters Arising**
 - (a) Min 5(a): restoration of heritage plaques, update on timescale of estimate: the supplier had not specified that there was a deadline for the estimate and was aware that the work would not be carried out immediately. The Parishioner present, who had been involved with the original project, had also kindly obtained a quotation for reprinting the Heritage Trail leaflets. The Mayor said she would continue to try and obtain funding for the work.

(b) Min 10(d): to review Council's Donated Seat Policy; to receive update about request for commemorative bench/plaque and to consider asset register status of PBTC sponsored seats in the Recreation Ground:

- (i) having reviewed the policy in conjunction with the new HBC policy, it was agreed that the policy should contain a clause about the set period of time within which the Council would maintain the seat, namely 20 years.
- (ii) the Clerk had sent information to the enquirer about sponsoring a seat at the Bandstand but had not as yet received confirmation.
- (iii) it was agreed that the nine benches which the Council had paid to have repaired should not be on the Asset Register as they were not in the parish and should be included on Beverley Parish Council's Asset Register.

6 County Matters

- (a) the Clerk was pleased to report that following a request from the Council, Highways had added the section of pavement running from the bottom of the High Street over the bridge to the Dales Corner to their winter gritting programme.
- (b) complaints had been received about the layby opposite the bus shelter in Glasshouses being used as a second-hand parking lot by a business in the town, preventing residents who had traditionally parked there overnight from using the space. The Clerk to report to Highways.

7 District Matters

- (a) complaints had been received about non-residents using the layby outside the Nidd Walk apartments, and also the car park behind the building, so that actual residents had to go further afield. It had been suggested that a residents-only parking permit scheme would resolve the problem and the Clerk was asked to follow this up with HBC, using Cllr Jefferson's name as a reference.

8 Planning Matters

(a) Applications to Harrogate Borough Council

- (i) DCPARISH 6.49.109.F.FUL 18/03127/FUL. *Demolition of existing conservatory and erection of single storey extension at Rockdene, Kingstone Farm, Fellbeck.* No objections.
- (ii) DCPARISH 6.49.648.E.FUL 18/03006/FUL. *Erection of home office at Keeper's Cottage, Fellbeck HG3 5EU.* No objections.
- (iii) DCPARISH 6.49.395.D.COUC 18/02875/COUC. *Change of use of first and second floors from offices (Use Class A2 – financial and professional services) to dwelling (Use Class C3) at 21 High Street, HG3 5AP.* No objections.
- (iv) 18/03000/FUL. *Erection of single storey extension, alterations to off-street parking and installation of railings to the front of the dwelling, at Southfield, Wilsill, HG3 5EB.* No objections.
- (v) 18/02926/FUL. *Installation of doorway, alterations to fenestration and demolition of porch at the Crown Hotel, 19 High Street, HG3 5AP.* No objections.

- (vi) 18/02928/FUL. *Conversion of two dwellings to form three apartments and one dwelling to include erection of two storey and first floor extensions, alterations to fenestration and demolition of conservatory (revised scheme) at Chews Cottage, Old Church Lane, Pateley Bridge, HG3 5LX.*
No objections.
- (b) Decisions by Harrogate Borough Council: noted:
 - (i) DCPCDEC 6.49.716.B.TPO 18/02748/TPO. *General open woodland management including felling of various species trees within W12 of TPO 02/1950 at Brimham Rocks Farm, Brimham Moor Road, Summerbridge HG3 4BF.* Approved subject to conditions.
- (c) Enforcement matters: having declared a DPI, Cllr Holt left the room during an impromptu discussion of the following item:
 - (i) 18/00457/PR15 and 18/00458/PR15. *Possible breaches of control at 2 Albert Terrace and 3 Albert Terrace, Glasshouses HG3 5QN, planning reference 17/02548/HPC: demolition of wall and creation of parking space.*
- (d) Appeals: none.
- (e) To receive information from HBC that all planning applications will be notified to consultees electronically and paper plans will incur a charge: noted.

9 Financial Matters

- (a) Accounts for payment: the following were all approved for payment:
 - (i) Mrs S J Adamson: Working at Home Allowance and contribution to internet costs, six months, April to September 2018: £129
 - (ii) HBC: to cost of floral decorations at the town and village sign, troughs at the recycling centre, and the bedding at the Band Stand: £2,041.79 inc VAT
 - (iii) YLCA: one-day training conference on 28 September 2018 £115
 - (iv) YLCA: training day for more experienced clerks on 12 October 2018: £115
 - (v) HBC: trade waste bin emptying charges August: £20.42
 - (vi) Cllr C Hawkesworth: mayoral travel Nov 2017-May 2018: £138.15
 - (vii) Clerk's salary payable on 28 September 2018: Gross £657.18 Net: £575.38
- (b) Receipts: the following were noted:
 - (i) Platt and Bajic: garage rental August: £31
 - (ii) HBC: Christmas Lights funding: £1,500
 - (iii) HBC: Share of Recreation Ground Ice Cream Concession: £2,262.50

10 Correspondence

- (a) To receive a letter from HBC that the full moratorium period on The Birch Tree Inn, Wilsill came to an end on 05 August 2018, meaning that no further moratorium would apply for the remainder of the protected period, i.e. until 05 August 2019. This was noted, although Cllr Thompson said that the village understood that the current owners were reconsidering their decision to sell.

- (b) To receive information from the Head of Parks and Environmental Services at HBC about planned changes to bedding schemes and to consider whether the Council would like to retain current arrangements by paying for them: this was a district wide programme to reduce the number of beds that are planted twice a year, which is costly and by modern day standards not environmentally friendly. Some beds would be changed to more naturalised planting using a mix of herbaceous and shrub planting, others would be shrub planting only. In Pateley Bridge this would affect Nidd Walk, Southlands and the troughs outside the Memorial Hall, all of which would be shrub planted. After a short discussion, it was agreed that the Council should not pay to continue with bedding schemes, particularly because it was already paying £1,700 per year, with an annual 2½% increase, towards floral display in the parish; however it would monitor the situation during 2019 to see how successful it was.
- (c) To discuss the Council's response to the government Green Paper for Adult Social Care and Well-being to inform NALC's response as the representative body of local councils: due to the number of questions, it was agreed that councillors would forward individual responses to the Clerk by the following Monday for collation and submission before the deadline.
- (d) To receive the Dalesbus Annual Report 2017-2018: this showed that the Nidderdale Sunday bus service in the Winter had proved to be well-used and funding raised would be sufficient to continue the service over the coming winter. The improved Summer Sunday and Bank Holiday bus service would finish on Sunday 30th September. A further more detailed update to be provided at the end of the season.
- (e) FOI request re parking systems – for information: the Clerk had sent this to HBC.

11 **Play Area/Millennium Green**

- (a) Play Area
- (i) to consider a request from a Glasshouses schoolboy for white lining on the football pitch: Cllr Hawkesworth said that this would not be an expensive operation and Cllr I Skaife suggested that due to its size it could be marked out as a five-a-side pitch. Cllr C Skaife said she would talk to the youngster who had made the request.
- (ii) to approve the cost of £122.40 for 20 sq metres of Rolawn Medallion Turf for the goal mouths payable to the Clerk so that she can order it online: this was proposed, seconded and approved by all.
- (iii) update from the Housing Association about repairs to the wall at the entrance: the unsatisfactory situation continued; Cllr I Skaife said that the wall had never been properly constructed in the first place and he would take further photos to send to their surveyor.
- (iv) Cllr Brackley had carried out the weekly inspections and reported that the equipment was in good order. The ball-stop netting was in place and seemed satisfactory. Cllr Holt to carry out the inspections in September.

- (b) Millennium Green
- (i) to discuss replacement of vandalised bench, taking into account correspondence from the aggrieved family and proposal by the Police that this is dealt with by means of a community resolution: there was some disquiet about P C Hickson's proposal, although it was acknowledged that it was current police policy not to criminalise young people. It was agreed that the Council would accept the proposal of reimbursement of the costs of a replacement bench and its installation. The donor family had offered to make a donation themselves and it was agreed that the family could be asked to pay the difference between the type of bench the Council normally buys, made of recycled plastic, and the solid wood bench that the boys had destroyed.
- (ii) to agree that the Scouts should be able to use the children's garden for working towards their badges and to discuss whether a professional gardener should carry out maintenance of overgrown shrubs beforehand: this was agreed.

12 Council Business

- (a) Caretaker Tasks for September, and to receive confirmation of the Caretaker's Public Liability Insurance cover: standard tasks, plus laying of turf at Play Area and grasscutting on the Village Green before the screening of Last Night at the Proms. The Clerk was also asked to remind the Electrician that the light in the bus shelter on King Street was not working.
- (b) To discuss the possibility of appointing a council officer to liaise with the Chamber of Trade: Cllr Thompson had offered to attend the meetings of the Chamber of Trade in the interests of working collaboratively, as both bodies were working towards a common objective.

13 Reports from Committees

- (a) Single Use Plastic district meeting – short report from Cllr C Skaife and to note dates for future meetings: the Council could promote this campaign and influence local businesses and Cllr Skaife had suggested to HBC that businesses should be invited to the meetings which were to continue into 2019.
- (b) To discuss the revised Constitution of the Nidderdale Strategic Partnership and the Minutes of its July meeting including Plans for the Nidderdale Greenway:
- (i) **Constitution:** Cllr Leggett had studied this in detail and made several observations. Whilst he thought there were significant benefits from having a forum to exchange views and ideas amongst local organisations, the revised Constitution went above and beyond this with high sounding ideals which were virtually meaningless in practical terms, and unattainable for a self-appointed organisation with no accountability or funds. Neither was it clear on what basis it had the authority to award itself the power to enter into contractual arrangements for the acquisition or provision of services. It was agreed that the NSP should see their role as a collaborative one which should be reflected in their Constitution.

- (ii) **Previous meeting including Nidderdale Greenway discussion:** parish councils in the Dale were not included in the distribution lists for the NSP Minutes and several had complained about it. Of concern to the Council was the fact that the presentation on the proposal for the extension of the Nidderdale Greenway to the top of the Dale had been made at an NSP meeting and the subsequent confidential report circulated to NSP members without consulting parish councils who would be affected. It was pointed out that parishioners would complain to their local councils, not to the NSP, if they were not consulted. To be raised at the next wider NSP meeting.

14 **Exchange of Information**

- (a) As a result of the drought the shrubs on the traffic island at the bus terminus had died. To report to HBC.

15 **Parishioners' Representations**

The Parishioner present said that any white lining on the Play Area football pitch should be restricted to the penalty spot, as in the absence of linesmen, disputes between players would continue. He also said that whilst the Fox's Head Well had look beautiful all year, the summer planting had obscured the fox's head itself and this might be something the Council would wish to take up with Parks and Gardens at HBC.

16 **Dates of next meetings**

The next full council meeting will be held on Tuesday 02 October 2018 preceded by a meeting of the Pateley Bridge and Bewerley Joint Liaison Committee at 6.15pm in the Council Chamber.

On Tuesday 18 September 2018 there will be the following committee meetings:

- 6.30 pm Personnel Working Group – to assess the Clerk's Job Evaluation
- 7.00 pm Mayoral Group – to plan the Mayor's Charity Ball 2019
- 7.30 pm Finance Working Group – to carry out internal controls.

The Meeting closed at 10.00 pm