



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

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MINUTES OF THE MEETING HELD ON TUESDAY 05 MARCH 2019

Present:

Cllr C Skaife (Chairman)	Cllr J Leggett
Cllr D Brackley	Cllr S Lumley
Cllr C Hawkesworth	Cllr I Skaife
Cllr M Holt	Cllr C Thompson
Cllr H Jefferson (Deputy Chairman)	

Clerk: Mrs S Adamson

In attendance: five Parishioners

1 **To accept Apologies and reason for absence:** Cllr Hesselden, Cllr Marshall.

2 **Parishioners' Representations:**

- (a) one of the Parishioners present said he was having a problem with wagons damaging a wall at his property in Blazefield and he suggested that a sign indicating that the lane was unsuitable for HGVs might help; it was agreed that Cllr Lumley and Cllr I Skaife would arrange to visit the site to see how it could be taken forward.
- (b) the same Parishioner suggested that when Highways were carrying out road planing, they should leave the debris at points where it could be used again as infill, for instance on Nettle Lane which had been hollowed out by machinery cutting back the undergrowth and needed levelling.

3 **Councillors' Declarations of Interest and Consideration of Dispensations:**

Cllr Hawkesworth, Item 8(b)(i).

4 **Minutes of the Meeting held on Tuesday 05 February 2019:** it was resolved that the Minutes were a true record of the proceedings and they were signed by the Chair, along with a copy of the Minutes of the January meeting.

5 **Matters Arising**

- (a) Min 8(f): further discussion on the proposed development on the NYCC depot: this had returned to the Agenda following the representation by a Parishioner at the end of the February meeting. It was agreed that the Council's own representation to NYCC should reflect the views of this Parishioner emphasising the need to provide housing attractive to the next generation of residents, with denser housing if necessary and perhaps the possibility of shared equity etc, whatever it took to keep youngsters in the town. This was a site within walking distance of the town and the land was already in public ownership.

- (b) Min 10(a): Nidderdale cycle way: the funding had now been raised to support a feasibility study into the extension of the Nidderdale Greenway from Pateley Bridge to Scar House; a volunteer representative of Sustrans had been invited to the April meeting along with a representative of Upper Nidderdale Parish Council, whose parish would bear more of the impact than High and Low Bishopside.
- (c) Min12 (b): to approve revised Standing Orders and Complaints Procedure: it was resolved to approve the revised Standing Orders. The Complaints Procedure to return to the next meeting with the Disciplinary and Grievance Procedures.

6 County Matters

- (a) Grit Bins – information from NYCC re possible change of consistency in contents: in response to one or two complaints from parishioners about the quality of the grit Highways had confirmed that there had been no change to the product mix, which was the same as that used by the gritting lorries. It was possible that as a result of the mild start to the winter, the grit and salt had absorbed moisture and then left unprotected had frozen and solidified when the cold weather did arrive.
- (b) Cllr Hawkesworth raised the subject of replacement lamp posts in Glasshouses village, as they were all different, some galvanised, some green, some concrete and some with sodium lights and some with LEDS. He would like to see some consistency. Cllr Lumley explained that the replacement was piecemeal as it was part of a natural and planned change over the whole county. The Clerk was asked to email NYCC to thank them for their maintenance but to ask for consistency with the poles.
- (c) The Clerk was asked to report via the parish portal that the five lamp posts on the bridge were all in need of repainting. [subsequently identified as the property of HBC.].

7 District Matters

- (a) Christmas Lights – update from the Clerk following meeting with Masham Lights Committee and review of documents from HBC prior to meeting on 11 March: the Clerk reported that the meeting had been very helpful and interesting; the Committee, of about 11 people, raised money every year and now had a substantial amount of assets. Cllr I Skaife and the Clerk to attend the consultation meeting with HBC on 11 March after which the contract could be discussed at the April council meeting.
- (b) Cllr Lumley said he would encourage everyone to play the Local Lotto as it was an excellent way for supporters of local organisations to raise funds. Local groups and organisations should also register to attract supporters.
<https://www.thelocalotto.co.uk/>
- (c) Cllr Leggett said he had been disturbed to read in the local press that whilst the lower paid staff at HBC were complaining about their salary levels, the new Head of the HBC Convention Centre would be paid a very high salary and for the first six months of her tenure the previous incumbent would be kept on in a different role in order to ensure a ‘seamless handover’.

8 Planning Matters

(a) Applications to Harrogate Borough Council

- (i) DCPARISH 6.49.382.A.FUL 19/00582/FUL. *Conversion of ancillary building into habitable accommodation including installation of chimney and alterations to doorways and fenestration, at Bruce House Barn, Pateley Bridge. No objections.*
- (ii) DCPARISH 6.49.421.G.FUL 19/00632/FUL. *Erection of a Glass Room at Top Wath Laer, Wath Road, Pateley Bridge HG3 5PG. No objections.*
- (iii) DCPARISH 6.49.165.F.REM 19/00752/REM. *Reserved matters application for plot 2 with appearance, landscaping layout and scale considered under outline permission 15/05195/OUT – outline application for the erection of 2 dwellings with access and layout considered on land adjacent to Old Church Cottage, Old Church Lane, Pateley Bridge HG3 5LY. The Council did not support nor object to this application, but wished to draw the attention of the planning authority to the problem of poor drainage on the site as expressed in its response to the original application.*
- (iv) DCPARISH 6.49.546.B.FUL 19/00809/FUL. *Demolition of existing extensions, erection of single storey extensions and a porch; conversion of loft to form additional living accommodation and alterations to fenestration (revised scheme) at Hillcrest, Panorama Walk, Pateley Bridge HG3 5NH. No objections.*
- (v) DCPARISH 6.49.C.FUL 19/00714/FUL. *Demolition of existing garage/store and erection of replacement garage at Hillcrest, Panorama Walk HG3 5NH. No objections.*

(b) Decisions by Harrogate Borough Council: the following were noted:

- (i) DCPCDEC 6.49.145.L.FUL 18/05135/FUL. *Formation of 2 no. one-bedroom flats from proposed Glasshouses Mill unit 15. Approved subject to conditions.*
- (ii) DCPCDEC.6.49.729.FUL 18/05123/FUL. *Conversion of garage to provide additional living accommodation, alterations to fenestration and erection of boundary fence to provide domestic garden, at Ye Olde Chippie, Millfield Street, Pateley Bridge HG3 5AX. Approved subject to conditions.*
- (iii) DCPCDEC 6.49.728.FUL 18/05104/FUL. *Conversion of 1 dwelling to form 2 dwellings at the Haven, 1 Market Terrace, Colbeck Lane, HG3 5JY. Approved subject to conditions.*

(c) Enforcement matters

- (i) Possible breach of control at Pie Gill Green – *blocked right of way and demolition of field wall.* The footpath in question, considered to be the remnants of the old Wath Lane, was not on the definitive map but NYCC had advised that the parishioner contact them for information on how to claim this section. It was possible that for some reason it had never been legally recorded as a public right of way; there were many routes which had been used over the years but had no status and all these could be claimed and considered for adding to the definitive map. The Clerk to contact HBC for advice about the field wall.

(d) Appeals: none

- (e) CIL: clarification from HBC about implementation of the levy: HBC had confirmed that the CIL would not replace S106, which would still be gained from developers for infrastructure that needed to make the development 'acceptable' or for those directly related to the site, such as education, open space contributions, transport improvements etc. Affordable housing would not be dealt with by the CIL and would continue to be provided through S106s. But whilst S106 money could only be spent with regard to the development it was related to, CIL money will be collected and added into a central pot which can be spent across the whole district regardless of where the development is located. Sites within the centre of Pateley Bridge would be zero-rated and would not attract any CIL monies.

9 Financial Matters

- (a) Payments: it was resolved that the following should be authorised for payment:
- (i) Clerk's expenses: postage, stationery, travel: £38.61 inc VAT
 - (ii) Bishopside & Bewerley Memorial Hall: 1/3 share of BT line rental 2019: £95.95
 - (iii) Todds: various bolts and washers: £12.74 inc VAT
 - (iv) Clerk's salary payable on 29 March 2019: Gross £825.42 Net: £709.82
- (b) Receipts: noted.
- (i) Platt and Bajic: garage rental March: £31
 - (ii) Nidderdale Allotment Society annual rental: £294.40

10 Correspondence

- (a) To receive a letter from the NT Ranger at Brimham Rocks enclosing a copy of its Notice of application to the Secretary of State asking for permission to fence around certain areas of Brimham Moor Common to allow cattle to graze, following the consultation in 2018: it was recognised that this would change the look of the landscape in that the fenced area would be more defined, but the Council held no firm views, and as only a very small section of the area was in High and Low Bishopside, most of the common being in a neighbouring parish, it was felt inappropriate to send the requested letter of support.
- (b) Yorkshire Day 2019 – Whitby. Request for expressions of interest: the Clerk said she had sent a reply in the affirmative.
- (c) To receive information from Northern Powergrid re duration of works to replace electricity cable supplying lower part of Panorama Walk and Panorama Close: Northern Powergrid's contractors would be replacing existing electricity cables which supply the lower part of Panorama Walk and Panorama Close, the proposed route starting at the sub-station on Ripon Road, heading up Panorama Walk to the Cemetery before heading down the Close. Panorama Walk would be closed for the duration of the works during the day, Monday to Friday for up to a month from the beginning of May and pedestrians would be re-routed up Ripon Road.

11 Play Area/Millennium Green

- (a) Play Area
- (i) Email from the AONB Walling Group re. wall at entrance: the Group was reluctant to take this work on for several reasons relating to its site and the mortar holding the copes in place but had advised that it did not seem in any danger of collapse at any time soon. However they offered to revisit their decision if the wall deteriorated significantly.

- (ii) To approve risk assessment updated by Cllr Holt: approved unanimously.
 - (iii) Cllr Brackley had carried out the inspections and reported that the equipment was in good order although some of the rubber on the bars of the seats was deteriorating; Cllr I Skaife said that this was not a finger-trapping issue so was not of great concern at the moment. Cllr Jefferson to carry out the inspections in March. Cllr Brackley said that there was a tree with a split trunk; Cllr I Skaife to have a look at this to decide on whether it was a job for the Caretaker or for a tree contractor.
- (b) Millennium Green
- (i) recommendation re fencing at the BMX track - Cllrs Jefferson and I Skaife: as there was no agreement about the fencing, it was resolved that when the next annual inspection of the Play Area took place, the BMX track should be included, and that a councillor should meet the Inspector on site.

12 Council Business

It was resolved to discuss items (b), (c) and (e) in committee at the end of the meeting as the discussions would be confidential.

- (a) Caretaker Tasks for March: standard tasks. Cllr Jefferson said that as the area under the recycling bins was always such a mess, it might be something that should be added to the Caretaker's monthly job sheet; to return to the Agenda for a decision. In the meantime, a question to be posed to HBC as to why the recycling department and the street cleansing departments were separate instead of being part of the same unit.
- (b) To receive tenders for Caretaking Contract 2019 - 2022
- (c) To receive tenders for Grasscutting Contracts 2019 – 2022
- (d) To discuss request for funding for Nidderdale Sunday bus service: the Dalesbus request for funding had come via Nidd Plus and not directly to the Council even though the Council had twice made a financial contribution. Yorkshire Water had declined to sponsor the Sunday bus service and there was a funding gap of around £5,000. Cllr Lumley declared an interest as he had already committed an amount from his NYCC Locality budget. Cllr Leggett said that the Council had three options: to make a meaningful contribution every year; to make no contribution at all; or to make a token contribution. As the service primarily benefitted visitors rather than parishioners, he proposed the third option. Cllr Lumley said that all parishes along the route were contributing and that Pateley Bridge should do the same, particularly as it was the main service centre for Nidderdale. He reminded the Council that it could not make decisions for the future but only on a year by year basis. Cllrs Thompson and Jefferson said that support for the 24 bus was more important than a weekend tourist bus which was a 'nice to have' but not essential for residents travelling elsewhere to work, but the Clerk said that the Council did not have any legal power to financially support public transport although it could support a charitable organisation. After further discussion, and with two abstentions, it was agreed that the Council should donate £200 to Dalesbus, and that it should request detailed statistics for journeys made – not just numbers of travellers, but the numbers of people starting their journey from or alighting at Pateley Bridge.
- (e) To consider tenders for repairs to Glasshouses bus shelter
- (f) Parking permits – update on this financial year: 573 permits had been sold. Dates for sale for the coming year were 22/23 and 29/30 March at the offices of Nidd Plus from 10.15am to 1.00pm. Cllrs Leggett, Skaife and Holt had volunteered.

(g) AONB Management Plan 2019-2024 – Consultation:

Cllr Leggett had read the consultation document which he said contained some beautiful photography but there was a lengthy preamble before the reader arrived at the policies and objectives. He felt that Policy L5 on sustainable development should have included housing for local people. The Clerk was asked to respond.

(h) Mayor's Ball – accounts and feedback: Cllr Thompson, who had attended the ball

for the first time, proposed a vote of thanks to the Mayor's Fund Committee for organising such an enjoyable occasion, and this was supported by Cllr Lumley who said he had received many compliments. The Clerk said that £1,324 had been raised for the Mayor's Fund; thanks were expressed to the Royal Oak for the delicious buffet, and to Sharon Clarkson for the photographs.

(i) Mayor Elect – to decide on nominations: Cllr Christine Skaife had been nominated and had accepted the nomination; this was approved unanimously. She thanked Cllr Jefferson for her support during the past year. It was agreed that the Annual Meeting would take place on the 14th May 2019 due to the unavoidable absence of the Clerk on the 7th May. Harefield Hall had agreed to host the Civic Reception on the 23rd June and it was hoped that the Methodist Church would be able to conduct the Service.(j) Social Media Policy – to review: following his attendance at the one-day YLCA conference earlier in the year, Cllr Thompson said that it was extremely important for the Council to use social media, particularly if it wished to encourage young people to engage with local government. To this end it was important that the website worked properly, which it obviously was failing to do at the moment, and that the Council should have a Social Media policy, an example of which had been circulated. He was asked to bring this back to the next Agenda with recommendations.**13 Reports from Committees**(a) Nidderdale Strategic Partnership – 15 February 2019: the Minutes of this meeting had been circulated to councillors; Cllr Leggett mentioned that the Council had still not received a reply to its letter of the 14th November 2018 querying the revised constitution, and he was assured that this was in the pipeline.(b) Pateley Bridge and Bewerley Joint Liaison, meeting on 18 February 2019:

- (i) HBC had refused to cut down the conifers on the river bank by the toilets in the Recreation Ground as they were healthy trees but had agreed to meet councillors on site to discuss the problems; in the meantime estimates would be sought for the cutting down of the self-seeded saplings to improve visibility;
- (ii) annual inspection of the benches at the bandstand to be carried out by the parish caretakers;
- (iii) two estimates had been received for painting of the bandstand and repairs to the hanging baskets, one of which the Council wished to recommend. It was resolved that this was acceptable to PBTC.
- (iv) Bewerley Parish Council was very keen to draw up a Neighbourhood Plan and would like to hold an awareness-raising community meeting for Bewerley and Pateley Bridge. As the Town Council had already decided that it did not want to produce a Neighbourhood Plan, the Clerk was asked to inform Bewerley of this.

- (c) AONB Upper Nidderdale Landscape Partnership – 20 February 2019: the Scheme had ended on 28th February although £40,000 remained for ongoing support and maintenance of projects. Cllr Leggett, the Council's representative on the Partnership Board, had given everyone a copy of the Legacy leaflet. Of particular interest to parish councils was a task carried out by the UNLP Scheme to record the condition of the Nidderdale Way in some detail. There had not been time to carry out any remedial action and although it is the responsibility of NYCC it was possible that the AONB volunteers might help.
- (d) Personnel Committee – 5 March 2019: the Committee confirmed the resolution made at the council meeting in September 2018 to increase the Clerk's salary in accordance with the job evaluation carried out by the YLCA. The second part of this increase would start in April 2019 and would also include the salary award agreed by the National Joint Council for Local government Services (NJC). Following the introduction of the national living wage, the NJC agreement included the introduction of a new pay spine and the Clerk would be paid at SCP 29 (previously SCP 35): £16.65 per hour.

14 Exchange of Information

- (a) Cllr Jefferson asked Cllr Lumley whether the new officer whose responsibility included empty properties had been appointed yet; Cllr Lumley said that an appointment had been made but the appointee had not started yet.
- (b) Cllr Thompson mentioned that the Birch Tree had now closed and it was uncertain what the intentions of the owner were. The situation to be monitored as it had been classified as a community asset by HBC.
- (c) Cllr Brackley said that the drains in Glasshouses and up Sandy Lane were all blocked. Cllr Lumley said that the NYCC's contractor for gully clearing had not met their targets and that it was essential to report blocked gullies on the parish portal as it was the only way that Highways could monitor the situation at the moment. Cllr Thompson said he would report these and a broken grate at the bottom of the main street in Glasshouses via the portal.
- (d) Cllr Holt informed everyone that the In Bloom judging would take place at 9.30am on the 6th August and Cllr Thompson said that the planters at the recycling centre should be replaced by the end of May. Cllr Lumley said this was easier said than done; the cost of replacing each box was £25 and this should be on the April Agenda for approval.
- (e) Cllr Hawkesworth said that the problem of overflowing bins was reoccurring and this should be queried with HBC.

15 Parishioners' Representations

- (a) a Parishioner wished to make several representations:
 - (i) he was concerned about the slowness of response and lack of activity by NYCC in maintaining street lights and clearing gullies etc and Cllr Lumley said he would encourage everyone to report issues online on the NYCC website.
 - (ii) he said that younger people in the town did not feel engaged with the Council's work and that although he was pleased to hear the Council would include a FaceBook link on its new website, this would only reach those over 30 as Millennials used Instagram.

- (iii) he felt that there was too much emphasis on developing tourism and that the Council should be doing more for the people who live here and those who work here providing services.
- (b) a Parishioner said that he doubted that the passenger statistics that the Council intended to obtain from Dalesbus (Item 12 d) would be available.
- (c) Another Parishioner said that he would like to see the NYCC depot developed as a nursing home.

16 Dates of next meetings

The next full council meeting will be held on Tuesday 02 April 2019 at 7.15 pm.

At 10.05pm the Parishioners left the meeting and the Council went into committee to discuss the various tenders, and the following decisions were made:

Caretaking Contract 2019 – 2022: no tenders had been received [although the current caretaker later expressed a desire to continue – to return to the Agenda]

Grasscutting Contracts 2019 – 2022: it was resolved to offer the two Glasshouses contracts and that for the Millennium Green to Mr J E Benson.

To consider tenders for repairs to Glasshouses bus shelter: these were discussed but no decision was made as some queries were raised. To return to the Agenda.