



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 02 APRIL 2019

Present:

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

Clerk: Mrs S Adamson

In attendance: three volunteer representatives from Sustrans, Cllr S Ramsden from UNPC, and five Parishioners.

1 **To accept Apologies and reason for absence:** none.

2 **Parishioners' Representations**

- (a) written representation about blocked gullies on Park Road and poor level of communication following complaint to NYCC: the parishioner had phoned NYCC with several queries following near flooding on Park Road, but had received inconclusive and unsatisfactory replies from Customer Services. The Clerk had passed the information to Highways who had inspected the site and spoken to the Parishioner. It turned out that the gully cart had been unable to access this gully on its last visit as a car was parked over it; an order had been raised for the work to be done and the parishioner had taken measures to deter parking.
- (b) written representation from a member of the public about a misleading report in the Nidderdale Herald: this complaint related to the removal of sites in the Local Plan by the Planning Inspector; as the sites were in Beverley the Clerk had forwarded the email to their Clerk and suggested to the resident that he should send his complaint to the Herald via the letters page. Nonetheless he had asked that his views should be brought to the attention of Pateley Bridge Town Council.
- (c) written representation about tractors descending Old Church Lane during Young Farmers' rally: this was one of several on this topic brought to the attention of councillors; this particular resident had been concerned for the road surface and the narrowness of the road, but others had complained that the cavalcade had taken two hours to pass through, resulting in parishioners unable to get out of their own driveways, and cars backed up on adjoining roads. It was suggested that this route was the result of road closures elsewhere, but the Clerk was asked to write to YF congratulating them on such a successful fundraising venture, but pointing out that the use of Old Church Lane had created several problems and suggesting that in future years gaps should be left for other traffic to get through.

- (d) request from the Friends of the Cemetery to facilitate communications with HBC: following the retirement of the Bereavement Officer, who had been hugely supportive of the Friends, communication had been intermittent. There were one or two issues the Friends wanted to be taken forward: the fountain not working; no key for the noticeboards to update the content; a request to be kept in the loop as to the long anticipated sale of Cemetery Field; and an update on the planting of trees at the far end of the field which had been agreed some time ago. The Clerk was asked to follow this up with HBC.
- (e) written representation about the lifebuoy in the Recreation Ground: a parishioner had pointed out that if the river is in flood the lifebuoy is inaccessible. The Council had previously queried the provision of a single lifebuoy but HBC had replied that it was sufficient. Cllr Hawkesworth said that RoSpa had recommendations for this and he would prepare a report for the Council including an assessment on the necessity for one on the other side of the river on the Millennium Green.

3 **Councillors' Declarations of Interest and Consideration of Dispensations:** none.

4 **Visit by Mr Malcolm Margolis, Sustrans Volunteer, to outline plans for the extension of the Nidderdale Cycleway to Scar House, and to take questions**

Item 4 was taken at the beginning of the meeting; after the discussion, the three Sustran volunteers, and Cllr Stephen Ramsden from Upper Nidderdale Parish Council, left the meeting at 7.50 pm.

Mr Margolis explained that the £17,000 needed for the feasibility study for the section of the Nidderdale Greenway from Pateley to the top of the Dale had been pledged by 23 local businesses, one or two trusts, three parish councils, and HBC and NYCC. Although it was part of the national cycle network, its intended use was also for walkers, joggers and horse riders, in short for non-motorised transport; one of Sustrans' guiding principles was that the tracks should be safe for a twelve-year old to use unsupervised. Benefits were social, physical and environmental in addition to the tourist and economic boost.

Funding: the initial section to Ripley and Clint had been financed by a grant from the Heritage Lottery Fund and Sustrans hoped to be able to access some of the £21million of government funds earmarked for sustainable transport.

Various technical questions were raised about the route itself, plus some practical concerns such as dog fouling, the prevention of its use by bikers, and any conflicts between cyclists and walkers; but of major concern to one landowner present was the long-term maintenance. Mr Margolis explained that regular day-to-day maintenance was carried out by Sustrans volunteers and that the organisation always wished to work collaboratively with landowners. Cllr Ramsden from Middlesmoor suggested that Sustrans needed to provide some sort of standardised information when consulting landowners and farmers and suggested that agreements for maintenance should extend to at least twenty years.

5 **Minutes of the Meeting held on Tuesday 05 March 2019:** it was resolved that the Minutes were a true record of the meeting and they were signed by the Chair. Cllrs Hesselden and Marshall abstained as they had not attended the meeting.

6 **Matters Arising:** it was resolved to discuss Items 6(b) and(c) in committee at the end of the meeting for reasons of confidentiality.

- (a) Min 7(a): Report by the Clerk and Cllr I Skaife following meeting on 11th March with HBC to discuss new agreement for funding of Christmas Lights: other groups and councils attending were representing Harrogate, Starbeck, Masham, Boroughbridge, Ripon, and Knaresborough. The new funding contract was changed in one aspect, bringing it into line with other agreements made between HBC and bodies receiving grant funding from it, in that there was a requirement for recipients of grant funding to provide evidence of the ways in which it has supported HBC's desired outcomes, and provision for HBC to reduce the amount of funding provided, should it feel there are significant concerns that these outcomes are not being achieved. The Clerk said it had been particularly useful to meet the other groups for an exchange of information and several suggestions had been made to HBC as to timescales of announcements of funding, templates for tender documents, and clearer information about infrastructure. The Council agreed to form a new sub-committee to start fundraising, headed up by Cllr Jefferson and Cllr I Skaife.
- (b) Min 12(b): to confirm appointment of Mr J Benson as Parish Caretaker including an hourly rate increase in the second year of the three-year contract.
- (c) Min 12(e): To decide on tenders for repairs to Glasshouses bus shelter
- (d) Min 12(j): to approve brief for new website: Cllr Thompson was thanked for the work he done to produce the new website brief and it was resolved that this should be sent out to website designers specialising in parish councils.
- (e) Min 14(b): to agree cost of repairing planters at the recycling centre: Cllr Lumley had been quoted a unit cost for wood, nails and preserver of £25, so the overall cost for the twelve planters would be £300, possibly less. The Clerk said that Parks and Gardens had agreed to remove and dispose of the old ones, and provide compost and bedding for the replacements to be included in the normal yearly cost. This was approved by the Council; the Clerk was asked to find out when this was to be done as the new ones would need to be fixed to the walls.

7 County Matters

- (a) Cllr Lumley reported that NYCC had just awarded a £1 million contract for the installation of several telecom masts to improve mobile coverage in the county.
- (b) The NYCC policy for the purchase and management of VAS and SIDs by parish councils would be ratified that week.
- (c) In response to the Council's remonstrations about the NYCC plans for the old council depot, Brierley Homes had said that they had taken advice from the HBC Housing Officer and the proposals reflected those recommendations. They did not intend to hold a pre-application consultation. In defence Cllr Lumley said that NYCC had a legal duty to get the best return from the development and it was the responsibility of HBC to provide social housing. There was a fierce discussion about the situation with Cllr Hawkesworth pointing out that if NYCC's sole motivation was to get the best return, it should have put the site onto the open market. It was agreed that publicity should be given to this and a further letter sent to NYCC arguing not just for the need for social and affordable housing, but also drawing their attention to topical concerns about the exodus of young people from the Dales with its subsequent impact on the local demographic. Cllr Lumley said he would support such a letter.

8 District Matters

- (a) To receive responses to the questions at the Parish Consultation Meeting:
Cllr Brackley and Cllr C Skaife had attended this meeting in Whixley on the 19th March. The majority of questions from parishes concerned planning, social housing, the Local Plan, S106 and the Community Infrastructure levy (CIL); other questions related to recycling and street cleaning (currently being reviewed by HBC) and the introduction of LED bulbs on street lamps.

9 Planning Matters

(a) Applications to Harrogate Borough Council

- (i) DCPARISH 6.49.395.E.FUL 19/00609/FUL. *Erection of single storey and two storey extension to provide additional living accommodation and retail/storage space at 21 High Street, Pateley Bridge HG3 5AP.* No objections.
- (ii) 6.49.731.FUL 19/01138/FUL. *Conversion of stores and garage to form 1 no annex/holiday cottage at The Flat, Cliff Farm, Fellbeck.* No objections. The Clerk was asked to include a request to the planning department that they ensure applicants include a postcode to make identification of the property clearer.
- (iii) To receive information from Brierley homes re their plans for NYCC depot:
See Item 7(c) above.

(b) Decisions by Harrogate Borough Council

- (i) DCPCDEC 6.49.692.B.FUL 19/00313/FUL. *Retention of garage roof at Pie Gill Green Cottage, Wath HG3 5PL.* Approved.
- (ii) DCPCDEC 6.49.597.B.FUL 19/00224/FUL. *Conversion of stores to form residential annex/holiday cottage (revised scheme) at High Wild Carr, Pateley Bridge HG3 5NE.* Approved subject to conditions.

(c) Enforcement matters

- (i) Information from HBC about demolition of walls: (Item 8(c)(i) of the Minutes of 5th March 2019 refers): permission was not required for the demolition of a boundary wall as long as the property wasn't in a Conservation Area and the wall was under one metre in height.

(d) Appeals: none.

10 Financial Matters

(a) Payments: it was resolved to authorise the following for payment:

- (i) Clerk's expenses: travel and parking: £38.13
- (ii) Upper Nidderdale Parish Council: contribution to Wath Play Area: £75
- (iii) Yorkshire Local Council Associations: Annual membership: £563
- (iv) HMRC PAYE Q4 2018-2019 payable by 22nd April: £397.49
- (v) HBC Trade waste bin, emptying x 2 February: £20.42
- (vi) Mr J E Benson, caretaking and grasscutting Sept 2018 to March 2019: £1,488 inc VAT
- (vii) Hire of Nidd Plus room for sale of parking permits: £80

(viii) Clerk's salary payable on 30 April 2019: Gross £999.00 Net: £855.80

(b) Receipts: noted:

(i) Platt and Bajic: garage rental April: £35

Two of the parishioners left at this point, at 8.55 pm.

11 Correspondence

- (a) To receive a letter from HBC informing the Council of an increase of 3.37% in fees for trade waste collection: the Duty of Care documentation was to increase to £30 and collection fees would increase by an average of 3.37%. The letter also advised that HBC had introduced a new recycling service for trade waste, and that along with its waste disposal partner, it had nearly achieved zero waste to landfill.
- (b) To receive offer letter from the NYCC Locality Budget: Subject to conditions, the Council had been awarded £3,500 towards the renovation of the Glasshouses bus shelter, and the offer and conditions had been accepted.
- (c) To receive March edition of the White Rose Update from the YLCA: of particular interest were some reminders about the first stage of local council audit, i.e. internal control. The drop-in sessions by the Emergency Services were also discussed.
- (d) To receive an email from the RBL saying that they would like to continue to have refreshments provided at the Crown rather than the Memorial Hall: having informed the Council that the RBL would be happy to go to the Memorial Hall for refreshments following the Armistice Day Service, their representative had written to the Council saying that they would prefer to stay with the longstanding arrangement of going to the Crown. The Clerk was asked to reply saying that this would be discussed at the next Joint Liaison meeting with Beverley Parish Council.

12 Play Area/Millennium Green

- (a) Play Area
- (i) to decide on removing the damaged tree: Cllr Brackley to inspect this again
- (ii) Cllr Jefferson had carried out the inspections and said the equipment was in order but that many of the ties fastening the goal nets had become brittle and broken. Cllr Holt said he would see if UV resistant ties were available. He also said that the last time he had visited the Play Area a group of about twenty children were playing there and really enjoying themselves.
- (b) Millennium Green
- Further vandalism had occurred. P C Hickson to be asked if the PCSOs could carry out some patrolling. The Clerk said the pond needed clearing.

13 Council Business

- (a) Caretaker Tasks for April and to discuss adding clearing of debris under recycling bins to standard tasks: standard tasks, plus removal of large tree branch on the Play Area, laying of extra gravel on the footpath 50 yards north of the Millennium Bridge on the way to Wath; a reminder to cut the Green at Glasshouses the week before May Day; painting of the mile post at the entrance to the town; jet-washing of bus shelter at the terminus. It was agreed that the clearing of debris under the recycling bins should not be added to the Caretaker's standard tasks, particularly

as HBC was carrying out a review of the recycling and cleansing departments' work. The Clerk said she was sending a list of events in the town to the head of street cleaning at HBC so that extra bin emptying could be scheduled.

- (b) To appoint Internal Auditor: it was resolved to appoint Mr David Thomas of the Barker Partnership to continue in this role.
- (c) To approve the Complaints Procedure, the Disciplinary and Grievance Procedures and the Social Media policy: it was resolved to adopt these.
- (d) Barclays Bank update: The Regional Director had asked the Manager of the Harrogate Branch to meet the Mayor; Cllr Skaife to report back at the next council meeting.

14 **Reports from Committees**

- (a) Memorial Hall Committee: at the Hall's AGM on 27th March 2019 Cllr I Skaife was confirmed as the Council's representative on the Committee. Cllr Skaife had supplied a copy of the Income and Expenditure to the Clerk for filing with the Council's records.

15 **Exchange of Information**

- (a) Cllr Thompson was pleased to report that the Birch Tree had re-opened.
- (b) Cllr C Skaife had completed her night sleeping rough in Ripon which she said had been an eye-opener. She thanked everyone who had sponsored her in fundraising for the YMCA.

16 **Parishioners' Representations**

- (a) A Parishioner made three representations:
 - (i) she said it was essential that the Council became more visible in the community so that residents were aware of what the Council did.
 - (ii) she said how much she had enjoyed the community event at the Memorial Hall for the centenary of the end of WW1 particularly as she had been able to take her young grandson with her.
 - (iii) she urged Cllr Lumley to fight for more social housing in the town.

17 **Dates of next meetings**

The next full council meeting, which will be the Annual Meeting of the Council, will be held on Tuesday 14th May 2019 at 7.15 pm.

On Tuesday the 16th April, there will be several meetings:

6.45pm The Mayor's Fund Committee

7.15pm The Parish Annual Assembly, followed by a full council meeting to discuss any planning items or urgent matters, and then a meeting of the Finance Working Group to go through the end of year accounts.

The council then went into committee:

6(b): it was resolved to confirm the appointment of Mr J Benson as Parish Caretaker for the next three years, with an hourly rate increase from the start of 2020.

6(c) after consideration of the two estimates for the refurbishment of the Glasshouses bus shelter, it was resolved to offer the contract to PR Snow Services.

The Meeting closed at 9.50 pm[