



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

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MINUTES OF THE MEETING HELD ON TUESDAY 02 JULY 2019

Present:

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

Clerk: Mrs S Adamson

In attendance: two Parishioners
Brogan Maguire, Nidderdale Herald

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

2 **Parishioners' Representations**

- (a) written representation about traffic on the High Street: a visitor had been horrified by the volume of traffic and size of vehicles allowed on the High Street, including HGVs, tractors and motorbikes; she had mistakenly understood that there was no speed limit, had felt that it was extremely dangerous with the narrow pavements and had suggested that the road should be closed to traffic during the day or that sleeping policemen should be installed. The Clerk was asked to reply sharing her concern but pointing out the impracticality of her suggestion and letting her know that the Council was in the initial stage of buying a Vehicle Activated Sign (VAS) for the top of the High Street.
- (b) written representation requested yellow lines on Little King Street: the resident had said that it was very difficult to see oncoming traffic when pulling out of Little King Street due to poor visibility splays, and there had been two near misses during recent weeks. The Clerk was asked to reply that Little King Street was a private road and therefore Highways would not consider his request.
- (c) written representation about state of footpaths in Wilsill: Cllr Hesselden had reported that several residents in Wilsill had complained about the state of the footpaths in Wilsill: NYCC had not carried out their usual weed killing and there was a significant problem with dog fouling. Cllr Jefferson said that NYCC had been weed killing in the parish during the previous week so it was possible that Wilsill would be included in the schedule. The Clerk said she had asked HBC for new warning signs from the Dog Warden, and Cllr Leggett reminded everyone that HBC would only act against miscreants if residents were prepared to identify the culprits (although their anonymity would be protected).

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

Cllr Hawkesworth, Items 8(b)(i) and (ii). There were no requests for dispensations.

4 **Minutes of the Meeting held on the 04 June 2019:** it was resolved that the Minutes were a true record of the meeting, and they were signed by the Chair.

5 Matters Arising

- (a) Min 2(b): to formulate council policy re. flyposting: a parishioner had asked the Council to review its decision and this was endorsed by Cllr Hawkesworth. However there was a consensus that in spite of the law pertaining to flyposting, the Council would still prefer a light touch approach, on the grounds that: they would like to support local businesses and events; there was a tradition of publicising events on the highway in the town and its approaches; such a decision would have to include A-boards; and there was no-one to police the situation and even if there were, it would give rise to unnecessary conflict. Bearing this in mind and using other parish council policies as a template, Cllr Thompson said he would draft a policy for approval.
- (b) Min 5(b): to receive a request from the Friends of St Cuthbert's School to hold their Summer Fair in the Recreation Ground in 2020: the Friends had reported that the Summer Fair had been extremely successful in the Recreation Ground. The Council agreed unanimously that it would be happy for the Friends to hold the Fair there next year.
- (c) Min 6(a): to agree press release re development of old Highways Depot: the original draft had been circulated by email and some amendments agreed; it was now resolved that this should be forwarded to the Nidderdale Herald.
- (d) Min 7(a): to receive a report from Cllr Leggett following his meeting with the Head of Street Cleansing at HBC: Cllrs Leggett and Holt had met the Parks and Street Cleansing Manager and had made several requests, notably to do with changing the weekly routine of bin emptying (currently Sundays, Mondays and Thursdays); and additional bins for the High Street. The Officer had confirmed that the bins would be emptied on the morning of the In Bloom judging. The HBC review of cleansing and recycling functions was still underway. PBTC to monitor. It was agreed that councillors would carry out litter picking on Friday the 2nd August from 6.30 pm, prior to the In Bloom judging on the 6th August. The Clerk to arrange to collect litter pickers from HBC and to arrange with them to collect the litter bags from the recycling area.
- (e) Min 13(b)(ii): to agree to recommendation of the Joint Liaison Committee: it was resolved to accept the recommendation and the Clerk was asked to inform both the Royal British Legion and The Crown.

6 County Matters

- (a) To discuss Highways subcontractors' operations: there had been several complaints about inaccurate signage for road works and road closures, sometimes without notice, and sometimes when no work was being carried out, particularly at weekends, which was extremely inconvenient not only for residents, but also visitors and delivery drivers. A resident had requested a formal letter of complaint to Highways about the management of this and the Clerk was asked to do this.
- (b) Parish Portal Highways reports – for information: the Clerk said this was not working any better and did not give clear information about work requested and faults reported, other than 'case closed' which was probably useful for Highways but not helpful for parishes. Cllr Lumley suggested that she write to Highways setting out the problems.

- (c) Cllr Lumley informed the Council that NYCC had had to make the difficult decision to increase the cost of parental contributions to post-16 home to school transport, from £490 to £600 per year; the cost to the Council was actually £900 per year so an increase had had to be introduced, but it was inevitable that rural communities would suffer the impact. There was financial help for families who qualified for it, and in some borderline cases schools were able to help.

7 District Matters

- (a) To discuss the termination of the Grounds Maintenance Grant: Cllr Leggett explained that this had been introduced many years ago to offset the “double taxation” burden for Harrogate District parishes, who contributed to grass cutting on the Stray in Harrogate town, which was not parished, in addition to the costs of grass cutting in their individual parishes. It was agreed that this should be raised as a question at the next Parish Consultation meeting.
- (b) To receive notification of TPO 28/2019 at Sunnyside Cottage, Blazefield: the Consultation period to expire on 1st August 2019. Noted.
- (c) Report from the Clerk and Cllr Jefferson following their meeting with the Arboricultural Manager: trees on Riverside, trees in Millennium Green and at top of Sandy Steps:
- (i) Riverside Walk and Millennium Green: HBC would only consider tree management if overhanging boughs or dead trees presented a risk to the public. Although trees in the Millennium Green could be thinned out it wasn't actually necessary and the current thinking is not to manage woodland but to let it develop naturally.
 - (ii) Sandy Steps: following parishioners' representations, the HBC team had cut back the conifer to clear the street light; the Manager did not consider that this tree presented a danger to the adjacent house, and he pointed out that there was plenty of clearance at head level under the overhanging branches of trees further down the steps.
 - (iii) The Manager was spending the day in the town mapping online all the trees owned by HBC. He had noted the dead tree on the grass next to the recycling bins and would arrange for its removal.

8 Planning Matters

- (a) Applications to Harrogate Borough Council
- (i) DCPARISH 6.49.724.A.DVCON 19/02577/DVCON. *Variation of condition 2 (approved drawings) to allow for amendments to approved drawings of planning permission 17/05283/FUL – demolition of mechanics' garage and erection of three dwellings including altered access and six car parking spaces, at E And I C Skaife Auto Services, Ripon Road, Pateley Bridge.* No objections.
 - (ii) DCPARISH 6.49.470.F.FUL 19/01559/FUL. *Erection of a dwelling at Sunnyside Cottage, Blazefield Bank HG3 5DN.* No objections.
 - (iii) DCPARISH 6.49.208.R.DVCON 19/02190/DVCON. *Variation of condition 2 (approved plans) to allow for alterations to the footprint of planning permission 11/02054/FUL – conversion and erection of two storey and single storey extension to residential care home to form 4 apartments in addition to the existing, at Nydsley, Mill Lane, Pateley Bridge HG3 5BA.* No response was made to this consultation due to confusion over the plans.

- (b) Decisions by Harrogate Borough Council: the following were noted:
- (i) 19/01807/LB. *Listed Building Consent for the conversion of industrial building to form a 2 bedroom dwelling with associated external works at Glasshouses Mill.* Consent granted subject to conditions.
 - (ii) 19/01806/FUL. *Conversion of industrial building to form a 2 bedroom dwelling with associated external works at Glasshouses Mill.* Planning Permission granted subject to conditions.
 - (iii) 19/01881/FUL. *Erection of replacement garage/store and demolition of garage (revised scheme) at Hillcrest, HG3 5NH.* Permission granted subject to conditions
 - (iv) 19/01750/FUL. *Erection of single-storey extensions, porch and covered canopy, conversion of loft to form additional living accommodation, alterations to fenestration and demolition of existing extensions (revised scheme) at Hillcrest, HG3 5NH.* Approved subject to conditions.
 - (v) 19/01705/FUL. *Erection of extension to balcony at Daleside, Ripon Road, Pateley Bridge HG3 5NL.* Approved subject to conditions.
- (c) Enforcement matters: none.
- (d) Appeals: None.

9 Financial Matters

- (a) Accounts for Payment: it was resolved to authorise the following for payment:
- (i) Clerk's Expenses: Civic Service expenses, toner cartridge: £47.73
 - (ii) Mr S Audsley: updating the Mayor's Board: £50
 - (iii) Yorkshire Lighting Services: replace light at bus terminus and install new anti-vandal cage: £267.07 inc VAT
 - (iv) Bewerley Parish Council: costs incurred as part of the 'Battle's Over' commemorative event on 11th November 2018: £233.40
 - (v) Internal Audit Fee donated by the Barker Partnership to the Mayor's Fund: £100
 - (vi) HBC Trade Waste May x 3 emptying: £31.71
 - (vii) Harefield Hall: Civic Reception £1,335 inc VAT
 - (viii) Parishioner, flower arrangements at the Church: £60
 - (ix) Methodist Church: coffee and biscuits at the Civic Service: £70
 - (x) HMRC PAYE Q1: £545.32
 - (xi) Clerk's salary payable 31 July 2019: Gross £999 Net £855.80
- (b) Receipts: noted:
- (i) Glasshouses garage rental July: £35

10 Correspondence

- (a) To receive the YLCA June White Rose Update; plus the programme of the one-day conference on 13th September in York, and to decide delegates: noted; it was agreed that Cllr Thompson should attend the conference, at a cost of £115.

11 Play Area/Millennium Green

- (a) Play Area
- (i) To agree that the annual inspection of the Play Area – and of the BMX track – should be carried out via HBC: it was resolved that both inspections should be arranged by HBC at a cost of £110 + VAT
 - (ii) Cllr Hesselden reported that the equipment was in safe condition.

- (b) Millennium Green
- (i) Possible duck race organised by the Scouts – for information: the Council was pleased to learn that the Duck Race would be taking place again during the August Bank Holiday. The Clerk and Cllr Hawkesworth had passed on some information to the Scouts following the Council's experience of running the race in previous years.
 - (ii) Request from Nidderdale Anglers to hold their Junior Day in the Millennium Green on Sunday 21st July: it was resolved that the Council would be very happy to grant permission for this to take place on the Green, subject to public liability insurance and risk assessments.
 - (iii) To discuss funding applications to Bettys Trees for Life Fund and to the Greenhow Enhancement Fund for replacement pond: it was agreed that a replacement pond was a priority as far as the Council was concerned, and it did meet the criteria for applications. The Greenhow Enhancement Fund would consider applications from outside their designated catchment area in some circumstances, so this was another option.

12 Council Business

- (a) Caretaker Tasks for July: standard tasks. It was noted, although this was not a job for the Parish Caretaker, that saplings were growing out of the river bridge parapet. To report to Highways.
- (b) To receive the Internal Auditor's Report: noted. The Clerk said she had published the Annual Return on the website and the Parish Noticeboard along with the Notice of Parishioners' rights.
- (c) Update on repairs to Glasshouses bus shelter: following an unavoidable delay, the new roof was on and the cladding installed. It would then need painting. Cllr Holt said he would assess whether a new light was needed.
- (d) To agree refurbishment of one of the In Bloom plaques on the High Street: the cost had been quoted at £60 plus the cost of materials. It was resolved that gold paint could be used rather than gold leaf, to keep down the cost.
- (e) To receive an update on the Christmas Lights fundraising: following the appeal, just over £2,000 had been raised by local businesses and residents which was an astonishing result. The Clerk to send a thank you letter and arrange a consultative community meeting.
- (f) New website: to receive an update from the Clerk and Cllr Thompson: the site map with notes had been circulated to councillors. The design and build would cost £750 and the .gov.uk domain would cost £105 for registration and the first two years, with a cost of £55 every two years after that. These budgeted costs were approved and on the recommendation of Cllr Thompson, it was also resolved to pay for further security and compliancy requirements by way of a Secure Socket Layer (SSL) certificate at a cost of £125 for registration and the first year followed by yearly costs of £55, and a user management system providing a login page for councillors at a cost of £75. All costs plus VAT.

13 Reports from Committees

- (a) Cllr Hawkesworth had attended an NYCC briefing about 'Operation Rose' to test multi-agency plans in response to any emergencies during the UCI championships. It was well planned and integrated and he would update the Joint Emergency meeting at its next meeting on 3rd September.

14 Exchange of Information

- (a) The Clerk had received notification that the Nidderdale Sprint Triathlon would take place on Saturday 14th September with runners expected on the course between 2.00pm and 5.00pm. The number of entries would be limited to 200.
- (b) Cllr Leggett raised the subject of decision making between meetings and suggested that this should be the remit of the Chair, the Deputy Chair and the Clerk. To return to the Agenda for clarification.
- (c) Cllr Leggett also requested that those councillors on the Nidderdale Strategic Partnership should ensure that at its next meeting on the 19th July, a response should be drafted to the Council's letter of seven months' ago about the organisation's revised Constitution.

15 Parishioners' Representations

- (a) One of the parishioners who had attended the Civic Service and Reception said how much he had enjoyed the occasion and how well it had been organised. The Mayor thanked the Clerk for organising the event so well and thanked Cllr Thompson for playing the organ during the Service.

16 Dates of next meetings

- (a) The next meeting will be on Tues 06 August 2019 at 7.15pm
- (b) There will be a meeting of the **Mayor's Fund Committee** on Tuesday 16th July at 6.45pm.

The Chairman closed the meeting by thanking Ms Brogan Maguire, the new reporter at the Nidderdale Herald, for her attendance and the meeting closed at 9.10pm