

You are hereby summoned to attend the Annual Meeting of Hampsthwaite Parish Council, to be held at Hampsthwaite Village Room on **Tuesday 7th May 2024 at 7:30pm.**

Members of the public and press are invited to attend and may address members of the Council during the item set aside for public participation. This will take place at the start of the meeting when 15 minutes will be set aside for members of the public to address the committee on matters relevant to the meeting within the following rules:

- (a) Members of the public wishing to speak are to have given prior notice to the Parish Clerk
- (b) Any member of the public invited to speak will be permitted to speak for no more than 5 minutes
- (c) In the event of more than 3 members of the public wishing to address the committee then priority will be determined by subject matter

Protocol on audio/visual recording and photography at meetings: Recording is allowed at Parish Council Meetings; subject to compliance with the Council's protocol on audio/visual recording and photography at meetings.

The business to be transacted at this meeting is shown below.

Samantha Price
Parish Clerk
3/05/2024

AGENDA

2425/001 To elect a chairperson and vice chairperson to Hampsthwaite Parish Council and to receive the Chairman's Declaration.

2425/002 Public Participation

2425/003 To receive any apologies and approve reasons for absence

2425/004 Declaration of Interests

- a) To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interests
- b) To receive, consider and decide upon any applications for dispensation

2425/005 To confirm the minutes of the full council meeting held on 14th March 2024 as a true and accurate record.

2425/006 To receive an update from the North Yorkshire Councillor

2425/007 Financial matters:

- a) To review and approve the payments in Appendix 1.
- b) To discuss the financial audit and the use of scribe software- setup, training (valid for as many people as require it and ongoing payment)
- c) To sign form for clerk to order a debit card for the current account
- d) To review the financial policy for Hampsthwaite Parish Council

2425/008 To receive information on the following ongoing issues and agree action where necessary:

- a) To receive an update on purchase of the VAS
- b) To record in the minutes end of project report is now signed off for memorial hall
- c) To discuss annual review of policies for Hampsthwaite and agree process for renewal

- d) To discuss Playground inspection (circulated prior to meeting) and necessary works to be carried out
- e) To discuss official stance on Local plan and consultations in response to local community action group (HAG)
- f) To discuss commuted sums
- g) To discuss repairs to the cabin prior to the Feast following receipt of a letter from the Feast committee.

2425/009 To receive the report from the local school.

2425/010 To confirm receipt and review minutes from The Feast Committee

2425/011 Planning matters:

a) To consider and decide upon the following planning applications:

None received without response

b) Review of planning applications received and responded to by the Parish Council since the March 2024 meeting

NYC Reference:	Address	Description:	Parish Council Decision
22/04500/FUL	Land comprising OS Field 3100 Hollins Lane	Change of use of agricultural buildings to B8	Parish council require further clarification of the use of the buildings
ZC24/01141/FUL	Old Mill Rowden Lane HG3 2ER	Erection of gate	No objections
ZC24/01342/FUL	7 Peckfield Close HG3 2ES	Two storey side extension	No objections

c) Review of planning decisions issued by Harrogate Borough Council since the March 2023 meeting

NYC Reference	Address	Description	NY Council decision
ZC24/00400/FUL	Knox Hill Rowden Lane HG3 2ER	Demolition or rear and side extensions, alterations to the main house roof and erection of rear and side extensions	Grant permission subject to conditions
ZC23/02586/FUL	Hampsthwaite Memorial Hall HG3 2EH	Single storey front, side and rear extensions	Grant permission subject to conditions

d) Review of planning enforcement notifications received from Harrogate Borough Council:

None received

2425/012 To note matters for information and items for inclusion on the agenda of the next meeting

2425/013 To confirm the date of the next meeting as Tuesday 9th July 2024