

# Hampsthwaite Parish Council

Parish Clerk: Robert Bareham

Tel: 07935 378544

Email: [clerk@hampsthwaite-pc.org.uk](mailto:clerk@hampsthwaite-pc.org.uk)

URL: <https://www.hampsthwaite-pc.org.uk/>



Dear Councillor,

**You are hereby summoned to attend an Ordinary Meeting of  
Hampsthwaite Parish Council  
to be held at the Village Rooms, Hampsthwaite**

**on Tuesday 14<sup>th</sup> January 2025 @ 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 – Public Participation shall not exceed 15 minutes, and any member of the public shall not speak for more than 3 minutes (please see the councils Standing Orders Part 3 Item (e) onwards).

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.

As per our Standing Orders all motions will require a proposer, seconder and a show of hands.

**Rob Bareham  
Parish Clerk  
Hampsthwaite Parish Council  
9<sup>th</sup> January 2025**

Abbr: JC = Cllr J Carney (Chairman), JJ = Cllr J Jennings (Vice Chair), BT = Bryan Thompson GH = Cllr G Howard, KA = Cllr K Andrews, RS = Cllr R Shrimpton, PB = Cllr P Bollards, RB = R Bareham (Parish Clerk), MH = M Harrison (Councillor)

Key: CPT = Community Payback Team, DoI = Declaration of Interest, HBJFC = Hampsthwaite & Birstwith Junior Football Club, IA = Internal Auditor, MoP = Member of the Public, Group, MVAS = Moveable Vehicle Activated Sign, NYC = North Yorkshire Council, NYP = North Yorkshire Police, PLP = Park Lane Playgrounds, PC = Parish Council, SLCC = Society of Local Council Clerks, VAS= Vehicle Activated Sign, W3W = What 3 Words, YLCA = Yorkshire Local Council Association.

## Agenda

<u>Item</u>		<u>Record</u>	<u>Action By</u>
2025.001	Welcome by the Chairman		
2025.002	Absence and Apologies		
	a) To Receive Apologies		
	b) To approve the reason(s) for absence given by Councillors.		

- 2025.003      Dispensations & Pecuniary Interests**
- a) To receive, consider and decide upon any applications for dispensations.
  - b) To receive any declarations of interest not already declared under the Councillors Code of Conduct or a members Register of Disclosable Pecuniary Interests.
- 2025.004      Minutes for approval from Previous Meetings**
- a) To consider approving the minutes of the Parish Council meeting of the 12<sup>th</sup> November 2024
  - b) To consider approving the minutes of the Parish Council meeting on the 10<sup>th</sup> December 2024
  - c) To consider approving the minutes of the Parish Council meeting on the 19<sup>th</sup> December 2024
- 2025.005      Public participation Session** (for the public to talk to councillors about items on the agenda)
- 2025.006      To receive the Councillors report**
- a) For the council to receive the report from Cllr M Harrison
- 2025.007      Councillor Vacancies**
- a) RB to update on the councillor vacancy.
- 2025.008      To receive the Clerks report**
- a) For the council to note the presentation from the Parks and Grounds Team regarding S106 funds
  - b) For the council to note the York and North Yorkshire Precept Survey 2025/2026
  - c) For the council to consider the 2025 Parish Council meeting dates.
  - d) For the council to note the complaint from a MoP regarding VAS
- 2025.009      Correspondence Report** (Items received after publication of the agenda or for items needing discussion)
- 2025.010      Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)
- a) GH to update the council on the filling of the two grit bins and for the council to consider any further action.
  - b) JC to update on the VAS Signs from SWARCO
- 2025.011      Items for discussion from Councillors or a member of the public.**  
(These are new items that have been requested to be included in the agenda)
- a) For the council to consider HBJFC's request to have advertising attached to the playground fence
  - b) BT to inform the council on fund raising towards the Memorial Hall
  - c) BT to propose to the council introducing council representatives to local groups and committees
  - d) BT to propose provision of sandbags to the village shop and for the council to consider any further action.

- e) BT to propose to the council a request for emergency volunteers and a co-ordinator for emergency events, and for the council to consider any further action.
- f) BT to update the council on potholes in the village and for the council to consider any further action.
- g) For the council to consider the offer from W Bowers Funeral Directors, to rebuild/replace the damaged seat on the green and a plaque, on the seat from W Bowers Funeral Directors.

**2025.012      Area 6 Highways**

- a) For the clerk to update on any Highway 6 matters.

**2025.013      Planning Matters**

- a) For the council to consider Planning Application ZC24.03683.FUL  
Saltergate Hill Farm  
Skipton Road  
Hampsthwaite  
North Yorkshire  
HG3 2BU  
(See 2025.013 (f) – Planning Withdrawal)
- b) For the Council to consider Planning Application ZC24.03924.PBR  
Saltergate Hill Farm  
Skipton Road  
Hampsthwaite  
North Yorkshire  
HG3 2BU  
(See 2025.013 (g) – Planning Withdrawal)
- c) For the council to consider Planning Application ZC24.04078.PBR  
Saltergate Hill Farm  
Skipton Road  
Hampsthwaite  
North Yorkshire  
HG3 2BU  
(See 2025.013 (h) – Planning Withdrawal)
- d) For the council to note Planning Decision ZC24.03286.FUL  
32A Hollins Lane  
Hampsthwaite  
North Yorkshire  
HG3 2EG  
(Decision: Granted)
- e) For the council to consider Planning Decision ZC24.03527.TPO  
Car Park  
St Thomas A Becket's Church  
Church Lane  
Hampsthwaite  
North Yorkshire  
(Decision: Approved)
- f) For the council to note Planning Withdrawal ZC24.03683.FUL
- g) For the council to note Planning Withdrawal ZC24.03924.FUL
- h) For the council to note Planning Withdrawal ZC24.04078.PBR

**2025.014****S106 / CIL Funding**

- a) GH to update the council on the Memorial Hall Heating
- b) For the council to note the three quotes obtained by GH for a new boiler
- c) For the council to consider ratifying the PID document (completed by GH), to utilise S106 funding for the boiler replacement in the name of the Parish Council

**2025.015****Memorial Hall and The Arts & Craft Studio**

- a) For the council to note The Title Register and Title Plan from .GOV.UK to establish "who owns the Memorial Hall" .
- b) GH to propose that the Council considers insurance of the Memorial Hall as a "PC Asset" on the understanding that this will incur no extra cost to the PC.
- c) GH to propose that the clerk as RFO to the PC, is the signatory for the FCC Funding Agreement
- d) GH to propose the "preferred contractor for The Arts & Crafts Studio and for the council to consider any further action
- e) GH to propose the start date, milestones and publicity plan for the council's consideration and for the council to consider any further action.
- f) GH to propose that contractor invoices can be addressed directly to the PC for payment and subsequently claimed back from FCC
- g) GH to propose that the PC will seek to reclaim VAT where possible and for the council to consider any further action
- h) GH to propose that in the event of any VAT reclaimed on behalf of the Memorial Hall, it is re-imbursed to the Memorial Hall and for the council to consider any further action.

**2025.016****Policy Matters**

- a) For the clerk to update on any policy matters.

**2025.017****Financial Matters**

- a) For the council to note the Bank Reconciliation Oct – Nov 2024
- b) For the council to consider adding Cllr Carney as a payment's approver on the Virgin Money Bank Account.
- c) For the council to consider approving the removal of the 2 previous clerks from the banking records
- d) For the council to consider payment to Hirstsigns Inv 53463 (£80.29 + £16.05 Vat)
- e) For the council to consider payment to Hirstsigns Inv 53544 (£165.87 + £33.17 Vat)
- f) For the council to consider the clerks expenses £19.40
- g) For the council to note the receipt of £8000.00 from the Memorial Hall as a contribution towards the Funding Contribution and the subsequent

payment as previously agreed, to FCC of £8815.00 (The difference being the contribution from the Parish Council towards The Arts & Craft Studio).

- h) For the council to consider the replacement quotations for the Laptop
- i) For the council to consider the purchase of a printer from the quotations supplied.

**2025.018**

**Summary Payments to consider:**

<b>Payment to</b>	<b>Amount</b>
d) Hirstsigns (Inv 53463)	£96.34
e) Hirstsigns (Inv 53544)	£199.04
f) R Bareham (Dec Expenses)	£19.40
<b>Total</b>	<b>£314.78</b>

**2025.019**

**To confirm the date of the next Council meeting(s):**

**Ordinary Meeting of the Parish 11<sup>th</sup> February 2025 @ 7.30pm  
Council**

*(Cut-off date for agenda items 4<sup>th</sup> February 2025 please)*

**Ordinary Meeting of the Parish 11<sup>th</sup> March 2025 @ 7.30pm  
Council**

*(Cut-off date for agenda items 4<sup>th</sup> March 2025 please)*