



Dear Councillor,

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

**on Tuesday 20<sup>th</sup> May 2025 @ 7:00pm**

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  
15<sup>th</sup> May 2025**

Abbr: JC = Cllr J Carney (Chairman), GH = Cllr G Howard, KA = Cllr K Andrews, RS = Cllr R Shrimpton, PB = Cllr P Bollands, RB = R Bareham (Parish Clerk), MH = M Harrison (Councillor)

Key: AFSC-NY = Average and Fixed Speed Cameras for North Yorkshire, 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>
<b>2025.079</b>	<b>Election of Chairman for 2025/2026</b>	
a)	To receive nominations for the position of Chairman	
b)	For the Chairman to sign the Declaration of Office	
c)	For the council to approve the signing of the Declaration of Office before the next PC meeting (if applicable)	
d)	Chairman's opening remarks	

- 2025.080      Absence and Apologies**
- a) To Receive Apologies
  - b) To approve the reason(s) for absence given by Councillors.
  - c) To note the resignation of Cllr Thompson
- 2025.081      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.
- 2025.082      Minutes for approval from Previous Meetings**
- a) For the council to consider approving the minutes of the Parish Council Meeting of the 8<sup>th</sup> April 2025.
- 2025.083      Public participation Session** (for the public to talk to councillors about items on the agenda)
- 2025.084      To receive the Councillors report**
- a) For the council to receive the report from Cllr M Harrison
- 2025.085      To receive the Clerks report**
- a) For the council to note the VE Day Celebrations 8<sup>th</sup> – 10<sup>th</sup> May 2025
  - b) For the council to receive 3 sets of Minutes from Hampsthwaite Feast dated 29<sup>th</sup> January 2025, 26<sup>th</sup> February 2025 and 2<sup>nd</sup> April 2025
- 2025.086      Correspondence Report** (Items received after publication of the agenda or for items needing discussion)
- a) For the clerk to update on any correspondence
- 2025.087      Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)
- a) GH to update the council on the replacement of the Tree & seat on Hampsthwaite Village Green and for the council to consider the public donations to repair the bench.
- 2025.088      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 clerk to update on any requested items
- 2025.089      Area 6 Highways**
- a) For the clerk to update on Curb Stones (awaiting sourcing)
  - b) For the clerk to update of the Grit Bins within the Parish
- 2025.090      Planning Matters** (including any applications submitted after the agenda publication that the clerk deems necessary for the Parish Council's consideration)
- a) For the council to consider Planning Application ZC25.00738.FUL  
Saltergate Hill Farm  
Skipton Road  
Hampsthwaite  
North Yorkshire  
HG3 2BU  
(Closing 17<sup>th</sup> May 2025)

- b) For the council to consider Planning Application ZC25/01036/DVCON  
Hampsthwaite Memorial Hall  
Hollins Lane  
Hampsthwaite  
North Yorkshire  
HG3 2EH  
(Closing 1<sup>st</sup> May 2025 – extension requested)
- c) For the council to consider Planning Application ZC25/01187/LB  
Saltergate Hill Farm  
Skipton Road  
Hampsthwaite  
North Yorkshire  
HG3 2BU  
(Closing 18<sup>th</sup> May 2025)
- d) For the council to note Planning Decision HGTZC25/00859/FUL  
1 Park View Cottages Hollins Lane Hampsthwaite North Yorkshire HG3 2HN  
(Planning Granted)
- e) For the council to note Planning Decision HGTZC25/00996/FUL  
5 Peckfield Close Hampsthwaite North Yorkshire HG3 2ES  
(Planning Granted)
- f) For the council to note Planning Decision ZC25/00331/TPO  
St Thomas A Becket's Church Church Lane Hampsthwaite North Yorkshire  
(Planning Refused)
- g) For the council to note Planning Decision ZC25/00818/TPO  
Saddlers Cottage Church Lane Hampsthwaite North Yorkshire HG3 2HB  
(Planning Granted)
- h) For the council to note Planning Enforcement 25/00136/PR05
- i) For the council to note TPO No 58/2024(HAR)  
Saddlers Cottage, Church Lane, Hampsthwaite HG3 2HB

#### **2025.091**

##### **S106 / CIL Funding**

- a) For the clerk to update the council on updating the spend sites for the  
"Available Commuted Sums"

#### **2025.092**

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

- a) For GH to update the council on the progress of the extension to the  
Memorial Hall and for the council to consider any further action

#### **2025.093**

##### **Parish Asset Maintenance**

- a) For the clerk to update on the Parish Tree Survey and for the council to  
consider any further action
- b) For the clerk to update on the independent Inspection of the Parish  
Council's play equipment on the playing field.

#### **2025.094**

##### **Budget & Banking Matters**

- a) For the council to consider the Bank Reconciliation for April 2025
- b) For the council to consider the Budget Report up to 13<sup>th</sup> May 2025

**2025.095****Financial Matters**

- a) For the council to note the query raised with SSE Energy for 2 payments in 2024
- b) For the council to consider payment of the Grassmats invoice INV.2025.05.0011 (£905.00 + £181.00 Vat)
- c) For the council to consider the Grant Request from Hampsthwaite Feast for £500.00
- d) For the council to consider payment to J Turnbull Landscapes Inv-1556 (£480.00)
- e) For the council to consider the clerks salary for April (£283.33)
- f) For the council to consider payment to HMRC for Month 1 (£64.20)
- g) For the council to note the 1<sup>st</sup> instalment of the Precept has been received (£8815.00)
- h) For the council to note the VAT Reclaim for 2023-2024 has been submitted (£1143.00)
- i) For the council to note the VAT Reclaim for 2024-2025 has been submitted (£3003.85)
- j) For the council to consider payment to SSE Energy Invoice IVO2857934 (£2669.23 + £53.67 Vat)
- k) For the council to consider payment to Vision ICT Invoice 20141 (£50.00 + £10.00)
- l) For the council to consider payment to Elkerlodge Services Ltd Inv-0508 (£265.00 + £53.00 Vat)

**2025.096****Summary Payments to consider:**

<b>Payment to</b>	<b>Amount</b>
b) Grassmats (Inv.2025.05.0011)	£1086.00
c) Hampsthwaite Feast	£500.00
d) J Turnbull (Inv-1556)	£480.00
e) R Bareham (April Salary)	£283.33
f) HMRC (Month 1)	£64.20
j) SSE Energy (Inv IVO2857934)	£2722.90
k) Vision ICT (Inv 20141)	£60.00
l) Elkerlodge Services Ltd (Inv-0508)	£318.00
<b>Total</b>	<b>£5514.43</b>

**2025.097****Year End 2024 - 2025**

- a) For the clerk to update on matters relating to the Year End
- b) For the council to consider using Heelis & Lodge for the 2025-2026 Internal Audit.

**2025.098****Staffing & Training Matters**

- a) For the council to consider the clerks additional 13 hours for April 2025
- b) For the council to note the clerks holiday from the 26<sup>th</sup> May 2025 for 1 week.

2025.099

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

**Ordinary Meeting of the Parish 10<sup>th</sup> June 2025 @ 7.30pm  
Council**

*(Cut-off date for agenda items 3<sup>rd</sup> June 2025 please)*

**Ordinary Meeting of the Parish 8<sup>th</sup> July 2025 @ 7.30pm  
Council**

*(Cut-off date for agenda items 1<sup>st</sup> July 2025 please)*

## **Appendix A**

Just a brief report from me:

### **Planning Matters**

The next stage in the development of the county-wide local plan is the consultation on the 'Issues and Options'. The Issues and Option Consultation is intended to start a conversation about what the places and spaces across the North Yorkshire Local Plan area will be like in the future (up to the year 2045) and how the new local plan can influence that. It does not contain any future policy wording or propose site allocations as these will be developed and set out in subsequent drafts of the local plan. Feedback from this consultation will help in preparing the growth strategy for the area, together with local plan policies and sites to deliver it. Consultation will take place for a period of eight weeks between 19 May 2025 and 15 July 2025.

### **Waste Collection**

New domestic waste collection arrangements have been introduced across the area, with collections now routinely taking place Tuesday-Friday. A few minor teething problems have been reported, and I am investigating some reported missed street bin collections.

Michael

Councillor Michael Harrison  
Killinghall, Hampsthwaite & Saltergate Division  
Executive Member for Health & Adult Services

