

# Hampsthwaite Parish Council

Parish Clerk: Robert Bareham

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Dear Councillor,

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

**on Tuesday 8<sup>th</sup> July 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  
3<sup>rd</sup> July 2025**

Abbr: JC = Cllr J Carney (Chairman), GH = Cllr G Howard, KP = Cllr K Pinkney, RS = Cllr R Shrimpton, PB = Cllr P Bollands, RB = R Bareham (Parish Clerk), MH = M Harrison (County 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>
2025.121	Welcome by the Chaiman		
2025.122	Absence and Apologies		
	a) To Receive Apologies		

- b) To approve the reason(s) for absence given by Councillors.

**2025.123      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.

**2025.124      Minutes for approval from Previous Meetings**

- a) For the council to consider approving the minutes of the Ordinary Meeting of the Parish Council of the 10<sup>th</sup> June 2025.

**2025.125      Public participation Session** (for the public to talk to councillors about items on the agenda)

**2025.126      To receive the Councillors report**

- a) For the council to receive the report from Cllr M Harrison

**2025.127      To receive the Clerks report**

- a) For the council to note the Minutes of the Memorial Hall Management Committee from the 23<sup>rd</sup> April 2025
- b) For the council to note that the consultation of the “first conversation” on the Local Plan closes on the 15<sup>th</sup> July 2025
- c) For the council to note the revised edition of “Local Councils Explained” is now available

**2025.128      Co-Option Matters** (To receive written applications for the office of Parish Councillor and to coopt a candidate to fill the existing vacancy)

- a) For the council to receive written applications for the office of Parish Councillors of Hampsthwaite Parish Council
- b) For the council to consider the applications
- c) Upon reaching a decision the new councillor(s) is/are to sign the “Declaration of the Acceptance of Office”
- d) In the event of (e) not being possible, for the council to approve the declaration of office to be signed prior to the next meeting.
- e) For new councillors to note the DoI is to be completed & returned within 28 days of co-option.

**2025.129      Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)

- a) For the clerk to update on any matters from the previous meeting

**2025.130      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 the funding request from St Thomas a Becket Church, for a defibrillator
- b) For the council to consider a “complaint” to JC on the frontage of the garage.

**2025.131      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

**2025.132**

**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 note Planning Decision 25.01492.FUL  
Old Mill Barn  
59 High Street  
Hampsthwaite HG3 2EP  
(Planning Granted)
- b) For the council to note TPO 39.2025 (HAR)  
Grayston House,  
55 High St  
Hampsthwaite, HG3 2EP

**2025.133**

**S106 / CIL Funding**

- a) For the clerk to update the council on the transfer of monetary amounts to "Verges".

**2025.134**

**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
- b) GH to provide a financial briefing to the council on projected income and anticipated expenditures ahead of the July PC Meeting. The council will also review and consider pre-approving payments for expected costs.
- c) For the council to note the clerk's completion of the acceptance form for Northern Gas installation works (inv-90164279)

**2025.135**

**Parish Asset Maintenance**

- a) For the clerk to update on the Parish Tree Survey and for the council to consider any further action
- b) GH to update the council on the maintenance work carried out by AFC22 Platoon, in the village.

**2025.136**

**Budget & Banking Matters**

- a) For the council to consider the Bank Reconciliation for June 2025
- b) For the council to consider the Budget Report dated 3<sup>rd</sup> July 2025

**2025.137**

**Financial Matters**

- a) For the council to note payment (6<sup>th</sup> June 2025) to Zurich Inv-544092363 (£1165.62)
- b) For the council to consider payment to YLCA Inv4249 (£27.40)
- c) For the council to note payment of the revised invoice to SSE Inv-IV02982672 (£2120.38 + 106.02 Vat)
- d) For the council to consider the clerks salary for June 2025 (£556.45)
- e) For the council to consider payment to HMRC for Month 3 (169.28)
- f) For the council to note payment to New Lodge Contractors Inv-1332 (£35047.10 + £7009.42 Vat)
- g) For the council to consider payment to Business Stream Inv-8144040 (£23.26)

- h) For the council to note the payment to DFE UK Ltd Inv-59954 (£772.00 + £154.40 Vat)
- i) For the council to note VAT Reclaim for 2025 Part 1 (£14041.77)
- j) For the council to note receipt from NYC S106 (£31432.73)
- k) For the council to note receipt from NYC S106 (45173.24)
- l) For the council to note payment to Northern Gas Networks Inv-90164279 (£1842.90 + £368.58 Vat)
- m) For the council to note reimbursement to the Memorial Hall for work undertaken by AFC22 Platoon (£443.28 + £6.39 Vat)

**2025.138**

**Summary Payments to consider:**

<b>Payment to</b>	<b>Amount</b>
a) Zurich (Inv-544092363)	£1165.62
b) YLCA (Inv-4249)	£27.40
c) SSE (Inv-IV02982672)	£2226.40
d) R Bareham (June 2025)	£556.45
e) HMRC (Month 3)	£169.28
f) New Lodge Contractors (Inv-1332)	£42056.52
g) Business Stream (Inv-8144040)	£23.26
h) DFE UK Ltd (Inv-59954)	£926.40
i) Northern Gas (Inv90164279)	£2211.48
m) Memorial Hall (AFC Platoon)	£449.67
<b>Total</b>	<b><u>£49812.48</u></b>

**2025.139**

**Staffing & Training Matters**

- a) For the council to consider the clerks additional 9 hours for June 2025

**2025.140**

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

**Ordinary Meeting of the Parish Council 12<sup>th</sup> August 2025 @ 7.30pm**

*(Cut-off date for agenda items 5<sup>th</sup> August 2025 please)*

**Ordinary Meeting of the Parish Council 9<sup>th</sup> September 2025 @ 7.30pm**

*(Cut-off date for agenda items 2<sup>nd</sup> September 2025 please)*

## **Appendix A**

Michael

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

