



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 9<sup>th</sup> September 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> September 2025

Abbr: JC = Cllr J Carney (Chairman), GH = Cllr G Howard, KP = Cllr K Pinkney, RS = Cllr R Shrimpton, PB = Cllr P Bollands, RSB = Cllr R Selby, 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, HAG = Hampsthwaite Action Group, HBJFC = Hampsthwaite & Birstwith Junior Football Club, HFSC = Hampsthwaite Feast and Show Committee, IA = Internal Auditor, MoP = Member of the Public, MHMC = Memorial Hall Management Committee, 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, TPO = Tree Preservation Order, VAS= Vehicle Activated Sign, W3W = What 3 Words, YLCA = Yorkshire Local Council Association.

## Agenda

<u>Item</u>	<u>Record</u>	<u>Action By</u>
2025.161	Welcome by the Chairman	
2025.162	Absence and Apologies	
a)	To Receive Apologies	

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

**2025.163                    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 Councillor's Code of Conduct or a member's Register of Disclosable Pecuniary Interests.

**2025.164                    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 12<sup>th</sup> August 2025.

**2025.165                    Public participation session** (for the public to talk to councillors about items on the agenda)

**2025.166                    To receive the Councillor's report**

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

**2025.167                    To receive the Clerks report**

- a) For the council to consider nominating a councillor for election to the Executive Membership of The Nidderdale Community Partnership (closing 24<sup>th</sup> October2025)

**2025.168                    Vacancies**

- a) For the clerk to update the council on any vacancies

**2025.169                    Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)

- a) KP to update the council on setting up the Facebook page for the Parish Council

**2025.170                    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 supporting the application by HAG to NYC for TPO's on 3 Horse Chestnut trees at 1 Park View, Hollins Lane, Hampsthwaite HG3 2HN

**2025.171                    Area 6 Highways**

- a) For the clerk to update on Curb Stones (awaiting sourcing)

**2025.172                    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 Consultation 25.02003.FUL  
Land South of Gillthorn Farm  
Hampsthwaite  
North Yorkshire
- b) For the council to consider Planning Consultation 25.02732.TPO  
1 Paddock View  
Hampsthwaite  
HG3 2FJ
- c) For the council to consider Planning Consultation 25.02917.FUL  
1 Thimbleby Cottages  
Church Lane  
Hampsthwaite

- d) For the council to consider Planning Consultation 25.02947.FUL  
31 High Street  
Hampsthwaite  
HG3 2EP
- e) For the council to note TPO 46.2025(HAR) (Pine Tree(s) @ 429996 458558)  
3 Finden Gardens  
Hampsthwaite  
HG3 2EL
- f) For the council to note Planning Decision 25.03000.AMENDS  
Dovetail House  
Hollins Lane  
Hampsthwaite  
HG3 2EJ  
(Application – Approved)

**2025.173      S106 / CIL Funding**

- a) For the clerk to update the council on the transfer of monetary amounts to “Verges” and for the council to consider any further actions.

**2025.174      Memorial Hall and The Arts & Craft Studio**

- a) For GH to update the council on the movement and installation of the gas service to the Memorial Hall
- b) 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  
See Appendix B
- c) 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.

**2025.175      Parish Assets and Maintenance**

- a) For the clerk to update the council on the siting of a defibrillator at the Feast Cabins on Feast Field
- b) For GH to update the council on the refurbishment of the Telephone Box near the village green and possible location for a defibrillator.
- c) For the council to consider the Licence Agreement between HPC and HFSC
- d) For the clerk to update the council on the Tree Survey within the parish.
- e) For the council to note the response from Parks & Grounds (Tree and Woodland Section) and consider any further action.
- f) For the council to note that repairs have been made to the playground equipment – Spinner, Cone Climber, Rocker Elephant
- g) For the council to consider maintenance of the bench’s 1) overlooking the Green and 2) the bench opposite the shop.

- h) For the council to consider the clearing of the area in front of the Hollins bench of weeds and debris.
- i) For the council to consider attending to the to bushes “bookending” the bench overlooking the Green.

**2025.176**

**Budget & Banking Matters**

- a) For the council to receive the Bank Reconciliation for August 2025
- b) For the council to receive the Budget Report Dated 3<sup>rd</sup> September 2025
- c) For the council to consider the clerk applying for a Debit Card for the Parish Council.
- d) For the council to consider adopting the Mid-Year Internal Review Policy (September 2025)
- e) For the council to consider appointing a councillor to conduct the Mid-Year Internal Review of the finances of the council.

**2025.177**

**Financial Matters**

- a) For the council to consider the Clerks Salary for August 2025 (£626.39)
- b) For the council to note the payment to HMRC for Month 5 (£200.24)
- c) For the council to consider payment to Parklane Playgrounds Inv-3051 (£460.00 + £92.00 Vat)
- d) For the council to consider payment to Parklane Playgrounds Inv-3050 (£780.00 + £156.00 Vat)
- e) For the council to consider payment to J Turnbull Landscapes Inv-1578 (£450.00)
- f) For the council to consider payment to J Turnbull Landscapes Inv-1576 (£500.00)
- g) For the council to consider payment to IBPM Inv-27861 (£240.02 + £48.00 Vat)
- h) For the council to consider payment to Nurture Landscapes Inv-3021938 (£575.33 + £115.07 Vat)
- i) For the council to consider payment to SSE Inv-3302597 (£517.35 + £25.86 Vat)
- j) For the council to note payment to Robinsons MEA Ltd Inv-15176 (£2597.27 + £519.45 Vat)
- k) For the council to note S106 Remittance £24192.94 (see also 2025.157 (e))
- l) For the council to note payment to MoP for planting (£105.50)
- m) For the council to note VAT Reclaim 01.06.2025 – 31.08.2025 Has been submitted (£5754.37)

<b>2025.178</b>	<b>Summary Payments to consider and note:</b>	
	<b>Payment to</b>	<b>Amount</b>
a)	R Bareham (August 2025)	£626.39
b)	HMRC (Month 5)	£200.24
c)	Parklane (Inv-3051)	£552.00
d)	Parklane (Inv-3050)	£936.00
e)	J Turnbull (Inv-1578)	£450.00
f)	J Turnbull (Inv-1576)	£500.00
g)	IBPM (Inv-27861)	£288.02
h)	Nurture Landscapes (Inv-3021938)	£690.40
i)	SSE (Inv-3302597)	£543.21
	<b>Total to pay (this meeting)</b>	<b>£4786.26</b>
j)	Robinsons MEA Ltd (Inv-15176)	£3116.72
l)	MoP (Village Planting)	£105.50
	<b>Total (incl payments since last meeting)</b>	<b>£8008.48</b>

**2025.179      Staffing & Training Matters**

- a) For the council to consider the Clerk's additional 9 hours for July 2025
- b) For the council to consider increasing the clerk's hours from 8 hours per week to 11 hours.

**2025.180      To confirm the date of the next Council meeting(s):**

**Ordinary Meeting of the Parish Council    14<sup>th</sup> October 2025 @ 7.30pm**

*(Cut-off date for agenda items 7<sup>th</sup> October 2025 please)*

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

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

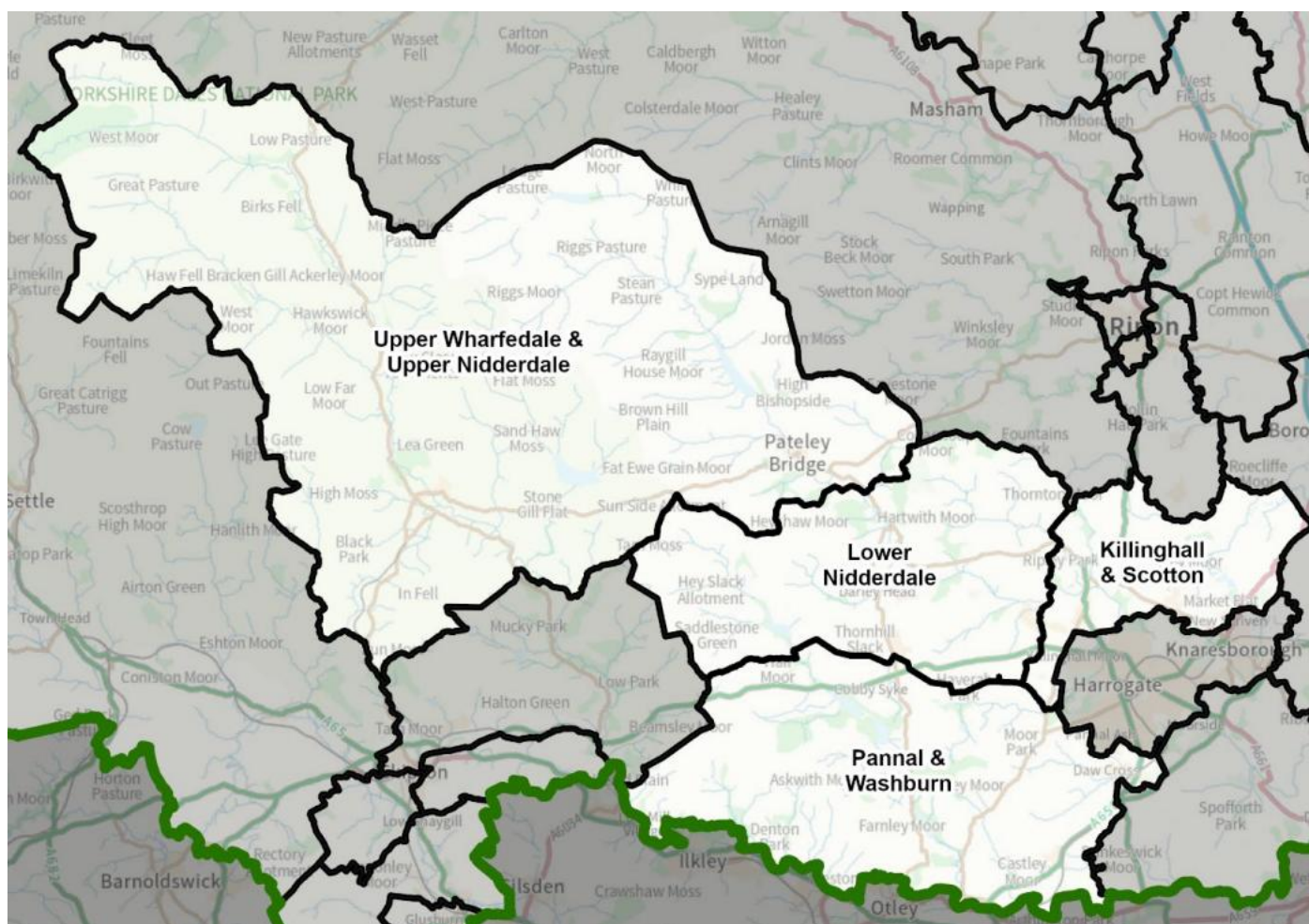
## **Appendix A**

### **Boundary Commission Consultation**

A further public consultation on the review of North Yorkshire's electoral arrangements is open, which focuses on new proposals for council division boundaries in 25 council divisions in the central and western parts of North Yorkshire, including Hampsthwaite which would be included in a division called Lower Nidderdale. Full details are included on this

link: [north.yorkshire.further.draft.recommendations.report.v2.pdf](http://north.yorkshire.further.draft.recommendations.report.v2.pdf)

A map of the proposals is below:



Michael

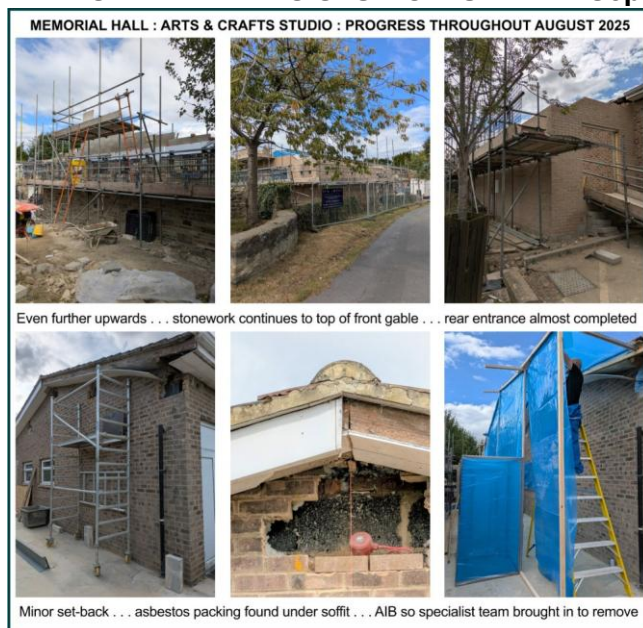
Councillor Michael Harrison  
Killinghall, Hampsthwaite & Saltergate Division  
Executive Member for Health & Adult Services





## Appendix B

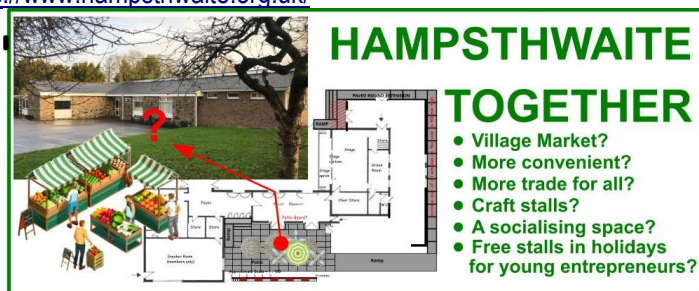
### MEMORIAL HALL : ARTS AND CRAFTS STUDIO – UPDATE September 5th 2025



Aided by continued good weather, progress was generally maintained throughout August to the point where all inner and outer leafs of brickwork and stonework are virtually completed. The AIB asbestos has been safely and professionally removed enabling work to start on the roof timbers. It is anticipated that the roof will be sheeted over during the second week of September with windows and doors following soon after.

The total value of builders' invoices received to date is £176,839.67 net. This is mildly comforting against our £242k budget in that it includes £7k not budgeted for, to create the much welcomed Sun Terrace, and the £5.5k cost of removing the unforeseen notifiable asbestos. We were unsuccessful with our grant application to The Clothworkers and unlikely to be otherwise until we are to submit our current Memorial Hall Charity Return, after which several alternative funders have been identified and further applications will be made.

On the plus side, we have been given ex. display B&Q kitchen units which, together with additional items purchased via the PC, will be sufficient to create the Brew Station / Kitchenette area in the extension. These will be fitted as a local self-help project at no extra cost to the project overall. The creation of the Sun Terrace has generated public interest and an impetus for various fundraising initiatives. These include : a JustGiving page set up by a resident which has raised £415 towards a £10K target to link the Sun Room to the new terrace via French doors; an individual donation of £500; plus some take-up of the EasyFundRaising initiative. Also the Sun Terrace has promoted the start-up of the Village Market, which in itself has generated £350+ in just 4 weeks trading. In total, these relatively small gains amount to a not insignificant £1.25k since the Sun Terrace decision was taken – plus its success as a general socialising space for residents. Yet to be explored, there have also been other suggestions for fundraising made by residents. See also : <https://www.hampsthwaite.org.uk/>



In summary, the budget remains a challenge, especially as ideas for additional improvements arise and unforeseen problems emerge, but the worst case scenario, if additional funding cannot be found, is the completion of the basic shell of the building, with all backstage facilities finished, but the workareas left much like garage spaces until finished and fitted out as funding permits.

Geoff Howard

5<sup>th</sup> September 2025

<http://www.hampsthwaite-pc.org.uk/>

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