

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 11th November 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
6th November 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, 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>
2025.201	Welcome by the Chaiman	
2025.202	Absence and Apologies	
	a) To Receive Apologies.	

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

2025.203 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.

2025.204 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 14th October 2025.

2025.205 Public participation Session (for the public to talk to councillors about items on the agenda)

2025.206 To receive the Councillors report

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

2025.207 To receive the Clerks report

- a) For the council to receive the Hampsthwaite Feast AGM Minutes from 11th October 2025
- b) For the council to note that NYC will maintain the trees along the High Street
- c) For the council to consider nominating a councillor to stand on the newly forming Nidderdale Community Partnership.
- d) For the council to note the Guides Fireworks event took part on Feast Field on the 4th November 2025
- e) For the council to consider Monk Fryston Parish Council to lobby NYC for a change to its VAS protocol.

2025.208 Councillor Vacancies & 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 clerk to update the council on vacancies matters.
- b) For the council to receive written applications for the office of Parish Councillors of Hampsthwaite Parish Council
- c) For the council to consider the applications
- d) Upon reaching a decision the new councillor(s) is/are to sign the “Declaration of the Acceptance of Office”
- e) 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.
- f) For new councillors to note the DoI is to be completed & returned within 28 days of co-option.

- 2025.209** **Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)
- a) For the clerk to update the council on the defibrillator at Feast Field Cabins.
- 2025.210** **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) KP to discuss with the council the “Playground Equipment” and for the council to consider any further action on:
- Quotes gathered so far
 - Funding Options
 - Community Involvement (Facebook Poll, flyers)
- b) KP to discuss with the council a “Wildlife Friendly Village” and for the council to consider any further action.
- c) JC to discuss with the council the purchase of a ride on mower for the parish
- d) For the council to note a MoP’s request to Cllr Harrison for action along Hollins Lane and consider any further actions.
- e) For the council to consider supporting the TPO request for the “Group of Trees” on West Lane Hampsthwaite.
- 2025.211** **Area 6 Highways**
- a) For the clerk to update on Curb Stones (awaiting sourcing).
- 2025.212** **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 25.03304.FUL
7 Brookfield Rise
Hampsthwaite HG3 2FY
(Closing 13th November 2025)
- b) For the council to consider Planning Consultation 25.03495.LB
Grove House
61 High Street
Hampsthwaite HG3 2EP
(Closing 27th November 2025)
- c) For the council to consider Planning Consultation 25.03494.FUL
Grove House
61 High Street
Hampsthwaite HG3 2EP
(Closing 29th November 2025)
- 2025.213** **S106 / CIL Funding**
- a) For GH to update the council on a meeting with S106 team regarding the transfer of monetary amounts to “Verges” in response to the council’s business proposal to NYC.
- 2025.214** **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 November PC Meeting. The council will also review and consider pre-approving payments for expected costs.

2025.215**Parish Asset Maintenance**

- a) For the council to receive the signed copy of the weekend agreement from HBJFC.
- b) For the council to note that there has been no response from HFSC in response to the signing of the rental agreement for the use of Feast Field.
- c) For the clerk to update on the offer from CRUX Tree Care to attend to the trees on the High St as a contribution to the community.
- d) For the clerk to update the council on the dispute with SSE regarding electricity usage on the Village Green.
- e) For the clerk to update the council on the Business Stream invoice for the leakage on Feast Field

2025.216**Budget, Banking & Policy Matters**

- a) For the council to consider the Bank Reconciliation for October 2025.
- b) For the council to consider the Budget Report dated 5th November 2025.
- c) For the clerk to update the council on drafting a Parish Council Continuity Planning.
- d) For the council to consider the Mid-Year Internal Control Review Report from RSB and to consider any further action.
- e) For the clerk to update the council on obtaining a debit card from Virgin Money.

2025.217**Financial Matters**

- a) For the council to consider the clerks salary for October 2025 (£585.58 + £26.00 WFH).
- b) For the council to consider the HMRC payment for month 7 (£193.42).
- c) For the council to consider payment to YLCA Inv-4774 (£54.80)
- d) For the council to consider payment to Nurture Landscapes Ltd Inv-3023219 (£575.33 + £115.07 Vat)
- e) For the council to consider payment to Park Lane Playgrounds Inv-3080 (£650.00 + £130.00 Vat)
- f) For the council to note the payment to New Lodge Inv-1355 (£48713.18 + £9742.64 Vat)
- g) For the council to note the VAT Reclaim dated 31st October 2025) has been submitted for £20161.43
- h) For the council to note receipt of the S106 payment for repairs to the Feast Field fence (£233.69)

2025.218	Summary of Payments:	
	Payments to Consider	Amount
a)	R Bareham (October 2025 Salary)	£611.58
b)	HMRC (Month 7)	£193.42
c)	YLCA (Inv-4774)	£54.00
d)	Nurture Landscapes (Inv-3023219)	£690.40
e)	Park Lane Playground (Inv-3080)	£780.00
	Total	£2329.40

	Payments Made Since Last Meeting:	
f)	New Lodge (Inv1355)	£58455.82
	Total	£60785.22

- 2025.219** **Staffing & Training Matters**
- a) For the clerk to update the council on any staffing matters.

- 2025.220** **To confirm the date of the next Council meeting(s):**
- Finance Meeting of the Parish 9th December 2025 @ 7.30pm**
- Council**
- (Cut-off date for agenda items 3rd December 2025 please)*
- Ordinary Meeting of the Parish 13th January 2026 @ 7.30pm**
- Council**
- (Cut-off date for agenda items 6th January 2026 please)*

Appendix A

Michael

Councillor Michael Harrison

Killinghall, Hampsthwaite & Saltergate Division

Executive Member for Health & Adult Services



Appendix B