

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 Wednesday 10th December 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
4th December 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>
2025.221	Welcome by the Chaiman	
2025.222	Absence and Apologies	
	a) To Receive Apologies.	

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

2025.223 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.

2025.224 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 11th November 2025.

2025.225 Public participation Session (for the public to talk to councillors about items on the agenda)

2025.226 To receive the Councillors report

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

2025.227 To receive the Clerks report

- a) For the council to note the offer of services from G.C. Groundcare Services
- b) For the council to note the offer of free assistance from NYC for the creation of meadow land and for KP to update the council of any further information
- c) For the council to note the Conservation Report for Hampsthwaite dated 18th February 2009 and consider any further actions

2025.228 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.

- 2025.229** **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.
 - b) For the clerk to update the council on extending the 20mph speed limit through the village
- 2025.230** **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 update the council with quotes for the purchase of a ride on mower for the parish
 - d) RS to raise the question of yellow lines at the entrance to Finden Gardens and for the council to consider any further action
- 2025.231** **Area 6 Highways**
- a) For the clerk to update on Curb Stones (awaiting sourcing).
- 2025.232** **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 Consideration 25.04041.FUL
Village Farm
Church Lane
Hampsthwaite HG3 2HB
(Closing 26th December 2025)
 - b) For the council to note Planning Decision 25.02003.FUL
Land South Of Gillthorn Farm
Hampsthwaite
North Yorkshire
(Permission Granted)
 - c) For the council to note Planning Decision 25.03304.FUL
7 Brookfield Rise
Hampsthwaite
HG3 2FY
(Permission Granted)
 - d) KP to update the council on Hollins Lane and for the council to consider any further action
- 2025.233** **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.
- 2025.234** **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.
- c) GH to update the council on the outdoor market

2025.235 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 and for the council to consider any further action.
- c) For the clerk to update the council on the dispute with SSE regarding electricity usage on the Village Green and consider any further action.
- d) For the clerk to update the council on the Business Stream invoice for the leakage on Feast Field.
- e) For GH to update the council on the “picnic table”/oak tree stump on the village green and for the council to consider any further action.

2025.236 Budget, Banking & Policy Matters

- a) For the council to consider the Bank Reconciliation for November 2025.
- b) For the council to consider the Budget Report dated 4th December 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.
- f) For the clerk to update the council on the “Audit Action Plan for 2024/2025 and consider any actions
- g) For the council to consider any actions arising from the Budget year to date for 2025/2026
- h) For the council to receive the “restated” Budget for 2025/2026
- i) For the council to consider any actions concerning the remaining 2025/2026 budget forecast.
- j) For the council to consider the budget for 2026/2027
- k) For the council to consider the precept demand for 2026/2027

2025.237**Financial Matters**

- a) For the council to consider the clerks salary for November 2025 (£585.38 + £26.00 WFH).
- b) For the council to consider the HMRC payment for month 8 (£193.62).
- c) For the council to consider payment to SSE Inv IV03689496 (£59.36 + £2.97 Vat) Dated 8/11/2025
- d) For the council to consider payment to SSE Inv-IV03757299 (£508.44 + £25.42 Vat) Dated 24/11/2025
- e) For the council to note balance payment of YLCA invoice INV-4774 (£00.80p) as invoice was underpaid on item 2025.217 (c) from last month

2025.238**Summary of Payments:****Payments to Consider****Amount**

a) R Bareham (November 2025 Salary)	£611.38
b) HMRC (Month 8)	£193.62
c) SSE (Inv-IV03689496)	£62.33
d) SSE (Inv-IV03757299)	£533.86
Sub Total (a)	£1401.19

Payments Made Since Last Meeting:

e) YLCA (INV-4774)	£00.80
Sub Total (b)	£00.80
Total Payments (a + b)	£1401.99

2025.239**Staffing & Training Matters**

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

2025.240**To confirm the date of the next Council meeting(s):**

Finance Meeting of the Parish 13th January 2026 @ 7.30pm
Council

(Cut-off date for agenda items 6th January 2026 please)

Ordinary Meeting of the Parish 10th February 2026 @ 7.30pm
Council

(Cut-off date for agenda items 3rd February 2026 please)

Appendix A

Michael

Councillor Michael Harrison

Killinghall, Hampsthwaite & Saltergate Division

Executive Member for Health & Adult Services



Appendix B