

Hampsthwaite Parish Council

Parish Clerk: Robert Bareham

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Dear Councillor,

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

on Tuesday 8th April 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
3rd April 2025**

Abbr: JC = Cllr J Carney (Chairman), JJ = Cllr J Jennings (Vice Chair), BT = Bryan Thompson 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>
2025.058	Welcome by the Chairman		
2025.059	Absence and Apologies		
	a) To Receive Apologies		
	b) To approve the reason(s) for absence given by Councillors.		

- 2025.060 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.
- 2025.061 Minutes for approval from Previous Meetings**
- a) For the council to consider approving the minutes of the Parish Council Meeting of the 11th March 2025.
- 2025.062 Public participation Session** (for the public to talk to councillors about items on the agenda)
- 2025.063 To receive the Councillors report**
- a) For the council to receive the report from Cllr M Harrison
- 2025.064 To receive the Clerks report**
- a) To update the council on the Boundary Commission Recommendations and consider any further action
- 2025.065 Correspondence Report** (Items received after publication of the agenda or for items needing discussion)
- a) For the clerk to update on any correspondence
- 2025.066 Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)
- a) For the clerk to update of the Grit Bins within the Parish
 - b) GH/JJ 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.
- 2025.067 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) BT to inform the council on fund raising towards the Memorial Hall
 - b) BT to propose to the council introducing council representatives to local groups and committees
 - c) BT to propose provision of sandbags to the village shop and for the council to consider any further action.
 - d) BT to propose to the council a request for emergency volunteers and a coordinator for emergency events, and for the council to consider any further action.
 - e) BT to update the council on potholes in the village and for the council to consider any further action.
 - f) JC to update the council on the Hampsthwaite to Birstwith footpath and for the council to consider any further action.
- 2025.068 Area 6 Highways**
- a) For the clerk to update on Curb Stones (NYC Ref 101010789100)
 - b) For the clerk to update on Road Hump Markings (NYC Ref 101010903314)

2025.069**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 ZC25.00859.FUL
1 Park View Cottages
Hollins Lane
Hampsthwaite
North Yorkshire HG3 2HN
(Closing date 19th April 20205)
- b) For the council to consider Planning Application ZC25.00818.TPO
Saddlers Cottage
Church Lane
Hampsthwaite
North Yorkshire HG3 2HB
(Closing date 12th April 2025)
- c) For the council to consider Planning Application ZC25.00996.FUL
5 Peckfield Close
Hampsthwaite
North Yorkshire
HG3 2ES
(Closing date 25th April 2025)
- d) For the council to note Planning Decision ZC25.00666.AMENDS
Hampsthwaite Memorial Hall
Hollins Lane
Hampsthwaite
North Yorkshire HG3 2EH
(Decision: Approved)

2025.070**S106 / CIL Funding**

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

2025.071**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.

2025.072**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 council to note the signing of the Feast Field Lease agreement with NYC.
- c) For the clerk to update on the independent Inspection of the Parish Council's play equipment on the playing field.
- d) For the clerk to update on HBJFC's request to update the defibrillator in the "cabin" and consider any further actions.

2025.073**Budget & Banking Matters**

- a) For the council to note the Bank Reconciliation for March 2025

2025.074**Financial Matters**

- a) For the council to note the renewal of ICO Subscription up to 26/04/2026 (£52.00)
- b) For the council to note the details with the ICO have been updated
- c) For the council to consider the clerks salary for March 2025 (£686.89)
- d) For the council to consider payment to HMRC Month 12 (£174.60)
- e) For the council to consider payment to My Business Inv 7461580, for water supply to Feast Field (£55.02)
- f) For the council to consider payment of YLCA Subscription Invoice for 2025 – 2026, Inv 3455 (£479.00)
- g) For the council to consider payment of SALC pay-role services Inv 29659 (£37.50 + £7.50 Vat)
- h) For the council to note the purchase of the Clerks new laptop Serial No 6WRC9FFY200001 (£499.17 + £99.83 Vat) and to ratify reimbursement to the clerk for the purchase.
- i) For the council to note the purchase of 2yrs McAfee (40.83 + £8.17 Vat) and for the council to ratify reimbursement to the clerk for the purchase.

2025.075**Summary Payments to consider:**

Payment to	Amount
c) R Bareham (Mar Salary)	£686.89
d) HMRC (Month 12)	£174.60
e) My Business (Inv 7461580)	£55.02
f) YLCA (Inv3455)	£479.00
g) SALC (Inv 29659)	£45.00
h) R Bareham (laptop reimbursement)	£599.00
i) R Bareham (Virus Protection reimbursement)	£49.00
Total	£2088.51

2025.076**Year End 2024 - 2025**

- a) For the clerk to update on matters relating to the Year End

2025.077**Staffing & Training Matters**

- a) For the council to approve the clerk's additional hours worked for March 2025 of 24hrs.
- b) For the council to consider increasing the clerk's hours to 8 hours per week from April 1st 2025
- c) For the council to consider contributing 40% (£180.00) of the cost for the clerk to train towards their CiLCA qualification with the balance of 60% (£270.00) being paid by Killinghall Parish Council

2025.078

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

a) **Annual Meeting of the Parish Council 13th May 2025 @ 7.00pm**

Ordinary Meeting of the Parish Council 13th May 2025 @ 7.30pm

(Cut-off date for agenda items 6th May 2025 please)

Ordinary Meeting of the Parish Council 10th June 2025 @ 7.30pm

(Cut-off date for agenda items 3rd May 2025 please)

Appendix A

Michael

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

