



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 12th August 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

7th August 2025

Abbr: JC = Cllr J Carney (Chairman), GH = Cllr G Howard, KP = Cllr K Pinkney, RS = Cllr R Shrimpton, PB = Cllr P Bollands, RS = 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>
2025.141	Welcome by the Chairman	

- 2025.142 Absence and Apologies**
- a) To Receive Apologies
 - b) To approve the reason(s) for absence given by Councillors.
- 2025.143 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.
- 2025.144 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 7th July 2025.
- 2025.145 Public participation session** (for the public to talk to councillors about items on the agenda)
- 2025.146 To receive the Councillor's report**
- a) For the council to receive the report from Cllr M Harrison
- 2025.147 To receive the Clerks report**
- 2025.148 Vacancies**
- a) For the clerk to update the council on any vacancies
- 2025.149 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 or adopting a Facebook page for the Parish Council
 - b) For the clerk to update the council on the request from the Church for a defibrillator
 - c) For the council to note the letter to the council regarding the "MOTO BARN" car showroom and for the Clerk to update on progress with the "Planning Enforcement".
- 2025.150 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) JC to update the council on the footpath between the parishes of Hampsthwaite and Birstwith and for the council to consider any further action.
- 2025.151 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
- 2025.152 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 the Planning Decision 25.01553.FUL
Dovetail House
Hollins Lane
Hampsthwaite
HG3 2EJ
(Planning granted)

- b) For the council to note Planning Decision HGTZC25.01172.FUL
Hampsthwaite Methodist Church
Hollins Lane
Hampsthwaite
(Planning Granted)

2025.153

S106 / CIL Funding

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

2025.154

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
- 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.
- d) For the clerk to update the council on insuring the Memorial Hall and its function as an asset of the Parish Council

2025.155

Parish Assets and Maintenance

- a) For the council to mandate the MoP (Mr Sellars) responsibility for siting of the VAS Sign and for Cllr Carney to act as liaison to Mr Sellars for this parish asset.
- b) For the council to consider the siting of a defibrillator at the Feast Cabins on Feast Field
- c) For the council to consider the siting of a defibrillator at the Telephone Box near the village green.
- d) For the council to note that the clerk has booked the Playground Inspection with NYC (£68.00 + £13.60 Vat)
- e) For the council to consider the Licence Agreement between HPC and HBJFC
- f) For the clerk to update the council on the Tree Survey within the parish.

2025.156

Budget & Banking Matters

- a) For the council to receive the Bank Reconciliation for July 2025
- b) For the council to receive the Budget Report Dated 6th August 2025
- c) For the council to consider the clerk applying for a Debit Card for the Parish Council.

2025.157

Financial Matters

- a) For the council to consider the Clerks Salary for July 2025 (£544.41)
- b) For the council to note the payment to HMRC for Month 4 (£164.25)

- c) For the council to consider the payment to Nurture Landscapes Ltd Inv 3021365 (£575.33 + £115.07 Vat)
- d) For the council to note payment to IBMP Inv 27570 (£204.96 + £40.99 Vat)
- e) For the council to consider payment to New Lodge Inv 1336 (£20160.79 + £4032.15 Vat) pending receipt of S106 funding.
- f) For the council to consider payment to Nurture Landscape Ltd Inv 3020621 (£575.33 + £115.07 Vat)
- g) For the council to consider payment to Vision ICT Inv 20475 (£335.00 + £67.00 Vat)
- h) For the council to consider payment to Vision ICT Inv 20538 (£20.00 + £4.00 Vat)
- i) For the council to consider payment to the MoP for “Parish Flowers” (£117.00)
- j) For the council to consider the clerk’s expenses (£261.50 + £13.60 Vat)

2025.158

Summary Payments to consider:

Payment to	Amount
a) R Bareham (July 2025 Salary)	£544.41
b) HMRC (Month 4)	£164.25
c) Nurture Landscape (Inv 3021365)	£690.40
d) IBMP (Inv 27570)	£245.95
e) New Lodge (Inv 1336)	£24192.94
f) Nurture Landscape (Inv 3020621)	£690.40
g) Vision ICT (Inv 20475)	£402.00
h) Vision ICT (Inv20538)	£24.00
i) MoP (Parish Flowers)	117.00
j) Clerk Expenses	£275.10
	<u>£27346.45</u>

2025.159

Staffing & Training Matters

- a) For the council to consider the Clerk’s additional 9 hours for July 2025
- b) For the council to note the Annual NJC Local Government Services Pay Agreement from April 2025 to the 31st March 2026 and will be backdated accordingly.
- c) For the council to note the price increase from Suffolk Association of Councils for payroll services.
- d) For the council to note the clerk’s registration to EMMA to facilitate CiLCA coursework submission.

2025.160

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

Ordinary Meeting of the Parish Council 9th September 2025 @ 7.30pm

(Cut-off date for agenda items 2nd September 2025 please)

Ordinary Meeting of the Parish Council 14th October 2025 @ 7.30pm

(Cut-off date for agenda items 7th October 2025 please)

Appendix A

Michael

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

