

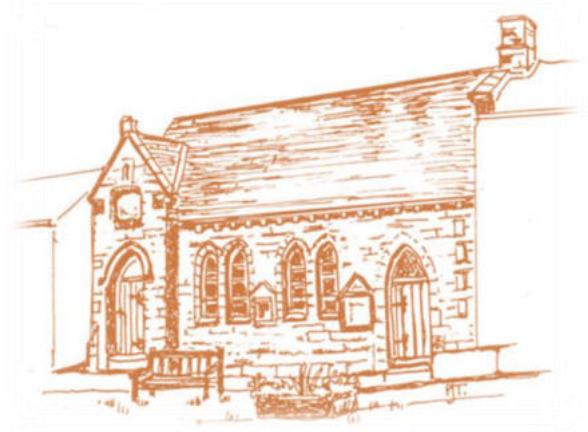
Hampsthwaite Parish Council

Parish Clerk: Robert Bareham

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Dear Councillor,

**You are hereby summoned to attend the
Annual Meeting of Hampsthwaite Parish Council
to be held at the Village Room, Hampsthwaite**

on Tuesday 19th May 2026 @ 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
12th May 2026**

Abbr: JC = Cllr J Carney (Chairman), BK = Cllr B Kirby, GH = Cllr G Howard, KP = Cllr K Pinkney, RS = Cllr R Shrimpton, PB = Cllr P Bolland, 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, MotP = 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>
2026.081	Welcome by the Chaiman	
2026.082	Election of Chairman for 2025/2026	

- a) To receive nominations for the position of Chairman
- b) For the Chairman to sign the Declaration of Office
- c) For the council to approve the signing of the Declaration of Office before the next PC meeting (if applicable)
- d) Chairman's opening remarks

2026.083 Absence and Apologies

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

2026.084 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.

2026.085 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 April 2026.

2026.086 Public participation Session (for the public to talk to councillors about items on the agenda)

2026.087 To receive the Councillors report

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

2026.088 To receive the Clerks report

- a) For the council to note the "Parish Charter" from NYC
- b) For the council to note Premier Coaching are hosting a Schools Fair Play Tournament at the beginning of June on Feast Field. Their Liability Insurance is also attached for inspection.

2026.089 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) To note the resignation of Cllr Carney.
- b) For the clerk to update the council on vacancies matters.

2026.090 Matters arising from previous meetings (Items requested to remain on the agenda or to be resolved)

- a)
- b) For the clerk to update the council on the footpath from Hampsthwaite to Birstwith
- c) For the clerk to update the council on insuring the Memorial Hall Building fabric.

2026.091 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)

2026.092 Area 6 Highways

- a) For the council to note the filling of grit bins by NYC and consider any further actions
- b) For the clerk to update the council on extending the 20mph speed limit through the village
- c) For the clerk to update the council on the yellow lines at the entrance to Finden Gardens and for the council to consider any further action

2026.093

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 26.01024.FUL
1 Park View Cottages
Hollins Lane
Hampsthwaite G3 2HN
- b) For the council to consider Planning Consultation 26.01676.FUL
2 Brookfield
Hampsthwaite HG3 2EF
- c) For the council to consider Planning Consultation 26.01723.FUL
Coach House
Church Lane
Hampsthwaite HG3 2HB
- d) For the council to consider Planning Consultation 26.01781.FUL
7 Brookfield Crescent
Hampsthwaite HG3 2EE

2026.094

S106 / CIL Funding

- a) For GH to update the council on any applications in progress for S106

2026.095

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 PC Meeting. The council will also review and consider pre-approving payments for expected costs.

2026.096

Parish Asset Matters & Maintenance

- a) To note the request to GC Groundcare to cut all sites in under the Parish Council control
- b) To consider the quotation from GC Groundcare for the cutting of the remaining sites in the parish and the “one off” payment to bring the sites under control
- c) To consider responding to the invoice from Nurture Landscape Ltd (Inv-3027271)
- d) To note EDF had credited to our account invoice KI-D767396E-0001 (£56.93)
- e) For the council to consider EDF invoice KI-44460AEC-0001 (£40.04 + £2.00 Vat)

2026.097

Budget, Banking & Policy Matters

- a) For the council to consider the Bank Reconciliation for April 2026.

- b) For the council to consider the Budget Report dated 10th May 2026.

2026.098 Financial Matters:

- a) For the council to consider the clerks salary for April 2026 (£611.58)
- b) For the council to consider payment to HMRC for Month 1 (£193.42)
- c) For the council to note payment to Nobel Stationers Ltd (£11.66 + £2.33 Vat)
- d) For the council to note payment to GBB Services Inv 1601 (£500.00 + £100.00 Vat)
- e)

2026.099 Year Ending 2025 -2026

- a) For the clerk to update on matters relating to the Year End
- b) For the council to consider using Heelis & Lodge for the 2026-2027 Internal Audit.

2026.099 Summary of Payments:

Payments to Consider:		Amount
a) R Bareham Salary (April 2026)		£611.58
b) HMRC (Month 1)		£193.42
	Total Payments (a)	£805.00
Payments to Note:		
c) Nobel Stationers Ltd (Inv-GB600FGB6JKDLI)		£13.99
d) GBB Services Ltd (Inv-1601)		£600.00
	Total Payments (b)	£613.99
	Total (a + b)	£1418.99

2026.100 Staffing & Training Matters

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

2026.101 To confirm the date of the next Council meeting(s):

- a) **Annual Meeting of the Parish 9th June 2026 @ 7:30pm**
Council
(Cut-off date for agenda items 2nd June 2026 please)
- b) **Ordinary Meeting of the Parish 14th July 2026 @ 7:30pm**
Council
(Cut-off date for agenda items 7th July 2026 please)

Appendix A

Michael

Councillor Michael Harrison

Killinghall, Hampsthwaite & Saltergate Division

Executive Member for Health & Adult Services



Appendix B

MEMORIAL HALL : ARTS AND CRAFTS STUDIO (aka COMMUNITY SHED) UPDATE April 13th 2026

The Hampsthwaite Players Spring production made good use of the extra wing space now available with the result that progress throughout March has been limited to the completion of the lighting and installation of a 13A power supply trunking around the main work areas. Some shelving has been erected within the Chair Store and on the Costume Store, which has also had laminated flooring fitted and lighting installed making it now ready for some use – this will help clear the main area floor area so its painting can commence now that the Spring Production has ended. Also in the main area, two stainless steel sink units have been purchased and are now ready to be plumbed in.



As a consequence of staff annual leave, the Community PayBack Team had little time to assist during March. Also, from now on we will have to accommodate the need to keep the churchyard grass under control. From this month onwards, as Spring approaches therefore, they will share their time between the Hall, the churchyard and other general village work such as the telephone box and tree seat.

Nonetheless, the kitchen units are now in position ready for installation within the Brew Station area which will be undertaken by local volunteers over the course of the next few weeks.

Budget:

The Invoice based on the latest Valuation 8 was received from New Lodge Contractors and was paid with assistance from the Memorial Hall reserve from where £13,000 was transferred. It is anticipated that this will be the last major Invoice from New Lodge. Meetings are being held with their estimator to assess the scale of a final New Lodge payment some time in May. Beyond this there will be further lesser items to budget for as the extension is fitted out – see full costs analysis overleaf. Here it can be seen that assuming VAT recovery and the PC contributor as agreed, together with the Section 106 allocation already set aside for this project, there is funding to complete the build itself. Work now continues to secure sufficient additional funding also to fit out the interior to the standard required.

Geoff Howard 12th April 2026

Appendix B

DATE	DESCRIPTION	INVOICE NO.	NET	VAT (to reclaim)	GROSS	NOTES
15 Jan 2025	New Mem Hall CH Boiler	J Bradley 15438	£2,900.00	£580.00	£3,480.00	from Memorial Hall Section 106
25 May 2025	Grass Reinforcement Mesh	Repay Memorial Hall	£1,086.00	£0.00	£1,086.00	from Feast Field Section 106
25 Jun 2025	Bookcase	Dfe UK Ltd Inv59954	£772.00	£154.40	£926.40	
1 Jul 2025	New Gas Kiosk	Northern Gas X1728968	£1,842.90	£368.58	£2,211.48	from Memorial Hall Section 106
11 Aug 2025	Feed Gas Pipe to new Gas Meter	Robinson MEA Job No. 7325	£2,587.27	£519.45	£3,106.72	from Memorial Hall Section 106
Totals =			£9,188.17	£1,632.43	£10,820.60	
INVOICES (NEW LODGE)						
DATE	VALUATION	INVOICE NO.	NET	VAT (to reclaim)	GROSS	
27 May 2025	Valuation 1	1328	£26,193.94	£5,238.79	£31,432.73	
12 Jun 2025	Valuation 2	1332	£35,047.10	£7,009.42	£42,056.52	
21 Jul 2025	Valuation 3	1336	£29,160.79	£4,032.15	£33,192.94	
5 Sep 2025	Valuation 4	1348	£47,718.83	£9,543.76	£57,262.59	
20 Oct 2025	Valuation 5	1355	£48,713.18	£9,742.64	£58,455.82	
4 Dec 2025	Valuation 6	1364	£32,841.92	£6,568.38	£39,410.30	
26 Jan 2026	Valuation 7	1371	£20,312.00	£4,062.42	£24,374.42	
24 Mar 2026	Valuation 8	1384	£18,589.37	£3,717.87	£22,307.24	
Total =			£249,577.13	£48,915.43	£298,492.56	
Price to Fit-Out =			£262,210.32		£302,652.38	
Still to Pay =			£2,633.19		£3,189.83	
ADDITIONS (PAID via PC)						
DATE	SUPPLIER	INVOICE NO.	NET	VAT (to reclaim)	GROSS	
22 Jan 2026	WindowCraft	5683	£5,080.00	£1,016.00	£6,096.00	
20 Jan 2026	B&Q		£741.60		£741.60	
18 Feb 2026	Calvert Carpets		£1,108.80	£221.76	£1,330.56	
22 Feb 2026	Sensory Education	991258771	£848.32	£169.67	£1,017.99	
5 Jun 2026	Furniture for Schools		£772.00	£154.40	£926.40	
Total =			£8,550.72	£1,561.83	£10,112.55	
BUDGET						
DATE	SOURCE	WHERE HELD	AMOUNT			
	Section 106 (Memorial Hall)	NYC	£140,000.00	Claimed on receipt of invoices		
	Section 106 (Feast Field)	NYC	£1,086.00	Claimed on receipt of invoices from Grassmat		
	FCC	FCC	£82,000.00	Claimed on receipt of invoices		
	Parish Council	?				
24 Oct 2025	Memorial Hall contribution	Memorial Hall	£10,000.00	transferred to PC 24 Oct		
24 Oct 2025	Players	Memorial Hall	£5,000.00	transferred to PC 24 Oct		
10 Dec 2025	YDMIT	Memorial Hall	£5,000.00	transferred to PC 10 Dec		
26 Jan 2026	NYC+NiddPlus+Knabbs	Memorial Hall	£8,000.00	transferred to PC 26 Jan		
8 Apr 2026	Memorial Hall loan	Memorial Hall	£13,000.00			
Current PC Total =			£264,086.00			
SUMMARIES						
Total gross expenditure by PC = £308,605.21						
Total Recoverable VAT by PC = £50,477.26						
Total Net Expenditure by PC = £258,127.95						
Total Remaining from current PC Budget = £5,958.05						
plus PC Contribution = £15,958.05						
ADDITIONAL FUNDING						
CONFIRMED:						
	Section 106 Verges =		£4,300.00		Rear Access steps etc.	inc. Handrail etc.
	Section 106 Verges =		£8,000.00		Front Accessible ramp etc.	inc. Outside light
	Total =		£12,300.00			
UNCONFIRMED:						
	Knabs Ridge =		£3,500.00		Interior fitments	100% track record
	Masonic Lodge =		£3,500.00		Interior fitments	verbal assurances