

Hampsthwaite Parish Council

Parish Clerk: Robert Bareham

Tel: 07935 378544

Email: clerk@hampsthwaite-pc.org.uk

URL: <https://www.hampsthwaite-pc.org.uk/>



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 09th June 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
4th June 2026**

Abbr: KP = Cllr K Pinkney (Chair), BK = Cllr B Kirby, GH = Cllr G Howard, 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>
2026.102	Welcome by the Chaiman	
2026.103	Absence, Apologies and Vancies	
	a) To Receive Apologies.	

- b) To approve the reason(s) for absence given by Councillors.
- c) For the clerk to update the council on the current vacancy.

2026.104 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.

2026.105 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 19th May 2026.

2026.106 Public participation Session (for the public to talk to councillors about items on the agenda)

2026.107 To receive the Councillors report

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

2026.108 To receive the Clerks report

- a) For the council to note the closure of Hirst Lane for gas works

2026.109 Matters arising from previous meetings (Items requested to remain on the agenda or to be resolved)

- a) For the council to note the report from the initial meeting of the Hampsthwaite – Birstwith Footpath Working Party.
- b) For the clerk to update the council on the transition to “.gov.uk” email domain

2026.110 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)

2026.111 Area 6 Highways

- a) For the clerk to update the council on extending the 20mph speed limit through the village
- b) 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

2026.112 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 26.02500.FUL
Glendale Lodge
Hollins Lane
To Hollins Farm
Hampsthwaite North Yorkshire HG3 2HJ
- b) For the council to note Planning Decision 26.01518.FUL (Granted)
29 Brookfield Crescent
Hampsthwaite
North Yorkshire HG3 2EE
- c) For the council to note Planning Enforcement 26.00441.PR15

d) For the council to note Planning Enforcement 26.00442.PR15

e) For the council to note Planning Appeal 26/00038/NREFPP

2026.113 S106 / CIL Funding

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

2026.114 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.

2026.115 Parish Asset Matters & Maintenance

a) For the council to note the EDF Inv & Credit for EDF44460 (Village Green)

b) For the council to note the EDF Inv & Credit for EDF767396 (Feast Field)

c) For the council to consider retaining GC Groundcare for the 2026 grass cutting season

2026.116 Budget, Banking & Policy Matters

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

b) For the council to consider the Budget Report dated 4th June 2026.

c) For the council to note that the application for the Virgin Money savings Account is, ongoing.

d) For the council to note receipt of the Hampsthwaite Feast Liability Insurance for the forthcoming event.

e) For the council to consider the Grant Request from Hampsthwaite Feast (£500.00)

f) For the council to consider adopting and publishing the IT Policy 2026

2026.117 Financial Matters:

a) For the council to consider the clerks salary for May 2026 (£611.58)

b) For the council to consider payment to HMRC for Month 2 (£193.42)

c) For the council to note payment to HP Instant Ink for Inv-HUKDN1128421088 (£5.41 + £1.08 Vat)

d) For the council to note receipt of Feast Field agreement from Hampsthwaite Feast (£250.00)

e) For the council to note receipt of S106 funding for Feast Field drainage (£500.00)

f) For the council to note receipt of rental agreement from Hampsthwaite Feast (£250.00)

- g) For the council to note payment to Zurich Munciple Inv-555000717 (£2116.64)
- h) For the council to consider payment to Park Lane Playgrounds Inv-3154 (£245.00 + £49.00 Vat)

2026.118 Year Ending 2025 -2026

- a) For the council to note “Page 3” or the AGAR - The Annual Internal Audit Report 2025-2026.
- b) For the council to consider the Internal Auditors Report for 2025-2026.
- c) For the council to consider the Action Plan in response to the Internal Audit Report for 2025-2026.
- d) For The council to consider approving the PKF Littlejohn Bank Reconciliation 2025-2026.
- e) For the council to consider approving the Explanation of Variances 2025-2026.
- f) For the council to consider approving Section 1 of the Annual Governance Statement 2025-2026.
- g) For the council to consider approving Section 2 of the Annual Governance Statement 2025-2026
- h) For the council to consider approving the Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return 2025-2026 from Tuesday 30th June 2026 – Tuesday 11th of August 2026
- i) For the council to note under the Accounts & Audit Regulations 2015, that the accounts information will be published on the notice boards, on the website and emailed to the external auditor before the 1st of July 2026.
- k) For the council to consider appointing Heelis & Lodge as the internal auditor for the 2026-2027 internal audit.

2026.119 Summary of Payments:

Payments to Consider:	Amount
a) R Bareham Salary (May 2026)	£611.58
b) HMRC (Month 2)	£193.42
h) Park Lane Playgrounds (Inv-3154)	294.00
Total Payments (a)	£1099.00
Payments to Note:	
c) HP Instant Ink (HUKDN1128421088)	£6.49
g) Zurich (Inv 555000717)	£2116.64
Total Payments (b)	£2123.13
Total (a + b)	£3222.13

2026.120 Staffing & Training Matters

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

2026.121

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

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

- b) **Ordinary Meeting of the Parish 11th August 2026 @ 7:30pm**
Council
(Cut-off date for agenda items 4th August 2026 please)

Appendix A

Michael

Councillor Michael Harrison

Killinghall, Hampsthwaite & Saltergate Division

Executive Member for Health & Adult Services



Appendix B