

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 Tuesday 14th July 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 no member of the public shall speak for more than 3 minutes (please see the Council's 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
9th July 2026**

Abbr: KP = Cllr K Pinkney (Chair), BK = Cllr B Kirby, GH = Cllr G Howard, 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, 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>
2026.122	Welcome by the Chairperson	
2026.123	Absence, Apologies and Vacancies	
a)	To receive apologies.	

- b) To approve the reason(s) for absence given by Councillors.
- c) For the Council to receive written applications for the office of Parish Councillor for Hampsthwaite Parish Council.
- d) For the Council to consider any applications received.
- e) Following a decision, the newly co-opted Councillor(s) shall sign the Declaration of Acceptance of Office.
- f) If the Declaration of Acceptance of Office cannot be signed at the meeting, for the Council to approve it being signed before the next meeting.
- g) For new Councillors to note that the Declaration of Interests must be completed and returned within 28 days of co-option.

2026.124 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 member's Register of Disclosable Pecuniary Interests.

2026.125 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 9th June 2026.

2026.126 Public participation session (for the public to talk to councillors about items on the agenda)

2026.127 To receive Councillors' reports

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

2026.128 To receive the Clerk's report

- a) For the Council to note the report from NYC regarding the publication of the councillor's "usual residential address".
- b) For the Council to note the guidance that in England water and sewerage authorities are not "statutory consultees" on planning applications.
- c) For the Council to receive the documents circulated following the Harrogate branch meeting of YLCA held on 8th June 2026.
- d) For the Council to note that the Village Room Cherry Tree has been raised as a concern with NYC.
- e) To consider the Clerk's recommendation to adopt GovMeetings as the Council's meeting management software and to authorise the purchase of one Microsoft 365 licence to support its use.

2026.129**Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)

- a) For the Council to note the Clerk's summary report for the meeting of the Hampsthwaite-Birstwith Footpath Working Party of the 19th May 2026 and consider any further action in relation to the Clerk's recommendation.
- b) For the Clerk to update the Council on the transition to ".gov.uk" email domain.

2026.130**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) For Cllr Pinkney to request that the Council considers sponsoring an award at the parish primary school in July 2027.
- b) For Cllr Pinkney to request clarification of which verges are owned and maintained by the Parish Council, and whether the Parish Council may plant on them.

2026.131**Area 6 Highways**

- a) For the Clerk to update the Council on the proposed extension of 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.

2026.132**Planning Matters** (including any applications submitted after agenda publication that the Clerk deems necessary for the Parish Council's consideration)

- a) For the Council to consider Planning Consultation 26/02480/OUT.
Barton House
Hollins Lane
Hampsthwaite HG3 2HW
(Closing 3rd July 2026 (extension requested))
- b) For the Council to consider Planning Consultation 26/02726/PNG.
Land Comprising Field At 425983 457244
Rowden Lane
Hampsthwaite
(Closing 4th July 2026 (extension requested))
- c) For the Council to consider Planning Consultation 26/02926/LB.
Laurel Cottage
High Street
Hampsthwaite HG3 2EU
(Closing 12th July 2026 (extension requested))
- d) For the Council to consider Planning Consultation 26/02972/FUL.
Spring Garth
High Street
Hampsthwaite
(Closing 2nd August 2026)
- e) For the Council to consider Planning Consultation 26/03215/DVCON.
Knox Hill
Rowden Lane
Hampsthwaite HG3 2ER
(Closing 16th July 2026)

- f) For the Council to note Planning Decision 26/01723/FUL (Granted).
- g) For the Council to note the application of TPO No. 05/2026 HAR.

2026.133 S106 / CIL Funding

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

2026.134 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) For GH to provide a financial briefing to the Council on projected income and anticipated expenditure ahead of the Parish Council meeting. The Council will also review and consider pre-approving payments for expected costs.
- c) For the Council to receive the presentation made at the Memorial Hall AGM of May 2026.

2026.135 Parish Asset Matters & Maintenance

- a) For the Council to consider replacing the yellow grit bin on Brookfield Crescent with a green grit bin, in line with the other bins in the parish.
- b) For the Council to note EDF Inv KI-D767396E-0003-1 for Feast Field May 2026 (balance £420.95 credit).
- c) For the Council to note EDF Inv KI-D767396E-0004-1 for Feast Field June 2026 (balance £385.51 credit).
- d) For the Council to consider any action required in relation to the fire extinguishers located in the Feast cabins on Feast Field.
- e) For the Council to note the EDF Energy invoices for March to July and the Clerk's action to provide EDF with customer meter readings. For the Council to approve payment of any corrected EDF invoice, if required.
- f) For the Council to note that the Clerk has informed G.C. Groundcare of the cutting schedule and to consider any further action.

2026.136 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 9th July 2026.
- c) For the Council to note that the application for the Virgin Money savings account is ongoing.
- d) For the Council to consider adopting the Planning Delegation Policy 2026.

2026.137 Payments to Consider:

- a) For the Council to consider the Clerk's salary for June 2026 (£611.38).
- b) For the Council to consider payment to HMRC for Month 3 (£193.62).

- c) For the Council to consider payment to Vision ICT Inv-22193 (£401.25 + £80.25 VAT).
- d) For the Council to consider payment to Vision ICT Inv-22148 (£275.00 + £55.00 VAT).
- e) For the Council to consider payment to YLCA Inv-6225 (£28.20).

Payments to Note:

- f) For the Council to note payment to Business Stream Inv-10968333 (£68.91).
- g) For the Council to note payment to New Lodge Inv-1390 (£750.38 + £150.07 VAT).
- h) For the Council to note payment to New Lodge Inv-1391 (£1869.90 + £373.98 VAT).
- i) For the Council to note payment to New Lodge Inv-1392 (£4300.00 + £860.00 VAT).
- j) For the Council to note payment to New Lodge Inv-1389 (£5374.50 + £1074.90 VAT).
- k) For the Council to note payment to HP Instant Inks Inv-IIUKDN1131861100 (£5.41 + £1.08 VAT).

Receipts to Note:

- l) For the Council to note receipt from NYC for Access Steps & Drainage £4300.00 + £2000.00 = £6300.00.
- m) For the Council to note receipt from Virgin Money for bank interest for June 2026 – £0.02.
- n) For the Council to note receipt from the Memorial Hall for insurance contribution £924.00.
- o) For the Council to note receipt from SSE Energy for refund £605.79.

2026.138

Year Ending 2025–2026:

- a) For the Council to note “Page 3” of the AGAR – The Annual Internal Audit Report 2025–2026.
- b) For the Council to consider the Internal Auditor’s Report for 2025–2026.
- c) For the Council to consider the Action Plan in response to the Internal Audit Report for 2025–2026.

2026.139

Summary of Payments:

Payments to Consider:

Amount

a)	R Bareham (June 2026 salary)	£611.38
b)	HMRC (Month 3)	£193.62
c)	Vision ICT (Inv-22193)	£481.50
d)	Vision ICT (Inv-22148)	£330.00
e)	YLCA (Inv-6225)	£28.20

Total Payments (a) **£1644.70**

Payments to Note:

f)	Business Stream (Inv-10968333)	£68.91
g)	New Lodge (Inv-1390)	£900.45
h)	New Lodge (Inv-1391)	£2243.88
i)	New Lodge (Inv-1392)	£5160.00
j)	New Lodge (Inv-1389)	£6449.40
k)	HP Instant Inks (Inv- IIUKDN1131861100)	£6.49

Total Payments (b) **£14829.13**

Total (a + b) **£16473.83**

2026.140

Staffing & Training Matters

- a) To consider approval of the Clerk's additional hours for year-end, audit, and AGAR work: 13 hours (April 2026) and 10 hours (May 2026).
- b) To consider and approve an increment of one SCP on the Clerk's pay scale following the attainment of the CiLCA qualification, in accordance with recognised recommendations, with effect from 1 April 2026 and backdated accordingly.
- c) For the Council to note the Clerk's PROW training and receive the presentation from the training event.

2026.141

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

- a) **Ordinary Meeting of the Parish 11th August 2026 @ 7:30pm**
Council
(Cut-off date for agenda items: 4th August 2026, please)
- b) **Ordinary Meeting of the Parish 7th September 2026 @ 7:30pm**
Council
(Cut-off date for agenda items: 1st September 2026, please)

Appendix A

Councillor Michael Harrison

Killinghall, Hampsthwaite & Saltergate Division

Executive Member for Health & Adult Services

