



## Minutes of the Ordinary Meeting of Hampsthwaite Parish Council held in the Village Room, High Street, Hampsthwaite on 9<sup>th</sup> September 2025 @ 7:30pm

Abbr: JC = Cllr J Carney (Chairman), GH = Cllr G Howard, KP = Cllr K Pinkney, 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, HAG = Hampsthwaite Action Group, HBJFC = Hampsthwaite & Birstwith Junior Football Club, HFSC = Hampsthwaite Feast and Show Committee, IA = Internal Auditor, MoP = Member of the Public, MHMC = Memorial Hall Management Committee, 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, TPO = Tree Preservation Order, VAS= Vehicle Activated Sign, W3W = What 3 Words, YLCA = Yorkshire Local Council Association.

In Attendance: Cllr R Shrimpton, Cllr R Selby, Cllr G Howard, Cllr K Pinkney, R Bareham (Parish Clerk).

Members of the Public: 4

### Minutes

Item	Record	Action By
2025.161	<b>Welcome by the Chairman</b> In the absence of the Chairman, the council elected Cllr Selby to chair this meeting.	✓
2025.162	<b>Absence and Apologies</b> a) To Receive Apologies Apologies were received from Cllr Carney  b) To approve the reason(s) for absence given by Councillors. <b>Resolved:</b> The council approve Cllr Carney's reason for absence. Cllr Bollands was absent without reason	✓  ✓
2025.163	<b>Dispensations &amp; Pecuniary Interests</b> a) To receive, consider and decide upon any applications for dispensations. There were no applications received.	✓

	<p>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.</p> <p>Cllr Selby declared a Non-Pecuniary Interest in item 2025.175 (c). The council agreed to Cllr Selby partaking in the discussion of the item but excluded Cllr Selby in voting on the item.</p>	✓
<b>2025.164</b>	<p><b>Minutes for approval from Previous Meetings</b></p> <p>a) For the council to consider approving the minutes of the Ordinary Meeting of the Parish Council of the 12<sup>th</sup> August 2025.</p> <p><b>Resolved:</b> The Minutes were signed as a true record.</p>	✓
<b>2025.165</b>	<p><b>Public participation session</b> (for the public to talk to councillors about items on the agenda)</p> <p>There was no public participation</p>	
<b>2025.166</b>	<p><b>To receive the Councillor's report</b></p> <p>a) For the council to receive the report from Cllr M Harrison</p> <p>The council received the report in Appendix A. There were no further questions.</p>	✓
<b>2025.167</b>	<p><b>To receive the Clerks report</b></p> <p>a) For the council to consider nominating a councillor for election to the Executive Membership of The Nidderdale Community Partnership (closing 24<sup>th</sup> October 2025)</p> <p><b>Resolved:</b> There were no nominations for this election.</p>	✓
<b>2025.168</b>	<p><b>Vacancies</b></p> <p>a) For the clerk to update the council on any vacancies</p> <p><b>Ongoing:</b> The clerk confirmed there was still one councillor vacancy.</p>	✓
<b>2025.169</b>	<p><b>Matters arising from previous meetings</b> (Items requested to remain on the agenda or to be resolved)</p> <p>a) KP to update the council on setting up the Facebook page for the Parish Council</p> <p><b>Ongoing:</b> On behalf of Cllr Pinkney, the council agreed for a "generic" email for social media, to be created by Vision ICT and for the clerk and Cllr Pinkney to be the administrators of the site.</p>	RB/KP
<b>2025.170</b>	<p><b>Items for discussion from Councillors or a member of the public.</b> (These are new items that have been requested to be included in the agenda)</p> <p>a) For the council to consider supporting the application by HAG to NYC for TPO's on 3 Horse Chestnut trees at 1 Park View, Hollins Lane, Hampsthwaite HG3 2HN</p> <p><b>Resolved:</b> The council agreed to support the application for a TPO as detailed. The clerk will email HAG accordingly.</p>	RB
<b>2025.171</b>	<p><b>Area 6 Highways</b></p> <p>a) For the clerk to update on Curb Stones (awaiting sourcing)</p> <p><b>Ongoing:</b> There was no further update from the clerk.</p>	RB
<b>2025.172</b>	<p><b>Planning Matters</b> (including any applications submitted after the agenda publication that the clerk deems necessary for the Parish Council's consideration)</p> <p>a) For the council to consider Planning Consultation 25.02003.FUL</p> <p>Land South of Gillthorn Farm</p> <p>Hampsthwaite</p> <p>North Yorkshire</p>	

	<p><b>Resolved:</b> The council agreed to option A) The Parish Council has no objections.</p> <p>✓</p>	
	<p>b) For the council to consider Planning Consultation 25.02732.TPO 1 Paddock View Hampsthwaite HG3 2FJ</p> <p><b>Resolved:</b> The council agreed to option A) The Parish Council has no objections.</p> <p>✓</p>	
	<p>c) For the council to consider Planning Consultation 25.02917.FUL 1 Thimbleby Cottages Church Lane Hampsthwaite HG3 2HB</p> <p><b>Resolved:</b> The council agreed to option A) The Parish Council has no objections.</p> <p>✓</p>	
	<p>d) For the council to consider Planning Consultation 25.02947.FUL 31 High Street Hampsthwaite HG3 2EP</p> <p><b>Resolved:</b> The council agreed to option A) The Parish Council has no objections.</p> <p>✓</p>	
	<p>e) For the council to note TPO 46.2025(HAR) (Pine Tree(s) @ 429996 458558) 3 Finden Gardens Hampsthwaite HG3 2EL</p> <p><b>Resolved:</b> The council noted the TPO as detailed</p> <p>✓</p>	
	<p>f) For the council to note Planning Decision 25.03000.AMENDS Dovetail House Hollins Lane Hampsthwaite HG3 2EJ (Application – Approved)</p> <p><b>Resolved:</b> The council noted the planning decision.</p> <p>✓</p>	
<b>2025.173</b>	<p><b>S106 / CIL Funding</b></p> <p>a) For the clerk to update the council on the transfer of monetary amounts to “Verges” and for the council to consider any further actions.</p> <p><b>Ongoing:</b> The council agreed for the clerk to draft a business plan to NYC based upon the suggestions from Cllr Howard.</p> <p>RB</p>	
<b>2025.174</b>	<p><b>Memorial Hall and The Arts &amp; Craft Studio</b></p> <p>a) For GH to update the council on the movement and installation of the gas service to the Memorial Hall</p> <p><b>Resolved:</b> Cllr Howard confirmed the gas installation has now been completed.</p> <p>✓</p> <p>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 See Appendix B</p> <p><b>Resolved:</b> The council received the report in Appendix B.</p> <p>✓</p> <p>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.</p>	

	<b>Ongoing:</b> the council mandated the clerk and Cllr Howard to agree on payments subject to the grants/S106 being received before any payments.	<b>RB/GH</b>
<b>2025.175</b>	<b>Parish Assets and Maintenance</b>	
	a) For the clerk to update the council on the siting of a defibrillator at the Feast Cabins on Feast Field <b>Ongoing:</b> The council agreed for the clerk to explore funding for a defibrillator at the Cabins on Feast Field and explore training for its use	<b>RB</b>
	b) For GH to update the council on the refurbishment of the Telephone Box near the village green and possible location for a defibrillator. <b>Ongoing:</b> Cllr Howard confirmed that the Telephone Box was still on the list for the Community Payback Team to attend to.	<b>GH</b>
	c) For the council to consider the Licence Agreement between HPC and HFSC <b>Deferred:</b> The council agreed to defer this item to allow full consultation with the HFSC Committee.	<b>RS</b>
	d) For the clerk to update the council on the Tree Survey within the parish. <b>Ongoing:</b> The clerk confirmed that there had been a “walk around” of the parish between himself and Cllr Howard to look at the trees in question. The clerk also confirmed that there had been a meeting with a n Arboriculturist to also discuss work to any trees that might fall under the control of HPC. The clerk will give a final update at Octobers meeting.	<b>RB</b>
	e) For the council to note the response from Parks & Grounds (Tree and Woodland Section) and consider any further action. <b>Resolved:</b> The MoP who raised the concern was now working with Cllr Harrison and would revert to the Parish Council if their support was further needed.	✓
	f) For the council to note that repairs have been made to the playground equipment – Spinner, Cone Climber, Rocker Elephant <b>Ongoing:</b> The council noted the repairs with thanks. The clerk will investigate getting tighter gators to protect the wooden posts from the damage caused by strimmers.	<b>RB</b>
	g) For the council to consider maintenance of the bench’s 1) overlooking the Green and 2) the bench opposite the shop. <b>Resolved:</b> Cllr Howard would arrange for the Community Payback Team to attend to these benches.	<b>GH</b>
	h) For the council to consider the clearing of the area in front of the Hollins bench of weeds and debris. <b>Resolved:</b> Cllr Howard would arrange for the Community Payback Team to attending to this item of concern.	<b>GH</b>
	i) For the council to consider attending to the to bushes “bookending” the bench overlooking the Green. <b>Resolved:</b> Cllr Howard would arrange for the Community Payback Team to attending to this item of concern.	<b>GH</b>
<b>2025.176</b>	<b>Budget &amp; Banking Matters</b>	
	a) For the council to receive the Bank Reconciliation for August 2025 <b>Resolved:</b> The council noted the Bank Reconciliation	✓

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|----|---|-------|
| b) | For the council to receive the Budget Report Dated 3 <sup>rd</sup> September 2025<br><b>Resolved:</b> The council noted the Budget Report.  | ✓     |
| c) | For the council to consider the clerk applying for a Debit Card for the Parish Council.<br><b>Ongoing:</b> The council agreed for the clerk to obtain a Debit Card from Virgin Money. The council also agreed to Cllr Shrimpton being added as a dual authoriser for Virgin Money payments. | RB    |
| d) | For the council to consider adopting the Mid-Year Internal Review Policy (September 2025)<br><b>Resolved:</b> The council adopted the policy.   | ✓     |
| e) | For the council to consider appointing a councillor to conduct the Mid-Year Internal Review of the finances of the council.<br><b>Ongoing:</b> The council agreed for Cllr Selby to conduct the Mid-Year Internal Review.   | RB/RS |

## 2025.177

### Financial Matters

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|----|--|---|
| a) | For the council to consider the Clerks Salary for August 2025 (£626.39)<br><b>Resolved:</b> The council approved the payment                       | ✓ |
| b) | For the council to note the payment to HMRC for Month 5 (£200.24)<br><b>Resolved:</b> The council approved the payment                             | ✓ |
| c) | For the council to consider payment to Parklane Playgrounds Inv-3051 (£460.00 + £92.00 Vat)<br><b>Resolved:</b> The council approved the payment   | ✓ |
| d) | For the council to consider payment to Parklane Playgrounds Inv-3050 (£780.00 + £156.00 Vat)<br><b>Resolved:</b> The council approved the payment  | ✓ |
| e) | For the council to consider payment to J Turnbull Landscapes Inv-1578 (£450.00)<br><b>Resolved:</b> The council approved the payment               | ✓ |
| f) | For the council to consider payment to J Turnbull Landscapes Inv-1576 (£500.00)<br><b>Resolved:</b> The council approved the payment               | ✓ |
| g) | For the council to consider payment to IBPM Inv-27861 (£240.02 + £48.00 Vat)<br><b>Resolved:</b> The council approved the payment                  | ✓ |
| h) | For the council to consider payment to Nurture Landscapes Inv-3021938 (£575.33 + £115.07 Vat)<br><b>Resolved:</b> The council approved the payment | ✓ |
| i) | For the council to consider payment to SSE Inv-3302597 (£517.35 + £25.86 Vat)<br><b>Resolved:</b> The council approved the payment                 | ✓ |
| j) | For the council to note payment to Robinsons MEA Ltd Inv-15176 (£2597.27 + £519.45 Vat)<br><b>Resolved:</b> The council noted the payment          | ✓ |

- k) For the council to note S106 Remittance £24192.94 (see also 2025.157 (e))  
**Resolved:** The council noted the remittance. ✓
- l) For the council to note payment to MoP for planting (£105.50)  
**Resolved:** The council noted the payment agreed at the August meeting. ✓
- m) For the council to note VAT Reclaim 01.06.2025 – 31.08.2025 Has been submitted (£5754.37)  
**Resolved:** Th council noted the VAT reclaim. ✓

**2025.178**

**Summary Payments to consider and note:**

<b>Payment to</b>	<b>Amount</b>
a) R Bareham (August 2025)	£626.39
b) HMRC (Month 5)	£200.24
c) Parklane (Inv-3051)	£552.00
d) Parklane (Inv-3050)	£936.00
e) J Turnbull (Inv-1578)	£450.00
f) J Turnbull (Inv-1576)	£500.00
g) IBPM (Inv-27861)	£288.02
h) Nurture Landscapes (Inv-3021938)	£690.40
i) SSE (Inv-3302597)	£543.21
<b>Total to pay (this meeting)</b>	<b>£4786.26</b>
j) Robinsons MEA Ltd (Inv-15176)	£3116.72
l) MoP (Village Planting)	£105.50
<b>Total (incl payments since last meeting)</b>	<b>£8008.48</b>

**Resolved:** The council approved and noted the payments accordingly. ✓

**2025.179**

**Staffing & Training Matters**

- a) For the council to consider the Clerk's additional 9 hours for July 2025  
**Resolved:** The council noted the clerk's additional hours. ✓
- b) For the council to consider increasing the clerk's hours from 8 hours per week to 11 hours.  
**Resolved:** The council agreed to clerk's increase of hours to 11hrs per week. ✓

**2025.180**

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

**Ordinary Meeting of the Parish Council 14<sup>th</sup> October 2025 @ 7.30pm**

*(Cut-off date for agenda items 7<sup>th</sup> October 2025 please)*

**Resolved:** The council noted the date of the October meeting ✓

**Ordinary Meeting of the Parish Council 11<sup>th</sup> November 2025 @ 7.30pm**

*(Cut-off date for agenda items 4<sup>th</sup> November 2025 please)*

**Resolved:** The council noted the date of the November meeting ✓

**The Acting Chair closed the meeting at 9:10pm**

**Signed.....**

**Dated.....**

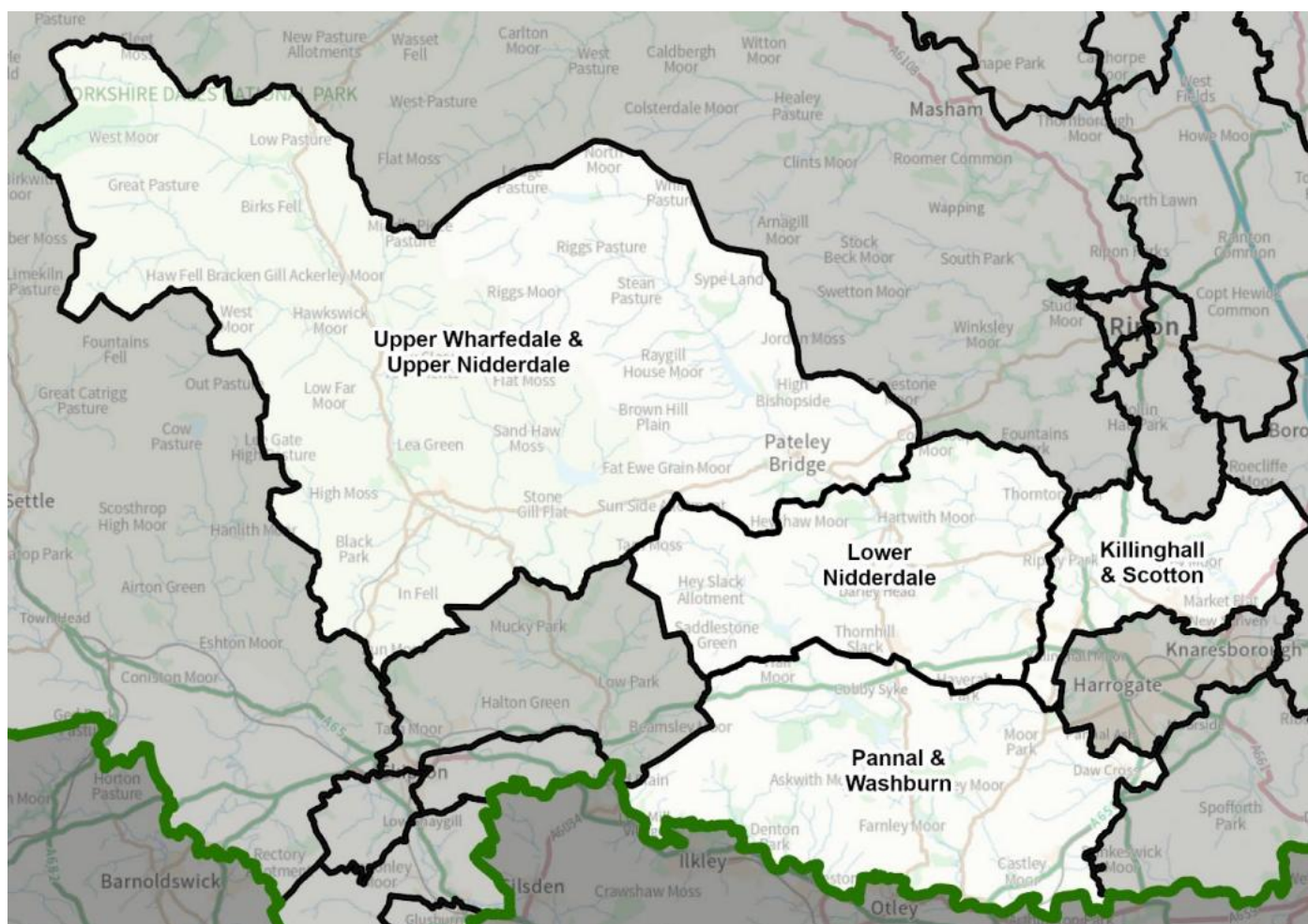
## Appendix A

### Boundary Commission Consultation

A further public consultation on the review of North Yorkshire's electoral arrangements is open, which focuses on new proposals for council division boundaries in 25 council divisions in the central and western parts of North Yorkshire, including Hampsthwaite which would be included in a division called Lower Nidderdale. Full details are included on this

link: [north.yorkshire.further.draft.recommendations.report.v2.pdf](http://north.yorkshire.further.draft.recommendations.report.v2.pdf)

A map of the proposals is below:



Michael

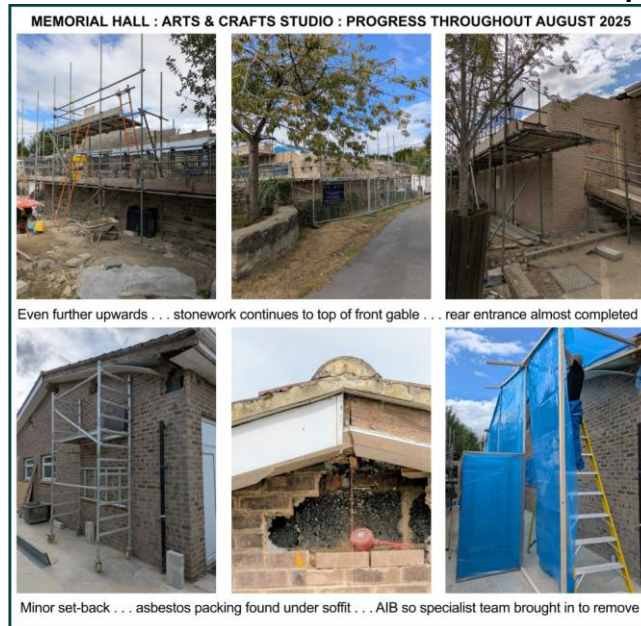
Councillor Michael Harrison  
Killinghall, Hampsthwaite & Saltergate Division  
Executive Member for Health & Adult Services





## Appendix B

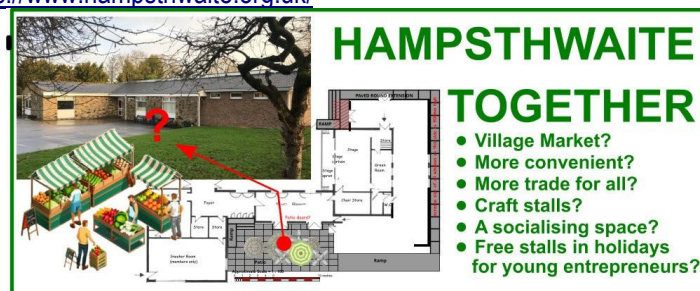
### MEMORIAL HALL : ARTS AND CRAFTS STUDIO – UPDATE September 5th 2025



Aided by continued good weather, progress was generally maintained throughout August to the point where all inner and outer leafs of brickwork and stonework are virtually completed. The AIB asbestos has been safely and professionally removed enabling work to start on the roof timbers. It is anticipated that the roof will be sheeted over during the second week of September with windows and doors following soon after.

The total value of builders' invoices received to date is £176,839.67 net. This is mildly comforting against our £242k budget in that it includes £7k not budgeted for, to create the much welcomed Sun Terrace, and the £5.5k cost of removing the unforeseen notifiable asbestos. We were unsuccessful with our grant application to The Clothworkers and unlikely to be otherwise until we are to submit our current Memorial Hall Charity Return, after which several alternative funders have been identified and further applications will be made.

On the plus side, we have been given ex. display B&Q kitchen units which, together with additional items purchased via the PC, will be sufficient to create the Brew Station / Kitchenette area in the extension. These will be fitted as a local self-help project at no extra cost to the project overall. The creation of the Sun Terrace has generated public interest and an impetus for various fundraising initiatives. These include : a JustGiving page set up by a resident which has raised £415 towards a £10K target to link the Sun Room to the new terrace via French doors; an individual donation of £500; plus some take-up of the EasyFundRaising initiative. Also the Sun Terrace has promoted the start-up of the Village Market, which in itself has generated £350+ in just 4 weeks trading. In total, these relatively small gains amount to a not insignificant £1.25k since the Sun Terrace decision was taken – plus its success as a general socialising space for residents. Yet to be explored, there have also been other suggestions for fundraising made by residents. See also : <https://www.hampsthwaite.org.uk/>



In summary, the budget remains a challenge, especially as ideas for additional improvements arise and unforeseen problems emerge, but the worst case scenario, if additional funding cannot be found, is the completion of the basic shell of the building, with all backstage facilities finished, but the workareas left much like garage spaces until finished and fitted out as funding permits.

Geoff Howard

5<sup>th</sup> September 2025

<http://www.hampsthwaite-pc.org.uk/>

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