



Minutes of the Ordinary Meeting of Hampsthwaite Parish Council held in the Village Room, High Street, Hampsthwaite on 11th November 2025 @ 7:30pm

Abbr: JC = Cllr J Carney (Chairman), 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, HAG = Hampsthwaite Action Group, 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.

In Attendance: Cllr J Carney, Cllr R Shrimpton, Cllr G Howard, Cllr K Pinkney, Cllr P Bolland, R Bareham (Parish Clerk).

Members of the Public: 2

Minutes

<u>Item</u>	<u>Record</u>	<u>Action By</u>
2025.201	Welcome by the Chairman The chair welcomed everyone and opened the meeting at 7:30pm	✓
2025.202	Absence and Apologies a) To Receive Apologies. There were no apologies to receive.	✓
	b) To approve the reason(s) for absence given by Councillors. n/a	✓
2025.203	Dispensations & Pecuniary Interests a) To receive, consider and decide upon any applications for dispensations. There were no applications for dispensation received.	✓

	b) To receive any declarations of interest not already declared under the Councillors Code of Conduct or a members Register of Disclosable Pecuniary Interests. There were no further declarations of interest made.	✓
2025.204	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 October 2025. Resolved: The Council agreed that the minutes were a true and accurate record. The Chairman signed the minutes. It was clarified, at the request of GH, that in item 2025.190(e), the reference to “increasing” the 20mph speed limit relates to extending the length of road covered by the 20mph restriction, not raising the speed limit itself.	✓
2025.205	Public participation Session (for the public to talk to councillors about items on the agenda) a) A member of HAG asked for the councils support with item 2025.210 (e), at this point of the meeting, the council considered the item and agreed to support the TPO request. The clerk to follow up with HAG.	RB
2025.206	To receive the Councillors report a) For the council to receive the report from Cllr M Harrison. Resolved: MH: updated the council with: • NYC did submit sites for development when there was the “call for site”. However, they will be subject to the same considerations as any other site. • At the “new Tesco’s roundabout on Skipton Road, the same traffic flow will be maintained but just switch to the opposite side of the road. • NYC is expected to report a loss of £15m this financial year. And allowing for further cuts from Central Government, it is expected to need to make savings of approximately £45m over the next financial year with “non-essential” services to be hit the worst.	✓
2025.207	To receive the Clerks report a) For the council to receive the Hampsthwaite Feast AGM Minutes from 11th October 2025 Resolved: The council received the minutes. b) For the council to note that NYC will maintain the trees along the High Street Resolved: The council noted NYC’s decision c) For the council to consider nominating a councillor to stand on the newly forming Nidderdale Community Partnership. Resolved: The council pledged its support to Paul Trehwitt for the forthcoming elections. d) For the council to note the Guides Fireworks event took part on Feast Field on the 4th November 2025 Resolved: The council noted the event. e) For the council to consider Monk Fryston Parish Council to lobby NYC for a change to its VAS protocol. Resolved: The Council agreed to support Monk Fryston in its request for North Yorkshire Council (NYC) to review and amend its Vehicle Activated Sign (VAS) protocols.	✓ ✓ RB ✓ RB

2025.208**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) For the clerk to update the council on vacancies matters.
Ongoing: The clerk confirmed that there was still one vacancy to be filled by co-option. **RB**
- b) For the council to receive written applications for the office of Parish Councillors of Hampsthwaite Parish Council
Deferred: It was resolved to defer this item as the applicant was not in attendance. The Clerk will contact the applicant to arrange for the item to be included on the December 2025 agenda. **RB**
- c) For the council to consider the applications
See 2025.208 (b) ✓
- d) Upon reaching a decision the new councillor(s) is/are to sign the “Declaration of the Acceptance of Office”
See 2025.208 (b) ✓
- e) In the event of (e) not being possible, for the council to approve the declaration of office to be signed prior to the next meeting.
See 2025.208 (b) ✓
- f) For new councillors to note the DoI is to be completed & returned within 28 days of co-option.
See 2025.208 (b) ✓

2025.209**Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)

- a) For the clerk to update the council on the defibrillator at Feast Field Cabins.
Ongoing: GH to provide details of a local electrician qualified to issue an “Electrical Installation Certificate”. **GH/RB**

2025.210**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) KP to discuss with the council the “Playground Equipment” and for the council to consider any further action on:
- Quotes gathered so far
 - Funding Options
 - Community Involvement (Facebook Poll, flyers)
- Ongoing:** It was resolved that KP continue to obtain quotations for the replacement of playground equipment and report findings to the next meeting for council consideration. **KP**
- b) KP to discuss with the council a “Wildlife Friendly Village” and for the council to consider any further action.
Ongoing: KP to continue exploring this project for the village. **KP**
- c) JC to discuss with the council the purchase of a ride on mower for the parish
Ongoing: The Council resolved to agree the proposal in principle and to include the associated expenditure in the 2026/2027 budget. It was further agreed that JC will obtain three quotations for the Council’s consideration prior to any further action. **JC**
- d) For the council to note a MoP’s request to Cllr Harrison for action along Hollins Lane and consider any further actions.
Resolved: MH agreed to follow up the request directly with the MoP. ✓

	e)	For the council to consider supporting the TPO request for the “Group of Trees” on West Lane Hampsthwaite. Resolved: See 2025.205 (a)	✓
2025.211		Area 6 Highways	
	a)	For the clerk to update on Curb Stones (awaiting sourcing). Ongoing: There was no update to report.	✓
2025.212		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 25.03304.FUL 7 Brookfield Rise Hampsthwaite HG3 2FY (Closing 13 th November 2025) Resolved: The Parish Council has no objections to this application.	✓
	b)	For the council to consider Planning Consultation 25.03495.LB Grove House 61 High Street Hampsthwaite HG3 2EP (Closing 27 th November 2025) Resolved: The Parish Council has no objections to this application.	✓
	c)	For the council to consider Planning Consultation 25.03494.FUL Grove House 61 High Street Hampsthwaite HG3 2EP (Closing 29 th November 2025) Resolved: The Parish Council has no objections to this application.	✓
2025.213		S106 / CIL Funding	
	a)	For GH to update the council on a meeting with S106 team regarding the transfer of monetary amounts to “Verges” in response to the council’s business proposal to NYC. Ongoing: GH proposed three projects for council consideration: 1. Village Green: Grind out the stump and replace the existing picnic table with an oak table. 2. Memorial Hall (Rear): Reconstruct the steps. 3. Memorial Hall (Front): Improve access to the Arts & Craft studio. The council agreed that the Village Green project should take precedence. GH will obtain quotations for all three projects and submit a Project Initiation Document to the S106 team for consideration. Progress to be reported at the next meeting.	GH

2025.214	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. See Appendix A	✓
		b) GH to provide a financial briefing to the council on projected income and anticipated expenditures ahead of the November PC Meeting. The council will also review and consider pre-approving payments for expected costs. Ongoing: GH informed the Clerk that the next invoice from New Lodge is expected, estimated at £50,000–£60,000. It was RESOLVED that payment may be approved, subject to confirmation that the relevant grant and/or S106 monies have been received.	GH/RB
2025.215	Parish Asset Maintenance	a) For the council to receive the signed copy of the weekend agreement from HBJFC. Deferred: The council agreed to defer this item to the next meeting.	RB
		b) For the council to note that there has been no response from HFSC in response to the signing of the rental agreement for the use of Feast Field. Ongoing: RSB, as Treasurer of HFSC, requested that the council consider waiving the fee as a contribution to the upkeep of Feast Field. The council agreed that the proposed arrangement was “fair and just,” noting that a similar agreement had previously been in place. RS will report the council’s position back to HFSC and provide an update at the next parish council meeting.	RSB
		c) For the clerk to update on the offer from CRUX Tree Care to attend to the trees on the High St as a contribution to the community. Resolved: The clerk informed the council that NYC declined the offer to tend to the cherry trees electing to maintain them, themselves.	✓
		d) For the clerk to update the council on the dispute with SSE regarding electricity usage on the Village Green. Ongoing: The clerk informed the council that SSE had been contacted again regarding this matter and was still awaiting a resolution.	RB
		e) For the clerk to update the council on the Business Stream invoice for the leakage on Feast Field Ongoing: The Clerk informed the council that a leakage allowance application had been submitted. The Clerk will update the council as and when a response is received.	RB
2025.216	Budget, Banking & Policy Matters	a) For the council to consider the Bank Reconciliation for October 2025. Resolved: The council approved the bank reconciliation.	✓
		b) For the council to consider the Budget Report dated 5th November 2025. Resolved: The council approved the Budget Report.	✓
		c) For the clerk to update the council on drafting a Parish Council Continuity Planning. Ongoing: The Clerk confirmed that the Parish Council Continuity Plan has been drafted and is currently being completed with the relevant information. The Clerk will provide a further update at the next meeting.	RB

- d) For the council to consider the Mid-Year Internal Control Review Report from RSB and to consider any further action.

Deferred: The council agreed to defer this item.

RSB

- e) For the clerk to update the council on obtaining a debit card from Virgin Money.

Ongoing: The Clerk reported that the application for a debit card from Virgin Money is still in progress. The Clerk noted some communication difficulties with Virgin Money but will continue to pursue the application and update the council in due course.

RB

2025.217

Financial Matters

- a) For the council to consider the clerks salary for October 2025 (£585.58 + £26.00 WFH).

Resolved: The council approved the payment.

✓

- b) For the council to consider the HMRC payment for month 7 (£193.42).

Resolved: The council approved the payment.

✓

- c) For the council to consider payment to YLCA Inv-4774 (£54.80)

Resolved: The council approved the payment.

✓

- d) For the council to consider payment to Nurture Landscapes Ltd Inv-3023219 (£575.33 + £115.07 Vat)

Resolved: The council approved the payment.

✓

- e) For the council to consider payment to Park Lane Playgrounds Inv-3080 (£650.00 + £130.00 Vat)

Resolved: The council approved the payment.

✓

- f) For the council to note the payment to New Lodge Inv-1355 (£48713.18 + £9742.64 Vat)

Resolved: The council noted the payment.

✓

- g) For the council to note the VAT Reclaim dated 31st October 2025) has been submitted for £20161.43

Resolved: The council noted the VAT Reclaim

✓

- h) For the council to note receipt of the S106 payment for repairs to the Feast Field fence (£233.69)

Resolved: The council noted the S106 receipt

✓

2025.218

Summary of Payments:

Payments to Consider

	Amount
a) R Bareham (October 2025 Salary)	£611.58
b) HMRC (Month 7)	£193.42
c) YLCA (Inv-4774)	£54.00
d) Nurture Landscapes (Inv-3023219)	£690.40
e) Park Lane Playground (Inv-3080)	£780.00

Total £2329.40

Payments Made Since Last Meeting:

f) New Lodge (Inv1355)	£58455.82
Total	<u>£60785.22</u>

Resolved: The council approved and noted the payments

✓

2025.219 Staffing & Training Matters

- a) For the clerk to update the council on any staffing matters. There were no matters to update the council on.

✓

2025.220 **To confirm the date of the next Council meeting(s):**

Finance Meeting of the Parish Council 9th December 2025 @ 7.30pm

(Cut-off date for agenda items 3rd December 2025 please)

Resolved: The council agreed to move the date of the net meeting to the 10th December 2025.

RB

Ordinary Meeting of the Parish Council 13th January 2026 @ 7.30pm

(Cut-off date for agenda items 6th January 2026 please)

Resolved: The date of the January meeting was noted.

✓

The meeting was closed at 9:15pm

Signed.....

Dated.....

Appendix A

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

The roof is now fully tiled, windows and doors have been fitted to create what is now a completely sealed outer 'shell' of the extension. All scaffolding is now removed. This enables the opportunity to see clearly the high standard of work done thus far and the excellent match to our existing stonework – and important consideration in our village Conservation Area.

The new side entrance to the much enlarged Chair Store will greatly benefit future community use of the new Terrace outside the Sun Room. Any patio furnishings and parasols can now be securely and easily stored away when not in use. Ready access is also now possible to tables and any canopies required for our flourishing Village Market. In addition to access from within, the Arts and Crafts Studio has its own independent access, waiting only for paving to be completed. This will enable the Studio to be in use with no detriment to any existing activity within the Main Hall. This will be an advantage also when the Studio is used for the occasional trade fair or exhibition.

MEMORIAL HALL : ARTS & CRAFTS STUDIO : PROGRESS THROUGHOUT OCTOBER 2025



New entrance into enlarged stores from Sun Terrace



Scaffolding gone and now it can be seen how well the new stone gable matches the original



Studio has its own independent access (plus internal access)



Rear of Arts & Crafts Studio extension substantially complete, now awaiting only rear access pathway and steps. Work continuing at a pace to finish and fit out the inside starting with the backstage area and stores

The rear of the Studio is now substantially completed awaiting any the rear access pathway and steps. The extension sits unobtrusively into the curtilage of the existing building belying the generous size of the additional spaces which have been created inside.

Work now continues at a pace finishing the interior of the 'shell', starting with the backstage areas and provision of the Accessible WC as priorities, to ensure readiness for the village panto at the end of this month.

The total net cost of work to date by New Lodge is £177,833.84. Once all VAT is reclaimed, together with £7,935 remaining in the FCC Grant, this leaves £62,166.16 from the initial budget of £240,000, assuming the PC will contribute £10,000 as discussed previously. In addition to this, there have been individual and village group donations totalling £8,000 to date. Grant applications and appeals continue.

Geoff Howard 11 November 2025