

# Hampsthwaite Parish Council

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## Minutes of the Ordinary Meeting of Hampsthwaite Parish Council held at the Village Room, Hampsthwaite on Tuesday 13<sup>th</sup> January 2026 @ 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, Cllr B Kirby, 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, Dol = Declaration of Interest, HBJFC = Hampsthwaite & Birstwith Junior Football Club, HFSC = Hampsthwaite Feast Show Committee, 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.

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

Members of the Public: 6

### Minutes

<u>Item</u>	<u>Record</u>	<u>Action By</u>
2026.001	<b>Welcome by the Chairman</b> The chair welcomed everyone and opened the meeting at 7:30pm	✓
2026.002	<b>Absence and Apologies</b> a) To Receive Apologies. Apologies were received from Cllr Kirby Cllr Bollands was absent without reason.  b) To approve the reason(s) for absence given by Councillors. <b>Resolved:</b> The council approved the reason for absence.	✓
2026.003	<b>Dispensations &amp; Pecuniary Interests</b> 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.	✓
<b>2026.004</b>	<b>Minutes for approval from Previous Meetings</b> a) For the council to consider approving the minutes of the Ordinary Meeting of the Parish Council of the 10 <sup>th</sup> December 2025. <b>Resolved:</b> The Council agreed that the minutes were a true and accurate record.	✓
<b>2026.005</b>	<b>Public participation Session</b> (for the public to talk to councillors about items on the agenda) a) 2026.010(d) A MotP raised the access to Finden Gardens as being dangerous to the residents of the cul-de-sac as visibility splays are vastly reduced by cars park either over the entrance or too close to the entrance. Both the council, through the clerk, and MH agreed to discuss the matter with NYC Highways.  b) 2025.015(b) The chairman of HFSC spoke to the council to clarify the purpose of the proposed £250.00 rental charge. The council explain that it was to cover the electricity used for the event and the maintenance of Feast Field. The HFSC Chair agreed to discuss with his committee and would revert with its decision for the February meeting of the Parish Council.	<b>RB/MH</b> ✓
<b>2026.006</b>	<b>To receive the Councillors report</b> a) For the council to receive the report from Cllr M Harrison. MH updated the council with the news that NYC have lost a total of £34m in grants from central government. This will result in an expected council tax rise of 4.99%	✓
<b>2026.007</b>	<b>To receive the Clerks report</b> a) For the council to note the meeting dates for 2026 <b>Resolved:</b> The council noted the meeting dates for 2026.	✓
<b>2026.008</b>	<b>Councillor Vacancies &amp; Co-option</b> 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. <b>Resolved:</b> The clerk informed the council that there were no current vacancies.	✓
<b>2026.009</b>	<b>Matters arising from previous meetings</b> (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. <b>Ongoing:</b> The clerk informed the council that they were still arranging quotations for the electrical supply for the defibrillator and would provide the council with the quotations once received.  b) For the clerk to update the council on extending the 20mph speed limit through the village <b>Ongoing:</b> The clerk informed the council that this was for discussion with NYC Highways on the 20 <sup>th</sup> January 2026.	✓ <b>RB</b>

2026.010	<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) KP to update the council on the “Playground Equipment” refurbishment and for the council to consider any further action.</p> <p><b>Ongoing:</b> The council agreed to mandate KP to start the consultation with the local school and residents on a “wish list” for the playground on Feast Field and to start the process of gathering grants to fund the project.</p> <p>b) KP to update the council on becoming a “Wildlife Friendly Village” and for the council to consider any further action. The clerk would contact the NYC S106 to ensure that the playground is available for funding in anticipation of funding from local developments.</p> <p><b>Deferred:</b> The council agreed to defer this item as there is no update.</p>	KP/RB
	c) JC to update the council with quotes for the purchase of a ride on mower for the parish.	KP
	<p><b>Ongoing:</b> JC provided the council with the 3 quotations required in its Financial Regulations (See Appendix B). The council agreed to defer the purchase until March 2026. The Clerk would ask GC Groundcare if they would consider a “month to month” contract for the grass cutting in the village.</p>	RB
	d) RS to raise the question of yellow lines at the entrance to Finden Gardens and for the council to consider any further action See item 2026.005 (a)	RB
2026.011	<b>Area 6 Highways</b>	
	a) For the clerk to update on Curb Stones (awaiting sourcing). <b>Ongoing:</b> The clerk informed the council that this was for discussion with NYC Highways on the 20 <sup>th</sup> January 2026.	RB
2026.012	<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 Application 25.04041.FUL Village Farm Church Lane Hampsthwaite HG3 2HB (Closing 26<sup>th</sup> December 2025 – extension requested) <b>Resolved:</b> The council had no objections to this application.</p>	✓
	<p>b) For the council to consider Planning Application 25.04233.FUL Clifton 17 Hollins Lane Hampsthwaite HG3 2EJ (Closing 1<sup>st</sup> January 2026 – extension requested) <b>Resolved:</b> The council had no objections to this application.</p>	✓
	<p>c) For the council to consider Planning Application 25.04292.FUL Coach House Church Lane Hampsthwaite HG3 2HB (Closing 9<sup>th</sup> January 2026 – extension requested) <b>Resolved:</b> The council had no objections to this application.</p>	✓
	d) For the council to note Planning Enforcement 25.00391.PR05 <b>Resolved:</b> The council noted the Planning Enforcement.	✓

	e) For the council note TPO No 39/2025 (HAR) <b>Resolved:</b> The council noted the TPO.	✓
<b>2026.013</b>	<b>S106 / CIL Funding</b> For GH to update the council on any applications in progress for S106 <b>Ongoing:</b> GH informed the council that Project Implementation Documents were in place for the picnic table on the Village Green and the new side access to the Memorial Hall.	<b>GH</b>
<b>2026.014</b>	<b>Memorial Hall and The Arts &amp; Craft Studio</b> 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>Ongoing:</b> see Appendix A	<b>GH</b>
	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. <b>Ongoing:</b> GH updated the council that it was estimated that valuation 6 from New Lodge was expected within the next 2 weeks. The council approved that anticipated invoice for £25k.	<b>GH/RB</b>
<b>2026.015</b>	<b>Parish Asset Maintenance</b> a) For the council to note the NYC Hampsthwaite Play Area Report <b>Resolved:</b> The council noted the report.	✓
	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 and for the council to consider any further action. See 2026.005 (b)	<b>RB</b>
	c) For the clerk to update the council on the dispute with SSE regarding electricity usage on the Village Green and consider any further action. <b>Ongoing:</b> The clerk informed the council that the matter was now being dealt with by the energy Ombudsman and the clerk will update at the next meeting.	<b>RB</b>
	d) For the clerk to update the council on the Business Stream invoice for the leakage on Feast Field. <b>Resolved:</b> The clerk informed the council that a credit of £1682.11 has been received. The council thanked the clerk for their diligence and agreed to pay the new invoice of £222.75 (Inv-9578588).	<b>RB</b>
	e) For GH to update the council on the “picnic table”/oak tree stump on the village green and for the council to consider any further action. See item 2026.013 (a)	<b>GH</b>
	f) For the council to consider the parishioner’s offer to transform the phone box into a children’s library. <b>Ongoing:</b> The council agreed to defer this item as the refurbishment of the box could not be completed until the weather is more favourable. The clerk will inform the resident accordingly.	<b>GH/RB</b>
	g) For the council to consider a MotP request for a memorial bench in memory of her late nan. <b>Ongoing:</b> In view of the number of pending requests, the council asked the clerk to draft a “Benches Policy” for consideration at the next meeting.	<b>RB</b>

2026.016	<b>Budget, Banking &amp; Policy Matters</b>	
	a) For the council to consider the Bank Reconciliation for December 2025.	✓
	<b>Resolved:</b> The council noted the Bank Reconciliation	
	b) For the council to consider the Budget Report dated 8 <sup>th</sup> January 2026.	✓
	<b>Resolved:</b> The council noted the Budget Report.	
	c) For the clerk to update the council on drafting a Parish Council Continuity Planning.	✓
	<b>Resolved:</b> The clerk passed the completed document to the chairman for safe keeping. The passwords were in a separate sealed envelope.	
	d) For the council to consider the Mid-Year Internal Control Review Report from RSB and to consider any further action.	✓
	<b>Resolved:</b> The signed report was passed to the clerk with only matters arising from the Internal Audit Action Plan, to be attended to.	
	e) For the clerk to update the council on obtaining a debit card from Virgin Money.	✓
	<b>Resolved:</b> The clerk informed the council that it now had the debit card.	
	f) For the clerk to update the council on the “Audit Action Plan for 2024/2025 and consider any actions	RB
	<b>Deferred:</b> The clerk requested this item to be deferred as some items were still being attended to.	
	g) For the council to consider any actions arising from the Budget year to date for 2025/2026	
	<b>Resolved:</b> There were no actions for the budget to date.	✓
	h) For the council to receive the “restated” Budget for 2025/2026	✓
	<b>Resolved:</b> This item had been resolved at the previous meeting of the Parish Council.	
	i) For the council to consider any actions concerning the remaining 2025/2026 budget forecast.	✓
	<b>Resolved:</b> There were no further actions for this current year’s budget.	
	j) For the council to consider the budget for 2026/2027	✓
	<b>Resolved:</b> The council considered and agreed to set the budget for 2026/2027 at £98752.00 to ensure it could meet all of its financial commitments for 2026-2027 and restoring its reserves as recommended under council guidelines.	
	k) For the council to consider the precept demand for 2026/2027	✓
	<b>Resolved:</b> The council agreed to mandate the clerk to complete and sign the precept demand form for 2026-2027 at £61000.00	
2026.017	<b>Financial Matters</b>	
	a) For the council to consider the clerks salary for December 2025 (£585.38 + £26.00 WFH).	✓
	<b>Resolved:</b> The council approved the payment.	
	b) For the council to consider the HMRC payment for month 9 (£193.62).	✓
	<b>Resolved:</b> The council approved the payment.	

- c) For the council to consider payment to YLCA Inv-4986 (£27.40)  
**Resolved:** The council approved the payment. ✓
- d) For the council to consider payment to J Turnbull Landscapes (£455.00)  
**Resolved:** The council approved the payment. ✓
- e) For the council to consider payment to Hampsthwaite Village Room Inv-11 (£220.00)  
**Resolved:** The council approved the payment. ✓

**2026.018**

**Summary of Payments:**

**Payments to Consider**

	<b>Amount</b>
a) R Bareham (December 2025 Salary)	£611.38
b) HMRC (Month 9)	£193.62
c) YLCA (Inv-4986)	£27.40
d) J Turnbull (Inv-1607)	£455.00
e) Hampsthwaite Village Room (Inv-11)	£220.00
<b>Total Payments</b>	<b>£1507.40</b>

2026.015 (d) Business Stream Payment (Inv-9578588)	222.75
	<b>£1730.15</b>

**Resolved:** All payments were noted ✓

**2026.019**

**Staffing & Training Matters**

- a) For the clerk to update the council on any staffing matters.  
**Resolved:** There were no matters to discuss on this item. ✓

**2026.020**

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

**Finance Meeting of the Parish 10<sup>th</sup> February 2026 @ 7.30pm  
Council**

*(Cut-off date for agenda items 3<sup>rd</sup> February 2026 please)*

**Resolved:** The council noted the date of the next meeting. ✓

**Ordinary Meeting of the Parish 10<sup>th</sup> March 2026 @ 7.30pm  
Council**

*(Cut-off date for agenda items 3<sup>rd</sup> March 2026 please)*

**Resolved:** The council noted the date of the March meeting. ✓

**The meeting was closed at 9:45pm**

**Signed.....**

**Dated.....**

## **Appendix A**