



Minutes of the Ordinary Meeting of Hampsthwaite Parish Council held at the Village Room, Hampsthwaite on Tuesday 14th April 2026 @ 7:30pm

Abbr: JC = Cllr J Carney (Chairman), BK = Cllr B Kirby, 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, 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 G Howard, Cllr K Pinkney, Cllr R Shrimpton, Cllr R Selby, Cllr Kirby, Cllr P Bollands, R Bareham (Parish Clerk)

Members of the Public: 0

Minutes

<u>Item</u>	<u>Record</u>	<u>Action By</u>
2026.061	Welcome by the Chaiman The chair welcomed everyone and opened the meeting at 7:30pm	✓
2026.062	Absence and Apologies	
a)	To Receive Apologies. There were no apologies received.	✓
b)	To approve the reason(s) for absence given by Councillors. n/a	✓
2026.063	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.	✓
2026.064	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 10 th March 2026. Resolved: The Council agreed that the minutes were a true and accurate record.	✓
2026.065	Public participation Session (for the public to talk to councillors about items on the agenda) There was no public participation.	✓
2026.066	To receive the Councillors report	
	a) For the council to receive the report from Cllr M Harrison. Cllr Harrisons apologies were noted and his report, noted. See Appendix A	✓
2026.067	To receive the Clerks report	
	a) For the council to note the FoI from a MoP and is now closed. Resolved: The council noted the item	✓
	b) In view of the recent disruption, this item is for the council to consider moving its email domain to a “.gov.uk” domain for greater stability and security through Vision ICT. Year 1 = £255.00 (Includes set up and migration) Year 2 = 128.00 per annum. Resolved: The Council agreed to switching all the council email addresses to “.GOV.UK”	RB
	c) To note the road closure on West Lane 27 th April – 28 th April 2026 Resolved: The council noted the item	✓
2026.068	Councillor Vacancies & Co-option <small>Matters (To receive written applications for the office of Parish Councillor and to coopt a candidate to fill the existing vacancy)</small>	
	a) For the clerk to update the council on vacancies matters. Decision: This item was withdrawn and the clerk will withdraw this item from future agendas, unless needed.	RB
2026.069	Matters arising from previous meetings (Items requested to remain on the agenda or to be resolved)	
	a) For the council to consider any further action(s) on entering “Yorkshire in Bloom 2026” Ongoing: The open evening on the 12 th March was a success and the volunteers have named themselves the Hampsthwaite Wildlife Group. HWG have decided that the Village in Bloom competition was their target for next year as this year was too soon. It was agreed that the clerk will support the group to get established	KP/RB
	b) For the clerk to update the council on the footpath from Hampsthwaite to Birstwith Ongoing: The clerk confirmed that a Teams meeting has been arranged for the 19 th May 2026 2:00pm	RB/JC
	c) For the clerk to update the council on insuring the Memorial Hall Building fabric. Resolved: The clerk informed the council that the Memorial Hall “building” will be covered from the 1 st June 2026, on the Parish Council’s Insurance. The total premium will be £1889.86 + £226.78 Vat, with the Memorial Building cover	GH/RB

premium of £924.99 incl IPT. GH confirmed that the Memorial Hall will reimburse the Parish Council accordingly.

2026.070

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)

2026.071

Area 6 Highways

- a) For the council to note the filling of grit bins by NYC and consider any further actions
Ongoing: Highways have assured the clerk that the “missing” grit bins will be filled in September. **RB**
- b) For the clerk to update the council on extending the 20mph speed limit through the village
Ongoing: Highways have advised that the matter is with the legal dept for approval. **RB**
- c) 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
Ongoing: Highways have advised that the matter is with the legal dept for approval. **RB**

2026.072

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 26.01518.FUL
29 Brookfield Crescent
Hampsthwaite
HG3 2EE
Resolved: The council have no objection. ✓
- b) For the council to note that planning application 25.04041.FUL has been withdrawn
Resolved: The council noted the item. ✓
- c) For the council to note that Planning Application 26.00434.FUL has been refused
Resolved: The council noted the item. ✓

2026.073

S106 / CIL Funding

- a) For GH to update the council on any applications in progress for S106
Resolved: GH referred to his report, updating the council that funds have been approved for drainage work on Feast Field. ✓
- b) For the council to note the updated S106 availability March 2026.
Resolved: The council asked the clerk to resend the report from NYC on available S106 funds and ask for an “updated” statement of available funds. **RB**

2026.074

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.
Resolved: See Appendix 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.
Resolved: GH advised the council that all “big” bills had been received & paid. Work is now focused on the interior of the extension which is going well. ✓

2026.075	Parish Asset Matters & Maintenance	
	a) For the council to consider the application for a bench within the parish. Ongoing: The council agreed to explore suitable locations for the bench but were not sure if the MoP's preferred location would be possible.	RB/GH
	b) For the council to consider the quotation from G.C. Groundcare Services to cut Feast Field at £55.00 per cut. Resolved: The council agreed to G.C. Groundcare Services to continue to cut Feast Field and agreed to G.C. Groundcare cutting the other areas that are the responsible of the Parish Council, in the parish.	RB
	c) If the council agree to 2026.075 (c), then to decide upon the cutting frequency. Resolved: The council agreed to fortnightly cuts to Feast Field.	RB
	d) For the council to note that the obstruction to footpath (The W3W are from : ///skate.bothered.appetite to: ///usual.unsettled.topmost) Resolved: The council noted the item.	✓
	e) For the clerk to update the council on the defibrillator at Feast Field Cabins. Ongoing: Cllr Kirby will apply for a grant in July, from the FA.	BK
2026.076	Budget, Banking & Policy Matters	
	a) For the council to consider the Bank Reconciliation for March 2026. Resolved: The council noted the report	✓
	b) For the council to consider the Budget Report dated 10 th April 2026. Resolved: The council noted the report	✓
	c) For the clerk to update the council on the "Audit Action Plan for 2024/2025 and consider any actions Ongoing: The clerk informed the council that work was ongoing to improve the reporting and record keeping of the PC.	RB
	d) For the council to note the Vat reclaim dated 28.02.2026 was submitted and now received (£11912.95) Resolved: The council noted the item	✓
	e) For the council to note that payment to the ICO has been set up as a Standing Order. Resolved: The council noted the item	✓
2026.077	Financial Matters	
	a) For the council to consider the clerks salary for March 2026 (£611.38) Resolved: The council approved the payment.	✓
	b) For the council to consider payment to HMRC for month 12 (£193.62) Resolved: The council approved the payment.	✓
	c) For the council to consider the Business Stream Inv-10261587 (£66.78) Resolved: The council approved the payment.	✓
	d) For the council to consider the EDF Inv-KI-D767396E-0001 (£54.22 + £2.71 Vat) Resolved: The council approved the payment.	✓
	e) For the council to consider the SALC Inv-30893 (£45.00 + £9.00 Vat) Resolved: The council approved the payment.	✓

- f) For the council to consider the Hampsthwaite Memorial Hall Inv-20251586 (£20.00)
Resolved: The council approved the payment. ✓
- g) For the council to consider the YLCA Inv-5636 (£501.00)
Resolved: The council approved the payment. ✓
- h) For the council to consider payment to MoP for planting in the parish (£123.10)
Resolved: The council approved the payment. ✓
- i) For the council to note payment to New Look of Inv-1384 (£18589.37 + £3717.87 Vat)
Resolved: The council noted the payment. ✓
- j) For the council to note payment of HP Instant Inks Inv-HUKLDN1126628818 (£24.16 + £4.83 Vat)
Resolved: The council noted the payment. ✓
- k) For the council to note the ICO Subscription payment Ref-ZC112364 (£47.00)
Resolved: The council noted the payment. ✓

2026.078

Summary of Payments:

Payments to Consider:

	Amount
a) R Bareham Salary (Month 12)	£611.38
b) HMRC (Month 12)	£193.62
c) Business Stream (Inv-10261587)	£66.78
d) EDF (Inv-KI-D767396E-0001)	£56.93
e) SALC (Inv-30893)	£54.00
f) Hampsthwaite Memorial Hall (Inv-20251586)	£20.00
g) YLCA (Inv-5636)	£501.00
h) MoP (Village Planting)	£123.10
Total Payments (a)	£1626.81

Payments to Note:

i) New Look (Inv-1384)	£22307.24
j) HP Instant Ink (Inv-HUKLDN112668818)	£28.99
k) ICO (Ref-ZC112364)	£47.00
Total Payments (b)	£22383.23
Total (a + b)	24010.04

Resolved: The council approved the Summary of payments. ✓

2026.079

Staffing & Training Matters

- a) For the clerk to update the council on any staffing matters.
Resolved: The were no matters to update the council on. ✓

2026.080

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

- a) **Annual Meeting of the Parish 12th May 2026 @ 7:30pm**
Council
(Cut-off date for agenda items 5th May 2026 please)
- b) **Ordinary Meeting of the Parish 9th June 2026 @ 7:30pm**
Council
(Cut-off date for agenda items 2nd June 2026 please)

Resolved: The council noted the date of the next meetings.

The meeting was closed at 8:39pm

Signed.....

Dated.....

Appendix A

A short report:

Renters rights

The council has produced a mini communications toolkit about the upcoming changes to the Renters' Rights Act and the engagement they are undertaking with private housing landlords to help them get prepared for the changes that come into effect from 1 May onwards. Please find attached that councillors may find useful.

Highways

Harrogate Road Work Communication Group had its first meeting in March. This group is chaired by NYC officers and attended by communication leads from the utility companies. The purpose of the group is to enhance and facilitate all shared communication regarding road works across Harrogate. This was well attended and initiated positive discussions about future improvements to the communication of road works in Harrogate and improvements. The meetings will take place quarterly going forward. Key messages and updates from these meetings will be shared with councillors and stakeholders.

Co-ordination Streetworks schedule completion and meeting took place in March. Every quarter utility companies, Development control (NYC) and the Highway team (NYC) are asked to update a coordination schedule for up coming works on the local highway network, this gives the Streetworks team advance notice to facilitate conversations regarding any date amend requirements. The meetings are attended by the utility company street work representatives and their contractors. It is an opportunity for them to discuss in person their programmes and traffic management plans. Where opportunities to discuss joint working are there this was discussed.

Lane Rental

Lane Rental will start on 5th May. This allows highway authorities to charge utilities and contractors for occupying the busiest roads at the busiest times, encouraging works to be better planned, completed more quickly and carried out at less disruptive times. Further details can be found at:

[Lane rental scheme consultation | North Yorkshire Council](#)

Highways Funding

You may be aware of changes the Mayor of York & North Yorkshire has made to the funding formula for highways maintenance that is provided to NYC, via the combined authority. The funding is the central government funds that are provided to councils responsible for highways maintenance for road repairs, and is calculated using a department for transport methodology. The funds go to the combined authority with the expectation they are passported through to both York City Council, and North Yorkshire Council. Based on this formula CoY get 8%, and NYC get 92%. (We have the largest road network of any local authority in England). The mayor has changed the formula, to divert more money to York, at the expense of North Yorkshire. As a result we will lose out on £20m of funding over 4 years. NYC have protested in the strongest possible terms, and are considering legal action.

Michael

Councillor Michael Harrison

Killinghall, Hampsthwaite & Saltergate Division

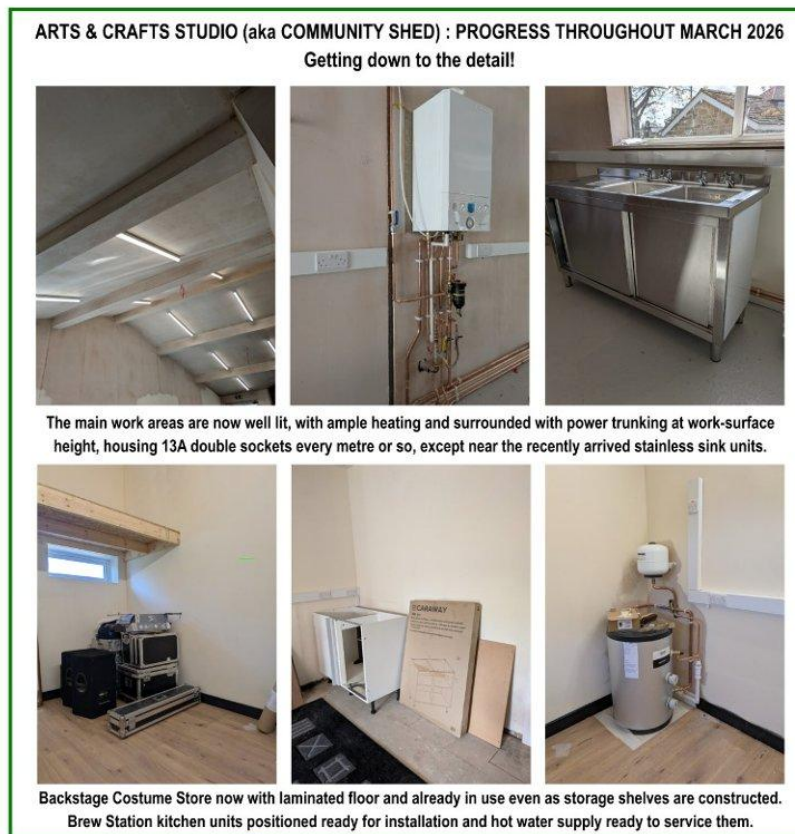
Executive Member for Health & Adult Services



Appendix B

MEMORIAL HALL : ARTS AND CRAFTS STUDIO (aka COMMUNITY SHED) UPDATE April 13th 2026

The Hampsthwaite Players Spring production made good use of the extra wing space now available with the result that progress throughout March has been limited to the completion of the lighting and installation of a 13A power supply trunking around the main work areas. Some shelving has been erected within the Chair Store and on the Costume Store, which has also had laminated flooring fitted and lighting installed making it now ready for some use – this will help clear the main area floor area so its painting can commence now that the Spring Production has ended. Also in the main area, two stainless steel sink units have been purchased and are now ready to be plumbed in.



As a consequence of staff annual leave, the Community PayBack Team had little time to assist during March. Also, from now on we will have to accommodate the need to keep the churchyard grass under control. From this month onwards, as Spring approaches therefore, they will share their time between the Hall, the churchyard and other general village work such as the telephone box and tree seat.

Nonetheless, the kitchen units are now in position ready for installation within the Brew Station area which will be undertaken by local volunteers over the course of the next few weeks.

Budget:

The Invoice based on the latest Valuation 8 was received from New Lodge Contractors and was paid with assistance from the Memorial Hall reserve from where £13,000 was transferred. It is anticipated that this will be the last major Invoice from New Lodge. Meetings are being held with their estimator to assess the scale of a final New Lodge payment some time in May. Beyond this there will be further lesser items to budget for as the extension is fitted out – see full costs analysis overleaf. Here it can be seen that assuming VAT recovery and the PC contributor as agreed, together with the Section 106 allocation already set aside for this project, there is funding to complete the build itself. Work now continues to secure sufficient additional funding also to fit out the interior to the standard required.

Geoff Howard 12th April 2026

Appendix B

DATE	DESCRIPTION	INVOICE NO.	NET	VAT (to reclaim)	GROSS	NOTES
15 Jan 2025	New Mem Hall CH Boiler	J Bradley 15438	£2,900.00	£580.00	£3,480.00	from Memorial Hall Section 106
25 May 2025	Grass Reinforcement Mesh	Repay Memorial Hall	£1,086.00	£0.00	£1,086.00	from Feast Field Section 106
25 Jun 2025	Bookcase	Dfe UK Ltd Inv59954	£772.00	£154.40	£926.40	
1 Jul 2025	New Gas Kiosk	Northern Gas X1728968	£1,842.90	£368.58	£2,211.48	from Memorial Hall Section 106
11 Aug 2025	Feed Gas Pipe to new Gas Meter	Robinson MEA Job No. 7325	£2,587.27	£519.45	£3,106.72	from Memorial Hall Section 106
Totals =			£9,188.17	£1,632.43	£10,820.60	
INVOICES (NEW LODGE)						
DATE	VALUATION	INVOICE NO.	NET	VAT (to reclaim)	GROSS	
27 May 2025	Valuation 1	1328	£26,193.94	£5,238.79	£31,432.73	
12 Jun 2025	Valuation 2	1332	£35,047.10	£7,009.42	£42,056.52	
21 Jul 2025	Valuation 3	1336	£29,160.79	£4,032.15	£33,192.94	
5 Sep 2025	Valuation 4	1348	£47,718.83	£9,543.76	£57,262.59	
20 Oct 2025	Valuation 5	1355	£48,713.18	£9,742.64	£58,455.82	
4 Dec 2025	Valuation 6	1364	£32,841.92	£6,568.38	£39,410.30	
26 Jan 2026	Valuation 7	1371	£20,312.00	£4,062.42	£24,374.42	
24 Mar 2026	Valuation 8	1384	£18,589.37	£3,717.87	£22,307.24	
Total =			£249,577.13	£48,915.43	£298,492.56	
Price to Fit-Out =			£262,210.32		£302,652.38	
Still to Pay =			£2,633.19		£3,189.83	
ADDITIONS (PAID via PC)						
DATE	SUPPLIER	INVOICE NO.	NET	VAT (to reclaim)	GROSS	
22 Jan 2026	WindowCraft	5683	£5,080.00	£1,016.00	£6,096.00	
20 Jan 2026	B&Q		£741.60		£741.60	
18 Feb 2026	Calvert Carpets		£1,108.80	£221.76	£1,330.56	
22 Feb 2026	Sensory Education	991258771	£848.32	£169.67	£1,017.99	
5 Jun 2026	Furniture for Schools		£772.00	£154.40	£926.40	
Total =			£8,550.72	£1,561.83	£10,112.55	
BUDGET						
DATE	SOURCE	WHERE HELD	AMOUNT			
	Section 106 (Memorial Hall)	NYC	£140,000.00	Claimed on receipt of invoices		
	Section 106 (Feast Field)	NYC	£1,086.00	Claimed on receipt of invoices from Grassmat		
	FCC	FCC	£82,000.00	Claimed on receipt of invoices		
	Parish Council	?				
24 Oct 2025	Memorial Hall contribution	Memorial Hall	£10,000.00	transferred to PC 24 Oct		
24 Oct 2025	Players	Memorial Hall	£5,000.00	transferred to PC 24 Oct		
10 Dec 2025	YDMIT	Memorial Hall	£5,000.00	transferred to PC 10 Dec		
28 Jan 2026	NYC+NiddPlus+Knabbs	Memorial Hall	£8,000.00	transferred to PC 28 Jan		
8 Apr 2026	Memorial Hall loan	Memorial Hall	£13,000.00			
Current PC Total =			£264,086.00			
SUMMARIES						
Total gross expenditure by PC = £308,605.21						
Total Recoverable VAT by PC = £50,477.26						
Total Net Expenditure by PC = £258,127.95						
Total Remaining from current PC Budget = £5,958.05						
plus PC Contribution = £15,958.05						
ADDITIONAL FUNDING						
CONFIRMED:						
	Section 106 Verges =		£4,300.00		Rear Access steps etc.	inc. Handrail etc.
	Section 106 Verges =		£8,000.00		Front Accessible ramp etc.	inc. Outside light
	Total =		£12,300.00			
UNCONFIRMED:						
	Knabs Ridge =		£3,500.00		Interior fittings	100% track record
	Masonic Lodge =		£3,500.00		Interior fittings	verbal assurances