



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

Abbr: KP = Cllr K Pinkney (Chair), BK = Cllr B Kirby, GH = Cllr G Howard, RS = Cllr R Shrimpton, PLB = Cllr P Bollands, RSB = Cllr R Selby, PRB = Cllr Peter Bishop, RBB = 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.

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

Members of the Public: 7

Agenda

<u>Item</u>	<u>Record</u>	<u>Action By</u>
2026.122	Welcome by the Chairperson The chair welcomed everyone and opened the meeting at 7:30pm	✓
2026.123	Absence, Apologies and Vacancies	
a)	To receive apologies. Apologies were received from Cllr Bollands.	✓
b)	To approve the reason(s) for absence given by Councillors. Resolved: The council approved the reason for absence.	✓
c)	For the Council to receive written applications for the office of Parish Councillor for Hampsthwaite Parish Council. The Council received one written application for the office of Parish councillor	✓

	d) For the Council to consider any applications received. Resolved: The Council co-opted Peter Bishop as a Parish Councillor.	✓
	e) Following a decision, the newly co-opted Councillor(s) shall sign the Declaration of Acceptance of Office. Resolved: The Council agreed that the Declaration of Acceptance of Office may be signed before the next meeting, subject to statutory requirements.	RBB
	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. Resolved: The Declaration of Acceptance of Office may be signed before the next meeting, subject to statutory requirements.	RBB/PRB
	g) For new Councillors to note that the Declaration of Interests must be completed and returned within 28 days of co-option. Noted: The newly co-opted Councillor was reminded that the Declaration of Interests must be completed and returned within 28 days of co-option.	RBB/PRB
2026.124	Dispensations & Pecuniary Interests	
	a) To receive, consider and decide upon any applications for dispensations. Noted: 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 member's Register of Disclosable Pecuniary Interests. Noted: There were no further declarations of interest made.	✓
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 9 th June 2026. Resolved: The Council approved the minutes of the Ordinary Meeting held on 9 June 2026 as a true and accurate record.	✓
2026.126	Public participation session (for the public to talk to councillors about items on the agenda) Noted	✓
2026.127	To receive Councillors' reports	
	a) For the Council to receive the report from Cllr M Harrison. Noted: There was no report from Cllr Harrison	✓
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". Noted: The Council received the report from NYC regarding publication of councillors' usual residential addresses.	✓
	b) For the Council to note the guidance that in England water and sewerage authorities are not "statutory consultees" on planning applications. Noted: The Council received 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 8 th June 2026. Noted: The Council received the documents circulated following the YLCA Harrogate Branch meeting held on 8 June 2026.	✓

- d) For the Council to note that the Village Room Cherry Tree has been raised as a concern with NYC.
Noted: The Council noted that the Village Room cherry tree had 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.
Resolved: The Council approved subscription to GovMeetings and the purchase of one Microsoft 365 licence for the Clerk. RBB

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.
Resolved: The Council noted the Clerk's summary report from the Hampsthwaite-Birstwith Footpath Working Party meeting held on 19 May 2026 and agreed to place the item on the September agenda. RBB
- b) For the Clerk to update the Council on the transition to ".gov.uk" email domain.
Resolved: The Council noted that migration to the .gov.uk email domain had been completed and that councillors had been issued with new email addresses. The Clerk was asked to assist with any issues arising. ✓

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.
Resolved: The Council agreed in principle to support a prize/award at the parish primary school's annual awards ceremony in July 2027, subject to confirmation of costs at a future meeting. KP
- 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.
Resolved: The Council agreed to request clarification from NYC on which verges are owned and maintained by the Parish Council and whether planting is permitted. RBB/KP

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.
Deferred: Deferred: The Clerk reported that, due to annual leave, he had been unable to progress the proposed extension of the 20mph speed limit through the village and would continue the discussions with Highways. RBB
- 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.
Deferred: The Clerk reported that, due to annual leave, he had been unable to progress the yellow lines at the entrance to Finden Gardens and would continue the discussions with Highways. RBB

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))

Resolved: The Council submitted an objection to application 26/02480/OUT, Barton House, Hollins Lane, Hampsthwaite HG3 2HW, on the grounds set out in Appendix B.

✓

- 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))

Resolved: The Council had no objections to application 26/02726/PNG, Land Comprising Field At 425983 457244, Rowden Lane, Hampsthwaite.

✓

- c) For the Council to consider Planning Consultation 26/02926/LB.
Laurel Cottage
High Street

Hampsthwaite HG3 2EU
(Closing 12th July 2026 (extension requested))

Resolved: The Council had no objections to application 26/02926/LB, Laurel Cottage, High Street, Hampsthwaite HG3 2EU.

✓

- d) For the Council to consider Planning Consultation 26/02972/FUL.
Spring Garth
High Street

Hampsthwaite
(Closing 2nd August 2026)

Resolved: The Council had no objections to application 26/02972/FUL, Spring Garth, High Street, Hampsthwaite.

✓

- e) For the Council to consider Planning Consultation 26/03215/DVCON.
Knox Hill
Rowden Lane

Hampsthwaite HG3 2ER
(Closing 16th July 2026)

Resolved: The Council had no objections to application 26/03215/DVCON, Knox Hill, Rowden Lane, Hampsthwaite HG3 2ER.

✓

- f) For the Council to note Planning Decision 26/01723/FUL (Granted).

Noted: The Council noted that planning application 26/01723/FUL had been granted.

✓

- g) For the Council to note the application of TPO No. 05/2026 HAR.

Noted: The Council noted Tree Preservation Order No. 05/2026 HAR.

✓

2026.133

S106 / CIL Funding

- a) For GH to update the Council on any applications in progress for S106.
Noted: GH advised that all submitted S106 project information documents had been accepted and paid, and that the next project would be replacement of the seating on The Village Green once the stump has been removed, currently anticipated in autumn.

GH/RB

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.
Noted: The Council received the update report at Appendix A.

✓

- 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.

Resolved: GH reported that New Lodge invoices had all been settled and that the only anticipated further cost was the fire alarm system, estimated at approximately £4,000. The Council approved payment of the invoice upon receipt.

GH/RBB

- c) For the Council to receive the presentation made at the Memorial Hall AGM of May 2026.

Noted: The Council received and noted the Memorial Hall AGM report for May 2026 and the Memorial Hall expressed its thanks to the Parish Council for its support shown to this project.

✓

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.

Deferred: The Clerk was asked to obtain a quotation from NYC for replacement of the yellow grit bin on Brookfield Crescent with a green grit bin.

RBB

- b) For the Council to note EDF Inv KI-D767396E-0003-1 for Feast Field May 2026 (balance £420.95 credit).

Noted: The Council noted EDF invoice KI-D767396E-0003-1 for Feast Field May 2026, showing a credit balance of £420.95.

✓

- c) For the Council to note EDF Inv KI-D767396E-0004-1 for Feast Field June 2026 (balance £385.51 credit).

Noted: The Council noted EDF invoice KI-D767396E-0004-1 for Feast Field June 2026, showing a credit balance of £385.51.

✓

- d) For the Council to consider any action required in relation to the fire extinguishers located in the Feast cabins on Feast Field.

Resolved: GH advised that the fire extinguishers in the Feast cabins were inherited with the cabins and should therefore be added to the Asset Register. The Clerk was asked to obtain servicing quotations.

RBB

- 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.

Resolved: The Council noted the EDF Energy invoices for March to July and the Clerk's action in providing meter readings, and authorised payment of any corrected invoice received.

RBB

- f) For the Council to note that the Clerk has informed G.C. Groundcare of the cutting schedule and to consider any further action.

Noted: The Clerk had informed G.C. Groundcare of the cutting schedule and no further action was required at this stage.

✓

2026.136

Budget, Banking & Policy Matters

- a) For the Council to consider the Bank Reconciliation for May 2026.

Resolved: The Council approved the bank reconciliation for May 2026.

✓

- b) For the Council to consider the Budget Report dated 9th July 2026.

	Resolved: The Council approved the Budget Report dated 9 July 2026.	✓
	c) For the Council to note that the application for the Virgin Money savings account is ongoing. Noted: The application for the Virgin Money savings account remained ongoing, pending completion of the required approval.	GH/RBB
	d) For the Council to consider adopting the Planning Delegation Policy 2026. Resolved: The council agreed to adopt 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). Resolved: Resolved: The Council agreed to the payment.	✓
	b) For the Council to consider payment to HMRC for Month 3 (£193.62). Resolved: The council agreed to the payment	✓
	c) For the Council to consider payment to Vision ICT Inv-22193 (£401.25 + £80.25 VAT). Resolved: The council agreed to the payment	✓
	d) For the Council to consider payment to Vision ICT Inv-22148 (£275.00 + £55.00 VAT). Resolved: The council agreed to the payment	✓
	e) For the Council to consider payment to YLCA Inv-6225 (£28.20). Resolved: The council agreed to the payment	✓
	Payments to Note:	
	f) For the Council to note payment to Business Stream Inv-10968333 (£68.91). Resolved: The council noted the payment	✓
	g) For the Council to note payment to New Lodge Inv-1390 (£750.38 + £150.07 VAT). Resolved: The council noted the payment	✓
	h) For the Council to note payment to New Lodge Inv-1391 (£1869.90 + £373.98 VAT). Resolved: The council noted the payment	✓
	i) For the Council to note payment to New Lodge Inv-1392 (£4300.00 + £860.00 VAT). Resolved: The council noted the payment	✓
	j) For the Council to note payment to New Lodge Inv-1389 (£5374.50 + £1074.90 VAT). Resolved: The council noted the payment	✓
	k) For the Council to note payment to HP Instant Inks Inv-IIUKDN1131861100 (£5.41 + £1.08 VAT). Resolved: The council noted the payment	✓
	Receipts to Note:	
	l) For the Council to note receipt from NYC for Access Steps & Drainage £4300.00 + £2000.00 = £6300.00.	

Resolved: The council noted receipt

✓

- m) For the Council to note receipt from Virgin Money for bank interest for June 2026 – £0.02.

Resolved: The council noted receipt

✓

- n) For the Council to note receipt from the Memorial Hall for insurance contribution £924.00.

Resolved: The council noted receipt

✓

- o) For the Council to note receipt from SSE Energy for refund £605.79.

Resolved: The council noted receipt

✓

2026.138

Year Ending 2025–2026:

- a) For the Council to note “Page 3” of the AGAR – The Annual Internal Audit Report 2025–2026.

Noted: The Council noted 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.

Resolved: The Council received the Internal Auditor’s Report for 2025–2026 and thanked the Clerk for the work undertaken.

✓

- c) For the Council to consider the Action Plan in response to the Internal Audit Report for 2025–2026.

Resolved: The Council approved the Clerk’s proposed Action Plan in response to the Internal Audit Report for 2025–2026.

RB

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**

Resolved: The council approved the summary of payments

✓

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).

Resolved: The Council approved the Clerk’s additional hours for year-end, audit and AGAR work, namely 13 hours for April 2026 and 10 hours for 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

<http://www.hampsthwaiteparishcouncil.gov.uk/>

recognised recommendations, with effect from 1 April 2026 and backdated accordingly.

Resolved: The Council approved an increment of one SCP on the Clerk's pay scale following attainment of CiLCA, effective 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.

Noted: The Council noted the Clerk's PROW training and received the presentation from the training event.

✓

2026.141

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

- a) **Ordinary Meeting of the Parish Council 11th August 2026 @ 7:30pm**

(Cut-off date for agenda items: 4th August 2026, please)

Noted: The next Ordinary Meeting of the Parish Council will be held on 11 August 2026 at 7:30pm.

✓

- b) **Ordinary Meeting of the Parish Council 7th September 2026 @ 7:30pm**

(Cut-off date for agenda items: 1st September 2026, please)

Noted: The next Ordinary Meeting of the Parish Council will be held on 7 September 2026 at 7:30pm.

✓

The meeting closed at 9:26pm

Signed.....

Dated.....

Appendix A

MEMORIAL HALL : ARTS AND CRAFTS STUDIO (aka COMMUNITY SHED) UPDATE June 14th 2026

We continue to work towards enable a Grand Opening in August and the Community Shed being fully operational from September.

All the equipment, machinery and some of the interior storage required has either been donated by residents or acquired at low cost from various auction sites. All is now in the process of being renovated as needed, checked for safety and installed by volunteers.

All interior painting has now been completed with the help of casual labour – including the newly expanded Chair Store

The site and grassed area now that the building work is completed and funding for this has been allocated from Section106 (Verges).

A residents group is now actively engaged in organising a working group to manage the facility from September onwards.

MEMORIAL HALL : ARTS & CRAFTS STUDIO (aka COMMUNITY SHED) : PROGRESS THROUGHOUT JUNE 2026



Front entrance ramp and pathway around the side all paved and landscaped



Inside, rear workshop area is beginning to get equipped and ready for use more to follow

Budget:

The work done to extend the existing fire alarm system has now been completed and invoice received. The front access ramp is already funded via a Section106 (Verges) allocation yet to be invoiced and claimed.

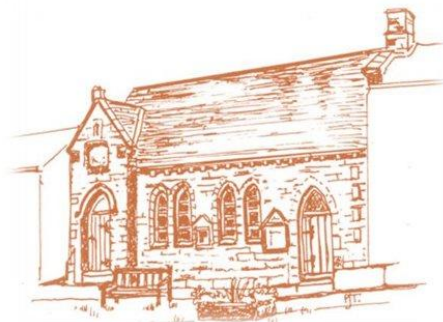
A quotation to manufacture all the work surfaces was received and this work is now in progress funding for this is the subject of a Knabs Ridge grant application currently underway, a grant offered by the NYC Locality Fund, plus an application for Gift Aid once the Memorial Hall is registered with HMRC.

Estimates for the tool and equipment storage required has been obtained for which additional funding sources are being explored. There will be some income from the weekly Village Market, The Local Lotto, and Easy Fundraising, and perhaps additional donations which should cover any unforeseen incidentals.

With the exception of the invoice received for the fire alarm system, the account overall is unchanged

Geoff Howard 14th July 2026

Appendix B



Response to Application: 26/02480/OUT

(Barton House, Hollins Lane, Hampsthwaite)

Objection: Option B

Hampsthwaite Parish Council objects to the proposed development for the following planning reasons:

1. Road Safety

The proposed entrance is onto Hollins Lane at a point where the speed limit changes from 60mph to 30mph. There is longstanding local concern that traffic does not observe this reduction, creating a significant hazard for vehicles entering or exiting the site. The cumulative impact of additional dwellings at this location would exacerbate existing safety risks, particularly given the lack of traffic calming measures and the volume of through traffic on Hollins Lane.¹²

2. Character and Appearance of the Village

The proposed development is not in keeping with the established character of Hampsthwaite. The site lies outside the development limits and would introduce a more urban, dense form of development at the rural edge of the village, contrary to Local Plan Policy NE4 (Landscape Character) and GS3 (Development Limits). The proposal would create a hard, prominent edge to the settlement, in contrast to the existing soft, vegetated boundary, and would harm the local distinctiveness of the area.³⁴⁵

3. Surface Water and Drainage

There are already significant volumes of surface water running down Hollins Lane during periods of heavy rainfall. The council is concerned that the introduction of further impermeable surfaces will worsen this issue, increasing flood risk both on-site and to neighbouring properties. The submitted Flood Risk Assessment acknowledges surface water flow routes but the council is not satisfied that the proposed drainage strategy will adequately mitigate these risks, especially given the site's topography and the history of localised flooding.⁶⁷

4. Inaccurate Information on Local Services

The Planning Statement incorrectly states that there is a GP surgery within walking distance. There is no GP surgery within the parish or within reasonable walking distance, and this overstates the sustainability of the location. The statement also omits reference to public transport provision, which is limited, and fails to address the lack of bus services suitable for commuting or accessing key services.⁸⁹

5. Pressure on Local Infrastructure

The local primary school is at capacity and cannot accommodate additional pupils generated by new

¹ NPPF para. 111; Local Plan Policy TI1 (Sustainable Transport).

² Harrogate District Local Plan Policy TI1: Sustainable Transport

³ Harrogate District Local Plan Policy NE4: Landscape Character

⁴ Harrogate District Local Plan Policy GS3: Development Limits

⁵ Harrogate District Landscape Character Assessment, Area 24

⁶ Flood Risk Assessment and Drainage Strategy, JNP Group, May 2026 (uploaded document) NPPF, para. 159 (2024)

⁷ Harrogate District Local Plan Policy CC1: Flood Risk and Sustainable Development

⁸ Planning Statement, Holmes Planning, para. 3.2 (uploaded document)

⁹ Local context: No GP surgery within Hampsthwaite parish

Hampsthwaite Parish Council

development. This places further strain on local infrastructure and services, undermining the sustainability of the proposal.¹⁰¹¹

6. Trees and Biodiversity

The council seeks further assurances that healthy trees will be retained and that any trees at risk will be properly assessed and managed by a qualified arboriculturist.

The submitted ecological information contains discrepancies regarding the number of trees to be removed, and the council supports the holding objection from the NYCC Ecologist pending clarification and submission of an Arboricultural Impact Assessment.¹²¹³

7. Volume of Local Objection

While the council recognises that the strength or volume of local opposition is not a material planning consideration in itself, the number of objections received reflects widespread concern about the cumulative impacts of the development, particularly on road safety and local character.¹⁴

Conclusion

For the reasons set out above, Hampsthwaite Parish Council objects to the proposed development and requests that planning permission be refused unless the applicant can robustly address each of these concerns and provide clear, enforceable mitigation.¹⁵¹⁶

The Parish Council acknowledges that the Harrogate District Local Plan is now more than five years old and, in the context of the current housing land supply position, some policies may be considered out of date for the purposes of decision-making under paragraph 11(d) of the National Planning Policy Framework. However, the Local Plan remains a valuable source of guidance on the needs and impacts of development in the Harrogate district, particularly in relation to local character, landscape, infrastructure, and environmental considerations. The Council's objections are therefore grounded in both the Local Plan and the relevant provisions of the NPPF.



¹⁰ NPPF, para. 95 (2024)

¹¹ Harrogate District Local Plan Policy GS1: Providing New Homes and Jobs

¹² NYCC Ecological Planning Advice, 29 June 2026 (uploaded document)

¹³ Harrogate District Local Plan Policy NE7: Trees and Woodland

¹⁴ <https://www.harrogate.gov.uk/planning-applications/material-planning-considerations>

¹⁵ National Planning Policy Framework (NPPF), February 2024

¹⁶ Harrogate District Local Plan (Adopted 2020)

