

HAMPSTHWAITE PARISH COUNCIL



E: clerk@hampsthwaite.org.uk

Minutes of the meeting of the ordinary meeting of HAMPSTHWAITE PARISH COUNCIL (HPC) on Monday 10 June 2019 in The Village Room, 21 High Street, Hampsthwaite, HG3 2EP

Present:

Councillor G. Howard, Councillor D. Collett, Councillor J. Jennings, Councillor J. Backhouse, NYCC/HBC Councillor Michael Harrison, 3 members of the public and Nicola Moorcroft

Councillor D. Collett Chaired this meeting in Councillor Brown's absence.

17/2019. Apologies:

a. To Note Apologies and Approve Reasons for Absence

Councillor H. Brown

Councillor J. Fairfoot

It was resolved to note apologies and approve all reasons for absence.

18/2019. To Note any Declarations of Interest:

a. To Approve Dispensation Requests

None received.

b. To Note Declarations of Interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests

Councillor J. Backhouse declared an interest in agenda item 25/2019 (h) – Backhouse Brothers he had submitted a quote for work.

19/2019. Public Participation:

Resident raised the following matters:

- Inclusion of article related to Hampsthwaite Action Group (HAG) in HPC newsletter
- Notification received regarding refusal of planning consent for site at Church Lane
- Planning enforcement matter reacting to removal of hedgerow
- HM7 – now considered as 'ongoing development', therefore, outside HAG remit
- HM9 – HBC planning committee meeting to be held 25 June 2019

7.30pm

20/2019. To Receive reports for North Yorkshire County Councillor and Harrogate Borough Council

Councillor Harrison provided a verbal report, highlighting the following:

HBC Local Plan:

HBC formally consulted on modifications and will submit to Inspector in October 2019 with a view to adoption in January 2020.

Public Right of Way at Brookfield Garth:

Formal request made to NYCC to divert along trodden path, between houses and extend out to public highway.

Waste/ recycling collections:

Dates changed due to review of routes and vehicle use

21/2019. Minutes:

a. To Approve Minutes of the Annual Meeting of Hampsthwaite Parish Council held 13/06/2019 as a true and accurate record of that meeting.

Amendment – Fund for Medieval Way = £500 plus additional sum from HPC

It was resolved that the minutes of the Annual Meeting of Hampsthwaite Parish Council held 13/05/2019 as a true and accurate record of that meeting, subject to the amendment noted above.

b. To Approve Minutes of the Extra Ordinary Meeting of Hampsthwaite Parish Council held 30/05/2019 as a true and accurate record of that meeting.

Amendment – Councillor D. Collett present at this meeting

It was resolved that the minutes of the Extra Ordinary Meeting of Hampsthwaite Parish Council held 30/05/2019 as a true and accurate record of that meeting, subject to the amendment noted above.

22/2019. To Approve Co-option of suitable qualifying candidates to Hampsthwaite Parish Council

It was resolved to co-opt Ms Catherine Mounsey as a member of Hampsthwaite Parish Council; statutory declaration of acceptance of office form duly completed and signed.

23/2019. Planning

a. To Consider planning applications received

No planning applications received.

b. To Note HBC Planning Decision Notices received

Applications refused planning consent:

APPLICATION NO: FUL 17/04924/FUL

PROPOSAL: Erection of 5 dwellings with associated parking plus public parking area.

LOCATION: Land Comprising Field At 426061 459023 Church Lane Hampsthwaite

REFUSED. Reason(s) for refusal: -

- 1 The site falls within Flood Zone 3 and the Council considers that reasonably available alternative sites exist within Flood Zone 1 capable of accommodating the proposed development with the wider locality. The proposal is therefore inappropriate development in conflicts with Paragraph 2 of the Technical Guidance to the National Planning Policy Framework.

- 2 The proposed development lies beyond the development limit for Hampsthwaite set out in the emerging Harrogate District Local Plan and will harmfully affect the setting of the Church of St Thomas a Becket, a Grade II listed building, the setting of several buildings on Church Lane which are non-designated heritage assets and the character and appearance of Hampsthwaite Conservation Area contrary to Policies EQ2 and SG4 of the Harrogate District Core Strategy Development Plan Document, Policy HD3 of the Harrogate District Local Plan and Sections 16 and 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

Applications, planning consent approved:

REF: 19/01887/FUL

PROPOSAL: Erection of two storey extension and alterations to fenestration.

LOCATION: 11 Finden Gardens Hampsthwaite Harrogate North Yorkshire HG3 2EN

REF: 19/01770/FUL

PROPOSAL: Erection of a single storey extension and infill wall.

LOCATION: 31 Brookfield Hampsthwaite Harrogate North Yorkshire HG3 2EF

REF: 19/01899/FUL

PROPOSAL: Demolition of detached garage; erection of single storey extension and garden shed.

LOCATION: 21 Dale Close Hampsthwaite North Yorkshire HG3 2EQ

APPLICATION NO: FUL 19/00848/FUL

PROPOSAL: Erection of single-storey building providing educational facilities.

LOCATION: Hampsthwaite Church of England Primary School High Street
Hampsthwaite Harrogate North Yorkshire HG3 2EZ

APPLICATION NO: FUL 19/01462/FUL

PROPOSAL: Erection of single storey extension; Alterations to fenestration and finishing materials.

LOCATION: 41 Hollins Lane Hampsthwaite HG3 2EG

c. To Consider any further planning/ enforcement matters

HPC made aware that landowner has removed hedgerow at entrance to Field At 426214 458274 Hollins Lane Hampsthwaite North Yorkshire

It was resolved to contact HBC Planning Enforcement with regards to this matter.

24/2019. Finance:

a. To Approve payments as detailed in Appendix 1

INVOICES TO BE PRESENTED FOR PAYMENT 10/06/2019

NAME	PURPOSE	AMOUNT
Ray Skelton	grass cutting/grounds maintenance	526.28
N. Moorcroft	Admin contract (12 hours) @ £17.60 per hour	211.2
	mileage	41.4
YLCA	training event - Cllr D. Collett	115

TOTAL

893.88

INCOME

NIL

It was resolved to settle all the above accounts with immediate effect.

Councillor Howard signed cheques, to be countersigned by Councillor Brown upon her return.

b. To Approve Bank Reconciliation Statement to 31 May 2019

It was resolved to approve the bank reconciliation statement as against relevant bank statement and cash book entries.

c. To Consider content of application for grant to HBC for UCI Cycle Race activities

It was resolved that HPC apply to HBC to cover the cost of all activities suggested (up to a value of £1000) and that the matter be reconsidered if said grant is not approved.

d. To Consider contract for Feast Field fence repair (boundary fence)

It was resolved to approve quote of £450 for repair of fencing, to be reimbursed to HPC using commuted sums.

HPC to issue contract for work subject to the production of relevant insurance cover, work method statement and risk assessment (by the contractor).

e. To Consider contract for Feast Cabins fence extension

It was resolved to defer funds (commuted sums) allocated for this project to play area repairs.

f. To Consider action regarding work to Medieval Way

It was resolved to approve work as per quote submitted to HPC at a previous meeting.

g. To Approve cost of registration with ICO as Data Controller

It was resolved to approve the cost of registration with ICO as a Data Controller

h. To Consider quotes for remedial work to play area

Councillor Backhouse joined the public gallery whilst this agenda item was discussed.

Ms Moorcroft advised HPC that one quote should be disregarded; as this had been submitted after this contractor had been provided with an opportunity to view other quotes submitted.

It was resolved to defer this item for consideration at the July meeting of HPC.

25/2019. Hampsthwaite Parish Council administration:

a. To Approve Hampsthwaite Parish Council General Privacy Notice

Draft General Privacy Notice circulated to all members prior to this meeting.

It was resolved to approve and adopt the general privacy notice for HPC; to be displayed on HPC website and on footer of HPC e-mail.

b. To Approve Hampsthwaite Parish Council Document Retention and Disposal Policy

Draft Document Retention and Disposal Policy circulated to all members prior to this meeting.

It was resolved to approve and adopt the document retention and disposal policy for HPC

c. To Consider action regarding security of parish council data and back up provision

Ms Moorcroft highlighted the important of security of data and back up for both security and continuity.

No action approved by HPC.

d. To Consider content of HPC newsletter for publication

Copy of content circulated to all members prior to this meeting – **it was resolved to** approve content and printing of 700 copies for distribution.

e. To Consider the implications of Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018 for Hampsthwaite Parish Council

Ms Moorcroft highlighted the legislative requirement to assess HPC website accessibility and produce a website accessibility statement by 23 September 2019.

No action approved by HPC.

26/2019. Councillor Activities:

a. To Note reports from outside bodies, councillor activities and training.

YLCA Harrogate branch meeting – no report available

Memorial Hall – no report available

Village in Bloom – plants ordered for planters/troughs

b. To Consider any action required arising from Item 26(a)

It was resolved to fund plants for Village in Bloom to the value of £150

27/2019. Highways

a. To Consider report re ongoing/current Highway issues

No report available.

b. To Consider any further highways related issues and approve necessary action

It was resolved that the following be reported to HBC; using portal:

- Pothole outside Thimbleby House, Church Lane
- Overgrown vegetation near cricket ground

28/2019. To Note Correspondence Received

It was resolved to note all correspondence circulated electronically for information.

29./2019 To Note matters for Information and items for next monthly meeting agenda

It was resolved to include the following items on the agenda for HPC meeting in July

- Internal auditors report
- Riverside grass cutting
- Village in Bloom activities

30/2019. To Confirm date, time and venue for next ordinary meeting of Hampsthwaite Parish Council

It was resolved that the next ordinary meeting of HPC is held on Monday 8 July 2019, commencing at 7.15 pm in The Village Room, 21 High Street, Hampsthwaite, HG3 2EP

Meeting closed at 8.55pm