



Bewerley Parish Council  
Website: [www.bewerleyparishcouncil.gov.uk](http://www.bewerleyparishcouncil.gov.uk)  
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**MINUTES OF BEWERLEY PARISH COUNCIL MEETING HELD 7.00 p.m. MONDAY 17<sup>th</sup>  
June 2024 at Colbeck House, Church Street, Pateley Bridge, HG3 5LB**

Present: Cllr. R. Dutton  
Cllr. M. Dawson  
Cllr. D. Marshall (Chair)  
NYC & Parish Cllr. A. Murday  
W Hickson (Clerk)

1.	The clerk had received apologies from Cllr Spooner and Cllr Hancock
2	No Declarations of Interest received.
3	No parishioners were present
4	Cllr Dawson <b>proposed</b> the minutes of the Parish Council and Annual Meetings held on 20 <sup>th</sup> May 2024 be accepted as a true record, Cllr Dutton seconded, <b>CARRIED</b> .
5	The council considered their response to the resignation of Cllr Adams (received at the May meeting) <b>RESOLVED:</b> Clerk to write on councillor's behalf to Mrs Adams in order to thank her for her service as councillor, and to state that she would be welcome back should she decide to re-join in the future.
6	<p>Clerk's report to Bewerley Parish Council meeting 17<sup>th</sup> June 2024</p> <p>1) <b>Bowling green fence at the recreation ground:</b> North Yorkshire Council have confirmed that planning permission is not required for the installation of a fence around the bowling green and the Head of Parks and Grounds has confirmed NYC is supportive of the proposal. The Club is aware that concerns has been raised by some councillors regarding the height of the proposed fence and it would welcome the opportunity to discuss this with representatives of the two councils at a site visit.</p> <p><i>Cllrs Dawson and Dutton agreed to attend a meeting at suggested time of 4.30 p.m. Monday 24<sup>th</sup> June 2024.</i></p> <p><b>RESOLVED:</b> Clerk to inform bowling club representative of councillor's availability and to confirm with them that meeting will go ahead.</p> <p>2) <b>D-Day commemoration:</b> Chairman has asked that the council put on record its thanks to those involved in organising the commemorations</p> <p><i>The council expressed its thanks to all those involved in planning and leading the D-Day commemoration service and beacon lighting.</i></p> <p>3) The former clerk has continued to manage the council's Facebook profile. She would like to hand over this duty to somebody else.</p>

**RESOLVED:** *Cllr Dutton will take on this role and will speak to Cllr Hancock who is also thought to be willing to be involved in this task.*

- 4) North Yorkshire Council are running a summer anti-littering campaign. They are offering free, weatherproof signs to put in hotspot areas.

Councillors expressed approval of this campaign.

**RESOLVED:** *Clerk to order suitable number of signs to use at Bewerley and Bishopside Recreation Ground, Bewerley Green, Toft Gate car park, and Greenhow Hill play area.*

- 5) The clerk has been in post for six months and it was agreed at his probationary review that the number of hours worked would be reviewed after six months.

*The previous two months have involved extra work due to audit and additional annual meetings.*

**RESOLVED:** *Review to be delayed until October and clerk to continue to submit time sheet recording hours worked.*

7 NYC

#### New local plan

A call for possible development sites across North Yorkshire went out in April as part of preparation for the county's new local plan.

Landowners, site promoters, developers and other interested parties are being given the chance to submit site suggestions to North Yorkshire Council. They will be considered as part of the local plan being drawn up to meet the future growth of the county.

Sites can be submitted for any use or special designation, including but not limited to housing, employment, commercial development, retail and leisure, renewable energy generation, and biodiversity or other environmental enhancement schemes.

The North Yorkshire Local Plan, which the council aims to adopt by 2028, will set out where development will take place across the county over the next 15 to 20 years. It will also include policies and strategies that planning applications will be considered against.

Sites put forward for consideration will be subject to a lengthy process that will take several years to complete and will include independent government examination of the plan and the proposed sites.

North Yorkshire Council's director of community development, Nic Harne, said: "The call for sites represents a crucial early stage in our local plan preparations and we welcome submissions from across North Yorkshire.

"However, submitting a site for consideration does not necessarily mean it will be taken forward for development. This exercise is not the planning application process and at this early stage, it is often the case that more sites are submitted than are needed to meet the future needs of the area."

Site ideas must be submitted online using the council's planning portal and allows the user to plot the site boundary, submit site details, include supporting documentation, and add details of any work carried out to date on the site.

This level of information is important and will allow the planning team to consider the impact of a site in detail. The process will include seeking expert advice on the impact on local services such as schools and health provision, capacity of local sewerage and water services, impact on wildlife and biodiversity, and the capacity of local roads and junctions.

When the initial assessment of sites is complete, the council will invite comments on the sites as part of a public consultation. To receive updates about the local plan preparation, including details of future consultations, the planning team is asking people to sign up to the planning portal at

[www.northyorks.gov.uk/localplan](http://www.northyorks.gov.uk/localplan)

	<p>Anyone wanting to put a site forward for consideration should aim to do so by the end of June via the above website.</p> <p><i>Cllrs noted the above information.</i></p> <p><u>Saplings on the bridge over the River Nidd between Pateley Bridge High Street and Bridgehouse Gate</u></p> <p>In response to concerns about the saplings Philip Richardson (NYC officer) has stated:</p> <p>“We have a scheme scheduled for this year to treat the saplings on the bridge. At the moment we have a very large number of bridges and retaining walls which require saplings treating/ removing across the whole county with some linked to other interventions.</p> <p>I completely agree that the longer saplings are left, the more damage they will cause. Treatment on some structures is difficult and has to be well timed to be effective.”</p> <p><i>Noted</i></p> <p><u>Wath Road closure</u></p> <p>There is a planned closure of Wath Road, between Silver Hill and Wath Lane on June 25<sup>th</sup> for works by Northern Powergrid.</p> <p><i>Noted</i></p> <p><u>Long Course Weekend</u></p> <p>The route for the cycle event during the Long Course weekend runs though Nidderdale. I am making enquiries regarding what measures are being taken to ensure the least inconvenience to residents.</p> <p><i>Cllrs enquired about the likely need for some kind of road closures if up to 1000 cyclists are to be involved the event. Cllr Murday reported that many aspects are still to be elucidated and he has sought clarification in a letter to the relevant executive member of NYC.</i></p>
8	<p><b>The Council received the following planning applications:</b></p> <p>a) a) ZC24/01470/FUL. Proposal: Erection of 1no. Self Build Dwelling. Location: Riggs Cottage Bewerley Harrogate North Yorkshire HG3 5BQ. Grid ref: E 414352 N 465536.</p> <p>Cllrs have already considered the previous, similar, application for this site. They discussed the amendments in the new plans.</p> <p><b>RESOLVED.</b> Councillors supported the application with the following comments:</p> <p>The plans are an improvement on the original; the profile is lower than in the plans originally approved and the appearance of the building is in keeping with the vernacular.</p> <p>The development will complete the building on what is presently a partially developed site.</p> <p><b>The Council noted the following:</b></p> <p>b) ZC24/01235/TPO: Works to 1 no. Ash of Tree Preservation Order No. 01/1973 T93. Lateral reduction by approx. 5 metres. Location: Shoulder Of Mutton Barn Bridgehouse Gate Pateley Bridge Harrogate HG3 5HQ</p> <p><i>NYC have approved these plans subject conditions</i></p> <p>c) ZC24/01105/FUL: Erection of single storey extension, renovation of stores to form additional living accommodation. Installation of Solar Panels to roof. Formation of new access point &amp; closing up existing access. Location: Rodwell House Low Wath Road Pateley Bridge Harrogate HG3 5HL.</p> <p><i>NYC have granted planning permission subject to conditions</i></p>
9	<p><b>The Council received updates and reports on Council Business and correspondence:</b></p> <p>a) Caretaker tasks.</p>

The clerk reported on behalf of the chairman the outcome of his conversation with the caretaker about verge cutting at Boar Lane and in Bewerley.

The caretaker acknowledges daffodils were cut too soon and will do so at a later date next year.

Caretaker has agreed to leave the Boar Lane verges and make a late cut at the end of the season. There is an issue about clearing away the cuttings because the caretaker will have to pay to take them to the tip.

**RESOLVED:** situation to be reviewed at end of cutting season

The caretaker's estimate for moving, cleaning and revarnishing the Bewerley Green notice board is £119. Cllrs discussed whether retention of the board is necessary given it is too small to use for public display of agendas and minutes.

**RESOLVED:** Noticeboard to be retained and moved so that it backs onto the telephone kiosk, however, clerk to speak to owner of the green before any action is taken.

The caretaker's estimate for constructing a new sandbag shed and base at Bewerley Green is £240, not including cost of new shed.

Clerk advised that shed suggested by caretaker is higher than the green wall and alternative designs are available.

**RESOLVED:** height of new shed must not be higher than the wall beside Bewerley Green. Clerk to complete search for suitable shed, speak to owner of the green, and submit proposal to the council.

- b) Biodiversity: Cllr's considered a report circulated in advance by Cllr Hancock which developed the proposal recorded in the minutes of the May meeting (20/05/2024). The report highlighted the requirement on the council to have due regard for biodiversity, the selection of Bewerley Green as a suitable site for encouraging wildflowers, the support of the owner of the green, and compared use of pre-seeded wildflower turf with sowing directly from seed. Cllr Hancock's proposal is to plant an area of 8m<sup>2</sup> (4m x 2m) with pre-seeded turf at the southern end of the green. The report identified a suitable supplier with cost of turf being £160. Cllr Hancock would collect the turf. Volunteers will be required to prepare the site and carry out watering. If this is successful, the area could be extended next year and villagers could be asked to sponsor sections of turf. Cllr Hancock also supplied a draft letter to be sent to residents near the green.

**RESOLVED:** Councillor's supported the proposal. Clerk to send out letters (hand delivered) and to back this up with an email message to residents.

- c) YLCA branch meeting held on 10/06/2024.

No speaker was due to attend the meeting and Cllr Dawson did not go to the meeting.

- d) Cemetery Field update.

The transfer deed has been signed by Cllrs Dawson and Spooner with witnesses. Unfortunately, an attached map was not signed as requested by the solicitor involved. Clerk waiting for response from solicitor about correcting this (ie whether same witnesses required).

- e) Kex Gill update.

NYC have advertised that the A59 will reopen on 22<sup>nd</sup> June.

- f) Toftgate Lime Kilns update

Clerk has spoken to Matthew Trevelyan of Nidderdale National Landscape. They are considering fitting new safety grills to gaps in the kiln structure. Mr Trevelyan is confident of securing funding for works to the site, he will arrange an on-site meeting in due course and will contact us about it.

- g) Website redesign update.

The parish council website has been re-designed and is up and running.

h) Defibrillators.

The clerk is waiting for delivery if the new pads and guidance about fitting them.

**10 Finance**

**10.1** Councillors received the Annual Governance and Accountability Return (AGAR) 2023-24 papers

10.1.1 **RESOLVED:** To certify Bewerley Parish Council as exempt from external audit for fiscal year 2023/2024

10.1.2 Cllrs noted the Annual Internal Audit Report for 2023/2024 included at page 4 of the AGAR 2023/2024

10.1.3 **RESOLVED:** To approve Section 1 of the AGAR - Annual Governance Statement 2023/2024 for Bewerley Parish Council. Signed by Cllr Marshall (chair) and the clerk

10.1.4 **RESOLVED:** To approve Section 2 of the AGAR - Accounting Statements 2023/2024 for Bewerley Parish Council. Signed by Cllr Marshall and the clerk.

10.1.5 **RESOLVED:** To adopt the Bewerley Parish Council accounts for 2023-24. Certified by Responsible Financial Officer (clerk) and Chair.

10.1.6 **RESOLVED:** Cllrs approved the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities Date of publication approved as Monday 24<sup>th</sup> June 2024.

10.1.7 Cllrs considered the letter and recommendations received from the internal auditor.

i) Recommendation to consider moving bank account to one which does not levy charges. MD queried whether there is any bank which does not charge local authority bank accounts and recognised searching for one may be very time consuming for the clerk.

ii) Cllrs considered the suggestion to include the expected ice cream payment as a debtor in the accounts. Cllrs agreed that the cycle of payments appears to have settled into payment in arrears by NYC and to treat as a debtor would over complicate things.

iii) Cllrs noted comments about recruiting more councillors and agreed they should try to recruit some more; however it was also noted that the council had never had a full complement of councillors.

iv) The clerk acknowledged that the finance committee minutes folder was not submitted to the internal auditor.

v) Cllrs noted the auditor's comments about VAT and receipts.

**10.2 RESOLVED:** Cllrs approved payment of the following accounts:

10.2.1	R Langley invoice A2179	£545.00
10.2.2	S J Welch invoice	£60.00
10.2.3	Clerk expenses	£51.00

**10.3** Cllrs noted:

Clerk's salary (1-31 May 2024) with Tax and NIC

Clerk's additional hours

Remittance advice for ice cream concession

Receipt of cheque for payment of Wayleaves

**10.4** Cllrs received a bank reconciliation for the period 1-31 May 2024. The clerk had, in advance of the meeting, asked Cllr Hancock to confirm payments reconciled with the bank statement. This could

	not be done due to Cllr Hancock being absent. Cllrs agreed that Cllr Hancock could notify the clerk by email.
<b>11</b>	<p><b>11.1 The Council received the following new correspondence:</b></p> <p>11.1.1 Letter of thanks for the council's donation to Wayside Cemetery essential repairs received from church warden at St Mary's Greenhow Hill. Noted</p> <p>11.1.2 Email requesting support for campaign to put lithium battery safety bill before parliament. Cllrs noted that the dissolution of parliament prior to the present general election campaign means that this bill is 'dead' and will have to be re-introduced.</p> <p><b>10.2 There was no new information to exchange</b></p> <p>Cllr Dutton asked Cllr Murday about the process for applying for grants from the locality budget. Cllr Murday can provide the appropriate forms.</p>
<b>11</b>	<p><b>Items for inclusion on the agenda for the next meeting</b></p> <p>Cllr Dutton gave his apologies in advance.</p>
<b>12</b>	<p><b>Date of next meeting</b></p> <p>The next meeting will be held on Monday 15<sup>th</sup> July at 7 p.m. at Coldstones Quarry meeting room.</p> <p><b>RESOLVED:</b> Cllr Dutton to publicise this meeting to Greenhow Hill residents using local social media.</p> <p>The meeting concluded at 8.40 p.m.</p>