Hampsthwaite Parish Council

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Dear All,

PUBLIC NOTICE OF MEETING

You are invited to attend a meeting of the
Full Parish Council Meeting
at the Village Room

to be held at **7:30 PM** on **Tuesday, 10 November 2026**

Members of the public and press are invited to attend and may address members of the Council during the item set aside for public participation – Public Participation shall not exceed 15 minutes, and any member of the public shall not speak for more than 3 minutes (please see the councils Standing Orders Part 3 Item (e) onwards). Protocol on audio/visual recording and photography at meetings: Recording is allowed at Parish Council Meetings; subject to compliance with the Council's protocol on audio/visual recording and photography at meetings. The business to be transacted at this meeting is shown below.

As per our Standing Orders all motions will require a proposer, seconder and a show of hands.

Rob Bareham
Clerk to Hampsthwaite Parish Council
Issued: Thursday, 5 November 2026

Abbr: KP = Cllr K Pinkney (Chair), BK = Cllr B Kirby, GH = Cllr G Howard, 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, 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.

Agenda

1. Welcome by the Chairperson:

The Chair will open the meeting and welcome those present.

2. Absence, Apologies and Vacancies:

To receive and approve apologies for absence, note any councillors absent from the meeting, and receive an update on any current vacancies on the Parish Council, including any actions required to fill vacant seats.

2.1 To receive apologies.

2.2 To approve the reason(s) for absence given by Councillors.

2.3 For the clerk to update on any vacancies.

3. Dispensations & Pecuniary Interests:

To receive any declarations of disclosable pecuniary interests, other registrable interests, or non-registrable interests relating to items on the agenda, and to consider any requests for dispensations in accordance with the Council's Code of Conduct.

3.1 To receive, consider and decide upon any applications for dispensations.

3.2 To receive any declarations of interest not already declared under the Councillors' Code of Conduct or a member's Register of Disclosable Pecuniary Interests.

4. Minutes for approval from previous meetings:

To consider and approve as a correct record the minutes of the previous Parish Council meeting(s), and to authorise the Chairperson to sign the approved minutes.

4.1 For the Council to consider approving the minutes of the Ordinary Meeting of the Parish Council of the 13th October 2026.

5. Public participation session:

To provide members of the public with an opportunity to raise matters of concern, make representations, or ask questions relating to items on the agenda or other issues affecting the parish. The Council may note matters raised and consider them for discussion or inclusion on a future agenda where appropriate.

5.1 For the Council to receive the presentation on the "Nidderdale Bastion Network"

6. To receive County Councillors' reports:

To receive reports from the County Councillor(s) on matters affecting the parish, including updates on County Council services, highways, transport, policy developments, funding opportunities, and any other relevant local government issues. Councillors may ask questions or seek clarification on matters raised within the report.

6.1 For the Council to receive the report from Cllr M Harrison.

7. To receive the Clerk's report:

To receive the Clerk's report on actions taken since the previous meeting, updates on ongoing matters, correspondence received, administrative issues, and any other items requiring the Council's attention or decision.

7.1 For the council to note the AGM reports from Hampsthwaite Feast Committee 2026

7.2 For the council to note that the North Yorkshire Local Plan is open for consultation from the 26th October 2026 to the 7th December 2026 and for the council to consider any further action.

7.3 For the Council to note the North Yorkshire Council Parish Charter Review, is open until the 16th January 2027 for comment.

8. Matters arising from previous meetings:

To receive updates on matters arising from previous meeting minutes that are not covered elsewhere on the agenda, review progress on agreed actions, and consider any further action required by the Council.

8.1 Update on action: It was RESOLVED that the Clerk write to the Chair of the Memorial Hall to formally raise the proposal and seek their views, and to report back to the Council in due course.

Carried over from Parish council Meeting, owner Rob Bareham. Outstanding action brought back for an update.

9. Area 6 Highways:

To receive and consider updates, correspondence, notifications, and consultations from Area 6 Highways relating to highways, road safety, maintenance, traffic management, public rights of way, and transport matters affecting the parish, and to determine any actions required by the Council.

9.1 For the clerk to update the matters raised with Highways and associated services.

9.2 For the council to note the progress on parking restrictions at the entrance to Finden Gardens

9.3 Update on action: For the Clerk to update the council on the damage to the bollard at the junction of Hollins Lane and High Street.

(Carried over from Parish council Meeting, owner Rob Bareham, originally due 10 Nov 2026. Outstanding action brought back for an update.)

10. Planning applications to consider:

To consider and determine the Parish Council's response to planning applications and consultations received from the Local Planning Authority. Councillors will review the details of each application, consider any relevant planning issues and representations, and agree the Council's comments or recommendations for submission to the Planning Authority.

11. Planning decisions to note:

To note planning decisions, appeal outcomes, and other planning determinations issued by the Local Planning Authority since the previous meeting. Councillors may discuss the implications of such decisions for the parish and consider any consequential actions where appropriate.

11.1 For the Council to note the planning decision for 26/01024/FUL (refused)

12. Planning enforcements to note:

To note any planning enforcement cases, investigations, notices, or updates received from the Local Planning Authority relating to alleged breaches of planning control within the parish. Councillors may discuss the information provided and consider any appropriate representations or actions within the Council's remit.

13. Update on matters relating to S106 / CIL Funding:

To receive an update on matters relating to Section 106 (S106) Agreements and Community Infrastructure Levy (CIL) funding affecting the parish, including details of funds received, potential funding opportunities, eligible projects, expenditure proposals, and any actions required to maximise the benefit of developer contributions for the local community.

14. Update on matters relating to the Memorial Hall and The Arts & Craft Studio:

To receive updates on matters relating to the Memorial Hall and the Arts & Craft Studio, including management, maintenance, improvements, bookings, community use, financial matters, and any ongoing or proposed projects. Councillors may consider any recommendations, issues requiring attention, and actions necessary to support the continued operation and development of these community facilities.

14.1 To consider the insurance requirements relating to the Memorial Hall and Community Studio and, in order to satisfy those requirements, to consider establishing a Parish Council Working Group and agreeing its remit.

(Carried over from Parish council Meeting, owner Rob Bareham, originally due 10 Nov 2026. Outstanding action brought back for an update.)

14.2 For the Council to receive any update on the Memorial Hall and Arts & Craft Studio.

15. Update on matters relating to Parish Assets & Maintenance:

To receive updates on matters relating to Parish Council assets and maintenance responsibilities, including inspections, repairs, replacement programmes, grounds maintenance, street furniture, play areas, buildings, equipment, and other parish-owned facilities. Councillors may review ongoing works, identify maintenance requirements, consider associated costs, and agree any actions necessary to ensure assets remain safe, compliant, and fit for purpose.

15.1 Update on action: The Clerk obtain details of contractors specialising in small footbridge construction and seek three competitive quotations for the replacement of the bridge, considering both timber and metal options, and report back to the Council in due course.

Carried over from Parish council Meeting, owner Rob Bareham, originally due 10 Nov 2026. Outstanding action brought back for an update.

15.2 For the council to note Inv KI-D767396E-0007 £19.77p for Feast Field

15.3 For the council to note Inv KI44460AEC-0010 £00.35p for the Village Green

15.4 for the Council to note Credit Note KCR-44460AEC-00065 £301.39 for the Village Green

15.5 Update on action: For KP to update the Council on the suspected leak on Feast Field and consider any further action.

(Carried over from Parish council Meeting, owner Katy Pinkney, originally due 13 Oct 2026. Outstanding action brought back for an update.)

15.6 Update on action: For the clerk and/or KP, to update the Council on repairs to the Portakabins on Feast Field and consider any further action.

(Carried over from Parish council Meeting, owner Rob Bareham, originally due 10 Nov 2026. Outstanding action brought back for an update.)

15.7 Update on action: It was RESOLVED that the Clerk contact the landowner to ascertain whether they would be willing to consider donating or transferring the strip of land to the Parish Council, and to report back to the Council in due course.

(Carried over from Parish council Meeting, owner Rob Bareham, originally due 13 Oct 2026. Outstanding action brought back for an update.)

16. Update on matters relating to the Budget, Banking & Policy Matters:

To receive updates on the Council's budget, financial position, banking arrangements, and governance policies. This includes reviewing income and expenditure against budget,

considering financial planning and reserves, noting any banking or account management matters, and reviewing, adopting, or amending Council policies as required to ensure compliance with statutory and regulatory requirements. Councillors may consider and agree any actions necessary to support the effective financial management and governance of the Council.

16.1 For the Council to note the Bank Reconciliation for October 2026

16.2 For Councillors to receive the Financial Report Dated 5th November 2026

17. Payments to Consider:

To consider and approve payments due since the previous meeting, including invoices, salaries, reimbursements, direct debits, standing orders, and any other expenditure requiring authorisation. Councillors will review supporting financial information, ensure expenditure is in accordance with the approved budget and financial regulations, and resolve to approve payments for processing.

17.1 For the council to consider the clerks salary for October 2026 (£808.03)

17.2 For the Council to consider payment to HMRC for Month 7 (£279.69)

18. Payments to Note:

To note payments made since the previous meeting under delegated authority, including direct debits, standing orders, approved recurring expenditure, staff salaries, HMRC payments, and other authorised transactions. Councillors will receive details of these payments for information and to ensure transparency and accountability in the Council's financial management.

19. Receipts to Note:

To note all receipts and income received since the previous meeting, including grants, Community Infrastructure Levy (CIL) payments, Section 106 funds, precept instalments, hall hire income, donations, bank interest, and any other revenue received by the Council. Councillors will review the details of receipts for information and to ensure transparency and effective financial management.

19.1 For the Council to note CiL payment from planning ref HGTZC24/01488/FUL (£564.66)

19.2 For the Council to note receipt of cashback from Virgin Money (£0.77p)

20. Staffing & Training Matters:

To consider matters relating to Council staffing and training, including employee welfare, recruitment, contracts, performance, succession planning, and professional development. Councillors may receive updates on completed or proposed training, identify future training requirements, and consider any actions necessary to ensure staff and councillors have the skills, knowledge, and resources required to fulfil their roles effectively and in accordance with relevant legislation and best practice.
Where confidential staffing matters are to be discussed, the Council may resolve to exclude the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960.

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

To confirm the date, time, and venue of the next Parish Council meeting(s), and to note any changes to the agreed meeting schedule or arrangements for future meetings.

21.1 Ordinary Meeting of the Parish Council 8th December 2026 @ 7:30pm (Cut-off for agenda items 1st December 2026)

21.2 Ordinary Meeting of the Parish Council 12th January 2027 @ 7:30pm (Cut-off for agenda items 5th January 2027)