



# CLINT CUM HAMLETS PARISH COUNCIL

Chairman: Cllr G Walker  
Clerk: Rob Bareham  
e-mail: [clerk.cchpcc@gmail.com](mailto:clerk.cchpcc@gmail.com)



Dear Councillor,

YOU ARE HEREBY SUMMONED TO ATTEND AN ORDINARY MEETING OF  
CLINT CUM HAMLETS PARISH COUNCIL  
to be held in the Community Centre, Burnt Yates

**on Wednesday 08<sup>th</sup> May 2024 @ 7.30pm**

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 – Item 2425 Public Participation (ending after 15 minutes of the meeting's commencement.)

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.

*Rob Bareham*

Parish Clerk  
Clint Cum Hamlets Parish Council  
**30<sup>th</sup> April 2024**

---

Abbr: GW = Cllr G Walker, CP = Cllr C Padwick, RP= Cllr R Parker, RB = R Bareham (Parish Clerk), FCL = Felicity Cunliffe-Lister (Councillor)

Key: BYAA = Burnt Yates Allotment Association, CC = Cricket Club, CRP = Community Resilience Profile, IA = Internal Auditor, MoP = Member of the Public, NAG = Nidd Action Group, NYC = North Yorkshire Council, NYP = North Yorkshire Police, PC = Parish Council, SLCC = Society of Local Council Clerks, W3W = What 3 Words.

---

## Agenda

<u>Item</u>		<u>Record</u>	<u>Action By</u>
2425.010	<b>Welcome by the Chairman</b>		
2425.011	<b>Absence and Apologies</b>		
	a) To Receive Apologies		
	b) To approve the reason(s) for absence given by Councillors.		
2425.012	<b>Dispensations &amp; Pecuniary Interests</b>		
	a) To receive, consider and decide upon any applications for dispensations.		
	b) To receive any declarations of interest not already declared under the Councillors Code of Conduct or a members Register of Disclosable Pecuniary Interests.		
2425.013	<b>Minutes for approval from Previous Meetings</b>		
	a) To approve the minutes of the Ordinary Parish Council meeting held on the 6 <sup>th</sup> March 2024.		

- 2425.014**      **Public participation Session** (for the public to talk to councillors about items on the agenda)
- 2425.015**      **To receive the Councillors report**
- a) To note the apologies from FCL
- 2425.016**      **Councillor Vacancies**
- a) The clerk to update on the councillor vacancies.
- b) The clerk to update on the recruitment for the current vacancies
- 2425.017**      **To receive the Clerks report** (Items received after the publication of the agenda or for items needing discussion)
- a) CP/RB to update the council on the “move” over to “.GOV.UK” domain names and email addresses and to consider the three quotes 2 of which take advantage of the ‘one off’ set up fee from the Government of £100.00. (Clerk to request deferral due to further information received).
- b) To updates the council on s106 funds available
- c) To note the York & North Yorkshire Mayoral election takes place on the 2<sup>nd</sup> May 2024 and has been advertised on the website.
- d) To note the availability of the official portrait of King Charles
- e) To update on the location of archive minutes
- 2425.018**      **Correspondence Report** (Items received after publication of the agenda or for items needing discussion)
- a) To note the email from a member of the public regarding the Sewage Works at Shaw Mills.
- 2425.019**      **Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)
- a) RB to update on the defibrillator attached to the Cricket Pavilion and for the council to consider any actions
- b) CP to update the council on the installation of the dog bin at W3W = departure.exporters.bring
- c) GW/CP to update the council on the Parish Facebook page.
- d) RB to update the council on the estimate from D.A. Ainsworth & Sons for the repairs to the play equipment.
- e) RB to update the council on drawing up a rental/lease agreement between the CC, BYAA and the PC.
- f) GW to update the council on the BYAA S106 application to repair the broken fence.
- 2425.020**      **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) GW to inform the council on damage to the car park barrier and for the council to consider any further action.
- b) GW to update on the Dog Waste stickers in the village.
- 2425.021**      **Area 6 Highways**
- a) RB/GW to update the council on the Highways 6 Teams Meetings on the 7<sup>th</sup> March 2024 and 4<sup>th</sup> April 2024.

- b) To note the next Teams meeting with Highways 6 is on the 9<sup>th</sup> May 2024.
- c) RB to update on the collapsing wall on Law Lane from the Highways 6 meetings.
- d) GW to update on the fresh survey to monitor vehicle speeding through the parish.
- e) GW to update on the roadside gateway into Burnt Yates.

**2425.022 Planning Matters**

- a) To note the planning application ZC24/00592/PNF  
Beckside Farm  
Law Lane  
Clint  
Harrogate  
North Yorkshire HG3 3HN
- b) To consider the planning application ZC24/01062/FUL  
Whitley House  
Clint  
North Yorkshire  
HG3 3DL  
(Submission date extended to 2<sup>nd</sup> May 2024)
- c) To note the planning decision ZC24/00592/PNF  
Beckside Farm  
Law Lane  
Clint  
Harrogate  
North Yorkshire  
HG3 3HN

**2425.023 End of Year 2023/2024**

- a) To note Andrew Bosmans was the internal auditor for 2023/2024
- b) To consider any actions and approval of the Internal Audit Report overview received
- c) To consider approving the Annual Internal Audit Report 2023/2024 (AB)
- d) For the council to consider approving the Year End Accounts 2023 -2024
- e) For the council to consider approving the Bank Reconciliation for the Year End 2023 -2024
- d) For the council to consider approving Section 1 of the AGAR once completed and for the RFO and Chair to sign said document
- e) For the council to consider approving Section 2 of the AGAR Accounting Statements and for the RFO and Chair to sign said document
- f) For the council to consider approving the Certificate of Exemption and for the RFO and Chair to sign the said document.
- g) For the council to consider approving the AGAR 2023 -2024 to be sent to the External Auditor
- h) For the council to note the Summary of the Rights

- i) For the council to consider approving the dates for the Notice of Public Rights and Publication of AGAR Accounts for the year ended 31 March 2024 being Monday 3<sup>rd</sup> of June 2024 – Friday 12<sup>th</sup> July 2024
- j) For the council to note all the relevant financial documentation will be uploaded to the website and placed on the noticeboards on Friday 3<sup>RD</sup> of May 2024
- k) To consider retaining A Bosman as the internal auditor for 2024/2025 £60.00

**2425.024 Financial Matters**

- a) To consider YLCA membership invoice 1801 for £229.00 (see also 2425.025 (a))
- b) To consider payment to A Bosman (Internal Auditor 2023/2024) £60.00 (see also 2425.025 (b))
- c) To note the payment to Bay Horse Community Centre £135.00 (see also 2425.025 (c))
- d) To note the payment to D A Ainsworth for the Bus Shelter repairs £375.00(see also 2425.025 (d))
- e) To note the payment of backpay to R Bareham (Approved 2324/068 (c)) (see also 2425.025 (e))
- f) To note the clerk's salary for Q4 2023/2024 £669.32 (see also 2425.025 (f))
- g) To note the HMRC payment for Q4 2023/2024 £173.20 (see also 2425.025 (g))
- h) To consider the payment to TP Jones (Payroll services 2023/2024) £71.55 + £14.30 Vat (see also 2425.025 (h))
- i) To receive the bank reconciliation for March dated 1/4/2024
- j) To receive the bank reconciliation for April dated 26/4/2024

**2425.025 Payments to consider:**

a) YLCA - membership (see also 2425.024(a))	£229.00
b) A Bosman - Auditor (see also 2425.024(b))	£60.00
c) BHCA - meeting rooms (see also 2425.024(c))	£135.00
d) D A Ainsworth – Bus Shelter (see also 2425.024(d))	£375.00
e) R Bareham – Backpay (see also 2425.024 (e))	£102.40
f) R Bareham – Q4 salary (see also 2425.024 (f))	£669.32
g) HMRC – Q4 PAYE (see also 2425.024 (g))	£173.20
h) TP Jones – Payroll (see also 2425.024(h))	£85.80
Total	£1,829.72

2425.026

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

**Planning Meeting 5<sup>th</sup> June 2024 @ 1930hrs**

*(Subject to planning applications being received)*

*(Cut-off date for agenda items 30<sup>th</sup> May 2024 please)*

**Ordinary Meeting of the Parish 3<sup>rd</sup> July 2024 @ 1930hrs  
Council**

*(Cut-off date for agenda items 27<sup>th</sup> June 2024 please)*