



# CLINT CUM HAMLETS PARISH COUNCIL

Chairman: Cllr G Walker  
Clerk: Rob Bareham  
e-mail: clerk.cchpcc@gmail.com



Minutes of the Ordinary Meeting of  
Clint Cum Hamlets Parish Council  
held in the Community Centre, Burnt Yates  
**on Wednesday 6<sup>th</sup> March 2024 @ 7.30pm**

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.

In Attendance: Cllr G Walker, Cllr C Padwick, Cllr R Parker, R Bareham (Parish Clerk).

Members of the Public (MoP): 4

## Minutes

<u>Item</u>	<u>Record</u>	<u>Action By</u>
<b>2324/084</b>	<b>Welcome by the Chairman</b> The Chairman welcomed everyone and opened the meeting at 7.30pm.	
<b>2324/085</b>	<b>Absence and Apologies</b> a) To Receive Apologies N/A  b) To approve the reason(s) for absence given by Councillors. N/A	
<b>2324/086</b>	<b>Dispensations &amp; Pecuniary Interests</b> a) To receive, consider and decide upon any applications for dispensations. No Requests for Dispensation Received  b) To receive any declarations of interest not already declared under the Councillors Code of Conduct or a members Register of Disclosable Pecuniary Interests. No additional Declarations of Interest received.	
<b>2324/087</b>	<b>Minutes for approval from Previous Meetings</b> a) To approve the minutes of the Ordinary Parish Council meeting held on the 3 <sup>rd</sup> January 2024. <b>Resolved:</b> The minutes were signed as a true record.	
<b>2324/088</b>	<b>Public participation Session</b> (for the public to talk to councillors about items on the agenda) a) BYAA had sent two e-mails to the committed sums dept at NYCC without response. The clerk will see if there is another address that could be used (see also 2324/094 (a)).	<b>RB</b>

- b) No further items of the agenda were discussed.

**2324/089 To receive the Councillors report**

- a) See Appendix B  
Cllr Cunliffe-Lister sent her apologies for non-attendance due to a prior arrangement.  
The report was noted by the council. The clerk confirmed that both the “Home to School” consultation and the “Substance Abuse” questionnaire are on the council’s website.

**2324/090 Councillor Vacancies**

- a) The clerk to update on the councillor vacancies.  
**Ongoing:** The clerk confirmed that there were still two vacancies. Unfortunately, a recent applicant had not lived in the parish for 1 year and therefor did not meet the requirements. The applicant was invited to reapply in September.
- b) The council to discuss methods to recruit and fill the two current vacancies  
**Ongoing:** It was suggested some posters on the notice boards might help and an invitation to join the council be sent with the invites to the AMP.

**RB**

**RB**

**2324/091 To receive the Clerks report** (Items received after the publication of the agenda or for items needing discussion)

- a) The clerk to update on the status of the website  
**Resolved:** The clerk confirmed that with the support when needed of the previous host, the clerk now had charge of the website and was updating it and adding narrative to the pages.
- b) To consider the Government’s advice for PC’s to “move” over to “.GOV.UK” domain names and email addresses and to consider taking advantage of the ‘one off’ set up fee from the Government of £100.00  
**Ongoing:** The council asked the clerk to arrange three quotes for consideration at the next meeting.
- c) To consider the PC meeting dates for financial year 2024/2025 (see Appendix A)  
**Resolved:** The dates for 2024/2025 were approved by the council.
- d) To note that the “Workplace Pensions Re-enrolment” has been completed  
**Resolved:** The council noted the re-enrolment had been completed.
- e) To note that the clerk has “opted out” of the Pension Scheme  
**Resolved:** The council noted the clerk’s choice to “opt out” of the Pension Scheme.
- f) The council to consider adopting the Asset Register  
See Appendix C  
**Ongoing:** The Asset Register was approved by the council. In the absence of alternative information or evidence, it was agreed for the clerk to contact The Land Registry Office to establish what land is owned by the Parish Council in the parish. (See also 2324/094 (h)).
- g) To note the “North Yorkshire Cost of Living Campaign”.  
**Resolved:** The council noted the campaign and that posters were displayed on the notice boards.
- h) To consider NYC offer of £185.87 for 2024/25  
([www.northyorks.gov.uk/verges](http://www.northyorks.gov.uk/verges) map)

**RB**

**RB**

**Resolved:** The council declined the offer of NYC leaving the minor cutting to them. The clerk will inform NYC accordingly.

- i) To note receipt of a copy of the Public Liabilities Insurance from the village Cricket Club

**Resolved:** The council noted the receipt of the liability's insurance from the Cricket Club.

- j) To note the Clerks holiday in March 2024

**Resolved:** The clerk apologised for not circulating the dates but would ensure the council were fully aware when any holiday was to be taken.

**2324/092**

**Correspondence Report** (Items received after publication of the agenda or for items needing discussion)

There were no items of correspondence to discuss.

**2324/093**

**Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)

- a) GW to update on the defibrillator attached to the Cricket Pavilion and for the council to consider any further actions.

**Ongoing:** The defib is likely to be out of date and could be in need of renewal. The clerk will inspect the machine and if needed obtain the costing of a replacement.

**RB**

- b) GW to update the council on any application for s106 funding by BYAA

**Ongoing:** See 2324/088 (a)

- c) The PC to consider the "D-Day 80" celebrations 6<sup>th</sup> June 2024

**Deferred:** The council deferred this item in view of its reduced numbers of councillors.

- d) The council to consider purchasing Bin at the junction of Pie Lane/Law Lane (W3W = *deranged.science.retract*) (assuming no grit pile was left by NYCC) No grit pile has been left. The clerk will once again take up the matter with NYCC.

**RB**

- e) RB to update the council on any response from NYCC to our request on the proposed dog bin installation south side of the bridge (W3W = *departure.exporters.bring*)

**Ongoing:** CP was to meet Dan Leworthy from NYCC, to discuss the possible location of a new bin and if agreed, when it could be expected.

**CP**

- f) GW/CP to update the council on the parishes Facebook page

**Deferred:** There was no update to this item

**GW/CP**

- g) RB to update the council on the request for Streetscape to quote for the replacement of the grass surround the play equipment with a permanent soft play covering only.

**Ongoing:** The clerk informed the council that Streetscape did not recommend replacement of only the playing surface with "wetpour" as the cost is prohibitive at £14000 + Vat. The council asked the clerk to contact D.A. Ainsworth & Sons to quote for the "running repairs" to the equipment.

**RB**

- h) RP/RB to update the council on drawing up a rental/lease agreement between the CC and the PC, the availability of any historical documents and for the PC to consider any further actions.

**Ongoing:** See 2324/091 (f)

**RB**

2324/094

**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 update the council on the broken fence around the allotments and to consider any further action that may be required

**Ongoing:** See 2324/088 (a)

2324/095

**Area 6 Highways**

- a) GW to update on Clint Bank Business Park new housing - lay by clarification - Clint Bank HG3 3DW

**Ongoing:** GW informed the council that Highways did not know why the layby had been moved away from the entrance to the business park and the matter was still being investigated.

**GW**

- b) GW/FCL to update the council for action on the Roadside Kerb outside the old New Inn pub

**Ongoing:** Highways are investigating this matter to see if the works can be brought forward.

**GW/FCL**

- c) RB to update on Zoom Meetings with Highways Area 6

**Ongoing:** The clerk informed the council that a Teams Meeting was scheduled for the 7<sup>th</sup> March 2024 between the RB, GW & Chris Blackburn from highways. The clerk will update the council at the next meeting.

**RB/GW**

- d) RB to update on the collapsing wall on Law Lane

**Ongoing:** To be included in the Teams Meeting with Highways

**RB**

- e) GW to update on the speed protocol used by NYP in 2021 and attempts to seek a fresh survey.

**Ongoing:** GW confirmed that a new report taking into consideration pertinent data to the issue of speeding, has the support of FCL. GW also informed the council that apparently Highways and the Police have drafted a new design for a traffic island. GW to update at the next meeting.

**GW**

- f) GW to update on Roadside Gateway into Burnt Yates

**Ongoing:** GW advised that FCL could help support this project from her locality budget but the offer of support from the developers of Clint Bank Business Park had been withdrawn.

**GW**

2324/096

**Planning Matters**

- a) To note the planning decision for ZC23/04551/FUL  
Lane End Farm

Donkey Lane

Burnt Yates

Harrogate

North Yorkshire

HG3 3DH

**Resolved:** The council noted the decision

- b) To note the planning decision for ZC23/04173/FUL

Burnside

Clint Bank Lane

Clint

Harrogate

North Yorkshire

HG3 3DS

**Resolved:** The council noted the decision

- c) To consider the planning application ZC23/04597/FUL

[www.clintcumhamlets.co.uk](http://www.clintcumhamlets.co.uk)

Whitley House

Clint

North Yorkshire

(Original application not received by the clerk from NYCC planning)

**Resolved:** The council noted the application

- d) To note the planning application NY/2023/0215/FUL  
Shaw Mills Wastewater Treatment Works,  
Shaw Mills,  
Harrogate,  
North Yorkshire.  
HG3 3GZ  
**Resolved:** The council noted the application and agreed to monitor the development and report to the clerk any evidence of the developer commencing work prior to planning permission being granted.
- e) To note the planning enforcement (Case No24/00007/PR15) of application ZC23/00877/FUL  
Former Clint Bank Business Park  
Clint Bank  
Clint  
North Yorkshire  
**Resolved:** The council noted the Planning Enforcement
- f) To note the planning decision for ZC23/04597/FUL  
Whitley House  
Clint  
North Yorkshire  
**Resolved:** The council noted the decision

#### 2324/097

##### **Policy Matters**

- a) To consider adopting the Councils "Standing Orders"  
**Resolved:** The Council adopted the Standing Orders Policy
- b) To consider adopting the Councils "Financial Regulations"  
**Resolved:** The Council adopted the Financial Regulations Policy
- c) To consider adopting the Accountability and Governance Practitioners Guide 2023  
**Resolved:** The Council adopted the Accountability and Governance Practitioners Guide 2023
- d) To consider adopting the Councillor Code of Conduct 2020  
**Resolved:** The Council adopted the Councillor Code of Conduct 2020
- e) To consider adopting the Councils "Biodiversity Policy"  
**Resolved:** The Council adopted the Biodiversity Policy

#### 2324/098

##### **Financial Matters**

- a) To note that YLCA are not being an IA for this financial year.  
**Resolved:** The Council noted YLCA's decision.
- b) To consider the clerk appointing a replacement IA for this financial year with an estimated cost of £250.00  
**Ongoing:** The clerk confirmed that an alternative IA had been found and hoped the final bill to come in a lot less than the estimate.
- c) To note CIL payment from NYCC (24/11/23) for £750.00

**RB**

**Resolved:** The council noted the CIL payment and asked the clerk to let them know which development this was from

- d) To note receipt of Allotment Rental of £270.00

**Resolved:** The council noted the receipt of the allotment rental.

- e) To note receipt of Cricket Club Rental of £5.00

**Resolved:** The council noted the receipt of the Cricket Club rental.

- f) To consider retaining G.C. Groundcare Services for 2024 to cut the grass as previous years. Price quoted unchanged at £1650.00

**Resolved:** The Council agreed to appointing G.C. Groundcare Services as its grass cutter for 2024 and asked for the long grass to cut with the strimmer on a regular basis.

- g) To note the statement of s106 funds available to the Parish

**Resolved:** The council noted the statement of s106 funds available but also noting that the only available statement is dated August 2023. The clerk will update when a new statement is received.

- h) To consider the Bank Reconciliation Dated 01/03/2024

**Resolved:** The council approved the Bank Reconciliation dated 01/03/2024

- i) To note the VAT reclaim for 2023/2024 has been requested

**Resolved:** The council noted that the VAT reclaim is for £174.07

**2324/099**

**Payments to consider:**

- a) No payments to consider

**2324/100**

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

**Planning Meeting 3<sup>rd</sup> April 2024 @ 1930hrs**

*(Subject to planning applications being received)*

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

**Resolved:** The Council noted the date.

**Annual Meeting of the Parish 2<sup>nd</sup> May 2024 @ 19.00hrs**

*(Cut-off date for agenda items 25<sup>th</sup> April 2023 please)*

**Resolved:** The Council noted the date.

**Annual Meeting of the Parish Council 2<sup>nd</sup> May 2024 @ 19.20hrs**

*(Cut-off date for agenda items 25<sup>th</sup> April 2023 please)*

**Resolved:** The Council noted the date.

**Ordinary Meeting of the Parish 2<sup>nd</sup> May 2024 (follows the AMPC)  
Council**

*(Cut-off date for agenda items 25<sup>th</sup> April 2023 please)*

**Resolved:** The Council noted the date.

**With No further items to be discussed, the Chairman closed the meeting at 2124hrs.**

Signed.....*G. Walker*

Dated.....*2nd May 2024*

## **Appendix A**

<b><u>Meeting Date</u></b>	<b><u>Meeting Type</u></b>
March 6 <sup>th</sup> 2024	Ordinary
April 3 <sup>rd</sup> 2024	Planning*
May 2 <sup>nd</sup> 2024	APM, AMP, Ordinary
June 5 <sup>th</sup> 2024	Planning*
July 3 <sup>rd</sup> 2024	Ordinary
August 7 <sup>th</sup> 2024	Planning*
September 4 <sup>th</sup> 2024	Ordinary
October 2 <sup>nd</sup> 2024	Planning*
November 6 <sup>th</sup> 2024	Ordinary
December 4 <sup>th</sup> 2024	Planning*
January 8 <sup>th</sup> 2025	Ordinary
February 5 <sup>th</sup> 2025	Planning*
March 5 <sup>th</sup> 2025	Ordinary

\* Planning Meetings are considered as "Extraordinary Meetings" and will only be called in the event of urgent planning matters or other items that the council deem of an urgent nature"

## **Appendix B**

### **CLlr Felicity Cunliffe-Lister Parish Report Clint : March 24**

#### **Transport**

Nothing further to report.

#### **Highways**

I have seen your email chasing Heather and Hashmat for updates on the proposed island, dropped kerb etc. Am happy to chase up for you on this if by the meeting you have not had a response.

I have chased Highways about the wall at Low Lane and will update when I hear further

#### **Community Partnership (Ripon)**

Another meeting was held on this recently – it is beginning to take shape. The Ripon element of the group needs to take shape before we can establish how the rural parishes will be consulted, represented or involved.

#### **Council Meeting & Executive Decisions**

The full council meeting was held at the end of February and the budget approved. The LibDems motion to prevent the central government additional funding of £6.2M being used to shore up reserves and to be used for delivering services was not supported. The motion also passed on the benefit of this support in way of reducing the Council Tax increase, but this was not supported either. As a result Council Tax will increase by 4.99% across the county – but in Harrogate less so as rates were already higher than other districts (so current rate of £1783 will increase to £1847).

#### **Funding for Community Transport Schemes**

Good news on this front, following an Executive meeting where the funding was reviewed, and the following proposals approved:

4.1 Engagement took place with all providers using questionnaires and discussions to understand the challenges being faced and inform future proposals.

4.2 The main issues reported with the current funding formula are:

- Funding formula has not been reviewed for several years.
- No inflationary increase has been applied for several years.
- The threshold of 4,000 journeys to receive additional support towards organisation costs is no longer appropriate.
- Schemes advised it would not be viable to continue should existing reimbursement rates be applied to post pandemic travel patterns.

4.3 In order to provide financial stability for our community transport operators and encourage growth and the start-up of new schemes it is proposed to revise reimbursement as follows:

- End use of pre-covid data & reimburse using actual trip data from 01 April 2024
- End organisational payments and tiered rates for volunteer car schemes and consolidate into a flat rate of £3.00 per journey.
- Increase Dial-a-Ride reimbursement to £1.24 which aligns this with the average

Concessionary Travel journey reimbursement rate made for bus operators.

4.4 Funding will change as shown below with an overall uplift of 9%. This maintains support at similar levels to now for scheme operators and reflects the fact that there has been no inflation increase applied in recent years.

### **Destination Management Plan**

Nothing further to report – draft not yet in circulation, it seems unlikely there will be sign off this month.

### **Locality Budget**

No current applications

### **Home to School Transport**

The Council has commenced a consultation on proposed changes to the Council's Home to School Travel Policy.

The necessary information can be found here on the Council's website:

<https://www.northyorks.gov.uk/your-council/consultations-and-engagement/current-consultations/home-school-travel-policy-consultation> , together with an online survey form for your responses to the consultation and details of engagement events that will be held during the course of the consultation period. The consultation closing date is Friday 12 April. The proposal in the budget is that school transport is limited to the nearest school, rather than choice if school, within catchment.

### **Substance Use Survey**

North Yorkshire Council have drafted an all-age substance use strategy with support from a range of partner organisations working together to reduce the harms associated with substance use.- The public consultation on the draft strategy launched the 2 February 2024, and will be running until 30 April 2024.

Substance Use Strategy Youtube Video Link: <https://youtu.be/LMluCQT-9rA>

We are interested in hearing from the general public (both adults and young people age 13+) as well as:

- People with personal experience of substance use
- People effected by a loved one's substance use
- People employed to work in roles that support people whom may use substances
- People from ethnic minority backgrounds
- People in the military or veteran's
- People who identify as LGBTQ+
- People whom have a disability
- People with a rural residency
- People whom identify as female

Details of the full strategy, accompanying short video and online survey can be found here:  
[www.northyorks.gov.uk/SubstanceUseNY](http://www.northyorks.gov.uk/SubstanceUseNY) Click here to start the survey:  
<https://online1.snapsurveys.com/interview/d0848af3-afce-493b-9db0-b9aaea546b40>

Easy Read versions of the survey and infographic specifically for young people (aged 13+) are also available. Read this on our website: <https://www.northyorkshire-pfcc.gov.uk/news/consultation-on-draft-substance-use-strategy/>

Cllr Felicity Cunliffe-Lister  
[Cllr.felicity.cunliffe-lister@northyorks.gov.uk](mailto:Cllr.felicity.cunliffe-lister@northyorks.gov.uk)  
07592 114800