**MASHAM PARISH COUNCIL**

Mashamshire Community Office, Little Market Place, Masham, North Yorkshire, HG4 4DY

Tel: 01765 680205 Fax: 01765 680209 (Office Hours) Tel: 01765 650363 (Out of Office Hours)

Office hours: Monday & Thursday, 13:00–17:00 E-mail: [mashamparishclerk@gmail.com](mailto:mashamparishclerk@gmail.com)

Chairman: Councillor Neil Pickard Clerk to the Council: Jen Hurford

**MINUTES 9th JANUARY 2023**

**PRESENT:**

**Parish Council**: Cllr Colin Barker, Cllr Rosemary Blades, Cllr Valerie Broadley, Cllr Robert Greensit, Cllr Ian Johnson, Cllr Neil Pickard (Chairman), Cllr Ben Rodney, Cllr Peter Weatherill, and Cllr Flo Grainger

**Present:** 5 Members of Public (MoP)

**1. APOLOGIES**

* 1. Cllr John Ellis and Cllr Jane Vickery, Clerk Ms Jen Hurford.

**2. APPROVAL OF MINUTES OF PREVIOUS MEETING**

2.1 Minutes of the Monthly Meeting held 5th December 2023. It was **proposed** by Cllr Johnson and **seconded** by Cllr Greensit that the Minutes be formally approved as a true and accurate record and that the Chair should sign the Minutes. All those who attended the meetings and who were present voted in favour. **Action: CLERK.**

**3. DECLARATION OF INTEREST IN AGENDA ITEMS**

3.1 Cllr Johnson declared an interest in Item 8. Cllrs Rodney and Weatherill declared an interest in Item 4.

**4. PLANNING APPLICATIONS:**

* 1. 22/04822/FUL – 2 Leyburn Close, Masham HG4 4HB Erection of a two-storey rear extension and single storey side extension. Following discussion, it was **proposed** by Cllr Johnson and **seconded** by Cllr Greensit that MPC did not object to the application. All those present voted in favour. **Action: CLERK.**
  2. 21/04470/FULMAJ Site of Masham Auction Mart, Leyburn Road, Masham revised application. Erection of 20no. Dwellinghouses with associated access and landscaping. Following discussion, it was **proposed** by Cllr Johnson and **seconded** by Cllr Greensit that MPC wish to make comment regarding this application as per the wording of the response to the previous application for this site, and that MPC would continue to strongly reject this application until the flooding situation with regards to Swinney beck overtopping onto Fearby Road is resolved. **Action: CLERK.**
  3. Additional Planning Matters -A list of enforcements appears at Appendix A.

**5. FINANCIAL MATTERS**

5.1 Advice of Receipts and Payments. Details of the Receipts and Payments made in the month are scheduled under Appendix B (1/2) and were advised of by the Chairman.

5.1.1 Acceptance of the Advice of Receipts and Payments via cheque was **proposed** by Cllr Grainger and **seconded** by Cllr Greensit. All those present voted in favour and the schedule was approved. Details of the Council’s bank account balances are shown at Appendix B. **Action: CLERK.**

5.2 Online Banking. Progress on the required forms was awaited from Cllr Grainger. **Action:** **CLLR GRAINGER.**

5.3 Organisation Details Form. Cllr Grainger agreed to action this item alongside item 5.2. **CLLR GRAINGER.**

5.4 Graveyard Extension Planning Fees. Jim Hunter updated the meeting that he had queried the planning fees with HBC but was still awaiting a reply. He explained the details of an invoice for £530.69 in respect of submission of contractor charges for the planning application and requested MPC consider payment of this amount. It was **proposed** by Cllr Weatherill and **seconded** by Cllr Blades that MPC should undertake to meet this payment. All those present voted in favour. **Action: CLERK.**

**6. MASHAMSHIRE COMMUNITY OFFICE UPDATE**

6.1 Trustee, Paul Theakston, advised that £130k had been raised from the local community so far towards the purchase of the building. This was in the form of monies banked, committed or solid promises. Most of this money had come from the local community. This amount was likely to increase, but it was likely that there would still be a funding gap. MCO were now working on approaches to external charities and funding groups and would expect an outcome in the next 2-3 months. There was a ‘backstop’ in place to make up any funding gap with loans/grants, but it was preferable to fund the purchase with cash if possible.

6.2 Paul Theakston reminded members that MPC had historically provided funding to MCO in the sum of £3,500 in recent years and requested that consideration be given to providing the same sum in 2023. Payment was usually received in January/February. It was **proposed** by Cllr Johnson and **seconded** by Cllr Barker that MPC should undertake to meet this payment as requested. All those present voted in favour. **Action: CLERK.**

**7. NEIGHBOURHOOD POLICING TEAM REPORT**

7.1 No report that been received since that covering the period up top 30th November 2022.

**8. ADDITIONAL MARKETS**

8.1 Cllr Johnson advised that Market Traders had not supported a proposal from a MoP regarding additional markets. They had expressed their willingness to help organise Sunday markets, and it was felt that the MoP should be invited to join the existing markets, but she should not be allowed to organise additional markets outside the current market structure. It was **proposed** by Cllr Weatherill and **seconded** by Cllr Barker that MPC should allow eight Sunday markets during the 2023 season. All those present voted in favour. **Action: CLERK.**

**9. MARKET RISK ASSESSMENT, RULES & TARIFFS**

9.1 This matter was still being progressed. **Action: CHAIR, CLLRS ELLIS, GRAINGER & JOHNSON.**

**10. MAINTENANCE OF TITTYBOTTLE PARK & THE RECREATION GROUND**

10.1 This was still subject to ongoing discussion with HBC regarding responsibility for managing the Shooting Holme which is a registered village green. In the meantime, quotes are still being sought. **Action: CLLR VICKERY & CLERK.**

**11. WEED AND MOSS SPRAYING 2023**

11.1 Following discussion, it was agreed that the following schedule be adopted: Weeds - Spray in April, June and September. Moss - Spray as required. Cllr Rodney to check the Market Place cobbles regarding cleaning methodology. **Action: CLLR RODNEY & CLERK.**

**12. NEIGHBOURHOOD PLAN**

12.1 The Chair advised that a recent questionnaire had received approx. 100 responses with a number of new ideas being forthcoming for possible inclusion in the plan. Action is now underway to formulate a full questionnaire for circulation to the community in the form of both online and paper return forms. **Action: CHAIR.**

**PUBLIC INTERVAL**

1. A MoP reported blocked drains outside Sunnyside Cottage, Red Lane, and on the Leyburn Road outside the allotments entrance where a drain cover that recently been repaired, but this drain remained blocked with silt. The paths along Swinton Terrace and Swinton Road are also in need of sweeping. **Action: CLERK**
2. A MoP suggested that he had witnessed heavy vehicles attempting to use Red Lane between the Park Street corner and the Fire Station. The road and footpath are narrow and the turning very tight. He suggested that it might be suitable to seek a weight restriction for this stretch of road. The Chairman indicated that he was meeting with a member of NYCC to review a number of issues in the town and would raise this during the meeting.

**13. AONB JOINT ADVISORY COMMITTEE**

13.1 A vacancy had arisen for an elected ‘Parishes’ member. It was expected that there may be competition for this role due to the number of parishes in the area. Applications were invited.

**14. ADDITIONAL DEFIBRILLATORS**

14.1 A MoP informed the meeting that a raffle organised by Steph’s lunchbox and Giles Edwards had raised a sum of £2,614 (including donations) and it was anticipated that a first defibrillator would be installed near the Cashmere shop in the next couple of weeks. Austin Gregg had kindly offered to install the electrics for this free of charge. Discussion took place around whether insurance was appropriate, but this was considered prohibitive on grounds of cost. A second machine was proposed to be installed in the vicinity of the Westholme Road bridge in due course. It was requested that MPC write to the raffle organisers expressing their thanks. **Action: CLERK**

**15. KINGS CORONATION 6th MAY 2023**

15.1 Cllr Johnson had formed a small organising committee and had recently met with Laura Angel and Mark and Felicity Cunliffe-Lister to put some ideas together. It was anticipated that most events would take place on the Sunday with further sporting events on the Monday including the MCO fundraising Cowpat competition. Further update to be provided in due course. **Action: CLLR JOHNSON.**

**16. MASHAM FLOOD PREVENTION**

16.1 It was reported that there had been two recent over-topping incidents leading to floodwater on Fearby Road and Leyburn Road. Sandbags had been placed around the Fearby Road/Auction Mart junction and it was intended to leave those in situ due to the current adverse weather conditions.

16.2 Cllr Broadley advised that no update had been received from HBC regarding the situation at Maple Creek regarding the issues at the bridge and weir at that location. It was agreed that a further chaser should be sent. **Action: CLERK**

16.3 Cllr Broadley reported that a meeting had taken place with TARMAC regarding the proposed quarry development has a potential flood relief scheme. A further meeting was scheduled for April. The existing quarry was becoming worked out and work to install a conveyor for product from the new site should be occurring in the near future. Swinton Estate had been advised of the current flood situation and their input requested.

**17. MARKET SQUARE NOTICEBOARD**

17.1 Cllr Johnson advised he was looking at suppliers for materials. **Action: CLLR JOHNSON.**

**18. ELECTRIC VEHICLE CHARGING POINTS**

18.1 An electric supply box had now been installed together with uprights for the meters. This should be operation by the end of January. Concern was expressed regarding use of the square by what is believed to be a Proctor’s bus. This vehicle had recently damaged the cairn outside Broadley’s and reports had been received suggesting that this vehicle also attempts to turn in the vicinity of the new charging points giving rise to cause for concern. **Action: CLERK TO WRITE TO PROCTORS REGARDING DAMAGE TO THE CAIRN, ALSO REGARDING USE OF THE SQUARE DUE TO THE DIFFICULTIES IN TURNING, USE OF BUS STOP IN LITTLE MARKET PLACE MAY BE MORE APPROPRIATE.**

**19. PATH FROM THE KINGS HEAD YARD**

19. It was reported that Cllr Vickery was awaiting receipt of two further submissions, after which all supporting evidence would be forwarded to NYCC. **Action: CLLR VICKERY & CLERK.**

**20. POTENTIAL LIGHTING TO DRIVEWAY TO RECREATION GROUND**

20.1 Gregg Electrical were still to provide a revised quote.

20.2 Cllr Barker suggested that installation of cameras on the Shooting Holme entrance may be appropriate. Cllr Barker to obtain quotes, after which further discussion will be required regarding governance issues. **Action: CLLR BARKER and CLERK.**

**21. HONESTY BOXES**

21.1 E Leathley & Son had installed one new box on the Market Place. The other was still awaited but installation would be required prior to Easter. Cllr Johnson agreed to chase this. **Action: CLLR JOHNSON.**

**22. PARK SQUARE DISABLED PARKING SPACE**

22.1 Correspondence has been received from a MoP suggesting that a disabled parking bay outside HSBC bank should be re-instated. Discussion took place regarding ownership. The Chairman was scheduled to meet with NYCC representative and would follow this up with them. **Action: CHAIR**

**23. HIGHWAYS MATTERS**

Matters to raise or chase with NYCC Highways department were;

a) The issue of parking on the footpath outside Wensleydale Garage. **Action: CHAIR TO RAISE WITH NYCC REPRESENTATIVE.**

b) There were blocked drains on Thorpe Road. Drains were also blocked on Fearby Road junction where the road surface suggests that one drain may be collapsing, and Leyburn Road outside the allotments where a recently repaired drain remains blocked. **Action: CLERK.**

c) Thorpe Road was in need of sweeping between Park Drive junction and I’Ansons Mill. **Action: CLERK.**

d) There was road degradation on A6108 approach to Masham outside The Greens.**Action: CLERK.**

e) Two lights were not working 1) Little Market Place near the bus stop 2) On the Kings Head side of the Market Cross. **Action: CLERK.**

f) The dustbins blocking the footpath outside the Cottages on Thorpe Road remain in situ. **Action: CLERK**

**24. WESTHOLME COURT PLAY AREA**

24.1 Cllr Grainger was still awaiting a response on the application for funding and would also push the matter with the quarry. A further company was submitting a quotation. **Action: CLLR GRAINGER.**

**25. PARISH CARETAKERS WORK**

25.1 The footpath alongside A6108 between Old Station and Masham Bridge required attention. **Action: CLLR GRAINGER to discuss with NYCC representative.**

**26. CORRESPONDENCE FOR DISCUSSION/INFORMATION**

26.1 Correspondence had been received from Nick Reed requesting that, following re-surfacing work, planters and benches now be removed from Town Hall back to the Market Square. **Action: CLLRS JOHNSON & WETHERILL.**

**27. ANY OTHER BUSINESS**

27.1 Cllr Broadley provided an update regarding progress to date with the Peacock & Verity project. Good progress was being made thanks to the hard work of the PVCS Project Manager, Trustees and HBC representatives in securing funding. Members expressed themselves happy with the situation to date.

**28. DATE OF NEXT MEETING**

28.1 Monday 6th February 2023.

**29. EMPLOYMENT MATTERS**

The Chairman had approved a draft advertisement for a relief litter picker which would be made public in due course.

**CLOSURE:** The Meeting closed at 21.00hrs

Dated 20/01/2023

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**APPENDIX A - MASHAM PARISH COUNCIL PLANNING MATTERS TO 9th JANUARY 2023**

**PLANNING APPLICATIONS GRANTED/REFUSED BY HARROGATE BOROUGH COUNCIL**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DECISION** |
| Barn Owl Cottage, 19 College Lane, Masham, HG4 4HE | 22/03705/FUL - Alterations to existing single two storey dwelling to form two smaller dwelling units. | Granted subject to conditions |
| Westridge, Fearby Road, Masham, HG4 4ES | 22/04446/DVCON - Application to remove condition 9 (occupancy restriction) of planning approval 84/01810/FUL for the erection of 1 no. 3 bedroomed bungalow and double garage. | Granted subject to conditions |
| Black Bull Yard, Stone Close, Red Lane, Masham, HG4 4HD | 22/03845/FUL - First floor extension onto existing dwelling to provide 2no. dwellings at Stone Close. (Revised Scheme). | Granted subject to conditions |
| St Marys Church, Market Place, Masham, HG4 4EQ | 22/04340/FUL - Change of use from agricultural land to form extension to existing graveyard. | Granted subject to conditions |

**PLANNING ENFORCEMENTS NOTIFIED BY HARROGATE BOROUGH COUNCIL**

|  |  |  |
| --- | --- | --- |
| ADDRESS OF PROPERTY | DETAILS OF ENFORCEMENT NOTIFICATION | ACTION |
| Silverdale, 25 College Lane, Masham, HG4 4HE | Erection of outbuilding and installation of electric gates | 3rd January 2023 update - Enforcement notice has been authorised and is with legal for issuing. HBC expect the owners to appeal against the notice and this point the LPA will notify MPC about the appeal so can raise objections to the Planning Inspectorate if wished. |
| Prospect House 28, Park Street, Masham, HG4 4HN | Potential unauthorised works to a listed building | Correspondence 5th December - The outcome of the investigation is as follows:- HBC has not managed to get in contact with the  owners of the property despite sending a letter and knocking on the door, so will now seek the registered owners address and update you on my progress as clearly the chimneys are a breach of Listed Building consent. |
| Land Comprising Field At 422755 480244, Thorpe Road, Masham | Felling of trees within Tree Preservation Order No 09/2012 | Correspondence 16th December - The outcome of the investigation is as follows:-. HBC has visited and found the remains of the trees  still on site, so will seek to contact the landowner and require they are replaced. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **FINANCE SCHEDULE** | |  | **APPENDIX B (1/2)** | |  |
| **RECEIPTS** |  |  |  |  |  |  |  |
| **(i) Advice of receipts from 6th December 2022 to 9th January 2023** | | | | |  |  |  |
| Bordar House Teas - Remaining Payment of Rent of Cobbles | | | | |  | £120.00 |  |
| Notemachine Uk Ltd - Final Pro-rata Bus Shelter Rent | | | |  |  | £3,897.88 |  |
| Northern Powergrid - Wayleaves | | |  |  |  | £3.45 |  |
| Market Rents |  |  |  |  |  | £927.00 |  |
| Honesty Box |  |  |  |  |  | £745.00 |  |
|  |  | **Total receipts for the month** | | |  | **£5,693.33** |  |
| **PAYMENTS** |  |  |  |  |  |  |  |
| **(ii) Payments by cheque on 9th January 2023 for approval from Barclays - Masham Parish Council Account** | | | | | | | |
|  |  |  |  |  |  |  | **Cheque No.** |
| Eric Wilkinson, Litter Picker - December salary (Tax £45.20) | | | | |  |  | 101273 |
| David Smith, Relief Litter Picker - Final week's salary (Tax £0.00) | | | | |  |  | 101274 |
| John Todd, Market Superintendent - Quarterly salary plus 2 extra markets (Tax £153.20) | | | | | | | 101275 |
| Jen Hurford, Parish Clerk - December salary (Tax £144.87) | | | |  |  |  | 101276 |
|  |  |  | **Staff Salaries Total** | |  | **£2,555.93** |  |
| HMRC - PAYE & NI |  |  |  |  |  | £343.27 | 101277 |
| John Todd, Market Superintendent - Quarterly phone allowance | | | | |  | £30.00 | 101278 |
| Jen Hurford, Parish Clerk - Quarterly homeworking allowance | | | | |  | £65.00 | 101279 |
| Masham Town Hall - Room Hire January (VAT £6.00) | | | |  |  | £36.00 | 101280 |
| T Atkinson & Son - Plywood for storage building shelving | | | |  |  | £35.00 | 101281 |
| Jet Aire (DC) Ltd - Market square drain CCTV (VAT £ 289.00) | | | | |  | £1,734.00 | 101282 |
| Mashamshire Community Office - Office Accommodation & Business Services | | | | | | £394.00 | 101283 |
| Mashamshire Community Office -Directory business ad entry | | | | |  | £29.00 | 101283 |
| D3 Office Group Ltd - 2x printer cartridges (VAT £13.11) | | | |  |  | £78.67 | 101284 |
| Masham Sheep Fair - S137 donation for electricity use | | | |  |  | £30.00 | 101285 |
| **Direct Debits** |  |  |  |  |  |  |  |
| Barclaycard - November card machine charges (VAT £7.00) | | | | |  | £69.49 |  |
| Barclaycard - December card machine charges (VAT £7.00) | | | | |  | £59.92 |  |
| Green Energy - Electricity (VAT £1.84) | | |  |  |  | £38.55 |  |
|  |  | **Total Payments** | |  |  | **£5,498.83** |  |
| BANK BALANCES |  |  |  |  |  |  |  |
| Barclays - Masham Parish Council - Current Account Ending 7717 | | | | |  |  |  |
|  | Balance as at 22 December 2023 | | |  | £16,784.31 | Cr |  |
| Barclays - Masham Parish Council - Current Account Ending 2096 | | | | |  |  |  |
|  | Balance as at 22 December 2022 | | |  | £2,082.97 | Cr |  |
| CCLA Public Deposit Sector Fund Account | | |  |  |  |  |  |
|  | Balance as at 31 December 2022 | | |  | £45,786.75 | Cr |  |
|  |  |  | Overall Total |  | £64,654.03 | Cr |  |

**Appendix B – 9th January 2023 Finances page 2/2**

Graphical user interface, application, table, Excel

Description automatically generated

**APPENDIX C**

**MASHAM PARISH COUNCIL – MEETING 9th JANUARY 2023**

Correspondence for information/consideration etc

1. Masham Town Hall – Reminder for the benches and planters to be moved back to the square.

**MASHAM PARISH COUNCIL**

Mashamshire Community Office, Little Market Place, Masham, North Yorkshire, HG4 4DY

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Chairman: Councillor Neil Pickard Clerk to the Council: Jen Hurford

**MINUTES 6th FEBRUARY 2023**

**PRESENT:**

**Parish Council**: Cllr Colin Barker, Cllr Rosemary Blades, Cllr Valerie Broadley, Cllr John Ellis, Cllr Flo Grainger (Vice-chairman), Cllr Robert Greensit, Cllr James Gregg, Cllr Ian Johnson, Cllr Neil Pickard (Chairman) and Cllr Jane Vickery with Jen Hurford (Parish Clerk).

**Present:** 6 Members of Public (MoP)

**1. APOLOGIES**

1.1 Cllr Ben Rodney and Cllr Peter Weatherill.

**2. APPROVAL OF MINUTES OF PREVIOUS MEETING**

2.1 Minutes of the Monthly Meeting held 9th January 2023. It was **proposed** by Cllr Johnson and **seconded** by Cllr Grainger that the Minutes be formally approved as a true and accurate record and for the Chair to sign. All those at the meeting and who were present voted in favour. **Action: CLERK.**

**3. DECLARATION OF INTEREST IN AGENDA ITEMS**

3.1 There were none made.

**4. PLANNING APPLICATIONS:**

* 1. 23/00074/LB & 23/00073/FUL - Bank Villa Guest House, The Avenue, Masham, HG4 4DB - Change of use from part Guest House (use class C1) and part residential (use class C3) to fully residential (use class C3). Works to include removal of business signage. Following discussion, it was **proposed** by Cllr Greensit and **seconded** by Cllr Broadley that MPC had no objections to the application. All those present voted in favour. **Action: CLERK.**
  2. 23/00172/DVCMAJ - Land Comprising Field At 422023 480727, Foxholme Lane, Masham - Variation of Condition 2 (approved plans) of application 21/01414/REMMAJ to allow amendments including changes to internal road layout with associated landscaping updates, and amendments to Belfry house type. Following discussion, it was **proposed** by Cllr Greensit and **seconded** by Cllr Ellis that MPC had no objections to the application. All those present voted in favour. **Action: CLERK.**
  3. 23/00272/FUL- 2 Leyburn Close, Masham, HG4 4HB - Erection of single storey rear extension and two storey side extension. Following discussion, it was **proposed** by Cllr Vickery and **seconded** by Cllr Broadley that MPC had no objections to the application. All those present voted in favour. **Action: CLERK.**
  4. Additional Planning Matters -A list of enforcements appears at Appendix A.

**5. FINANCIAL MATTERS**

5.1 Advice of Receipts and Payments. Details of the Receipts and Payments made in the month are scheduled under Appendix B (1/2) and were advised of by the Clerk.

5.1.1 Acceptance of the Advice of Receipts and Payments via cheque was **proposed** by Cllr Ellis and **seconded** by Cllr Johnson. All those present voted in favour and the schedule was approved. Details of the Council’s bank account balances are shown at Appendix B. **Action: CLERK.**

5.2 Online Banking, Organisation Details Form & Paying In Books. The Clerk clarified the online banking needed to be instigated by a new Mandate which a signatory still needed to request from the bank. Cllr Grainger had started the Organisation Details Form and the signatories and Clerk agreed to stay after the meeting to complete the individual sections so that it could be sent off. The Clerk also requested that one of the signatories request some more paying In books to be sent for the Clerk and Market Superintendent. **Action: CLLRS BLADES, ELLIS, GRAINGER & GRAINGER & CLERK.**

5.3 Card Payments. A MoP had kindly started research into alternative options and Cllr Johnson explained forces could be joined with the MCO and possibly other businesses to get a better deal.

**6. MASHAMSHIRE COMMUNITY OFFICE UPDATE & RENTAL AGREEMENT**

6.1 Trustee and Treasurer, Sue Palin advised fundraising was well underway with around two thirds of monies raised for the purchase of the building. Grant applications were being processed with around a 12 week turn around, so results were anticipated in May. A flyer for the fundraising schedule would be distributed within the new directory. It was clarified the Chair had met with the Manager of the MCO to go through the proposed terms of the new agreement, with a significant increase to £1,638pa but still significantly less than what others were charged for the room. The Chair enquired if the smaller police room could become available and the MCO would look at this after the purchase of the building. It was **proposed** by Cllr Ellis and **seconded** by Cllr Greensit to agree to a rental of £1,500pa which the MCO were willing to accept. All those present voted in favour. The Chair commended the success of the fundraising to date and also asked if the 100 Club competition results could be published and the MCO agreed to look at the GDPR implications of this.

**7. NEIGHBOURHOOD POLICING TEAM REPORT**

7.1 PCSO Alison Swan had given her apologies and there had been no monthly report provided.

**8. BORDAR HOUSE TEAS RENT REVIEW**

8.1 Cllrs re-capped the last rent agreed and that the next rent would be aligned with the start of the financial year on 1st April. Bordar House Teas reiterated that they felt the level of the previous increase was unreasonable as all their charges were going up and they were employing local people.. The Chair explained the rent needed to increase to a level closer with the market tariffs and understood that a summer rate for the busier months and a different for winter would be best. It was clarified for the market these were April to September and October to March. Following discussion, it was **proposed** by Cllr Vickery and **seconded** by Cllr Ellis to agree to charge a rent of £6 per day for the summer 6 month period and £4 per day for the winter period, less the 15 days to keep in line with the previous year’s 350 day period. All those present voted in favour. An annual review would be actioned here on. It was flagged up the issue of bicycles and motorbikes going across the cobbles and agreed for the Clerk to let the PCSO know of the issue. **Action: CLERK.**

**9. DAMAGED CAIRN**

9.1 Cllr Johnson and the Clerk had reported the incident to the police and the Clerk had been in touch with the coach company. Witnesses had seen the cairn being damaged. Cllrs suggested the coach company be given the contact details of A. Cundall who did the last repair and agreed for the Clerk to ask PCSO Swan to check the registration number’s owner. **Action: CLERK.**

**10. MARKET RISK ASSESSMENT, RULES & TARIFFS**

10.1 The Chair and Cllrs Grainger and Johnson were scheduled to meet with NMTF and a Trader 4pm Wednesday 15th to then come to the next meeting with a firm proposal. Cllr Grainger had been chasing and collating Traders’ insurance documents and would give the Market Superintendent and Clerk copies in due course. Cllrs discussed that only 8 extra markets had been approved and it was up to the organisers to decide the theme of these, with some to be food based if wished. The Market Superintendent would still carry out his role for the markets and tariffs should be consistent with those set by MPC for the regular markets. **Action: CHAIR, GRAINGER & JOHNSON.**

**11. MAINTENANCE OF TITTYBOTTLE PARK & THE RECREATION GROUND**

11.1 The Chair asked Cllr Simms to feed back to HBC that MPC were not happy to take on the work they had stopped doing and questioned the responsibilities of the stray in Harrogate and Camp Close, Ripon. The Clerk had requested quotes form 5 different contractors for the works. Cllr Simms felt the play area had always been HBC’s area of remit and the Shooting Holme to being a village green and would enquire. **Action: CLERK.**

**12. URBAN GRASS CUTTING PAYMENTS**

12.1 Correspondence from Highways had been circulated to give MPC opportunity to take on NYCC’s grass cutting for the parishes. Cllrs discussed MPC needed to know exactly what areas needed to be cut and why nothing had been included for Swinton with Warthermarkse. Cllr Vickery advised the locations were shown in the link provided which the Clerk would re-circulate to Cllrs.  **Action: CLERK.**

**11. MAINTENANCE OF TITTYBOTTLE PARK & THE RECREATION GROUND continued**

11.1 Correspondence had been circulated to Cllrs from a MoP over the drainage channel on the Recreation Area and reporting some Japanese Knotweed. Cllrs had looked at this previously and discussed that the plant was not notifiable but would monitor moving forwards. **Action: CLERK.**

**PUBLIC INTERVAL**

1. A MoP commended the cleaning of the pavement on Swinton Road.
2. The MoP who swept Chapman Lane by hand was praised for their work.
3. A MoP recommended card payment provider Zettle which the Clerk would pass to the MoP researching options for MPC. **Action: CLERK.**
4. MCO Trustee advised Swinton Estate were considering making a community orchard and wood to lease for community use. A meeting was scheduled with the MCO, and the date would be sent to the Clerk to circulate, and Cllr Johnson volunteered to join this. **Action: CLLR JOHNSON & CLERK.**

**13. WEED & MOSS SPRAYING 2013**

13.1 Cllrs discussed areas to be sprayed should include the cobbles, Tittybottle Park paths, Westholme Court Play Area and the MUGA and Cllr Vickery agreed to draft a proposition in order to obtain quotes. **Action: CLLR VICKERY.**

**14. NEIGHBOURHOOD PLAN**

14.1 The Chair advised having met with another member of the Steering Group regarding the following week’s meeting with the planning advisor to design the detailed questionnaire. 104 electronic and 1 written responses had been received. The Peacock & Verity Community Spaces purchase had now gone ahead so they too may want to include some questions withing the questionnaire which was being shared with the MCO too in order to produce just one document between all three organisations. **Action: CHAIR.**

**15. DRAFT PARISH CHARTER CONSULTATION**

15.1 The Chair explained that six Parish Councils were being allowed to operate independently and as MPC did not have enough assets to warrant this, the outcome of this would be watched. Cllr Simms explained that there were six parliamentary constituents for North Yorkshire to be split into and this area would become Skipton and Ripon from April with all employees becoming that of NYC.

**16. ADDITIONAL DEFIBRILLATORS**

16.1 It was confirmed that MoP had now purchased two more defibrillators for the town and discussions were due with NYCC over fixture to a lamp post for one. MPC had been hoped to join and Cllr Grainger offered to attend. HBC were prepared to fund additional, so another was being looked at for Maple Creek. Cllr Broadley suggested one for High Ellington now that they knew siting to a lamp post was an option and Cllr Johnson one for Warthermarske. Cllr Grainger had submitted an application for one at Burton On Yore and would enquire further with NYCC over siting to lamps and forward on the application form to Cllr Broadley. **Action: CLLRS BROADLEY, GRAINGER & JOHNSON.**

**17. KINGS CORONATION 6th MAY 2023**

17.1 Cllr Johnson advised the Town Hall were putting a big screen on at the large hall for the Saturday. No plans had been made for the Saturday evening, on Sunday there would be the service at the church and then a parade of floats in the afternoon followed by a BBQ in the square. They were looking to secure two bands followed by Fireworks. Monday had sporting events planned for via the MCO plus the cow pat competition, car boot and the MSA were keen to do something. Commemorative items for the children were looking unlikely within the budget and pre-ordering would be looked into. The Reeth Brass Band had agreed to come and would go on a trailer this time. Another planning meeting was due. **Action: CLLR JOHNSON.**

**18. MARKET SQUARE NOTICEBOARD**

18.1 Cllr Johnson had the material donated kindly via Cllr Broadley and aimed to put it up imminently. **Action: CLLR JOHNSON.**

**19. ELECTRIC VEHICLE CHARGING POINTS**

19.1 The cabling had been laid, markings were needed, and signage and protective bollards required. Cllr Johnson had noticed some cones had gone missing since the works and the Chair would contact HBC over taking responsibility for coning or fencing the area. **Action: CHAIR & CLLR JOHNSON**

**20. PATH FROM THE KINGS HEAD YARD**

20.1 The Clerk suggested a deadline of 28th February be circulated via the newsletter and Facebook to gather any final evidence forms. **Action: CLLR VICKERY & CLERK.**

**21. POTENTIAL LIGHTING TO DRIVEWAY TO RECREATION GROUND**

21.1 Cllr Gregg advised Gregg Electrical’s revised quote for lighting was £3,465.07 and Cllrs agreed comparable figures should be obtained from T & ME Jackson and E & P Electrics. **Action: CLERK.**

**22. HONESTY BOXES**

22.1 Cllr Ellis had kindly adapted a fitting for the new box to the square to prevent waterlogging and assist with emptying. Cllrs Ellis and Johnson agreed to chase E Leathley & Son to carry out works to install the new box for the bowling club for the end of March. **Action: CLLRS ELLIS & JOHNSON.**

**23. HIGHWAYS MATTERS**

23.1 Matters to raise or chase with NYCC Highways department were;

a) Cllr Greensit asked for repair to the blocked culvert with water coming down the road on Ellington Road to be chased. **Action: CLERK.**

b) The Chair advised that he and Cllr Grainger had met with Highways in the town and raised the following matters with NYCC’s comments**;**

* Double yellow lines on Leyburn Road, between Silver Street and Co-op. As discussed yesterday, it is feasible to install/extend double yellow lines on that part of the Road to stop the vehicle from parking there which could impact visibility. This will be added to our list of TROs for assessment, and we will keep you updated on the progress.
* Bollard Removal, Thorpe Road, as discussed was installed upon the Parish Councils' request. You stated that your request was for a different location, which were later installed. We will pass your request of removing these 2 bollards and replace them with collapsible bollards to our management. We discussed that this would unlikely to be approved unless the PC was willing to fund the exchange and hold the key. We will update you once we have a response from management.
* Double Yellow Lines on part of Church Street- again this will be added to our list of TROs to be assessed. Factors that we will consider for progressing these will be safety, history of accidents in the area, the volume of road users, number of people that would benefit and alternative solutions. We will update you once an assessment has been completed.
* Installation of H-Bar outside the access which has self-drawn/illegal double yellow lines. This can be done to assist with poor parking but would need to be at cost to the applicant.  If they wish to request one, they can do so by emailing us on the Area 6 email address.
* Potholes, verge and kerb condition were discussed during our walk, though Emily Eason was able to answer your queries on those and we concluded that were not actionable for now.
* Blocked gully on Red Lane was reported to our Highway officer, an order was raised for the work to be carried out.
* Adoption of Park Drive. We are not certain of the process for these requests to be made but will be raising this with management and will update you with an outcome.
* Cleaning under road at Swinney Beck. Please contact our Bridges Team to further discuss this.
* HGV restrictions near fire station.  We discussed the process involved with installing a legal order and how it wasn’t appropriate for this location.  Suggested some contact with the Development Control team to ensure the developers are not using this route.
* Possible pedestrian crossing point. This was raised as a potential future request only for our information, with no further action required at this time.
* White line and word markings. We discussed the disabled bay outside the old bank in particular and explained that the markings were not installed by NYCC, and we would not be refreshing any markings.
* Obstruction of footway Thorpe Road. We discussed the way in which residents could be encouraged to keep the footpath clear, and that bins being left out were under the remit of HBC, although there was no policy in place last time, we spoke with them on the matter.
* Carriageway and footway cleaning. Confirmed that this fell under the remit of the Street Cleaning Team at HBC.

c) The streetlight out by the bus shelter on Little Market Place needed chasing. **Action: CLERK.**

d) The grass verges and kerbs to Westholme Road and Fearby Road were continuing to be damaged and the pavements and road need regular sweeping. NYCC had suggested approaching the developer directly. The Clerk would ask PCSO Swan to potentially visit or make suggestions. **Action: CLERK.**

**24. ANNUAL PLAY AREA INSPECTIONS**

24.1 The reports for Masham Play Area and the MUGA had been sent to Cllrs, but no report had been received for Westholme Court Play Area which the Clerk had queried and chased with HBC. Cllr Ellis offered to look more closely at the loose wire to the MUGA fencing. **Action: CLLR ELLIS & CLERK.**

**25. WESTHOLME COURT PLAY AREA**

25.1 Cllr Grainger had obtained a second quote from Streetscape Ltd £33,995 plus VAT to provide and install new items and a wetpour overlay to the surface. Cllr Grainger advised this would be added to the application to the quarries.

**26. PARISH CARETAKERS WORK**

26.1 Cllrs were happy for David Lumley to continue works as per last year’s schedule. The entrance signs in to Masham required cleaning which Cllr Ellis kindly offered to take care of. The pavements to High Burton and Low Burton required cleaning and it was asked for the Clerk to chase this with Highways. **Action: CLLR ELLIS & CLERK.**

**27. CORRESPONDENCE FOR DISCUSSION/INFORMATION**

* 1. NYCC – Cllrs noted the notification North Yorkshire Council launches on 1 April. The campaign aims to create awareness of the council, highlight the benefits of having one unitary authority, reassure customers about business continuity, and inform them how to contact the new council from day one. Accompanying comms pack which provides background information, copy for newsletters, FAQs and social media assets and request to share to ensure they reach as many residents as possible. Available at [www.northyorks.gov.uk/newcouncil](http://www.northyorks.gov.uk/newcouncil)
  2. YLCA – Notification they are working with the Yorkshire and Humber Climate Commission (YHCC) and are interested to know if their members are aware of the YHCC and have devised a short survey to help inform our work with them open until 6th February at <https://www.surveymonkey.co.uk/r/8L8G67F> was noted.
  3. HBC – Notification of the project of installing a Knife Amnesty Bin as part of a joint campaign between Harrogate Borough Council and North Yorkshire Police. The purpose of the bin is to provide a safe, secure and anonymous way for people to dispose of knives and sharp objects. The bin is located between the Asda Car park and Dragon Road Car Par in Harrogate, close to the charity bins, and the contents will be emptied regularly by North Yorkshire Police was noted.
  4. North Yorkshire Police – The Cyber Crime department have requested to attend Masham Market on a Saturday to park their Triage van and talk to people about their Cyber security and securing their online accounts. Cllrs agreed to this free-of-charge and asked for them to confirm the date and MPC could help advertise this. **Action: CLERK.**

**28. ANY OTHER BUSINESS**

28.1 Cllr Gregg highlighted the recent action of the Kings Head taking card payments only and the subsequent comments on social media and it was agreed Cllrs and MPC should remain neutral in these situations.

28.2 Cllr Gregg advised of a pothole on Fearby road near the bungalow after the bridge. **Action: CLLR GREGG & CLERK.**

28.3 It was advised the cones and market signs were being left regularly on the cobbles and Cllr Grainger would speak to the Market Superintendent about this. The electric box was also being left open which Cllr Johnson offered to look at. **Action: CLLRS GRAINGER & JOHNSON.**

28.4 It was noted Bordar House Teas A-board had been left out on occasions.

28.5 Cllr Ellis demonstrated a money counting machine which Cllrs agreed was a good idea. The unit was £238 with a 3-year guarantee and would be put on the next Agenda to formally propose. **Action: CLERK.**

**29. DATE OF NEXT MEETING**

29.1 Monday 6th March 2023.

**30. EMPLOYMENTS MATTERS**

30.1 The Relief Litter Picker job advert had yet to receive any responses and it was agreed to readvertise this. Cllrs requested the annual wage rises and bonuses be added to the next Agenda. **Action: CLERK.**

**CLOSURE:** The Meeting closed at 21:17pm.

Dated 02/03/2023

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**APPENDIX A - MASHAM PARISH COUNCIL PLANNING MATTERS TO 6th FEBRUARY 2023**

**PLANNING APPLICATIONS GRANTED/REFUSED BY HARROGATE BOROUGH COUNCIL**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DECISION** |
| South Cote Farm, Aldburgh, HG4 4DN | 22/03894/LB & 22/03893/FUL - Refurbishment with internal and external alterations to existing dwelling including part demolition of attached outbuildings and construction of replacement single storey extension. | Granted subject to conditions |
| South Cote Farm, Aldburgh, HG4 4DN | 22/03887/LB & 22/03886/FUL - Change of use of existing agricultural building to form farm office with associated alterations. | Granted subject to conditions |

**PLANNING APPLICATIONS WITHDRAWN**

|  |  |
| --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** |
| 2 Leyburn Close, Masham, HG4 4HB | 22/04822/FUL - Erection of a two-storey rear extension and single storey side extension. |

**PLANNING ENFORCEMENTS NOTIFIED BY HARROGATE BOROUGH COUNCIL**

|  |  |  |
| --- | --- | --- |
| ADDRESS OF PROPERTY | DETAILS OF ENFORCEMENT NOTIFICATION | ACTION |
| Silverdale, 25 College Lane, Masham, HG4 4HE | Erection of outbuilding and installation of electric gates | 3rd January 2023 update - Enforcement notice has been authorised and is with legal for issuing. HBC expect the owners to appeal against the notice and this point the LPA will notify MPC about the appeal so can raise objections to the Planning Inspectorate if wished. |
| Prospect House 28, Park Street, Masham, HG4 4HN | Potential unauthorised works to a listed building | Correspondence 5th December - The outcome of the investigation is as follows:- HBC has not managed to get in contact with the  owners of the property despite sending a letter and knocking on the door, so will now seek the registered owners address and update you on my progress as clearly the chimneys are a breach of Listed Building consent.  3rd February update – HBC continued to chase the owner by sending a follow up letter on the 22nd of December. |
| Land Comprising Field At 422755 480244, Thorpe Road, Masham | Felling of trees within Tree Preservation Order No 09/2012 | Correspondence 16th December - The outcome of the investigation is as follows:-. HBC has visited and found the remains of the trees still on site, so will seek to contact the landowner and require they are replaced.  6th February update – This is still ongoing and will take time to resolve. HBC are seeking to get the person responsible to do replacement planting. |
| Bramley House, 7 Swinton Terrace, Masham, HG4 4HS | Replacement of doors and windows | Correspondence 19th January - The outcome of the investigation is as follows:-. HBC has viewed the works and will discuss these with an officer from our Conservation Section. They will then determine what action is considered to be appropriate and advise accordingly and would hope this will occur in the next few weeks. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **FINANCE SCHEDULE** | |  | **APPENDIX B (1/2)** | |  |
| **RECEIPTS** |  |  |  |  |  |  |  |
| **(i) Advice of receipts from 10th January to 6th February 2023** | | | | |  |  |  |
| Market Rents |  |  |  |  |  | £892.00 |  |
| Honesty Box |  |  |  |  |  | £935.00 |  |
|  |  | **Total receipts for the month** | | |  | **£1,827.00** |  |
| **PAYMENTS** |  |  |  |  |  |  |  |
| **(ii) Payments by cheque on 23rd January & 6th February 2023 for approval from Barclays** | | | | | | |  |
|  |  |  |  |  |  |  | **Cheque No.** |
| Eric Wilkinson, Litter Picker - January salary (Tax £45.00) | | | |  |  |  | 101293 |
| Jen Hurford, Parish Clerk - January salary (Tax £24.40) | | | |  |  |  | 101294 |
|  |  |  | **Staff Salaries Total** | |  | **£1,265.26** |  |
| HMRC - PAYE |  |  |  |  |  | £69.40 | 101295 |
| Johnson Clark Ltd - Graveyard extension planning fees (VAT £45.00) | | | | |  | £530.69 | 101286 |
| Gregg Electrical - Christmas lights removal (VAT £181.80) | | | |  |  | £1,090.80 | 101287 |
| Mashamshire Community Office - S137 donation 2022/23 | | | |  |  | £3,500.00 | 101288 |
| JD Gregg Agricultural Services - Christmas lights | | | |  |  | £860.00 | 101289 |
| Masham Town Hall - Room hire February (VAT £6.00) | | | |  |  | £36.00 | 101290 |
| E Leathley & Son Limited - Fitting market honesty box | | | |  |  | £200.00 | 101291 |
| **Direct Debits** |  |  |  |  |  |  |  |
| Barclaycard - January card machine charges (VAT £7.00) | | | |  |  | £50.37 |  |
| Green Energy - Electricity & meter install at Bowling Club (VAT £9.67) | | | | | | £203.15 |  |
| Green Energy - Electricity Market Cross (VAT £6.99) | | | |  |  | £146.74 |  |
|  |  | **Total Payments** | |  |  | **£7,952.41** |  |
| BANK BALANCES |  |  |  |  |  |  |  |
| Barclays - Masham Parish Council - Current Account Ending 7717 | | | | |  |  |  |
|  | Balance as at 26 January 2023 | | |  | £13,842.35 | Cr |  |
| Barclays - Masham Parish Council - Current Account Ending 2096 | | | | |  |  |  |
|  | Balance as at 26 January 2023 | | |  | £2,504.05 | Cr |  |
| CCLA Public Deposit Sector Fund Account | | |  |  |  |  |  |
|  | Balance as at 31 December 2022 | | |  | £45,786.75 | Cr |  |
|  |  |  | Overall Total |  | £62,133.15 | Cr |  |

**APPENDIX C**

**MASHAM PARISH COUNCIL – MEETING 6th FEBRUARY 2023**

Correspondence for information/consideration etc

1. NYCC - Notification North Yorkshire Council launches on 1 April. The campaign aims to create awareness of the council, highlight the benefits of having one unitary authority, reassure customers about business continuity, and inform them how to contact the new council from day one. Accompanying comms pack which provides background information, copy for newsletters, FAQs and social media assets and request to share to ensure they reach as many residents as possible. Available at [www.northyorks.gov.uk/newcouncil](http://www.northyorks.gov.uk/newcouncil)
2. YLCA – Notification they are working with the Yorkshire and Humber Climate Commission (YHCC) and are interested to know if their members are aware of the YHCC and have devised a short survey to help inform our work with them open until 6th February at <https://www.surveymonkey.co.uk/r/8L8G67F>
3. HBC – Notification of the project of installing a Knife Amnesty Bin as part of a joint campaign between Harrogate Borough Council and North Yorkshire Police. The purpose of the bin is to provide a safe, secure and anonymous way for people to dispose of knives and sharp objects. The bin is located between the Asda Car park and Dragon Road Car Par in Harrogate, close to the charity bins, and the contents will be emptied regularly by North Yorkshire Police.
4. North Yorkshire Police – The Cyber Crime department have requested to attend Masham Market on a Saturday to park their Triage van and talk to people about their Cyber security and securing their online accounts.

**MASHAM PARISH COUNCIL**

Mashamshire Community Office, Little Market Place, Masham, Ripon, HG4 4DY

Tel: 01765 680205 Fax: 01765 680209 (Office Hours) Tel: 01765 650363 (Out of Office)

Office hours: Monday & Thursday, 13:00 –17:00 E-mail: [mashamparishclerk@gmail.com](mailto:mashamparishclerk@gmail.com)

Chairman: Councillor Neil Pickard, Clerk to the Council: Jen Hurford

**MINUTES ANNUAL PARISH MEETING 2nd MAY 2022**

**PRESENT:**

Parish Council: Cllr Colin Barker, Cllr Rosemary Blades, Cllr Valerie Broadley, Cllr John Ellis, Cllr Flo Grainger (Vice-chairman), Cllr Robert Greensit, Cllr James Gregg, Cllr Ian Johnson Cllr Neil Pickard (Chairman), Cllr Ben Rodney and Cllr Jane Vickery, with Jen Hurford (Parish Clerk).

Present: 2 Member of Public (MoP).

1. **WELCOME**

The Chair welcomed all to the meeting.

**2. APOLOGIES**

2.1 Cllr Peter Weatherill and County Cllr Felicity Cunliffe-Lister.

**3. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

3.1 Minutes of the Annual Meeting held on 16th May 2022. It was proposed by Cllr Johnson and seconded by Cllr Greensit that the Minutes be formally approved as a true and accurate record. All those who attended the meeting and who were present voted in favour. **Action: CLERK.**

**4. CHAIRMAN’S REPORT**

4.1 The Chair read out his report to Parishioners as follows;

I would like to start by thanking all of the parish councillors for their support during the last 12

months. Attendance at our monthly meetings has again been very good and I thank you all for your commitment. It was extremely sad to suddenly lose Margaret Atkinson this year after several years of her input at the North Yorkshire County Council level. However, it is pleasing to have someone that actually lives in Masham as her replacement in Councillor Felicity Cunliffe Lister.

Unfortunately, Felicity sends her apologies this evening, but I can assure you all that she has started well in this position by being very active at seeking to get Gun Bank roads tarmacked for the first time in many years and also taking an active interest in seeking to find a solution to the flooding in Masham through the diversion of Swinney Beck. Unfortunately, this will not be a quick fix, but we will all be persistent in trying to find a solution. Whilst on this topic I would like to thank Valerie Broadley and her helpers for their efforts in relation to sandbags and warnings for those likely to be affected by flooding. To me this is the number one issue that needs addressing for the benefit of our town.

I believe that Masham Parish Council should be prudent in the way that we manage the public

money and we are pleased to report that it was again unnecessary to burden our residents with a parish precept on their council tax bills at a time when most other costs are rising. Whilst I remain on this council, I am committed to seeking to maintain this record although I do note from our recent Neighbourhood Plan questionnaire that many residents do not share this view.

In order to achieve a reasonable income, we have two major sources of income. Firstly, the market which had rents of over £28,000 and secondly the honesty box receipts which were approximately £21,000. Both of these figures were slightly down on the previous year. Regarding the market I would like to record my thanks to John Todd for his continuing input as market super intendant and Cllr Grainger for her support to John during this last 12 months. I must also thank Cllr Johnson who helps to promote our market through social media and other activities whenever possible.

Regarding the honesty box income thanks to our parish clerk for diligently collecting, counting and banking the proceeds and to the councillors who accompany Jen during her collections as we feel that this is a prudent thing to do. You may also have noticed that we have had a new honest box built in the Bowling Green Car Park this spring. However, receiving these takings also means that we have the responsibility for the upkeep of the market place, within the roadway, including snow clearance in the winter months and also resurfacing when necessary. As indicated last year we delivered on our promise to resurface the church end of the market square at a cost in the region of £38k. I am sure that you will all feel that it now looks much better, so we had better start saving up for the other side!

You will also hopefully have seen that Harrogate BC helped to organise the installation of 4 electric car charging points in the flagpole end of the market place. Although they are in use unfortunately, they have not been completed as they require some wheel stops to prevent cars accidentally running into them and some bay markings to hopefully deter other vehicles parking in them. The target dates for these works are now 12-15th June.

I would like to take this opportunity to record my thanks to our litter picker, Eric Wilkinson, who is diligent in his approach and takes pride in seeing our town kept tidy. Eric has again shown this year that he is always willing to go beyond his job description. Our relief litter picker Dave Smith resigned from the position during the year, but we have now managed to recruit a new relief litter picker in Roger Smith who has recently undergone his training. Thanks to you both.

I would like to thank all members of the Masham Neighbourhood Plan working group for the

progress that has been made in the last 12 months which has resulted in the production and

circulation of the 16-page questionnaire. We appreciate the response from over 300 individuals, and we are now collating those responses. Our next task is to gain the views of our main employers in the area and also the views of our local organisations before we are able to start putting a draft Neighbourhood Plan together. I would particularly like to thank Howard Mountain, our Neighbourhood Plan Coordinator, who has provided a new drive and expert guidance to the initiative.

Our traffic speed and parking issues are still an area of concern. We are reliant on the new North Yorkshire Council to follow up on our suggestions. Many of these will be strengthened by your views that you expressed in the Neighbourhood Plan questionnaire as we will seek to take forward those suggestions that had a strong majority feeling.

Several contractors have helped during the year on parish caretaker works, keeping the grass mown, shrubs cut back, Dixon Keld steps mended etc. so thanks to these individuals and to Cllr Vickery for helping in managing these works and also for her help in maintaining the planters in the market square.

Prior to their demise Harrogate BC informed us that from 2023 the Parish Council would have to take over the responsibility and cost of maintaining the Shooting Holme, the surrounds of the recreation ground and tennis courts, the children’s play area in that location, and Titty Bottle Park. The reason for the change is that the council do not own this land and therefore feel that it is not their responsibility. We obtained quotes for the grass cutting of these areas and a local contractor, Martin Wilkinson, was chosen as our preferred candidate.

There are a few others in our community that I would like to take this opportunity to thank:

Masham Community Office which we are pleased to support and who have maintained many of their valuable services and in particular the weekly newsletter which is excellent. We wish them well in their efforts to purchase their building as they close in towards their target, an excellent effort by many for the long-term benefit of our community.

The travelling Post Office van continues to visit Masham, most weeks, in the absence of a

suitable premises in which to operate in the town. Hopefully Peacock & Verity may be able to fulfil this role in the future as this is included in their plans if they are successful with their funding applications.

Masham Litter Busters led by David Scruton who pick litter from the surrounding countryside on a weekly basis. And also, thanks to those individuals who collect litter of their own accord, not as part of the group, but just because they do not wish to see an untidy mess.

The Community Speed Watch Group that monitor traffic speeds within the town, and particularly to John Bursall who has now resigned from the group, but he still keeps us regularly informed of issue of public concern at our monthly meetings.

Our local police led by PCSO Swan who has provided us with monthly criminal reports and

attended some of our monthly meetings.

Our local fire service who are there when they are required to help in emergency situations.

Finally, thank you to our dutiful and diligent Clerk, Jen, and for her tenacity and thoroughness in dealing with all issues, including the prudent handling of financial matters. I finish with the fact that our expenditure for the 22/23 year at £104k was £35k higher than our income, so a break-even position if excluding the marketplace resurfacing. This resulted in our total reserves falling to £53,990 but I believe that this is still a very healthy balance. Thank you for listening.

**5. ANY ISSUES RAISED BY COUNCILLORS OR BY MEMBERS OF THE PUBLIC INCLUDED ON THE REGISTER OF ELECTORS**

There were no matters raised.

**6. CLOSE OF MEETING**

6.1 The Chair declared the Meeting closed 7.15pm

Dated 29/05/2023.

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**MASHAM PARISH COUNCIL**

Mashamshire Community Office, Little Market Place, Masham, Ripon, HG4 4DY

Tel: 01765 680205 Fax: 01765 680209 (Office Hours) Tel: 01765 650363 (Out of Office)

Office hours: Monday & Thursday, 13:00 –17:00 E-mail: [mashamparishclerk@gmail.com](mailto:mashamparishclerk@gmail.com)

Chairman: Councillor Neil Pickard, Clerk to the Council: Jen Hurford

**MINUTES 2nd MAY 2023**

**PRESENT:**

**Parish Council:** Cllr Colin Barker, Cllr Rosemary Blades, Cllr Valerie Broadley, Cllr John Ellis, Cllr Flo Grainger, Cllr Robert Greensit, Cllr James Gregg, Cllr Ian Johnson (Vice-chairman), Cllr Neil Pickard (Chairman), Cllr Ben Rodney and Cllr Jane Vickery, with Jen Hurford (Parish Clerk).

**Present:** 3 Member of Public (MoP).

**1. APOLOGIES**

1.1. Cllr Peter Weatherill and County Cllr Felicity Cunliffe-Lister.

**2. APPROVAL OF MINUTES OF PREVIOUS MEETING**

2.1 Minutes of the Monthly Meeting held 3rd April 2023. It was **proposed** by Cllr Johnson and **seconded** by Cllr Grainger that the Minutes be formally approved as a true and accurate record and for the Chair to sign. All those at the meeting and who were present voted in favour. **Action: CLERK.**

**3. DECLARATION OF INTEREST IN AGENDA ITEMS**

3.1 Cllr Barker declared an interest in Item 4.2.

**4. ADDITIONAL PLANNING MATTERS**

4.1 23/01011/FUL - Scarth and Sons, 49 Silver Street, Masham - Erection of a two-storey rear extension. Following discussion, it was **proposed** by Cllr Gregg and **seconded** by Cllr Ellis that the Council had no objections to the application. All those present voted in favour. **Action: CLERK.**

4.2 23/01172/FUL - 26 The Cottage, Park Street, Masham - Revised scheme for the conversion of barn to annex accommodation. Retrospective permission for the replacement of external windows and doors to 26 Park Street. Construction of boundary wall. Following discussion, it was **proposed** by Cllr Vickery and **seconded** by Cllr Grainger that the Council did not object to or support the application but wished to make comments or seek safeguards as follows: The Council have no objections to the conversion of barn to annex accommodation, however; Councillors do not support the retrospective permission for the replacement of external windows and doors to 26 Park Street as they are not in keeping with the surrounding conservation area. All those present voted in favour. **Action: CLERK.**

4.3 Additional Planning Matters - A list of decisions and enforcements appears at Appendix A.

(Cllrs agreed for Item 7 to be brought forward).

**7. NEIGHBOURHOOD POLICING TEAM REPORT**

7.1 The following report was circulated to Cllrs prior to the meeting. PCSO Swan explained the worry of travelling criminals as the burglaries seemed sporadic with no progression. Door to door sellers had been seen and it was reiterated they must hold a Pedlars Licence and if not, MoP should call 101 immediately so police could attend straight away.

Ripon and Pateley Bridge NPT: Town and Parish Council Report

|  |  |
| --- | --- |
| Town or Parish | Masham Town Council |
| Report Completed By: | PCSO Alison Swan |
| Data Reporting Period: | 01/04/23 to 30/04/2023 |

Crime and ASB Data

|  |  |  |
| --- | --- | --- |
| Qualifier | No of Incidents |  |
| Anti-social behaviour |  |  |
| Environmental anti-social behaviour |  |  |
| Auto crime |  |  |
| Burglary | 1 | 20/04/23 attempt burglary (no entry gained) |
| Criminal Damage |  |  |
| Theft | 1 | 21/04/23 theft from shop |
| Violence | 3 | 2/04/23 dog bite to person is recorded as violence (no matter how serious it might be)  06/04/23 assault on person  07/04/23 dog bite to person is recorded as violence (no matter how serious it might be) |
| Public Order Incident |  |  |
| Fraud |  |  |
| Suspect Circumstances | 2 | 13/04/23 door to door sellers Grewelthorpe  24/04/23 report of suspicious vehicle (checked out by police driver was working in the locality) |
| Alarm |  |  |
| Highway Disruption |  |  |
| Road Traffic Collision | 1 | 06/04/23 bump in car park to stationary vehicle |
| Natural Disaster |  |  |
| Animal / Wildlife | 1 | 23/04/23 lost dog escaped from kennel (dog found) |
| TOTAL THIS PERIOD | 9 |  |

(Cllrs agreed for Item 8 to be brought forward).

**8. TRAVELLERS**

8.1 PCSO Swan explained Sgt Davies had sent Swinton Estate the relevant procedures to take action against the Travellers if required and she would call Mark Cunliffe-Lister and the MPC Chair when she was aiming to come up. It was discussed Fri 26th was the expected date. Mark explained the notice prepared gave 7 days’ notice to vacate and if anything untoward happened within that time it was then at the discretion of the police to apply. It was reiterated that all incidences needed reporting to the police and the MCO would help incorporate this message into their newsletter and PCSO would prepare something to circulate too. PCSO Swan explained having tried to contact Billy Walsh’s office but had not got any response. The Chair thanked both PCSO Swan and Mark Cunliffe-Lister for their attendance and work.

**8PM PUBLIC INTERVAL**

There were no matters raised.

(Cllrs agreed for Item 6 to be brought forward).

**6. MASHAMSHIRE COMMUNITY OFFICE UPDATE**

6.1 MCO Trustee explained that the new defib pads had already been used so a further two sets had been required at a cost of £151.60 and that ongoing costs for maintenance and pads were around £2-300. Options were discussed for MPC to take responsibility of finances but to see if Hearts of Masham would consider taking over responsibility. Fundraising had seen funds to purchase the building in the region of £183k which did not include the hoped for £10k to £12k anticipated from forthcoming events aiming to bring this to around £195k. The MCO required insurance cover for the coronation events they were organising including the cowpat competition. Cllr Johnson explained he would be speaking to the MPC’s insurers to clarify cover and to see what could be added for the weekend. The MCO had obtained a £322 quote for the premium which needed to be purchased the following day and hoped MPC would contribute to this. Cllr Johnson would liaise with the MCO to see what could be achieved and update the MCO accordingly. It was explained that two grant applications for funding for the purchase had been accepted for around £25k, three rejected and three awaited. The office was also currently short staffed. **Action: CLLR JOHNSON.**

**5. FINANCIAL MATTERS**

5.1 Advice of Receipts and Payments. Details of the Receipts and Payments made in the month are scheduled under Appendix B (1/2) and were advised of by the Clerk.

5.1.1 Cllrs highlighted the bill for the Market Cross electricity. The Clerk confirmed the fixed rate contract had now been signed and returned but Cllrs discussed the meter readings needed to be monitored when market stalls were using electricity to ensure they were being charged appropriately. **Action: CLLRS GRAINGER & JOHNSON.**

5.1.2 Acceptance of the Advice of Receipts and Payments via cheque was **proposed** by Cllr Vickery and **seconded** by Cllr Greensit. All those present voted in favour. Details of the Council’s bank account balances are shown at Appendix B. **Action: CLERK.**

5.2 Online Banking, Paying In-Books & Cancelled Cheques. Cllr Grainger would persevere chasing these with the bank’s customer services. **Action: CLLRS BLADES, ELLIS, GRAINGER & GRAINGER.**

5.3 Consideration of S137 for Masham Litter Busters’ Insurance. The Clerk circulated the request to Cllrs prior to the meeting for the donation of £122.64 for the groups annual premium and it was **proposed** by Cllr Ellis and **seconded** by Cllr Greensit to agree to this. All those present voted in favour. **Action: CLERK.**

5.4 Consideration of S137 for Little Market Place Additional Defibrillator Pads. Following the request from Mashamshire Community Office for new pads for the unit at Bordar House Teas at a cost of £69.48 including VAT and delivery, the Clerk explained the 5% discount anticipated had not been applied so the actual figure was £77.94. In addition, two sets of new pads had been purchased as explained in Item 6 at a cost of £151.60. It was **proposed** by Cllr Broadley and **seconded** by Cllr Grainger to make the S137 donations accordingly. All those present voted in favour. **Action: CLERK.**

5.5 Insurance Renewal. The premium for renewal from 1st June as part of a 3-year term via BHIB Insurance Brokers was £877.33 and it was **proposed** by Cllr Broadley and **seconded** by Cllr Rodney to proceed with the cover accordingly. All those present voted in favour. **Action: CLERK.**

**9. MASHAM FLOOD PREVENTION**

9.1 It was reported County Cllr Cunliffe-Lister had been actively chasing for updates on the quarries timings to divert the course of Swinney Beck. At the recent meeting with the quarry attended by Cllrs it had been discussed the 2024 plans had now been pushed to 2025 to start excavation the Swinney Beck side due to the reduced orders for road stone and staff shortages delaying work. In addition, the Clerk was chasing both NYC and Highways to de-silt at Maple Creek and The Oaks, and to keep applying pressure for the removal of the weir at Maple Creek. **Action: CLLRS BROADLEY & CUNLIFFE-LISTER & CLERK.**

**10. NEIGHBOURHOOD PLAN**

10.1 The Chair advised 315 questionnaire responses were being processed and another meeting was due in June. The unspent grant had been actioned to return and they would be applying for further grant monies for 2023/24. **Action: CHAIR.**

**11. MARKET MATTERS**

11.1 Cllr Grainger asked Cllrs if MPC could negotiate further on the tariffs for larger stalls, but Cllrs agreed this was not fair on other traders, so the rates for 2023/4 should be kept as agreed. MPC had listened to what traders wanted in spring before reviewing the rules and tariffs and had already altered them accordingly. Cllr Ellis advised the St George’s flag had not been flown on the required day. Cllr Johnson agreed to put up the flag for the coronation. The Market Superintendent would be asked at his appraisal if he wished to pass on the responsibility of putting flags up.  **Action: CHAIR & CLLRS GRAINGER & JOHNSON.**

**12. NOTEMACHINE ATM**

12.1 The Chair explained MPC were responsible for the electricity supply so had requested a bill for the last 12-month period. As it was in a building only supplying their machine it was felt they should pay for this and that MPC should offer to forgo any income from payments.

**13. HONESTY BOX QR CODE**

13.1 Cllr Johnson had circulated to Cllrs a suggestion from Masham IT to produce a simple QR code to display which would be linked to a PayPal account to take electronic payments. Cllrs agreed for Cllr Johnson to take this forward. **Action: CLLR JOHNSON.**

**14. DAMAGED CAIRN**

14.1 The Clerk advised having had no response from chasing the coach company responsible for the damage and so Cllrs agreed the Clerk should now go back to the police to follow up the matter. **Action: CLERK.**

**15. PAINTING OF NOTICEBOARD**

15.1 Cllr Johnson had offered to paint the noticeboard. **Action: CLLR JOHNSON.**

**16. ADDITIONAL DEFIBRILLATORS**

16.1 Cllr Broadley was still awaiting issues over the post to progress the one for High Ellington and Cllr Grainger was awaiting the electrician to fit the new defib for Low Burton. Cllrs asked if Gregg Electrical could be pursued for their input on solar power for the High Ellington unit and if County Cllr Cunliffe-Lister could be asked to help push NYC for their input in the meantime. **Action: CLLRS BROADLEY & GRAINGER.**

**17. KINGS CORONATION 6th MAY**

17.1 Cllr Johnson advised the firework display had been moved to beyond the air raid shelter to counteract the concerns raised previously over the nesting swifts. The parade on Sunday afternoon starting at I’Anson Bros Ltd to the Market Place needed stewards to co-ordinate the traffic and that the fire brigade was kindly putting up bunting around the town. The Town Crier had requested payment for undertaking the proclamations and Cllrs agreed to 2 hours paid work for this. **Action: CLLR JOHNSON & CLERK.**

**18. HANGING BASKET & FLORAL DISPLAY COMPETITION**

18.1 Cllrs agreed to £125 spend on prizes for vouchers from Ashlands Nurseries again for another competition to be judged before 1st August Yorkshire Day. The Clerk would draft a poster and the Chair would ask last year’s judges if they would kindly participate again.  **Action: CHAIR & CLERK.**

**19. ELECTRIC VEHICLE CHARGING POINTS**

19.1 The Chair advised the bays were due to be painted 12th to 15th June. **Action: CHAIR & CLLR JOHNSON.**

**20. PATH FROM THE KINGS HEAD YARD**

20.1 The Clerk advised a couple more forms had been received which were applicable for the over 20-year timescale of use. Incomplete forms needed to be returned to ensure adequate completion before submission and then notices could be drafted to landowners. **Action: CLLR VICKERY & CLERK.**

**21. VEHICLE ACTIVATED SIGNS**

21.1 NYC had responded that none of the lampposts within the 40mph zone near the Old Station were suitable for VAS signs so Cllrs agreed these should remain where they were.

**22. COMMUNITY SPEED WATCH**

22.1 The Clerk advised no volunteers had come forward to fill the two positions following the Facebook post and Cllrs were asked to keep asking MoP. **Action: ALL CLLRS & CLERK.**

**23.1 HIGHWAYS MATTERS**

23.1 Matters to raise or chase with NYC Highways department were;

a) The breaking up of the road surface causing pooling on Silver Street. **Action: CLERK.**

b) The dirty pavement on Thorpe Road required cleaning. **Action: CLERK.**

c) The provision of yellow lines opposite Wensleydale Garage. **Action: CLERK.**

d) A Traffic Warden had been seen the previous week and ticketed an offender on Silver Street.

e) Cllrs agreed NYC should be requested to remove all the wheelie bins on Thorpe Road and replace with the black bag scheme. **Action: CLERK.**

f) The dirty pavement to High Burton still needed cleaning. **Action: CLERK.**

g) Fearby Road drains were still blocked. **Action: CLERK.**

h) Cllr Ellis would clean the Masham signs before the coronation. **Action: CLLR ELLIS.**

i) Swinton Estate needed to be asked for better fencing to the erosion at Sandy Bay. **Action: CLERK.**

**24. WESTHOLME COURT PLAY AREA**

24.1 Cllr Grainger advised the Derbyshire Environmental Trust would consider the grant application next month and had requested a photo of the site and an additional quote. They required the project to be advertised in a public place and for a start date of 1st August. MPC would need to recognise that 10% funding would need to be put in on top of the £33k being requested. **Action: CLLR GRAINGER.**

**25. PARISH CARETAKERS WORK**

25.1 No new items were raised.

**26. CORRESPONDENCE FOR DISCUSSION/INFORMATION**

* 1. Masham Primary School – Request to hold their annual Maypole dancing on the market square on the afternoon of Friday 5th May had already been agreed by Cllrs and confirmed back. Cllrs agreed Cllr Grainger should request the Market Superintendent cone earlier on the Thursday evening. **Action: CLLR GRAINGER.**
  2. Masham Young Farmers – Notification of their annual charity tractor run on Sunday 28th May and request to use the bottom half of Masham Market Place to park the tractors on before they set off. They would cone off the area on the night of Saturday 27th May so then it is clear for use on Sunday 28th May, and all the tractors will leave the by 11am at the latest on the Sunday. This year they are raising money for Yorkshire Air Ambulance. Last year’s tractor run made a profit of £2500 that was sent to The UK Sepsis Trust, and in total last year we donated £11,300 to The UK Sepsis Trust. Cllrs had agreed to this prior to the meeting.
  3. Cllr Felicity Cunliffe-Lister – Explanation was noted that for council tax, those in former Harrogate Borough pay highest council tax in North Yorkshire and we are equalising over 2-year period. There are therefore 3 things happening for a Band D property:- 1. Equalisation reduction in 2023/24 and again in 2024/25 (saving of £23.46 for your Band D residents). 2. An increase for NYC of 4.99% in the “averaged” NY rate (cost for your residents = £83.64 for Band D). 3. Changes in precepts for Police, Fire and PC/TCs (cost for your residents). By 1 April 2024 all will pay the same level of council tax regardless of former DC geography.
  4. Cllr Felicity Cunliffe-Lister – Report from North Yorkshire Council for April and update on issues specific to Masham was circulated to Cllrs and noted the topics including bus routes, rural broadband, cutting carbon emissions and saving on energy bills, Let’s Talk, youth councils and a community bus.

**27. ANY OTHER BUSINESS**

27.1 Cllr Barker reported that the disabled bays outside the pharmacy were difficult to get in to when parking was busy and suggested the painting of chevrons to help make them more visible. **Action: CLERK.**

27.2 Cllr Barker advised the request of a bench at The Oaks play area and it was agreed to ask NYC as it was their area. **Action: CLERK.**

27.3 Cllr Barker suggested a bollard could be erected at the entrance to The Shooting Holme and Recreation Ground that operated on a vehicle recognition system. It was felt by some councillors that this would prevent any visitors to the town being able to park in the Long Stay parking area.

27.4 Cllr Rodney advised rubbish bags on Park Street were being put out too early. **Action: CLERK.**

27.5 Cllr Blades questioned when PVCS were to start work on the Silver Street building and Cllr Broadley advised the need for asbestos surveys and sealing of the cellars as all health and safety legislation had to be followed and these works were delaying progress.

27.6 The Chair would liaise with Cllr Johnson and employees to arrange staff appraisals **Action: CHAIR & CLLR JOHNSON.**

**27. DATE OF NEXT MEETING**

27.1 Monday 5th June 2023.

CLOSURE: The Meeting closed at 21:17pm.

Dated 29/05/2023.

*To view our General Privacy Notice please go to* [*https://www.mashamparishcouncil.com/gdpr.html*](https://www.mashamparishcouncil.com/gdpr.html)

**APPENDIX A - MASHAM PARISH COUNCIL PLANNING MATTERS TO 2nd MAY 2023**

**PLANNING APPLICATIONS GRANTED/REFUSED BY HARROGATE BOROUGH COUNCIL**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DECISION** |
| Firth House Farm, Haregill Bank, High Ellington | 21/05079/FUL - Conversion of 4 traditional agricultural buildings into 3 residential units and ancillary garage and storage space. | Approved subject to conditions |

**PLANNING ENFORCEMENTS NOTIFIED BY HARROGATE BOROUGH COUNCIL**

|  |  |  |
| --- | --- | --- |
| ADDRESS OF PROPERTY | DETAILS OF ENFORCEMENT NOTIFICATION | ACTION |
| Silverdale, 25 College Lane, Masham, HG4 4HE | Erection of outbuilding and installation of electric gates | Update 6th March – This matter remains with our solicitors; HBC will chase this with them. Update 27th March - still with the Council’s solicitors who are struggling with workload. Legal were questioned in last legal meeting. |
| Prospect House 28, Park Street, Masham, HG4 4HN | Potential unauthorised works to a listed building | Correspondence 5th December - HBC has not managed to get in contact with the owners of the property despite sending a letter and knocking on the door, so will now seek the registered owners’ address. The chimneys are a breach of Listed Building consent.  3rd February update – HBC continued to chase the owner by sending a follow up letter on the 22nd of December.  Update 6th March – No further progress. Update 27th March – HBC to make enquiries with solicitors regarding ownership of the land. |
| Land Comprising Field At 422755 480244, Thorpe Road, Masham | Felling of trees within Tree Preservation Order No 09/2012 | Update 6th March - Responsible party traced and has agreed replanting works, negotiations ongoing re timescale. Update 27th March trees have been ordered and apparently planted. Case Officer to check. |
| Bramley House, 7 Swinton Terrace, Masham, HG4 4HS | Replacement of doors and windows | Update 6th March - Conservation Colleagues do not like the door, advise being sought from solicitors to determine if any action is possible. Update requested 27th March - is now being dealt with by new Compliance Officer Emilie Ellis. She will update in due course. |
| Market Place, Masham,  HG4 4EB | Potential erection of memorial structure in car park without planning permission | Notification of communication received on 8 March 2023 which reports a possible breach of planning control. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **FINANCE SCHEDULE** | |  | **APPENDIX B (1/2)** | |  |
| **RECEIPTS** |  |  |  |  |  |  |  |
| **(i) Advice of receipts from 4th April to 2nd May 2023** | | | |  |  |  |  |
| Market Rents |  |  |  |  |  | £2,308.00 |  |
| Honesty Box |  |  |  |  |  | £1,275.00 |  |
|  |  | **Total receipts for the month** | | |  | **£3,583.00** |  |
| **PAYMENTS** |  |  |  |  |  |  |  |
| **(ii) Payments by cheque on 2nd May 2023 for approval from Barclays** | | | | | |  |  |
|  |  |  |  |  |  |  | **Cheque No.** |
| Eric Wilkinson, Litter Picker - April salary & bonus (Tax £188.40) | | | | |  |  | 101315 |
| John Todd, Market Superintendent - Bonus (Tax £145.80) | | | |  |  |  | 101316 |
| Roger Smith, Relief Litter Picker - 4hrs training (Tax £9.20) | | | | |  |  | 101317 |
| Jen Hurford, Parish Clerk - April salary (Tax £13.80) | | | |  |  |  | 101318 |
|  |  |  | **Staff Salaries Total** | |  | **£2,252.28** |  |
| HMRC - PAYE |  |  |  |  |  | £357.20 | 101319 |
| NABMA - 2023/24 subscription | |  |  |  |  | £384.00 | 101320 |
| Cash Register Group - Coin counting machine (VAT £39.80) | | | | |  | £245.94 | 101321 |
| YLCA - 2023/24 subscription | |  |  |  |  | £447.00 | 101322 |
| Masham Town Hall - April meeting room hire (VAT £6.00) | | | |  |  | £36.00 | 101323 |
| Swinton Estate - Annual rent for Market Square & Recreation Ground (VAT £10.20) | | | | | | £61.20 | 101324 |
| Mashamshire Community Office - Office rent & business services Jan-Apr | | | | | | £217.18 | 101325 |
| Beyond Digital Ltd - Neighbourhood Plan questionnaires & banner (VAT £22.80) | | | | | | £950.80 | 101326 |
| Groundwork UK - Neighbourhood Plan grant underspend repayment | | | | | | £3,263.81 | 101327 |
| Cllr Pickard - Reimburse neighbourhood plan Jotform May sub | | | | |  | £37.61 | 101328 |
| T Atkinson & Son - 3x padlocks for height barrier | | | |  |  | £44.34 | 101329 |
| Cllr Johnson - Supply of pallet trolley for storage building | | | | |  | £75.00 | 101330 |
| J Burk - Repairs to market cone trolley | | |  |  |  | £17.30 | 101331 |
| D3 Office Group Ltd - Cartridges, staples & vinyl gloves (VAT £12.03) | | | | |  | £72.18 | 101332 |
| **Direct Debits** |  |  |  |  |  |  |  |
| Barclaycard - Card Machine (VAT £7.00) | | |  |  |  | £58.92 |  |
| Green Energy - Electricity Bowling Club (VAT £0.65) | | | |  |  | £13.67 |  |
| Green Energy - Electricity Market Cross (VAT £6.60) | | | |  |  | £138.52 |  |
|  |  | **Total Payments** | |  |  | **£8,672.95** |  |
| BANK BALANCES |  |  |  |  |  |  |  |
| Barclays - Masham Parish Council - Current Account Ending 7717 | | | | |  |  |  |
|  | Balance as at 27 April 2023 | | |  | £9,026.48 | Cr |  |
| Barclays - Masham Parish Council - Current Account Ending 2096 | | | | |  |  |  |
|  | Balance as at 27 April 2023 | | |  | £48.00 | Cr |  |
| CCLA Public Deposit Sector Fund Account | | |  |  |  |  |  |
|  | Balance as at 31 March 2023 | | |  | £46,180.19 | Cr |  |
|  |  |  | Overall Total |  | £55,254.67 | Cr |  |

**APPENDIX C**

**MASHAM PARISH COUNCIL – MEETING 2nd MAY 2023**

Correspondence for information/consideration etc

1. Masham Primary School – Request to hold their annual Maypole dancing on the market square on the afternoon of Friday 5th May.
2. Masham Young Farmers – Notification of their annual charity tractor run on Sunday 28th May and request to use the bottom half of Masham Market Place to park the tractors on before they set off. They would cone off the area on the night of Saturday 27th May so then it is clear for use on Sunday 28th May, and all the tractors will leave the by 11am at the latest on the Sunday. This year they are raising money for Yorkshire Air Ambulance. Last year’s tractor run made a profit of £2500 that was sent to The UK Sepsis Trust, and in total last year we donated £11,300 to The UK Sepsis Trust.
3. Cllr Felicity Cunliffe-Lister – Explanation that for council tax, those in former Harrogate Borough pay highest council tax in North Yorkshire and we are equalising over 2 year period. There are therefore 3 things happening for a Band D property:- 1. Equalisation reduction in 2023/24 and again in 2024/25 (saving of £23.46 for your Band D residents). 2. An increase for NYC of 4.99% in the “averaged” NY rate (cost for your residents = £83.64 for Band D). 3. Changes in precepts for Police, Fire and PC/TCs (cost for your residents). By 1 April 2024 all will pay the same level of council tax regardless of former DC geography.
4. Cllr Felicity Cunliffe-Lister – Report from North Yorkshire Council for April and update on issues specific to Masham.