**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 and Thursday, 13:00 – 17:00 E-mail: [mashamparishclerk@gmail.com](mailto:mashamparishclerk@gmail.com)

Chairman: Councillor Flo Grainger Clerk to the Council: Jen Hurford

**MINUTES 4th JANUARY 2021 (Held virtually via Zoom)**

**PRESENT:**

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

**Present:** 0 Members of Public (MoP)

**1. APOLOGIES**

* 1. Cllr Robert Greensit, Cllr Nigel Simms (due to technical issues) and County Cllr Margaret Atkinson (due to technical issues).

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

2.1 Minutes of the Monthly Meeting held 7th December 2020. It was **proposed** by Cllr Pickard and **seconded** by Cllr Ellis that the Minutes of the 7th December 2020 meeting be formally approved as a true and accurate record. All those who attended the 7th December 2020 meeting and who were present voted in favour. It was **RESOLVED** that the Chair should sign the Minutes as a true and accurate record. **Action: CLERK.**

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

3.1 Cllr Johnson declared an interest in Item 11.

**4. PLANNING MATTERS**

* 1. Planning Applications received from Harrogate Borough Council;

4.1.1 The Mill House, Millgate, Masham, HG4 4EZ - Variation of condition 2 to allow alteration to type of windows and door as well as include double rather than single glazing - Substitution of relevant plans for those provided. Original approval: 18/04857/FUL. Following discussion, it was **proposed** by Cllr Johnson and **seconded** by Cllr Pickard that MPC did not object to or support the application but wished to make comments or seek safeguards as follows; The window as described is not a Yorkshire slide and will not work. To work properly the window should have a single sash which slides horizontally, there are various ways this can be achieved, but it is impossible for both sashes to slide, unless you are happy for substantial water penetration. The drawing does not make it clear how the window will work. For both planning reasons and the owners benefit this should be explained properly. Otherwise, they will end up having something that bears no relationship with the drawing. All those present voted in favour and the **RESOLUTION** was carried.

4.1.2 Deepdale, 32 Market Place, Masham, HG4 4EF - Reinstatement of two window openings to front elevation (one on first floor and one second floor). Removal of render to front elevation followed by either re-rendering in lime render or exposure of underlying stonework with re-pointing. 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 and the **RESOLUTION** was carried.

* + 1. Amenity Land South of Maple Creek At 422282 480567, Red Lane, Masham - Erection of 4 dwellings, including proposed new access including bridge (additional information submitted). Following discussion, it was **proposed** by Cllr Ellis and **seconded** by Cllr Barker that MPC objected on the planning grounds set out as follows; Concern is given that the soakaway drainage for the development is not suitable as there is still no clear plan for surface water run-off; Concern is given that the impact of the development will cause increased risk of flooding to another location when Swinney Beck is compromised; Concern is given to the potential risk of flooding from Swinney Beck both at the site and caused by the development to nearby properties and land; Concern is given to the proximity of the proposed bridge to adjacent bridges and whether it is in accordance to permitted distances; Councillors felt clarity must be given on the responsibility of future works to de-silting at the bridge and works to the bridge itself on an ongoing basis; Concern is given to the standard of the surface to the highway access and underlying surface, in particular Swinburn Road, being able to cope with heavier loads during the development process; Concern is given in relation to the documents presented to the Council by Parishioners previously (to be attached). All those present voted in favour and the **RESOLUTION** was carried.

The Clerk would be requested to advise HBC of the above MPC decision. **Action: CLERK.**

* 1. Planning Approvals – A list of approvals appear at Appendix A.
  2. Planning Enforcements – A list of enforcements appear 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 online banking was **proposed** by Cllr Pickard and **seconded** by Cllr Ellis. All those present voted in favour. It was **RESOLVED** that the Receipts and Payments schedule be approved. Details of the Council’s bank account balances are shown at Appendix B also. **Action: CLERK.**

5.2 The lack of contributions to the Honesty Boxes were discussed. Cllr Vickery suggested moving the Honesty Box at the long stay car park out from under the trees and move to the side of the Bowling Club car park. Cllr Johnson suggested building it higher too and away from the areas that flood. Cllr Weatherill pointed out those who parked on the grass might not see it and Cllr Barker suggested a path be made to the existing one so that contributors are not deterred by getting their feet dirty. It was **proposed** by Cllr Ellis and **seconded** by Cllr Barker to build a new cairn like that by the tennis courts with new box and keep the existing in place. All those who present voted in favour. It was **RESOLVED** that the Cllr Johnson would enquire accordingly with local contractors. **Action: CLLR JOHNSON.**

**6. SWINNEY BECK & HIGHWAYS FLOOD PREVENTION**

6.1 Cllr Ellis advised of the recent alert for Swinney Beck and reported on inspecting Swinney Beck by the fire station and that it had not breached and was residing, but it was going down Fearby Road. Cllr Broadley confirmed this had happened last time and that only one drain on the road works. It was notified the drains outside the allotment gates were blocked again for the Clerk to report to Highways. It was discussed to ask the neighbours to the gate to the footpath to put out sandbags if MPC provided them to which Cllr Vickery offered to ask. Cllr Ellis felt that the flood alert high point needed altering as last time it breached around 0.85m not the 0.3/0.4m that sets the alert off, but Cllr Broadley advised the levels can rise within half an hour of this. Cllr Johnson also reported receiving a call from the owners of the gas house checking the River Ure levels. Cllr Broadley advised of a meeting scheduled for Wednesday 6th January with HBC to discuss the Maple Creek area and Cllr Barker had liaised with another resident about raising the wall above the flow too. Once all parties had been met with, HBC, two residents & further surrounding residents with potential obstacles, Cllr Broadley suggested a letter be sent to ask all parties to look at their own properties to have obstructions removed or altered. Cllrs agreed for Cllr Broadley to draft the letter for the Clerk to send in due course. The Chair noted Highways had recently freed some drains on Silver Street but that there was one they needed still to return to that they were unable to tackle on the day. Cllrs discussed that additional drains from the Market Place may not cure the problem as the flow would all end up in the same place and the drainage system could not take a breach of Swinney Beck regardless. Highways report did not mention The Avenue where they had been for some time, so it was agreed for the Clerk to enquire over this whilst chasing the remaining blocked drain to be addressed on Silver Street. The Chair advised of no response yet from Marfield Quarry yet and so too would chase. **Action: CHAIR, CLLRS BROADLEY & VICKERY & CLERK.**

**7. COMMUNITY SPEED WATCH AT THORPE ROAD**

7.1 The Clerk advised five residents had volunteered to undertake the scheme and just one more was required for the Clerk to submit the forms to NYP in order to proceed. Cllr Johnson would approach a resident who may be interested first and then the clerk would publicise for the final volunteer on Facebook. **Action: CLLR JOHNSON & CLERK.**

**8. REQUEST FOR TRAFFIC WARDEN**

8.1 The Chair was pleased to report that HBC had offered to revisit Masham and had requested details of problematic times, days, and areas. Suggestions of locations from Cllrs included the dropped curb by the Old Post Office on Silver Street, the yellow lines on Silver Street, along Church Street, Park Street, Swinton Road junction, Swinton Terrace, Red Lane, Westholme Road near the Brewery, Red Lane near the dropped curb by the fire station and the junction from Chapman Lane. It was felt there was no particular day to suggest, but possibly market days once normality resumes and outside of the 9 to 5 when commuters returned home. **Action: CLERK.**

**9. KINGS HEAD HOTEL HONESTY BOX SUPPORT**

9.1 Cllr Johnson advised the meeting arranged had been cancelled last minute so progress in the matter was still awaited.

**10. MASHAM MARKET**

10.1 Cllr Johnson highlighted plans for the market were uncertain with the announcement from the prime minister later of a potential national lockdown. There was no market held on Boxing Day or the recent Saturday when it snowed and on the Wednesday one Trader did show up. Cllr Johnson suggested testing Traders from Tier 4 for Covid-19 to be safe and that it was likely to be food and essential goods if another lockdown were announced later. The forthcoming market was due to see Yorkshire Air Ambulance to carry out a cheque presentation for the recent S137 donation which was likely to get cancelled but Cllr Johnson invited Cllrs for the 10am event. Cllrs discussed MFJ Land Management’s work for the Winter Maintenance Plan and Cllr Johnson had advised the recent snow had not caused an issue. It was **proposed** by Cllr Pickard and **seconded** by Cllr Weatherill for Cllr Ellis to contact the contractor when snow fell as required. **Action: CLLRS ELLIS & JOHNSON.**

**11. FINGER POST**

11.1 Cllr Johnson advised another business had requested a finger since the previous meeting and that confirmation of the majority of businesses was needed to get the fingers lined up before staring the final assemble. Ply had been made or all the angles of the fingers and Cllr Johnson thought brackets should be put on for businesses expected but to confirm. **Action: CLLR JOHNSON.**

**12. DEED OF EASEMENT RELATING TO FOOTPATH ADJACENT TO MILL HOUSE**

12.1. The Clerk circulated correspondence prior to the meeting from LCF Law stating, the easement relates to the right to pass on foot only across the blue and the red land as shown on the deed between points ‘A’, ‘B’ and ‘C’.  but point ‘C’ could not be located on the plan; The deed of easement appears to benefit the inhabitants who live within the town boundary of Masham together with their descendants, successors in title, relatives, and guests.  A deed of easement should refer to the land that benefits from the right and identifies the land that is burdened by the right.  The solicitor was uncertain as to whether the Land Registry would consider the description of those that live within the town boundary of Masham and their descendants etc as being sufficiently certain to be a valid and enforceable easement; Notwithstanding the issues referred to in 1 and 2 above, a further concern is that the deed appears not to have been registered against the two registered titles.  A buyer of the property, for your consideration, would take subject to only those matters registered against the title at the date of acquisition. The Land Registry fee would be in total £40.00 (£20.00 per title) and LCF’s fee estimated for the initial application at £200.00 plus VAT. Cllr Blades advised the gate at the sewerage works was point C on the original plan and agreed to drop this in for the Clerk. Cllrs discussed the ‘ifs’ and ‘buts’ of the matter and that the Deed is not applicable as stands. It was discussed again whether to apply for a DMMO but with the Deed drawn up it was questioned whether this was needed. Cllr Weatherill highlighted how could the beneficiaries of the Deed be differentiated in practice. Itwas **proposed** by Cllr Pickard and **seconded** by Cllr Johnson to review the matter at the end of the 44week period from the start of building works. All those present voted in favour. It was **RESOLVED** to discuss the matter again in due course. In the meantime, Cllr Ellis would continue collecting signatures as evidence of historical use of the path.

**8PM - PUBLIC INTERVAL**

There were no MoP to raise any matters.

**13. STILE AT LOW BURTON**

13.1 The Clerk circulated correspondence from NYCC Pathways department prior to the meeting that they would consider contributing to costs of the work suggested by MPC and the landowner and requested quotes accordingly. Cllrs discussed the design and that Hutchinson’s Fabrications Ltd should be requested to quote accordingly and arrange a site meeting after lockdown. **Action: CHAIR & CLERK.**

**14. LIGHTING TO RECREATION GROUND DRIVEWAY**

14.1 The Clerk circulated initial information and estimates from Gregg Electrical prior to the meeting. A 50W ‘Washington’ unit would cost £287.50 plus VAT requiring a 6m lamp post at £190 plus VAT or 5m post at £178.25 plus VAT, with labour estimated at £100 to £200 per light. Alternatively, a self -cleaning unit the ‘Cleon’ 35W would be as above but £800 plus VAT per unit. Cllrs discussed whether lighting may encourage people rather than discourage and whether one light should be tried by the tennis court honesty box first. Cllr Vickery expressed it was a large outgoing to consider in the current climate and maybe MPC should be cautious. Itwas **proposed** by Cllr Pickard and **seconded** by Cllr Broadley to revisit the matter again in 6months. The majority of those present voted in favour. It was **RESOLVED** for the Clerk to schedule on July’s Agenda accordingly. **Action: CLERK.**

**15. YLCA ADVICE OVER THE SHOOTING HOLME**

15.1 The Clerk circulated advice from YLCA with regards to Travellers on the Village Green stating; Traveller removal is a matter for the principal authority, as set out under s77 Criminal Justice and Public Order Act 1994, or the Police under s66 of the 1994 Act. The parish council has no powers to remove unauthorised encampments. It would be prudent to ask for the Borough Council to act swiftly, particularly in light of the health and well-being check on any travellers on site, which is a principal authority function. Environmental Health will also need to be contacted for removal of waste, and provision of bins etc, to prevent excess waste being left afterwards. However, the Borough Council may be reluctant to assist, as the land is owned by a private landlord – Swinton Estate. As such this is for them to resolve using their own independent legal advice, and bailiffs. After the removal, I would advise whoever is responsible for security of the site, to consider a more prudent method to prevent unwanted access and egress, such as gates or barriers. I appreciate how frustrating unauthorised encampments are, but given the welfare checks needed prior to removal, as well as legal and discriminatory issues under the Equality Act 2010 the Council must ensure the landowner is responsible for the removal, which could be undertaken by the principal authority using 1994 Act, at the landowner's expense. If local residents complain, I would suggest the Council refer them to the landowner, and/or principal authority which may cause some action being taken. On this basis, Cllrs agreed matters in the future should be passed to Swinton Estate and they should be informed at the next meeting held with MPC. **Action: CLERK.**

**16. LAND ADJACENT TO GAS HOUSE**

16.1 Cllr Pickard had inspected the Register of Title and Title Plan from HMLR and advised Swinton Estate owned a section around the back of the gas house about 2m to the left and that there was an area looking like it was not in their ownership. Cllr discussed whether MPC should register this piece of land, or just put stakes in to deter the Travellers, as whoever took on the land would take on liability for it. Itwas **proposed** by Cllr Pickard and **seconded** by Cllr Ellis for MPC to register the piece of land. All those present voted in favour. It was **RESOLVED** for the Clerk to obtain legal estimates accordingly. **Action: CLERK.**

**17. SPEED LIMIT REMINDERS**

17.1 The Clerk clarified prior to the meeting that NYCC had done a site inspection and recommended a mains operated sign to lamp post 1 on Thorpe Road and lamp post 12 on Leyburn Road at a cost of £10pa per light for electricity and subsequent agreement circulated. NYCC had recommended using the provider TWM for mains signs and that MPC should be seeking a 5yr warranty. TWM had quoted £5617.50 plus VAT for two signs with a 3yr warranty, which would require a contribution of £3241 from MPC alongside the £3.5k grant being offered. The second provider Swarco had quoted £5856 plus VAT for two signs including a 5yr warranty. The Chair advised that the fire brigade loan similar signs FOC on a temporary basis and Cllrs discussed that the offer of grant would be lost and possibly those signs could be used elsewhere like Low Burton. Itwas **proposed** by Cllr Pickard and **seconded** by Cllr Ellis for MPC to proceed with purchasing mains signs from TWM at a total of £6741 on the basis the Clerk could negotiate a 5yr warranty. All those present voted in favour. It was **RESOLVED** for the Clerk to liaise with TWN and NYCC accordingly. **Action: CLERK.**

**18. PAVEMENT IMPROVEMENTS TO LOW BURTON**

18.1 The Clerk circulated up to date communication from NYCC that they could carry out siding out works to the grass verge where it had overgrown the pavement for an estimate of £2k. This would mean a contribution of £1440 to accompany the grant being offered. The Chair advised the pavement was currently very poor and narrow. Cllr Weatherill felt the pooling water to the land adjacent and erosion of the road was contributing to mud on the footpath building up and that Highways should be pushed to get the matter sorted. Cllr discussed that the works would need to include the soil sided out actually being removed otherwise it would wash back. It was agreed for the Clerk to enquire further with Highways, enquire with NYP about the expiration date of the grant, and discuss again at the next meeting. **Action: CLERK.**

**19. BLOCKED PAVEMENT TO THORPE ROAD**

19.1 The Clerk circulated communication from Highways confirming the pavement outside the problematic row of terraces was publicly maintained Highway so would send residents a letter requesting removal of obstructive items on their return to work after the festive period on 4th January. It was agreed to keep the matter on the Agenda until it was resolved. **Action: CLERK.**

**20. PARISH CARETAKERS WORKS**

20.1 Cllr discussed the cutting on grass to the bank on Thorpe Road was outstanding but had no further works to request. Cllr Vickery clarified contact had been made with AW Nicol to arrange a meeting to go through the new schedule of works to work from this year. **Action: CLLR VICKERY.**

**21. HIGHWAYS MATTERS**

21.1 Matters to raise or chase with Highways were;

a) The Clerk had circulated a letter from MoP on Swinton Road, outlined under Item 22 Correspondence, and it was agreed the Clerk should ask Highways to assess the area and suggest accordingly, reinstate existing signage, and be advised that MPC would support a ‘concealed entrance’ sign. **Action: CLERK.**

b) The road surface to Warren lane at the top of the bank was badly potholed and in heavy use. **Action: CLERK.**

c) The pothole to Chapman Lane was deepening. **Action: CLERK.**

d) There were bad potholes up the hill from Quarry Hill Bridge to the farm. **Action: CLERK.**

e) The bad piece of road surface on the Leyburn Road near Marfields Wetlands entrance was worsening. **Action: CLERK.**

f) The lane from Roomer Common to Swinton was like a stream running down it which was freezing and required the sides digging out where traffic and farm machinery coming off the land were causing collapse. **Action: CLERK.**

**22. CORRESPONDENCE FOR DISCUSSION/INFORMATION**

* 1. NYCC – Notification that North Yorkshire residents can take part in their annual budget consultation to have their say on setting council tax for next year and our longer term plans and priorities online at [www.northyorks.gov.uk/yourservicesyoursay](http://www.northyorks.gov.uk/yourservicesyoursay) which will close on Monday 11 January had been circulated.

* 1. MoP – Notification of road traffic collision on Swinton Road and subsequent request for signage and traffic calming measures was covered in Item 21.1.
  2. HBC – Notification that the Census 2021 is coming and request to contact the Craven, Hambleton, Harrogate & Richmondshire Office for National Statistics if there are any specific groups they need to engage with was noted.
  3. North Yorkshire Police, Fire and Crime Commissioner – Notification of the Precept consultation 2021/2022 asking residents how much they are willing to pay in their council tax bill for North Yorkshire Police and North Yorkshire Fire and Rescue Service. The survey began on 16 December and is open until midnight on Wednesday 13 January 2021. The survey can be completed online at [www.telljulia.info](http://www.telljulia.info) had been circulated.
  4. NYCC – Notification of Skipton and Ripon ACC meeting of 7th January 2021 at 10am via Microsoft Teams with further information available on the committee pages on the Council website - <https://democracy.northyorks.gov.uk/> was advised of.
  5. Yorkshire Air Ambulance – Letter of thanks for the recent S137 donation of £441 from market rents was noted.

**23. ANY OTHER BUSINESS**

23.1 Cllr Barker advised Briahaze builders were stockpiling topsoil nearby which may be useful to use to build up the footpath by the River Ure where it had washed away. Cllrs agreed for the Clerk to send an email to Swinton Estate pointing out the suggestion and Cllr Barker would speak to Briahaze first and let the Clerk know. **Action: CLLR BARKER & CLERK.**

23.2 Cllr Johnson advised of a report from a MoP on an impassable footpath from High Burton due South and suggested the MoP be allocated as a local footpath warden to report problems back to MPC. Cllr Johnson would request more information on the problem be emailed from the MoP to the Clerk to report to NYCC Pathways. **Action: CLLR JOHNSON & CLERK.**

23.3 Cllr Blades advised the Notemachine cash machine had been out of money recently for over a week and MoP had complained. It was agreed for the Clerk to raise this with Notemachine. **Action: CLERK.**

23.4 Cllr Blades advised the lamp posts previously reported out around the Market Place still needed attention, however Cllrs confirmed works had been carried out that day.

**24. EMPLOYMENT MATTERS**

24.1 It was formally clarified the Market Superintendent would continue shielding until suitably vaccinated and Cllr Pickard also commended the Litter Picker for his continued diligence and hard work.

**25. DATE OF NEXT MEETING**

25.1 Date of next Meeting: Monday 1st February 2021**.**

**CLOSURE:** The Meeting closed at 21:13pm.

Dated 18/01/2020

*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 APPLICATIONS FROM HARROGATE BOROUGH COUNCIL TO 4 JANUARY 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DEADLINE** |
| The Mill House, Millgate, Masham, HG4 4EZ | Application No.: 20/04400/DVCON  Proposal: Variation of condition 2 to allow alteration to type of windows and door as well as include double rather than single glazing - Substitution of relevant plans for those provided. Original approval: 18/04857/FUL.  Applicant: Mr And Mrs R Horsell | 2nd January - extension requested 5th January |
| Deepdale, 32 Market Place, Masham, HG4 4EF | Application No.: 20/03923/LB  Proposal: Reinstatement of two window openings to front elevation (one on first floor and one second floor). Removal of render to front elevation followed by either re-rendering in lime render or exposure of underlying stonework with re-pointing.  Applicant: Mr R Haycock | 11th January |
| Amenity Land South Of Maple Creek At 422282 480567, Red Lane, Masham | Application No.: 20/02410/FUL  Proposal: Erection of 4 dwellings, including proposed new access including bridge (additional information submitted).  Applicant: Arrowfield Developments Ltd | 22nd January |

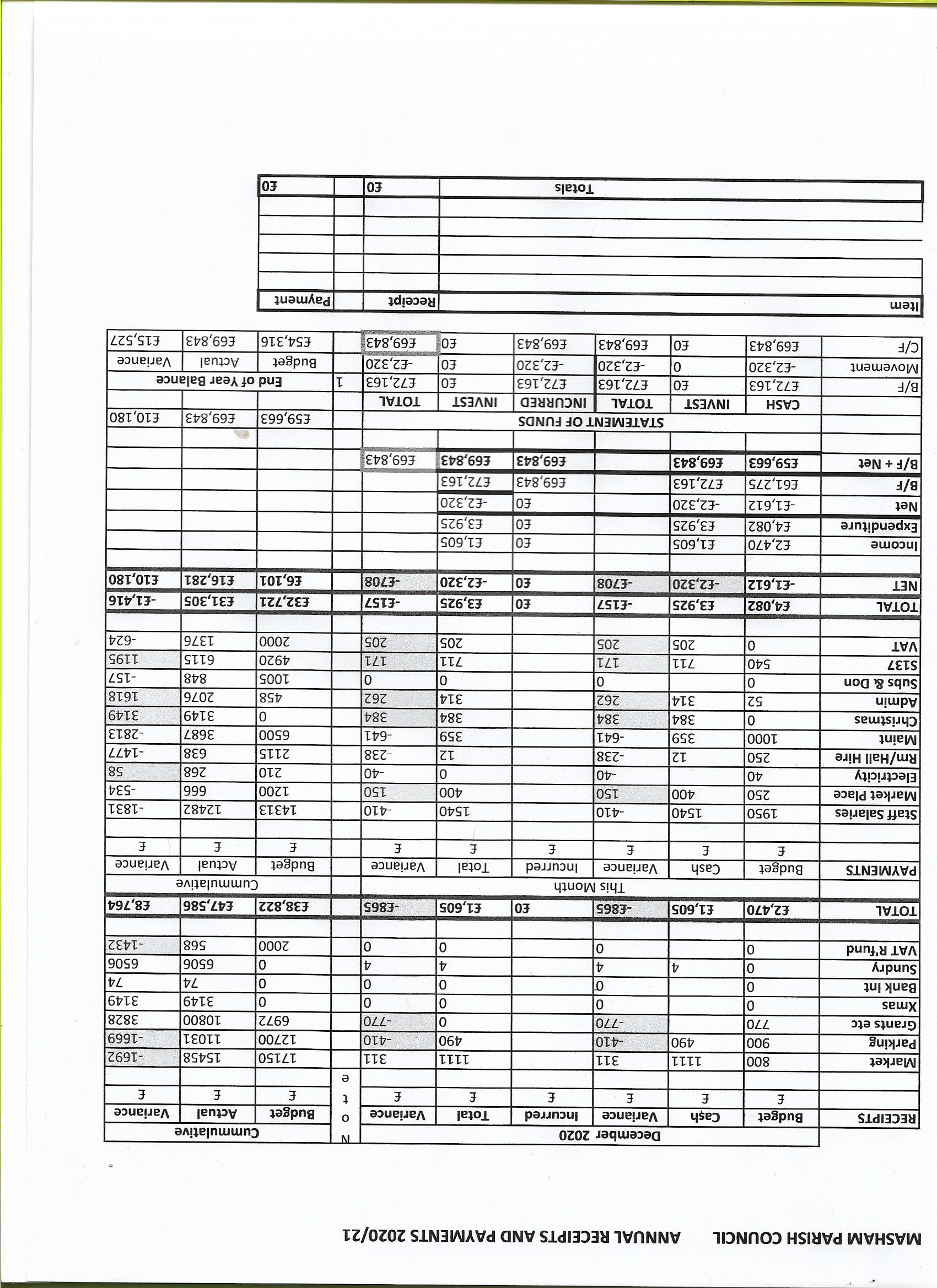
**PLANNING APPLICATIONS GRANTED/REFUSED BY HARROGATE BOROUGH COUNCILTO 4 JANUARY 2021**

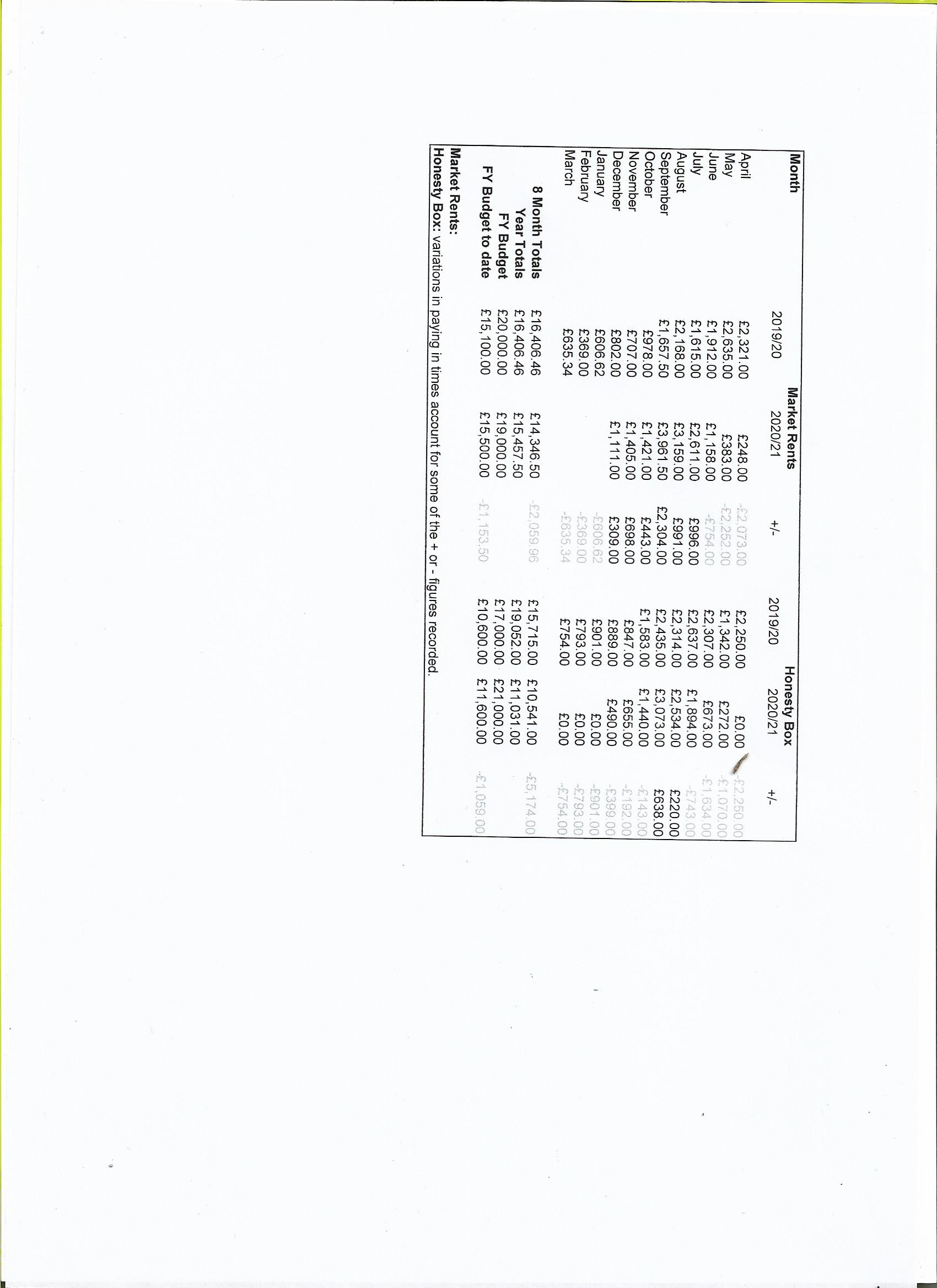
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| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DECISION** |
| College Villa, 3 College Lane, Masham, HG4 4HE | Application No.: 20/03909/FUL  Proposal: Replacement of existing conservatory roof.  Applicant: Mr Hill | Granted subject to conditions |

**PLANNING ENFORCEMENTS NOTIFIED BY HARROGATE BOROUGH COUNCILTO 4 JANUARY 2021**

|  |  |  |
| --- | --- | --- |
| ADDRESS OF PROPERTY | DETAILS OF ENFORCEMENT NOTIFICIATION | ACTION |
| Jasmine Cottage, 7 Red Lane, Masham, HG4 4HH | Possible breach of window glazing condition. | The officer believes the owners will be putting this right. Update from 4th January – HBC believe it was getting sorted in October but have not heard anything else. The Officer had sent another email and an ultimatum to complete and MPC responded that at the front of the extension the window is unaltered but the landing window is out of view but of equal concern. |
| Cardinal Court, College Lane, Masham | Erection of electric gates | Communication received on 29th October 2020. This informed HBC of a possible breach of planning control. Letter from 29th December - it would appear that electric gates have been installed at the property in breach of planning. HBC have contacted the owner to request the submission of a retrospective planning application. |
| The Mill House, Millgate, Masham, HG4 4EZ | Breach of condition 4 (18/04857/FUL) - works in root protection area | Communication received on 21 December 2020 which reports a possible breach of planning control. |

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|  |  |  |  |  |  | **APPENDIX B (1/2)** | |
|  |  | **FINANCE SCHEDULE** | | |  |  |  |
| **RECEIPTS** |  |  |  |  |  |  |  |
| **(i) Advice of receipts from 8th December 2020 to 4th January 2021** | | | | |  |  |  |
| Market Rents |  |  |  |  |  | £1,111.00 |  |
| Honesty Box |  |  |  |  |  | £490.00 |  |
| Northern Powergrid - Wayleaves | |  |  |  |  | £3.45 |  |
|  |  | **Total receipts for the month** | | |  | **£1,604.45** |  |
| **PAYMENTS** |  |  |  |  |  |  |  |
| **(ii) BACS payments for wc 4th January 2021 for approval** | | | |  |  |  |  |
| **Barclays - Masham Parish Council Account** | | |  |  |  |  |  |
|  |  |  |  |  |  |  | **BACS** |
| Eric Wilkinson, Litter Picker - December Salary (Tax £30.40) | | | |  |  |  |  |
| Jen Hurford, Parish Clerk - December Salary (Tax £0.00) | | | |  |  |  |  |
|  |  |  | **Staff Salaries Total** | |  | **£1,153.20** |  |
| AW Nicol - Parish Caretaker duties | | |  |  |  | £486.56 |  |
| Clerk - Reimburse for Zoom subscription January (VAT £2.40) | | | | |  | £14.39 |  |
| Clerk - Homeworking Allowance 6th Oct to 5th Jan | | | |  |  | £65.00 |  |
| Clerk - Reimburse stamps | |  |  |  |  | £7.80 |  |
| **Direct Debits** |  |  |  |  |  |  |  |
| Green Energy - Electricity (N/A as account still in credit by £8.29 since new meter) | | | | | | £0.00 |  |
|  |  | **Total Payments** | |  |  | **£1,726.95** |  |
| BANK BALANCES |  |  |  |  |  |  |  |
| Barclays - Masham Parish Council - Current Account | | | |  |  |  |  |
|  | Balance as at 31 December 2020 | | |  | £29,552.21 | Cr |  |
| CCLA Public Deposit Sector Fund Account | | |  |  |  |  |  |
|  | Balance as at 30 November 2020 | | |  | £40,290.83 | Cr |  |
|  |  |  | Overall Total |  | £69,843.04 | Cr |  |





**APPENDIX C**

**MASHAM PARISH COUNCIL – MEETING 4th JANUARY 2021**

Correspondence for information/consideration etc

1. NYCC – Notification that North Yorkshire residents can take part in their annual budget consultation to have their say on setting council tax for next year and our longer term plans and priorities online at [www.northyorks.gov.uk/yourservicesyoursay](http://www.northyorks.gov.uk/yourservicesyoursay) which will close on Monday 11 January.
2. MoP – Notification of road traffic collision on Swinton Road and subsequent request for signage and traffic calming measures.
3. HBC – Notification that the Census 2021 is coming and request to contact the Craven, Hambleton, Harrogate & Richmondshire Office for National Statistics if there are any specific groups they need to engage with.
4. North Yorkshire Police, Fire and Crime Commissioner – Notification of the Precept consultation 2021/2022 asking residents how much they are willing to pay in their council tax bill for North Yorkshire Police and North Yorkshire Fire and Rescue Service. The survey began on 16 December and is open until midnight on Wednesday 13 January 2021. The survey can be completed online at www.telljulia.info.
5. NYCC – Notification of Skipton and Ripon ACC meeting of 7th January 2021 at 10am via Microsoft Teams with further information available on the committee pages on the Council website - <https://democracy.northyorks.gov.uk/>
6. Yorkshire Air Ambulance – Letter of thanks for the recent S137 donation of £441 from market rents.

**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)

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Chairman: Councillor Flo Grainger Clerk to the Council: Jen Hurford

**MINUTES 1st FEBRUARY 2021 (Held virtually via Zoom)**

**PRESENT:**

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

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

**1. APOLOGIES**

* 1. Cllr Peter Weatherill and County Cllr Margaret Atkinson.

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

2.1 Minutes of the Monthly Meeting held 4th January 2021. It was **proposed** by Cllr Pickard and **seconded** by Cllr Johnson that the Minutes of the 4th January 2021 meeting be formally approved as a true and accurate record. All those who attended the 4th January 2021 meeting and who were present voted in favour. It was **RESOLVED** that the Chair should sign the Minutes as a true and accurate record. **Action: CLERK.**

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

3.1 Cllr Barker declared an interest in Item 4.1.2 and Cllr Johnson in Items 4.1.1 and 14.

**4. PLANNING MATTERS**

* 1. Planning Applications received from Harrogate Borough Council;

4.1.1 Wellgarth Maltings, Marfield, Masham, HG4 4EN - Installation of 4no. DPV tanks on the west side of the building and 1no. hot liquor tank on the east side of the building. Following discussion, it was **proposed** by Cllr Pickard and **seconded** by Cllr Vickery that MPC supported the application. All those present voted in favour and the **RESOLUTION** was carried.

4.1.2 Bridge House, 19 Swinton Terrace, Masham, HG4 4HS - Demolition of existing conservatory and utility, erection of 1no. single storey rear extension. Following discussion, it was **proposed** by Cllr Johnson and **seconded** by Cllr Vickery that MPC supported the application. All those present voted in favour and the **RESOLUTION** was carried.

* + 1. 15 Silver Street, Masham, HG4 4DX - Subdivision of upper floors residential units, including loft area, into 4 no. dwellings with new ground floor access, demolition of rear outbuildings and new single storey buildings in internal courtyard, alterations to shopfront and doors and windows, including new openings, partly in association with permitted use of part of the existing retail shop as a cafe, solar panels to south facing roof slope and new roof to rear building. Following discussion, it was **proposed** by Cllr Pickard and **seconded** by Cllr Greensit that MPC supported the application. The majority of those present voted in favour and the **RESOLUTION** was carried.

The Clerk would be requested to advise HBC of the above MPC decision. **Action: CLERK.**

4.2 Planning Appeals - A list of approvals appears at Appendix A. Cllrs had no further comments to submit.

* 1. Planning Approvals – A list of approvals appear at Appendix A.
  2. Planning Enforcements – A list of enforcements appear 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 online banking was **proposed** by Cllr Pickard and **seconded** by Cllr Broadley. All those present voted in favour. It was **RESOLVED** that the Receipts and Payments schedule be approved. Details of the Council’s bank account balances are shown at Appendix B also. **Action: CLERK.**

5.2.1 Microsoft 365 Subscription Renewal for Laptop. The Clerk advised the cost of the renewal was £79.99 and it was **proposed** by Cllr Pickard and **seconded** by Cllr Broadley to proceed. All those present voted in favour. It was **RESOLVED** that the payment be approved and for the Clerk to be reimbursed accordingly. **Action: CLERK.**

**8PM - PUBLIC INTERVAL**

There were no matters raised.

**6. SWINNEY BECK & HIGHWAYS FLOOD PREVENTION**

6.1 Cllr Broadley advised of watching Swinney Beck for several hours at the last flood alert and that around 1pm Fearby Road was awash, so sandbags were distributed. Water had backed up at the previously problematic residents’ properties on Red Lane. Cllr Johnson and two sandbaggers were called out and bags distributed over 2 hours by which time the water level was falling, so it was just Fearby Road area which had been troublesome. Cllr Ellis reported walking up to High Spelderbanks where the weir was overtopping the road, Cllr Broadley advised HBC’s flood engineer was in communication with Maple Creek and Swinton Estate and would liaise with the Environment Agency and residents to collate a project. Cllrs Broadley and Johnson were thanked for their recent work and efforts. It had been advised by HBC to leave the sandbags out until the end of March due to the forecast and potentially the storage building could be opened at the end of March for bags to be returned to which Cllr Simms offered to help. Cllr Johnson would post a Facebook update for residents too. Cllr Greensit advised there had been no meeting with the quarry for a year and the Chair was still chasing a date hopefully for this week, which Cllrs Broadley and Greensit offered to attend too. Cllr Ellis advised of photos taken downstream of the sewerage works where major erosion of the footpath had occurred and it was agreed the Clerk should forward these on to Swinton Estate and NYCC Pathways department. It was agreed of waiting to site the new bench at Sandy Bay and it was also questioned whether the Oak leaf was still in situ. **Action: CHAIR, CLLRS BROADLEY & GREENSIT & CLERK.**

**7. COMMUNITY SPEED WATCH AT THORPE ROAD**

7.1 The Clerk advised the sixth and final volunteer had been recruited so forms could be submitted to NYP to start the project, subject to Covid-19 implications. **Action: CLERK.**

**8. NEIGHBOURHOOD POLICING TEAM REOPRT**

8.1 The below report was circulated to Cllrs prior to the meeting. Cllr Pickard commended NYP for the useful provision of information, however, Cllr Gregg questioned there may be some incidents missed off so it was agreed the Clerk should ask NYP for clarification on the content. Cllr Ellis expressed concerns about visitors walking around the town during lockdown and was agreed the Clerk should request the PCSO and Sergeant to patrol the square more often, Cllr Vickery also highlighted the picnic tables at Bordar House teas were being used and was advised it was up to the Proprietor to take responsibility of this but agreed to ask the PCSO to have a diplomatic word. It was asked for the Clerk to circulate the current agreement again to Cllrs to check the terms and whether it needed renewing. **Action: CLERK.**

Ripon and Pateley Bridge NPT: Town and Parish Council Report

|  |  |
| --- | --- |
| Town or Parish | Masham Town Council |
| Report Completed By: | PS1835 Clare Mayes |
| Data Reporting Period: | 2nd December 2020 to 25th January 2021 |

Crime and ASB Data

|  |  |  |
| --- | --- | --- |
| Qualifier | No of Incidents |  |
| Anti-social behaviour | 3 | *07/12 – kids in the ‘reck’ causing a nuisance*  *08/12 – Youths congregating around cricket club*  *07/01 – Group of youths at Bowling club and they have moved the roller* |
| Auto crime |  |  |
| Burglary: |  |  |
| Criminal Damage | 1 | *09/12 – Damage caused at the Bowling club* |
| Theft | 1 | *16/12 – theft from the store* |
| Fraud | 2 | *03/12 – scam driving licence renewal email*  *09/01 – Amazon prime scam* |
| Suspect Circumstances |  |  |
| Alarm |  |  |
| Highway Disruption | 1 | *08/01 – Low hanging branch* |
| Road Related Offence |  |  |
| Road Traffic Collision | 2 | *02/01 – damage only collision*  *20/01 – damage only collision* |
| Natural Disaster | 1 | *21/01 - Flooding* |
| Wildlife |  |  |
| COVID | 5 | *10/12 – possible COVID breach*  *01/01 – possible COVID breach*  *06/01 – possible COVID breach*  *10/01 – possible COVID breach*  *12/01 – possible COVID breach* |
| *TOTAL THIS PERIOD* | *16* |  |

**9. MASHAMSHIRE COMMUNITY OFFICE UPDATE**

9.1 An update as of January 2021 was circulated to Cllrs from MCO prior to the meetings as follows;

UPDATES:

1. MCO has continued to provide support to the local community as part of the agreement with NYCC to operate as a ‘Community Support Organisation’ (CSO) and this requirement has now been extended until September 2021. Following Lockdown 3 at the start of January the demand for shopping assistance and prescription collections has increased but is has not returned to the levels of March/April. The email newsletter continues twice a week with around 500 readers and the Mashamshire Life Facebook group has a membership of over 1000. These two communications channels continue to provide timely local information.

2. Following MCO re-opening in December we were forced to close again in January, but we have remained open behind closed doors. In addition to prescriptions, we have continued to provide “Select & Collect” for the Library as well as provision of books, jigsaws, and other community information etc upon request, all with Covid Secure measures which are operating well.

3. MCO re-opened the Blue Light Gallery for the short spell after Lockdown 2 for period up to Christmas with sales of work by local artists. Our own merchandise including Mashamshire 2021 Calendars and Mashamshire branded mugs sold really well and helped raise valuable funds for MCO.

4. Due to the current Lockdown restrictions the Citizens Advice function is currently being delivered as a telephone & virtual drop-in service, but we hope to return to a physical presence at MCO when it is safe to do so.

5. MCO has been recruiting volunteers for the Ripon Volunteer Driving Scheme and it has assisted the recruitment of volunteer marshals for the vaccination programme at the Harrogate Showground in collaboration with Nidderdale Plus. With the positive news that a vaccination centre is due to open at the Racecourse in Ripon in early February, we have successful recruitment over 30 volunteers to help at the new site. MCO will be directly coordinating the volunteers to support one day per week at the site.

6. The ‘Restore and Recover’ grant of £1000 from NYCC was used to source over 90 craft kits and these were distributed to members of our community in December. MCO worked with many local organisations in Masham including the WI, Wednesday Welcome Group, the Churches, Maple Creek, and others to identify recipients. The craft kits were all delivered by a great team of volunteers and the kits were very well received.

7. Work on compiling the Mashamshire local services ‘Directory’ is nearing completion and should be ready to print by the end of January. It will be circulated when it is safe to do so in the coming months.

8. MCO has applied for the ‘Local Restrictions Support Grant (closed)’ from HBC due to the current Lockdown and is awaiting a decision. Thanks to some of the Covid grants and funding to deliver the CSO functions, MCO’s financial position is secure. 9. Due to the impact of the current Lockdown, MCO has agreed a further suspension of SLA fees for the Town Hall. This will be reviewed in the coming weeks. 10. The MCO telephone system has been problematic due to its age, obsolescence, and our reliance on it for Covid support calls from the community. We have successfully made the transition to a new VoIP system in January which is working well.

ISSUES: These remain as reported in November and are as follows:

1. In the current crisis, where staff and visitor safety are so vital, MCO is totally reliant on volunteer support. We are appealing for more volunteers whenever we can but in the near future see that we have no choice other than to increase our staffing.

2. MCO relies heavily on the income generated from local business and organisations advertising in the Directory and the visitmasham.com website. We anticipate that the economic effect of the crisis could reduce income from these vital sources.

3. In normal times the MCO funding balance between statutory funding and self-generated income works well. Like other businesses, the self-generated income has been significantly reduced during the crisis and our expectation is that it will be slow to recover. So, although our current position is secure, we anticipate significant funding challenges for 2021/2022 and beyond.

4. The developing plans for a Unitary Authority may impact on MCO and how we operate. We aim to keep a weather eye on developments.

FUTURE PLANNING:

1. MCO financial planning and budgeting for 2021/2022 will be finalised in February and a business plan review has taken place. We envisage a greater need for grant applications and traditional fundraising in order to be able to continue and extend the services that MCO provides.

9.2 The Trustee of the MCO present recapped on the main points of the update and clarified the number of volunteers for the vaccination scheme now stood at 200 and gave big thanks to the community for this. Hope was given to strengthening paid staff due to the considerable increase in admin. The Chair thanked the volunteers also & was in awe of how brave and amazing they were. Cllr Ellis asked why the office was closed on a Sunday being a busy day for tourism and the Trustee advised demand would be looked at once normality resumed.

**10. KINGS HEAD HOTEL HONESTY BOX SUPPORT**

10.1 Cllr Johnson advised the anticipated meeting was awaited due to the current climate but was still pending.

**11. MASHAM MARKET**

10.1 Cllr Johnson advised of a slow start after the festive period but that things had picked up as the weather had improved. News was still awaited of the return of the Market Superintendent, but Cllr Johnson was happy to continue volunteering for the role in the meantime. The Chair questioned whether all the stalls were essential; and Cllr Johnson advised of reminding Traders regularly on goods to keep things right as apparently there was an inspector at Thirsk market recently where a stall was removed. Thanks were also given to MFJ Land Management for recent works in snow clearance and gritting.

**12. WINTER MAINTENANCE PLAN**

12.1. Cllrs Ellis and Johnson had liaised directly with MFJ during the recent bad weather and the system had worked well. The Chair advised NYCC used to contract DTMS to address pavement clearing in certain areas, reading out lists for both NYCC and MPC’s areas, but that no-one seemed to be attending currently. Cllr Gregg had seen a quad on the Market Place when the MCLA lights were being taken down, it was agreed for the Clerk to enquire with Highways. Cllr Greensit advised of large grit heaps recently being provided at High Ellington which had been prompted by Cllr Broadley’s report to Highways of freezing surface water and an engineer had been out to look at the problem of water to the area. The standing water at High Burton was discussed as an ongoing issue between Highways and the adjacent landowner and that the Clerk should chase Highways. It was advised the 2017 Winter Maintenance Plan did need updating to state MFJ’s action correctly. Cllr Vickery advised the cobbled gulley around the square was lifting badly in places and Cllr discussed it was a job for summer and should be listed on April’s Agenda. **Action: CLERK.**

**13. RE-FILLING OF SALT BINS**

13.1 Clarification was given of the recent empty bin on Park Drive and that MFJ had been instructed to fill as a one off. Cllr Pickard felt MFJ’s quote of £40 per bin re-filled may be a better option to pursue as NYCC’s £75 charge did not always include the second re-fill it could include. Cllr Vickery advised of a number of salt bins which were split and leaked so the Clerk would request NYCC look at their bins. It was **proposed** by Cllr Pickard and **seconded** by Cllr Ellis to instruct MFJ to fill bins as it was a more reliable service and better-quality grit composition. The majority of those present voted in favour. It was **RESOLVED** for the Clerk to instruct MFJ accordingly. **Action: CLERK.**

**14. FINGER POST**

14.1 Cllr Johnson and the Clerk had composed a second letter to businesses, circulated to Cllrs prior to the meeting, requesting details for wording and outlining the £2 charge per letter for letters beyond 12. Cllrs agreed for the draft to be approved and circulated. Cllr Johnson clarified the designs for the bracket had been passed on for manufacture too. **Action: CLLR JOHNSON & CLERK.**

**15. STILE AT LOW BURTON**

15.1 The Clerk had sent a basic design to D & M Fabrication and Hutchinson & Mudd Fabrications to quote, though the Chair had been working on a more specific design based on the landowner’s preferences. The Chair asked if a 1m recess was large enough and Cllrs felt 1.5m would be better. Cllr Greensit suggested a kissing gate however, the landowner wanted to deter dogs due to dog fouling issues and had asked for a stepping log to be placed at ground level. It was discussed a log could be slippy, but that steps could be cut in with checker plate on top. **Action: CHAIR.**

**16. LAND ADJACENT TO GAS HOUSE**

16.1 The Clerk circulated advice from Eccles Heddon LLP stating that for the matter to be eligible with HMLR for adverse possession that MPC must be able to show Factual Possession of the land, be able to show that the council has an intention to possess the land and show that the possession is adverse. The fee for dealing with the initial application would be in the region of £850.00 plus VAT, plus disbursements including the application fee of £130.00. HMLR, in some circumstances, may also require a site inspection which they usually charge a nominal fee of £40 for.Cllr Johnson recalled that the gas works were owned by Masham Rural District Council in the 1960s so possibly ownership had been passed to HBC and suggested stones or posts could be put in to strengthen a future case for adverse possession. Cllrs discussed the legal costs were high and that MPC may not be able to reach all the advised criteria. Cllr Pickard would liaise with Cllr Weatherill over options on posts and stones to discuss further at the next meeting.Itwas **proposed** by Cllr Pickard and **seconded** by Cllr Broadley that MPC should not proceed with adverse possession of the land. All those present voted in favour. It was **RESOLVED** to work on deterring travellers and camping only moving forward. Cllr Vickery also suggested a local MCO volunteer who could help investigate ownership as if it were owned by HBC, they could then assist with helping remove travellers. **Action: CLLRS PICKARD & WEATHERILL & CLERK.**

**17. PAVEMENT IMPROVEMENTS TO LOW BURTON**

17.1 The Clerk advised NYCC’s estimate of £2k for siding out works to the grass verge did include removing the soil and they were also looking at long term plans for the area. The Chair advised the cable works and such like also caused issues too by leaving bare soil. Itwas **proposed** by Cllr Johnson and **seconded** by Cllr Vickery for MPC to proceed with the estimate as MPC could go back to them if the problem reoccurs quickly, or a proper job is not carried out. The majority of those present voted in favour. It was **RESOLVED** for the Clerk to instruct NYCC accordingly. **Action: CLERK.**

**18. BLOCKED PAVEMENT TO THORPE ROAD**

18.1 The Clerk had requested HBC to send residents another letter regarding the wheelie bins and an update was awaited from Highways on their letter which was supposed to go out at the beginning of January. It was advised the mobility scooter did not actually belong to a resident, but a visitor and should be relayed to HBC. It was asked for the Clerk to chase Highways too and request they remove the items themselves. **Action: CLERK.**

**19. HIGHWAYS MATTERS**

19.1 Matters to raise or chase with Highways were;

1. Potholes on Westholme Road and Fearby Road junction needed chasing. **Action: CLERK.**
2. Potholes had been filled in at Chapman Lane and Warren Lane, but the work was not of good quality and should be relayed to Highways. **Action: CLERK.**
3. There was a pothole in the middle of High Ellington to report. **Action: CLERK.**
4. There were potholes at the top of Warren/Crook Lane to report, up the steep hill towards Warren House. **Action: CLERK.**
5. The bricks in the ford over Swinney Beck at Crook Lane were lifting. **Action: CLERK.**
6. There was a displaced drain cover on the A6108 near the bridge and right-hand corner Masham bound.
7. The hole at the bottom of the steps on Church Street needed chasing. **Action: CLERK.**
8. The grate outside the dress shop needed filling in. **Action: CLERK.**
9. The incorrect no entry sign to College Lane needed chasing. **Action: CLERK.**
10. The pavement around the Market Place had been missing pointing since being power hosed. **Action: CLERK.**
11. The subsidence previously reported near Marfield Wetlands on the Leyburn Road was getting more dangerous and needed chasing. **Action: CLERK.**
12. The Clerk advised of the revised quote from TWM for two mains operated speed limiter signs with a 5yr warranty at a total of £6,921 including VAT and one year’s warranty at £150 FC, requiring a contribution of £3,421 from MPC along the grant of £3,500 already secured. Itwas **proposed** by Cllr Pickard and **seconded** by Cllr Ellis for MPC to proceed with TWMs quote. The majority of those present voted in favour. It was **RESOLVED** for the Clerk to instruct TWM and NYCC accordingly. **Action: CLERK.**

**20. PARISH CARETAKERS WORKS**

20.1 Cllr Vickery advised of waiting to go through this year’s schedule of works with AW Nicol. Cllr Blades advised of the fallen ivy at the bottom of Dixon Keld steps obstructing pedestrians and Cllrs agreed for MFJ to be instructed to clear the debris. **Action: CLLR VICKERY & CLERK**

**21. CORRESPONDENCE FOR DISCUSSION/INFORMATION**

* 1. North Yorkshire Youth – Cllrs discussed the offer to help set up and sustain voluntary youth work in North Yorkshire’s communities should be forwarded to the church, MCO and Town Hall so could be circulated to potentially interested parties. **Action: CLERK.**
  2. YLCA – Notification of a consultation that covers one of the elements of the Right to Contest under the Local Government, Planning and Land Act 1980 and request that if the council or area is affected by this issue, to respond by using the link https://www.gov.uk/government/consultations/right-to-regenerate-reform-of-the-right-to-contest/right-to-regenerate-reform-of-the-right-to-contest below or by emailing directly to [chris.borg@nalc.gov.uk](mailto:chris.borg@nalc.gov.uk) by 17.00 on Friday 26 February 2021 was noted.
  3. YLCA – Cllrs noted the request to inform when the Council had resolved their eligibility to use the General Power of Competence, in accordance with The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and to provide the date the Council declared its eligibility.

**22. ANY OTHER BUSINESS**

22.1 Cllr Broadley advised Peacock and Verity Community Spaces were looking to do a community consultation and had asked to bring some more Cllrs on board to involve in the consultation. Cllr Vickery offered to help practically but not virtually. Cllr Vickery also asked when the project’s business plan was due to be submitted as it was really needed before more Cllrs committed. Cllr Broadley advised lockdown was delaying the public consultation aspect.

**23. DATE OF NEXT MEETING**

23.1 Date of next Meeting: Monday 1st March 2021**.**

**CLOSURE:** The Meeting closed at 21:30pm.

Dated 22/02/2020

*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 APPLICATIONS FROM HARROGATE BOROUGH COUNCIL TO 1 FEBRUARY 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DEADLINE** |
| Wellgarth Maltings, Marfield, Masham, HG4 4EN | Application No.: 20/05000/FUL  Proposal: Installation of 4no. DPV tanks on the west side of the building and 1no. hot liquor tank on the east side of the building.  Applicant: Black Sheep Brewery PLC | 29th January – extension agreed 2nd February |
| Bridge House, 19 Swinton Terrace, Masham, HG4 4HS | Application No.: 20/05014/FUL  Proposal: Demolition of existing conservatory and utility, erection of 1no. single storey rear extension.  Applicant: Mr And Mrs Klemz | 6th February |
| 15 Silver Street, Masham, HG4 4DX | Application No.: 20/05068/FUL  Proposal: Subdivision of upper floors residential units, including loft area, into 4 no. dwellings with new ground floor access, demolition of rear outbuildings and new single storey buildings in internal courtyard, alterations to shopfront and doors and windows, including new openings, partly in association with permitted use of part of the existing retail shop as a cafe, solar panels to south facing roof slope and new roof to rear building.  Applicant: J Reed | 20th February |

**PLANNING APPEALS FROM HARROGATE BOROUGH COUNCIL TO 1 FEBRUARY 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DEADLINE** |
| Unsurfaced Car Parking Area At 422087 480718 The Oaks, Masham, HG4 4DT | Appeal Ref.: APP/E2734/W/20/3253190  Application No.: 19/04554/FUL  Proposal: Erection of single storey dwelling and new access. Revised scheme.  Applicant: A Stelling Building Contractor Ltd | 3rd February |

**PLANNING APPLICATIONS GRANTED/REFUSED BY HARROGATE BOROUGH COUNCILTO 1 FEBRUARY 2021**

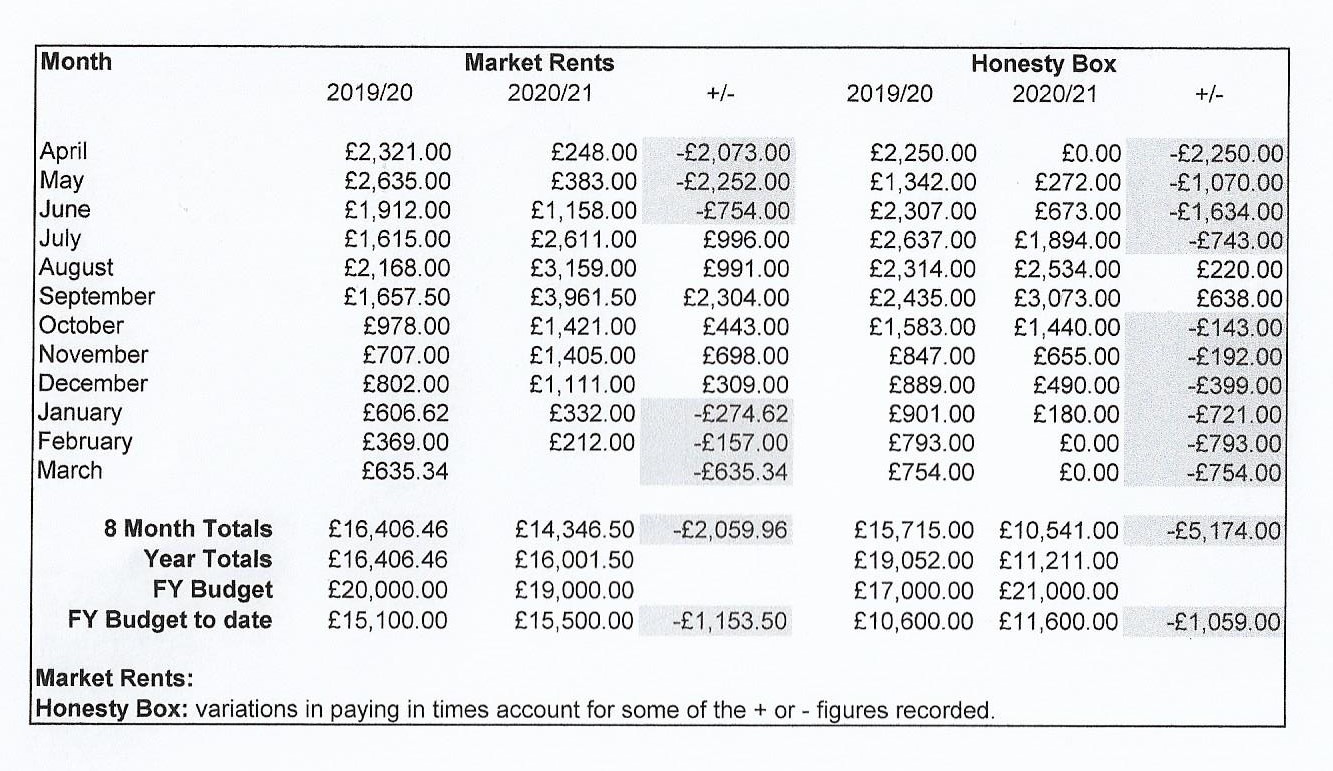
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| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DECISION** |
| 21 Westholme Crescent, Masham, HG4 4EY | Application No.: 20/04187/FUL  Proposal: Demolition of shed, erection of 1no. two-storey side extension and the erection of 1no. single storey rear extension. Formation of new drive and access to highway.  Applicant: Mr And Mrs S Tattersall | Granted subject to conditions |
| Swinton Park Hotel, Old Stables Coach House Swinton Lodge To Swinton Park, Swinton, HG4 4JH | Application No.: 20/04241/LB  Proposal: Change to approved internal layout and opening up of modern office window to form larger window.  Applicant: Swinton Park Ltd | Granted subject to conditions |
| The Mill House, Millgate, Masham, HG4 4EZ | Application No.: 20/04400/DVCON  Proposal: Variation of condition 2 to allow alteration to type of windows and door as well as include double rather than single glazing - Substitution of relevant plans for those provided. Original approval: 18/04857/FUL.  Applicant: Mr And Mrs R Horsell | Granted subject to conditions |
| 1 Market Place, Masham, HG4 4DZ | Application No.: 20/04086/LB  Proposal:  Listed Building Application for the conversion of first floor retail space to flat and refurbishment of ground floor shop.  Applicant: Messrs Jopling | Granted subject to conditions |
| 1 Market Place, Masham, HG4 4DZ | Application No.: 20/04085/FUL  Proposal: Conversion of first floor retail space to flat and refurbishment of ground floor shop.  Applicant: Messrs Jopling | Granted subject to conditions |

**PLANNING ENFORCEMENTS NOTIFIED BY HARROGATE BOROUGH COUNCILTO 1 FEBRUARY 2021**

|  |  |  |  |
| --- | --- | --- | --- |
| ADDRESS OF PROPERTY | DETAILS OF ENFORCEMENT NOTIFICATION | | ACTION |
| Jasmine Cottage, 7 Red Lane, Masham, HG4 4HH | Possible breach of window glazing condition. | The officer believes the owners will be putting this right. Update from 18th January – HBC advised it would appear that both windows have now been replaced with obscure glazing as per the planning condition and will now close the case. 25th January – MPC informed HBC that the issue of the east facing landing window remains unresolved and that the condition of the appeal was that landing windows plural were to be obscured but only one has had a louvred panel fitted, the other remains clear. | |
| Cardinal Court, College Lane, Masham | Erection of electric gates | Communication received on 29th October 2020. This informed HBC of a possible breach of planning control. Letter from 29th December - it would appear that electric gates have been installed at the property in breach of planning. HBC have contacted the owner to request the submission of a retrospective planning application. | |
| The Mill House, Millgate, Masham, HG4 4EZ | Breach of condition 4 (18/04857/FUL) - works in root protection area | Communication received on 21 December 2020 which reports a possible breach of planning control. Update 28th January – HBC’s Arboricultural Officer is investigating and will advise of any action required. The site is being monitored by the complainant Dan McAndrew who is the Council’s Ecologist and will let the Enforcement Officer know if anything is urgent. | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  | **APPENDIX B (1/2)** | |
|  |  | **FINANCE SCHEDULE** | | |  |  |  |
| **RECEIPTS** |  |  |  |  |  |  |  |
| **(i) Advice of receipts from 5th January to 1st February 2021** | | | |  |  |  |  |
| Market Rents |  |  |  |  |  | £544.00 |  |
| Honesty Box |  |  |  |  |  | £180.00 |  |
| Mashamshire Community Office - S137 Defibrillator Overpayment Reimbursed | | | | | | £7.14 |  |
| HMRC – PAYE Credit |  |  |  |  |  | £609.59 |  |
| North Yorkshire PO |  |  |  |  |  | £4,060.00 |  |
|  |  |  |  |  |  |  |  |
|  |  | **Total receipts for the month** | | |  | **£5,400.73** |  |
| **PAYMENTS** |  |  |  |  |  |  |  |
| **(ii) BACS payments for wc 1st February 2021 for approval** | | | |  |  |  |  |
| **Barclays - Masham Parish Council Account** | | |  |  |  |  |  |
|  |  |  |  |  |  |  | **BACS** |
| Eric Wilkinson, Litter Picker - January Salary (Tax £30.60) | | | |  |  |  |  |
| Jen Hurford, Parish Clerk - January Salary (Tax £0.00) | | | |  |  |  |  |
|  |  |  | **Staff Salaries Total** | |  | **£1,153.20** |  |
| Gregg Electrical - MCLA Xmas lights erection & removal (VAT £381.40) | | | | |  | £2,288.40 |  |
| Mashamshire Communtiy Office - Oct to Dec 2020 Office Accommodation & Services | | | | | | £201.74 |  |
| Mashamshire Community Office -2021 Trade Directory Ad | | | |  |  | £28.00 |  |
| D3 Office Group - 5x Minute Books & 2x Boxes Vinyl Gloves (VAT £9.58) | | | | |  | £57.48 |  |
| Clerk - Reimburse for Zoom subscription February (VAT £2.40) | | | | |  | £14.39 |  |
| **Direct Debits** |  |  |  |  |  |  |  |
| Green Energy - Electricity (VAT £1.34)) | | |  |  |  | £19.94 |  |
|  |  | **Total Payments** | |  |  | **£3,763.15** |  |
| BANK BALANCES |  |  |  |  |  |  |  |
| Barclays - Masham Parish Council - Current Account | | | |  |  |  |  |
|  | Balance as at 31 January 2021 | | |  | £32,495.44 | Cr |  |
| CCLA Public Deposit Sector Fund Account | | |  |  |  |  |  |
|  | Balance as at 31 December 2020 | | |  | £40,292.86 | Cr |  |
|  |  |  | Overall Total |  | £72,788.30 | Cr |  |





**APPENDIX C**

**MASHAM PARISH COUNCIL – MEETING 1st FEBRUARY 2021**

Correspondence for information/consideration etc

1. North Yorkshire Youth – Offer to help set up and sustain voluntary youth work in North Yorkshire’s communities.
2. YLCA – Notification of a consultation that covers one of the elements of the Right to Contest under the Local Government, Planning and Land Act 1980 and request that if the council or area is affected by this issue, to respond by using the link https://www.gov.uk/government/consultations/right-to-regenerate-reform-of-the-right-to-contest/right-to-regenerate-reform-of-the-right-to-contest below or by emailing directly to [chris.borg@nalc.gov.uk](mailto:chris.borg@nalc.gov.uk) by 17.00 on Friday 26 February 2021.
3. YLCA – Request to inform when the Council had resolved their eligibility to use the General Power of Competence, in accordance with The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012 and to provide the date the Council declared its eligibility.

**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 and Thursday, 13:00 – 17:00 E-mail: [mashamparishclerk@gmail.com](mailto:mashamparishclerk@gmail.com)

Chairman: Councillor Flo Grainger Clerk to the Council: Jen Hurford

**MINUTES 1st MARCH 2021 (Held virtually via Zoom)**

**PRESENT:**

**Parish Council**: Cllr Colin Barker (present from Item 8), Cllr Rosemary Blades, Cllr Valerie Broadley, Cllr John Ellis, Cllr Flo Grainger (Chairman), Cllr Robert Greensit, Cllr James Gregg, Cllr Ian Johnson, Cllr Neil Pickard (Vice-chairman), Cllr Nigel Simms, Cllr Jane Vickery, and Cllr Peter Weatherill with County Cllr Margaret Atkinson (present from Item 13) and Jen Hurford (Parish Clerk).

**Present:** 1 Members of Public (MoP)

**1. APOLOGIES**

* 1. There were no apologies made.

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

2.1 Minutes of the Monthly Meeting held 1st February 2021. It was **proposed** by Cllr Vickery and **seconded** by Cllr Weatherill that the Minutes of the 1st February 2021 meeting be formally approved as a true and accurate record. All those who attended the 1st February 2021 meeting and who were present voted in favour. It was **RESOLVED** that the Chair should sign the Minutes as a true and accurate record. **Action: CLERK.**

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

3.1 Cllr Johnson declared an interest in Item 11.

**4. PLANNING MATTERS**

* 1. Planning Applications received from Harrogate Borough Council;

4.1.1 1 Gun Bank, Marfield House, Marfield, Masham, HG4 4EW - Demolition of existing outbuildings to side, erection of single storey extension to side and formation of ground floor window to rear.  Following discussion, it was **proposed** by Cllr Johnson and **seconded** by Cllr Broadley that MPC had no objections to the application. The majority of those present voted in favour and the **RESOLUTION** was carried.

4.1.2 45 The Oaks, Masham, HG4 4DT - Erection of first floor side extension and single storey rear extension. Following discussion, it was **proposed** by Cllr Pickard and **seconded** by Cllr Vickery that MPC had no objections to the application. All those present voted in favour and the **RESOLUTION** was carried.

4.1.3 Car Park at Hackfall Woods, Swinton - Display of 3no. non-illuminated information signs. Following discussion, it was **proposed** by Cllr Johnson and **seconded** by Cllr Pickard that MPC supported the application. The majority of those present voted in favour and the **RESOLUTION** was carried.

The Clerk would be requested to advise HBC of the above MPC decision. **Action: CLERK.**

* 1. Planning Approvals – A list of approvals appear at Appendix A.
  2. Planning Enforcements – A list of enforcements appear 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 Cllrs discussed the lack of contribution to the Honesty Boxes from drivers but that the matter could not be policed. Cllr Blades suggested a notice could be put on windscreens.

5.1.2 Acceptance of the Advice of Receipts and Payments via online banking was **proposed** by Cllr Pickard and **seconded** by Cllr Ellis. All those present voted in favour. It was **RESOLVED** that the Receipts and Payments schedule be approved. Details of the Council’s bank account balances are shown at Appendix B also. **Action: CLERK.**

(Item 7 was brought forward at the suggestion of the Chair and Agreement of Cllrs)

**7. MASHAM MARKET**

7.1 The Chair congratulated Cllr Ian Johnson on his recent award from NABMA for the ‘Friends of Our Market Category’. Cllr Johnson advised receipt of the trophy and that each award winner could be involved with sponsors Blachere Illumination to bring additional social media and local publicity by giving the opportunity to display their illuminated Heart as part of its 2021 national tour. Cllr Johnson had accepted the offer and they would be in Masham on 21st and 24th April which would help promote them and Masham Market, with the 6ft heart to be stored in the Town Hall between markets. It had been clarified of a complaint via the MCO from a MoP about two stalls on the market, stating one had no hand sanitiser, but it did, and that another stall was selling clothing. It was noted the complainant had travelled some distance to come to the Town. The PCSO did then visit bit the first stall in question had already gone by that time of day and the clothing stall was predominantly made up of face masks. The PCSO had then investigated the additional report of the picnic tables, crowds, and unsocial distancing on the square. Following additional complaints received to MPC, NYP had returned to liaise with Bordar House Teas over current legislation. Following the suggestion by Cllr Johnson. It was **proposed** by Cllr Pickard and **seconded** by Cllr Vickery that MPC should not increase the Tariffs for the next financial year and should delay the increase to the summer rates to 1st May. The those present voted in favour and the **RESOLUTION** was carried. The Market Superintendent hoped to return to the role at the beginning of April and Cllr Johnson offered to assist in measuring the stalls at the time of the increase to assist in calculating tariffs. The Farmers Sunday Markers had been suggested to delay to May too and a new enquiry had been received from a potential Trader too. The Chair advised the Market Rules pages to be signed needed adjusting so that the form section was all on one page. **Action: CLLR JOHNSON & CLERK.**

**8. BORDAR HOUSE TEAS PICNIC TABLES**

8.1 The Chair read out the original 1989 agreement to the renting of space on the cobbles and Cllr Pickard highlighted this indicated use for the summer months only. Cllr Vickery suggested to review the agreement when the rent review was due but that in the meantime concern was given to the trip hazard of the upturned tables. The café had taped up the upturned tables and had advised they were covered under the insurance. Cllrs discussed a letter would document in writing that MPC did not want to be held liable for any incidences and would like the tables removing. As a Landlord this could be insisted upon to adhere to Covid19 legislation until they could be used again provisionally from 12th April. Cllr Gregg felt the matter should have been addressed at the beginning of lockdown in person as the Tenants did want to deal face-to-face. The Chair expressed MPC needed to be doing the right thing and look after Traders, and that the Tenants had been visited in person last year. Cllr Johnson advised speaking in person did not show a record. Cllr Barker suggested seeking advice from the PCSO and ask them to request removal and that the agreement does state they should only be in situ May to October. The majority of Cllrs voted MPC should request for the picnic tables to be removed and returned in line with government legislation. **Action: CLERK.**

**9. NEIGHBOURHOOD POLICING TEAM REOPRT**

9.1 The below report was circulated to Cllrs prior to the meeting. Cllrs advised there were no outstanding issues to discuss and that a number of Covid-19 issues had been addressed. Cllr Ellis had noted the most recent weekend had been less busy than the week before.

Ripon and Pateley Bridge NPT : Town and Parish Council Report

|  |  |
| --- | --- |
| Town or Parish | Masham Town Council |
| Report Completed By : | PS1835 Clare Mayes |
| Data Reporting Period : | 25th January to 23rd February 2021 |

Crime and ASB Data

|  |  |  |
| --- | --- | --- |
| Qualifier | No of Incidents |  |
| Anti-social behaviour | 1 | 7/2 – Noise complaint |
| Auto crime |  |  |
| Burglary : |  |  |
| Criminal Damage | 2 | 01/02 - Damage at golf club  5/2 – Damage caused at Bowling Club |
| Theft |  |  |
| Fraud | 5 | 20/1 – Bank Account Compromised scam  2/2 – Amazon Scam  2/2 – Amazon Scam  3/2 – Bank Card Scam  22/2 – BT Scam |
| Suspect Circumstances | 1 | 3/2 – Suspicious male suspected of looking in gardens |
| Alarm |  |  |
| Highway Disruption | 1 | 2/2 – Broken down vehicle |
| Road Related Offence |  |  |
| Road Traffic Collision |  |  |
| Natural Disaster |  |  |
| Wildlife |  |  |
| COVID | 7 | 26/1 Suspected COVID breach  30/1 – Suspected COVID breach  6/2 – Suspected COVID breach  7/2 – Suspected COVID breach  17/2 – Suspected COVID breach  20/2 – Suspected COVID breach  21/2 – Suspected COVID breach |
| TOTAL THIS PERIOD | 17 |  |

**10. KINGS HEAD HOTEL HONESTY BOX SUPPORT**

10.1 Cllr Johnson advised the meeting was arranged with one of the MCO trustees too on Monday 8th March and would update on the outcome accordingly. **Action: CLLR JOHNSON.**

**11. FINGER POST**

11.1 Cllr Johnson advised letters had been sent out to the businesses wishing to be involved and confirmation of wording for the fingers was awaited. Some half barrels would be needed as planters to keep cars away from under the fingers. Cllrs agreed for the Clerk to ask Theakstons Brewery for a price for some, explaining the location. **Action: CLERK.**

**12. FLORAL DISPLAY COMPETITION**

12.1. The Clerk circulated a draft poster to Cllrs prior to the meeting outlining the competition suggested last year by a Trader. Cllr Vickery suggested the event should apply to Masham only and specify it was applicable to hanging baskets or window displays in public view. Cllrs agreed Dame Susan Cunliffe-Lister could be asked to judge, a residential category and commercial category should be made, and variations of prizes were discussed. It was **proposed** by Cllr Pickard and **seconded** by Cllr Ellis to award a 1st prize of £50 of vouchers from Masham Markets plant stall to the commercial section, and £50 worth for 1st prize and £25 worth for the residential category. All those present voted in favour. It was **RESOLVED** for the Clerk to finalise and display the poster accordingly. **Action: CLERK.**

**8PM - PUBLIC INTERVAL**

There were no MoP present.

**13. TREE RISK ASSESSMENT**

13.1 The recent report from English Tree Care was circulated to Cllrs prior to the meeting. It was noted that the two Oak trees in the market place were problematic and that two of the trees included were in fact HBCs at Tittybottle Park and one on the roadside by a streetlight. It was **proposed** by Cllr Broadley and **seconded** by Cllr Ellis to obtain separate quotes for the high priority work, the medium risk work, and for the Willow by the MUGA to be worked on too. All those present voted in favour. It was **RESOLVED** for the Clerk to obtain quotes accordingly. **Action: CLERK.**

**UPDATE FROM COUNTY COUNCILLOR ATKINSON**

Cllr Atkinson advised NYCC had cancelled the 6th May elections as decisions were awaited on for the reorganisation of local government. Consultations were now open from both NYCC and HBC for both MPC and MoP and Cllrs agreed this should be put on the next Agenda for MPC to form an opinion to formally submit. It was clarified schools were to return from 8th March and secondary schools may stagger their start dates, Discussions were being held as to whether remote meetings should continue from May, but that some should be held in person as the large number of participants was proving problematic in some remote occasions. Cllr Atkinson was still trying to chase for information on plans for Masham’s flood prevention and that the whole of North Yorkshire really needed more focus on this. Cllr Greensit advised of the potholes to Crook Lane recently filled were already deteriorating and asked for the pothole to the centre of High Ellington to be chased. Cllr Ellis advised of the recently reported deterioration under the road at Crook Lane needing urgent attention too. Cllr Johnson advised of the potholes in front of Swinton Castle gates needed attention where the new road surfacing had stopped. Cllrs also advised of the dislodged footbridge near Burn Bridge which still was outstanding. The Chair thanked Cllr Atkinson for her attendance and help. **Action: CLLR ATKINSON & CLERK.**

**6. PROPOSED GRAVEYARD EXTENSION**

6.1 St Mary’s Church Warden had provided details of the proposal circulated to Cllr prior to the meeting. A proposal had been made to the Landowners who were agreeable to selling. There had been no concerns voiced by the related bodies and permission had been given to carry out a survey. The prospective land was 0.7acres due south of the churchyard and would give enough burial ground for around the next 50 years. Contract of terms needed to be negotiated and change of use applied for which was hoped to be obtained by MPC to reduce the cost of the application. The type of composition of the land did need to be checked deeper down too. The church had the equipment and work force for the additional land. The planting of flowers, retention of trees and hedging for land awaiting use could provide a community space for the people of Masham and it was hoped MPC could help with some of the fees and Cllr Pickard advised of support for the project and from MPC in the application for change of use. It was clarified MPC had the powers to offer financial assistance to burial grounds. Cllr Johnson suggested helping with the funding of fencing too. It was explained the retention of hedging was for the benefit of the environment and provision of natural habitat for wildlife. Commuted sums from HBC were already earmarked for the project and would be applied for once figures were agreed. The Church Warden would return to request assistance with legal fees and HM land Registry fees in due course.

**14. LAND ADJACENT TO THE GAS HOUSE**

14.1 Cllr Pickard had liaised with Cllr Weatherill and topsoil would be moved back again to the other side of the road and posts looked into to prevent vehicles and caravans to the area. Cllr Blades asked if any more work was being done to the side of the Shooting Holme as previous works had been washed away. Cllr Weatherill was ongoing with works and hoped the grass seed would take this time to secure the landscaping. Cllrs discussed whether Travellers might return this year at the start of June. Cllr Weatherill reported the code had been left visible on the height barrier padlock and it was agreed for the Clerk to circulate a round-robin email to code holders to request this not to be done. **Action: CLLR S PICKARD & WEATHERILL & CLERK.**

**15. STILE AT LOW BURTON**

15.1 The Chair advised the design for the stile had been sent to the landowner for approval which would then be sent to the Clerk to obtain quotes from local fabrication companies. **Action: CHAIR & CLERK.**

**16. MARKET SQUARE COBBLED GULLEY**

16.1 Cllr Vickery advised of a quote of £300 from E Leathley & Sons to attend to the lifted cobbles on the south edge of the square and that the drain towards the church was in fact blocked, which was the responsibility of MPC. Itwas **proposed** by Cllr Ellis and **seconded** by Cllr Broadley to proceed with the quote and ask E Leathley & Sons to attend to the drain too. All those present voted in favour. It was **RESOLVED** for Cllr Vickery to instruct the work at the contractor’s earliest convenience. **Action: CLLR VICKERY.**

**17. BLOCKED PAVEMENT TO THORPE ROAD**

17.1 The Clerk clarified HBC were awaiting clarification of the ownership of the pavement as some residents had contested this, the Clerk had responded with evidential emails from Highways clarifying it was their ownership. NYCC were not responding to being chased on the matter and Cllrs requested the Clerk continued to chase both parties. **Action: CLERK.**

**18. HIGHWAYS MATTERS**

18.1 Matters to raise or chase with Highways were;

1. Cllr Vickery advised a MoP had complained of the parking of large vehicles on the pavement to the section of Leyburn Road from Silver Street to the Co-op entrance which were obstructing pedestrians. Cllrs agreed Highways should be asked for the provision of bollards however Cllr Simms advised the section of pavement may well be too narrow so a continuous white line would be better to which Cllrs agreed. **Action: CLERK.**

18.2 Cllrs discussed that HBC traffic warden had reported there had not been many issues on recent visits so would not be returning regularly and that the parking on pavements could not be enforced outside of London, Cllr Broadley explained they could address matters such as parking on yellow lines, but obstructions were matter for the police.

**19. PARISH CARETAKERS WORKS**

19.1 Cllr Vickery advised a meeting had been arranged with AW Nicol to go through the schedule of works for the year and the Clerk advised estimates for the spraying and weeding of the cobbles was hoped for the next meeting. **Action: CLLR VICKERY & CLERK.**

**20. CORRESPONDENCE FOR DISCUSSION/INFORMATION**

* 1. Mashamshire Litter Busters – Copy of correspondence to Swinton Estate updating on the group’s work, request to sign forms supporting their work and invite to future Thursday meetings when they resume was noted.
  2. HBC – Invitation to take part in the consultation on the proposal for an ‘East & West’ model, which would see Craven, Harrogate, Richmondshire and Hambleton join together to form a unitary council in the West, and Selby, City of York, Ryedale and Scarborough join together to form a unitary council in the East at <https://www.gov.uk/government/consultations/proposals-for-locally-led-reorganisation-of-local-government-in-cumbria-north-yorkshire-and-somerset/consultation-on-proposals-for-locally-led-reorganisation-of-local-government-in-cumbria-north-yorkshire-and-somerset> was noted and due for formal discussion on the next Agenda.
  3. NYCC – Confirmation of proposal for a single unitary council to replace the County Council and the seven district councils available to view at <https://www.northyorks.gov.uk/stronger-together> and encouragement to complete the consultation at <https://consult.communities.gov.uk/governance-reform-and-democracy/northyorkshire/consultation/> and due for formal discussion on the next Agenda.
  4. HBC – Provision of Geolytix Footfall Data and Q3 Covid Economic Recovery Plan Outputs to support high streets/town centres to reopen safely with questions welcomed was noted and had been circulated to MCO and PVCS.

**21. ANY OTHER BUSINESS**

21.1 The Clerk had circulated communication to Cllrs and Masham Sports Association from HBC over their closed play area following a complaint from a MoP. HBC were requesting a remote meeting over plans to rectify flooding with the provision of drainage which there was no funding available for. Cllr Pickard felt it was down to HBC to seek funding and that the end of the field below the school should be looked at as this was the natural lie of the land as opposed to their suggestion of via the cricket pitch. Cllrs suggested cameras were needed to investigate and Cllr Simms advised of the likely problems with pipes down Dixon Keld steps too. Cllrs Simms, Pickard, Broadley, Gregg & Ellis offered to attend a remote meeting if available and for the Clerk to request a date accordingly. Cllr Atkinson advised of no funding remaining from the Community Fund until May and Cllr Simms responded it was up to HBC to fund. **Action: CLERK.**

21.2 The Clerk clarified the matter of the dangerous pipe to dogs and children reported by a MoP had been passed to NYCC Pathways and the Landowner to address.

21.3 Cllr Greensit clarified receipt of an excess of signs received from NYCC to keep dogs on leads amongst livestock and Cllrs suggested various people who would no doubt want some so Cllr Greensit would drop more in to the MCO for distribution. **Action: CLLR GREENSIT & CLERK.**

21.4 Cllr Blades asked if Swinton Estate had to replant where a number of trees had recently been removed and Cllr discussed they should have a license under land management. Cllr Greensit explained the recent planting on their land and surrounding by Swinton Estate.

21.5 Cllr Johnson advised the flagpole required a new pulley at the top and Cllrs Ellis and Greensit offered to assist at 10am on Saturday 18th April before the next flag was required on 21st April. **Action: CLLRS ELLIS, GREENSIT & JOHNSON.**

21.6 Cllrs discussed work to the vegetation along the dog walk had been completed by MFJ Land Management and Cllrs Vickery and Weatherill had looked at the work.

21.7 Cllrs discussed the young Oak trees along The Avenue side of the Shooting Holme needed attention and it was agreed for the Clerk to let Swinton Estate know. **Action: CLERK.**

**22. DATE OF NEXT MEETING**

22.1 Date of next Meeting: Monday 12th April 2021**.**

**CLOSURE:** The Meeting closed at 21:05pm.

Dated 22/03/2020

*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 APPLICATIONS FROM HARROGATE BOROUGH COUNCIL TO 1 MARCH 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DEADLINE** |
| 1 Gun Bank, Marfield House, Marfield, Masham, HG4 4EW | Application No.: 21/00584/FUL  Proposal: Demolition of existing outbuildings to side, erection of single storey extension to side and formation of ground floor window to rear.  Applicant: Mr & Mrs Charlesworth | 25th March |
| 45 The Oaks, Masham, HG4 4DT | Application No.: 21/00677/FUL  Proposal: Erection of first floor side extension and single storey rear extension.  Applicant: Mr And Mrs Jones | 25th March |
| Car Park At Hackfall Woods, Swinton | Application No.: 21/00630/ADV  Proposal: Display of 3no. non-illuminated information signs  Applicant: Woodland Trust | 25th March |

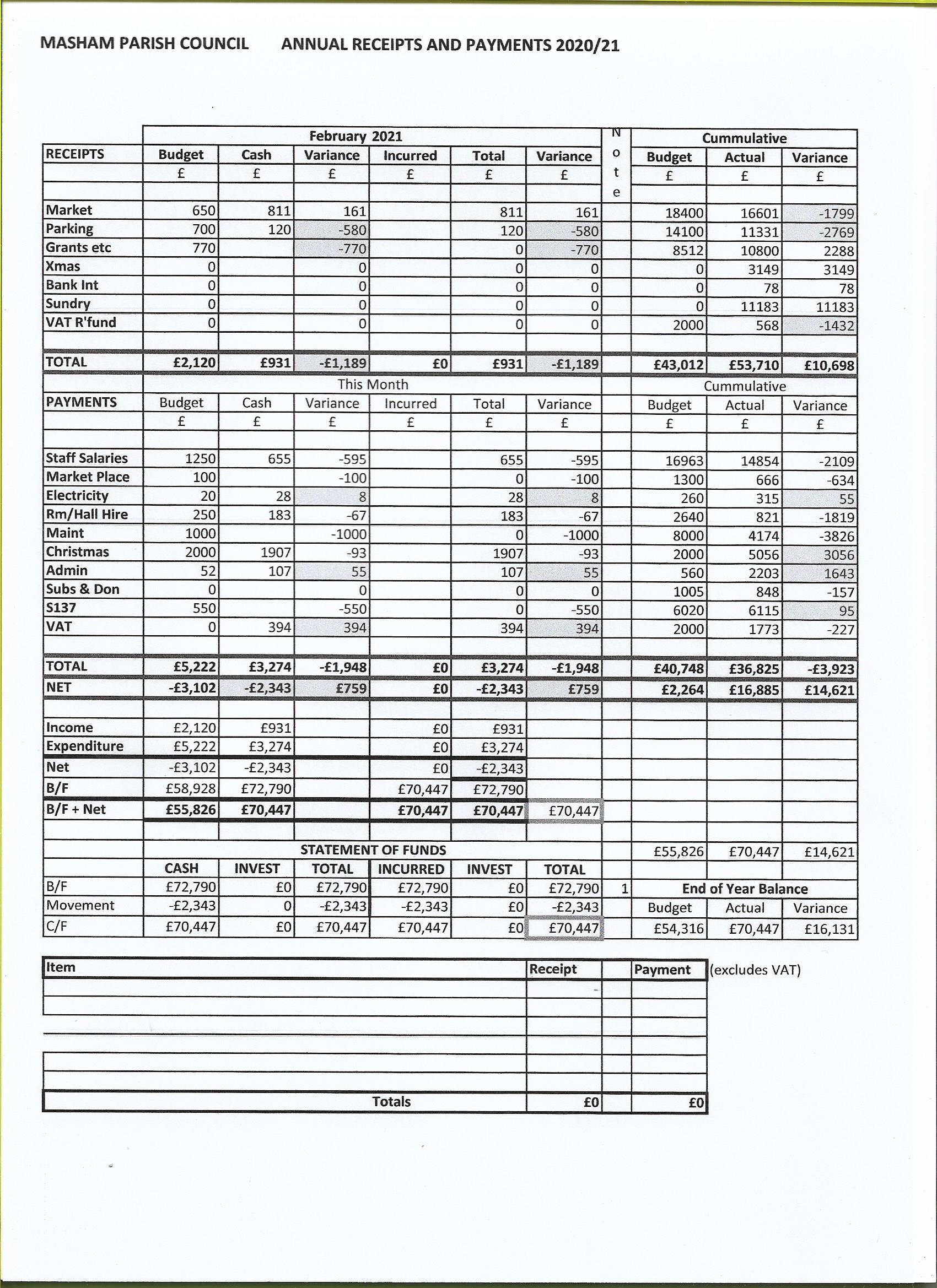
**PLANNING APPLICATIONS GRANTED/REFUSED BY HARROGATE BOROUGH COUNCILTO 1 MARCH 2021**

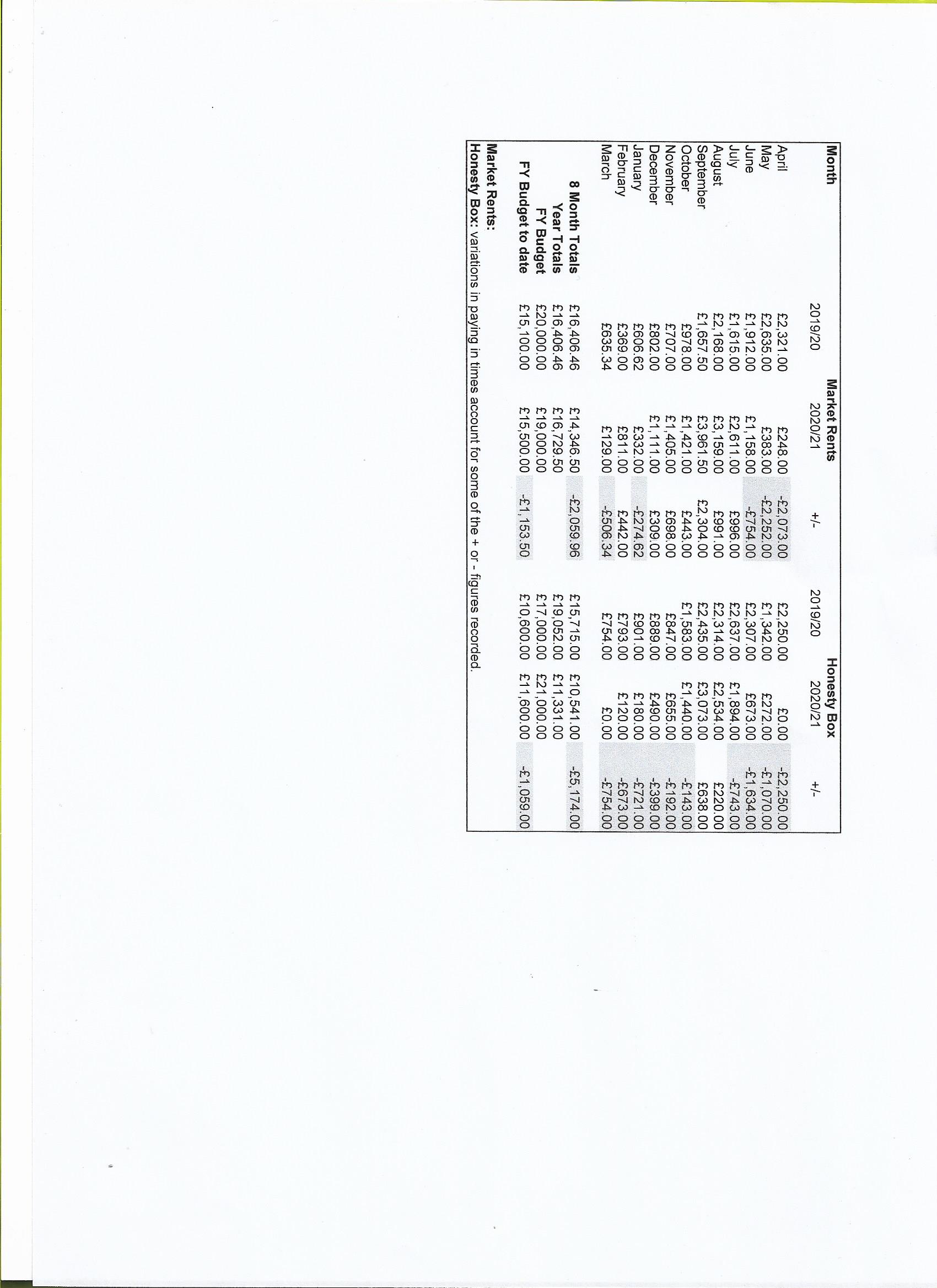
|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DECISION** |
| Bridge House, 19 Swinton Terrace, Masham, HG4 4HS | Application No.: 20/05014/FUL  Proposal: Demolition of existing conservatory and utility, erection of 1no. single storey rear extension.  Applicant: Mr And Mrs Klemz | Granted subject to conditions |

**PLANNING ENFORCEMENTS NOTIFIED BY HARROGATE BOROUGH COUNCILTO 1 MARCH 2021**

|  |  |  |
| --- | --- | --- |
| ADDRESS OF PROPERTY | DETAILS OF ENFORCEMENT NOTIFICATION | ACTION |
| Jasmine Cottage, 7 Red Lane, Masham, HG4 4HH | Possible breach of window glazing condition. | The officer believes the owners will be putting this right. Update from 18th January – HBC advised it would appear that both windows have now been replaced with obscure glazing as per the planning condition and will now close the case. 25th January – MPC informed HBC that the issue of the east facing landing window remains unresolved and that the condition of the appeal was that landing windows plural were to be obscured but only one has had a louvred panel fitted, the other remains clear. 25th February -  HBC think this louvred panel work is pending awaiting end of lockdown as workers will need to access the property |
| Cardinal Court, College Lane, Masham | Erection of electric gates | Communication received on 29th October 2020. This informed HBC of a possible breach of planning control. Letter from 29th December - it would appear that electric gates have been installed at the property in breach of planning. HBC have contacted the owner to request the submission of a retrospective planning application. Update 25th February – HBC’s letter has been returned and have asked MPC to assist in confirming name and address of owners. |
| The Mill House, Millgate, Masham, HG4 4EZ | Breach of condition 4 (18/04857/FUL) - works in root protection area | Communication received on 21 December 2020 which reports a possible breach of planning control. Update 26th February - Having assessed the situation the Council’s Arborculturalist requested immediate action by the developer to rectify the situation. HBC have received a programme of works from Barnes Assoc. to ensure the trees are protected, and this is now being carried out with photo montage attached sent. HBC advise the weather is now warm enough to safely work around the trees, which is helping the work to be viable. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  | **APPENDIX B (1/2)** | |
|  |  | **FINANCE SCHEDULE** | | |  |  |  |
| **RECEIPTS** |  |  |  |  |  |  |  |
| **(i) Advice of receipts from 2nd February to 1st March 2021** | | | |  |  |  |  |
| Market Rents |  |  |  |  |  | £728.00 |  |
| Honesty Box |  |  |  |  |  | £120.00 |  |
|  |  |  |  |  |  |  |  |
|  |  | **Total receipts for the month** | | |  | **£848.00** |  |
| **PAYMENTS** |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| **(ii) BACS payments for wc 1st March 2021 for approval** | | | |  |  |  |  |
| **Barclays - Masham Parish Council Account** | | |  |  |  |  |  |
|  |  |  |  |  |  |  | **BACS** |
|  |  |  |  |  |  |  |  |
| John Todd, Market Superintendent - SSP January to March (Tax £-20.80) | | | | |  |  |  |
| Eric Wilkinson, Litter Picker - February Salary (Tax £30.40) | | | |  |  |  |  |
| Jen Hurford, Parish Clerk - February Salary (Tax £0.00) | | | |  |  |  |  |
|  |  |  | **Staff Salaries Total** | |  | **£1,331.10** |  |
|  |  |  |  |  |  |  |  |
| Clerk - Reimburse for Annual Laptop Microsoft 365 Subscription | | | | |  | £79.99 |  |
| Clerk - Reimburse for Zoom subscription March (VAT £2.40) | | | |  |  | £14.39 |  |
| English Tree Care - Tree survey & report (VAT £100.00) | | | |  |  | £600.00 |  |
| Clerk - Reimburse The Sign Shed safety sign for MUGA (VAT £1.70) | | | | |  | £10.20 |  |
| HMRC - PAYE |  |  |  |  |  | £30.40 |  |
|  |  |  |  |  |  |  |  |
| **Direct Debits** |  |  |  |  |  |  |  |
| Green Energy - Electricity (VAT £1.42) | | |  |  |  | £29.81 |  |
|  |  |  |  |  |  |  |  |
|  |  | **Total Payments** | |  |  | **£2,095.89** |  |
| BANK BALANCES |  |  |  |  |  |  |  |
| Barclays - Masham Parish Council - Current Account | | | |  |  |  |  |
|  | Balance as at 28 February 2021 | | |  | £30,152.03 | Cr |  |
| CCLA Public Deposit Sector Fund Account | | |  |  |  |  |  |
|  | Balance as at 31 January 2021 | | |  | £40,294.70 | Cr |  |
|  |  |  | Overall Total |  | £70,446.73 | Cr |  |





**APPENDIX C**

**MASHAM PARISH COUNCIL – MEETING 1st MARCH 2021**

Correspondence for information/consideration etc

1. Mashamshire Litter Busters – Copy of correspondence to Swinton Estate updating on the group’s work, request to sign forms supporting their work and invite to future Thursday meetings when they resume.
2. HBC – Invitation to take part in the consultation on the proposal for an ‘East & West’ model, which would see Craven, Harrogate, Richmondshire and Hambleton join together to form a unitary council in the West, and Selby, City of York, Ryedale and Scarborough join together to form a unitary council in the East at <https://www.gov.uk/government/consultations/proposals-for-locally-led-reorganisation-of-local-government-in-cumbria-north-yorkshire-and-somerset/consultation-on-proposals-for-locally-led-reorganisation-of-local-government-in-cumbria-north-yorkshire-and-somerset>
3. NYCC – Confirmation of proposal for a single unitary council to replace the County Council and the seven district councils available to view at <https://www.northyorks.gov.uk/stronger-together> and encouragement to complete the consultation at <https://consult.communities.gov.uk/governance-reform-and-democracy/northyorkshire/consultation/>
4. HBC – Provision of Geolytix Footfall Data and Q3 Covid Economic Recovery Plan Outputs to support high streets/town centres to reopen safely with questions welcomed.

**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 and Thursday, 13:00 – 17:00 E-mail: [mashamparishclerk@gmail.com](mailto:mashamparishclerk@gmail.com)

Chairman: Councillor Flo Grainger Clerk to the Council: Jen Hurford

**MINUTES 12th APRIL 2021 (Held virtually via Zoom)**

**PRESENT:**

**Parish Council**: Cllr Colin Barker, Cllr Rosemary Blades, Cllr Valerie Broadley, Cllr John Ellis, Cllr Flo Grainger (Chairman), Cllr Robert Greensit, Cllr James Gregg (present from Item 9), Cllr Ian Johnson, Cllr Neil Pickard (Vice-chairman), Cllr Nigel Simms, Cllr Jane Vickery, and Cllr Peter Weatherill with County Cllr Margaret Atkinson (present from Item 11) and Jen Hurford (Parish Clerk).

**Present:** 2 Members of Public (MoP)

(The Chair held a minute’s silence in memory of HRH Prince Philip and the 3rd Earl of Swinton, Nicholas Cunliffe-Lister)

**1. APOLOGIES**

* 1. There were no apologies made.

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

2.1 Minutes of the Monthly Meeting held 1st March 2021. It was **proposed** by Cllr Pickard and **seconded** by Cllr Broadley that the Minutes of the 1st March 2021 meeting be formally approved as a true and accurate record. All those who attended the 1st March 2021 meeting and who were present voted in favour. It was **RESOLVED** that the Chair should sign the Minutes as a true and accurate record. **Action: CLERK.**

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

3.1 Cllr Johnson declared an interest in Item 11, Cllr Broadley in Item 4.1.2, and Cllr Barker in Item 4.1.1.

**4. PLANNING MATTERS**

* 1. Planning Applications received from Harrogate Borough Council;

4.1.1 1 2 Westholme Road, Masham, HG4 4EX - Erection of replacement rear and side extensions.  Following discussion, it was **proposed** by Cllr Johnson and **seconded** by Cllr Pickard that MPC had no objections to the application. The majority of those present voted in favour and the **RESOLUTION** was carried.

4.1.2 Firth House Farm, Haregill Bank, High Ellington, Ripon, HG4 4PR - Conversion of 4 agricultural buildings into 4 residential units with ancillary garage. As the application had only been sent by HBC on the day of the meeting, Cllrs agreed an extension should be requested to the deadline so that application could be studied and considered at the meeting on 10th May.

The Clerk would be requested to advise HBC of the above MPC decisions. **Action: CLERK.**

* 1. Planning Approvals – A list of approvals appear at Appendix A.
  2. Tree Preservation Orders – A list of approvals appear at Appendix A.
  3. Planning Enforcements – A list of enforcements appear at Appendix A.
  4. Proposed Development of Gebdykes Quarry. The Chair advised of two points of concern, that the road crossing would be across a well-used road and that a traffic count would allow for better planning, and that regarding the reinstatement plan, it should be known how the land would be restored to agricultural and over what timescale. Cllr Ellis highlighted the surrounding area such as hedgerows should not be subject to filling with rubbish and Cllr Greensit highlighted there was an extremely large site to fill. The managing director of Lightwater Quarries Ltd responded that further details of the planning application would be circulated in due course. A traffic survey had been carried out and the crossing planned accordingly and with the best point of visibility. Restoration would initially be low level by taking inert material to bring the level up s, such as subsoil, clay, and concrete. It would take a long time, over 30 years, to bring the level up. It was suggested to hold a remote meeting between MPC and the two landowners if required. Cllr Ellis questioned what vehicles would be using the crossing and it was confirmed they would be road lorries rather than quarry type. The Chair advised of previous discussion over the road surface being particularly subject to being covered in lime which became particularly sticky in the wet and requested if some sort of wheel wash could be used. The managing director responded that as soon as planning permission was granted the driveway would be resurfaced which would help contain the dirt within the quarry and that wheel washing in fact does not necessarily work that well. At their North Stainley site there was no problem with this as their long, surfaced drive addressed the problem. The Chair agreed that a meeting would be preferable nearer the time of the application being published and MPC would wait confirmation on details depending on Covid-19 legislation nearer the time.

**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 discussed the success in receipt of market rents over the last year’s epidemic but that honesty box takings had been affected. The Chair congratulated the management of the market and Cllr Broadley reminded that a grant had been contributed previously to take in consideration of a reduced income.

5.1.2 Acceptance of the Advice of Receipts and Payments via online banking was **proposed** by Cllr Pickard and **seconded** by Cllr Ellis. All those present voted in favour. It was **RESOLVED** that the Receipts and Payments schedule be approved. Details of the Council’s bank account balances are shown at Appendix B also. **Action: CLERK.**

5.2 S137 Request from Citizens Advice Craven & Harrogate. It was **proposed** by Cllr Greensit and **seconded** by Cllr Ellis to agree to the request of a donation of £250 for the service offered to the community. All those present voted in favour. It was **RESOLVED** for payment to be raised accordingly. **Action: CLERK.**

5.3 Internal Audit. It was **proposed** by Cllr Broadley and **seconded** by Cllr Ellis for the internal audit to be carried out by the previous auditor at a cost of £145. All those present voted in favour. It was **RESOLVED** for the Clerk to prepare the accounts and documentation for submission accordingly. **Action: CLERK.**

5.4 Mashamshire Community Office Rental Agreement. Cllr Greensit suggested rental could be offered free of charge given the donation MPC make to the MCO, however Cllr Pickard felt the two matters should be kept separate. The Clerk suggested some more hours could be carried out working from home to reduce office rental, but Cllrs agreed the existing office hours should remain in place. It was **proposed** by Cllr Pickard and **seconded** by Cllr Broadley for the agreement for 2021-22 be agreed to with no changes to the terms at a rental of £732.96pa. All those present voted in favour. It was **RESOLVED** for the Clerk to sign and return the agreement accordingly. **Action: CLERK.**

(5.5 S137 Request from Mashamshire Litter Busters was delayed until one of the group’s members were present.)

**6. MASHAM PLAY AREA**

6.1 It was clarified that a meeting was still awaited since the last communications with HBC whereby they were holding their own internal meeting. Cllr Pickard expressed the matter was urgent and Cllrs Simms advised he had received some complaints from residents and had passed this on to HBC too. Cllr Johnson had updated The Stray Ferret and provided some photos in the hope their coverage may help move things along. Cllr Barker advised from an engineering aspect some tanks and pumps would be required to move water to the river as there was not enough fall to the land to allow drainage. Cllr Broadley also advised HBC had hoped for an alternative site. The Chair recalled historical works to drains affected by the Willow trees, but this was clarified as being on a different side of the area to the problem. Cllr agreed Cllr Barker’s thoughts should be passed to HBC and that he would be happy to meet on site if required, Cllr Vickery questioned if an alternative site could be suggested. **Action: CLERK.**

**7. FLOODING ISSUES**

7.1 Cllr Broadley advised of a useful meeting with Tarmac Quarry and that they were planning works in the next 3 years which would assist in taking water to the Wetlands which was looking a promising relief scheme to help the majority of matters. Cllr Vickery advised a resident had accused MPC of removing one of their gates which Cllr Broadley confirmed was nothing to do with MPC. Cllr Johnson relayed the resident felt it was of importance to prevent children getting stuck and Cllr Broadley suggested the resident should discuss the matter with HBC’s engineer. **Action: CLLR JOHNSON.**

**8. LOCAL GOVERNMENT REORGANISATION**

8.1 Cllr Simms advised HBC were due to debate and respond to the question at their meeting at 5.50pm on Wednesday 14th April via Teams. Cllr Pickard advised of making an individual comment and had preferred the East/West division as opposed to one unitary council, as did Cllr Broadley. Cllr Simms clarified HBC had looked at a North/South division but hat this would be unfair on Ryedale and Scarborough and that the East/West sections into the area of the Dales and then the Vales and coast. Cllr Johnson asked about where this would be headed from and Cllr Simms advised there would be some crossover. It was **proposed** by Cllr Broadley and **seconded** by Cllr Pickard for MPC to support the East/West split. The majority of those voted in favour. It was **RESOLVED** for the Clerk to complete the consultation on behalf of MPC accordingly. **Action: CLERK.**

**9. MASHAM MARKET**

9.1 Cllr Johnson advised the Market Superintendent was due to take back over the role on Wednesday 14th April and that a new Trader selling was due. It was requested for the Clerk to order some more carbonless receipt books and drop in the paying in card allocated to the Market SI to cash in rents. Masham Christmas Lights Association had requested four free of charge stalls to sell their bric-a-brac and Yorkshire Air Ambulance had requested two in April to which Cllrs agreed with. The Clerk clarified chasing a response from the government for the Covid-19 tests available for the Market SI and Cllr Johnson and a neighbour had kindly offered to assist with the registering of these. Cllr Weatherill questioned if the Market SI should wear a facemask being an employee for MPC. Cllr Vickery questioned the measuring of stalls at the start of the summer rates and Cllr Johnson clarified assistance would be given with this. Cllr Pickard highlighted the Market SI was in a face-to-face role whereas the Litter Picker was not. It was agreed for the Clerk to prepare a letter for the Market SI insisting a mask be worn and order masks and a vizor accordingly, and that vinyl gloves were already supplied. Cllr Ellis noted the picnic tables at Bordar House Teas had been re-sited the day before legislation allowed. It was discussed all matter should be reviewed alongside the rental review next year, Cllr Ellis questioned if there were another lockdown and Cllrs agreed to deal with any problems arising around legislation at the time. **Action: CLERK.**

**8PM - PUBLIC INTERVAL**

There were no MoP present.

**10. KINGS HEAD HOTEL HONESTY BOX SUPPORT**

10.1 Cllr Johnson advised of the meeting with the manager and one of the MCO trustees where it was discussed that as MPC could not actually guarantee parking, an Honesty Box within the building they could promote could be an option. They were looking into a barrel for which the Clerk could empty to and MPC could then review the matter once the scheme had been in action for a period. **Action: CLLR JOHNSON & CLERK.**

**11. FINGER POST**

11.1 Cllr Johnson updated there were still some businesses to return their forms and confirm wording. Cllr Gregg relayed the brackets were in the process of being made and would see if they were ready to be collected. Cllr Johnson intended on painting the whole thing black and Cllrs discussed a Masham sheep emblem would be suitable as a cut out to go on the top. The Clerk was asked to request a quote for one from D&M Fabrications Ltd for a whole sheep around 12” wide and 10” high. The Clerk would come up with some designs for the next meeting. Cllr Johnson hoped to be able to order lettering shortly. **Action: CLLRS GREGG & JOHNSON & CLERK.**

**UPDATE FROM COUNTY COUNCILLOR ATKINSON**

Cllr Atkinson advised there were no elections due to be held due to the local government reorganisation. It was clarified that some Parish Councils were giving their opinions over the next week. North Yorkshire had been doing well at care in the community. Cllr Pickard update Cllr Atkinson that MPC would prefer the East/West option of reorganisation. The Chair asked if the Nightingale hospital in Harrogate was being dismantled which Cllr Atkinson confirmed and that the convention centre would return. A heat pump and solar panels were being installed there and at the hydro from funding of £2.4million. Conventions were hoped to return from 21st June. Covid statistics were very low and Harrogate hospital was returning to more normality. Cllr Greensit updated that the potholes to Crook Lane had been addressed but it was currently getting high usage, but the repairs were not so bad since the last complaint over standards. Cllr Atkinson reiterated that repairs were being taken back in hand by NYCC, but that funding was being reduced, however NYCC are investing money to try to increase income.

5.5 S137 Request from Mashamshire Litter Busters. The group’s representative advised their public liability insurance was due at a premium of £94.34. Their report had been circulated to Cllrs prior to the meeting clarifying their members and activity was increasing. The current litter grabbers were demonstrated showing how the mechanism fails eventually and then a new model with better engineering. The group were requesting a donation of five of the more durable grabbers at a cost of £85.95. Following discussion that additional grabbers maybe more beneficial, it was **proposed** by Cllr Simms and **seconded** by Cllr Pickard for MPC to make an S137 donation towards the insurance premium and ten grabbers. All those voted in favour. It was **RESOLVED** for the Clerk to raise the payments accordingly. Cllr Weatherill updated having noticed the recent littering to Roomer Common and had reported this to the police. The group fed back some complaints over the siting of the previous ‘Stick & Flick’ posters. Cllr Pickard advised of a new countryside code last week regarding dog faeces on agricultural fields and questioned the legality. Cllr Atkinson thought only the 30mph zones were covered at the moment but was unsure, so MLB offered to investigate. Cllr Greensit advised of the signs supplied for dog owners from NYCC available at the MCO. MLB would also send photo of a problematic stile discovered to the pathways department too. **Action: CLERK.**

**15. STILE AT LOW BURTON**

15.1 The Chair advised the landowner had been very specific about the proposed specification and has approved a design but felt NYCC pathways department needed to give their input. The Chair would send this to the Clerk to forward on. **Action: CHAIR & CLERK.**

**12. MASHAMSHIRE COMMUNITY OFFICE UPDATE**

12.1. An update as of March 2021 was circulated to Cllrs from MCO prior to the meetings as follows;

UPDATES:

1. MCO plan to reopen in a covid secure way on the 12th April but will have restricted entry and a volunteer ‘greeter’ to control the number of visitors at any one time and ensure covid compliance. Opening hours will return to Monday-Friday 10am to 3pm, Saturday 10am-1:30pm.
2. The MCO Library will continue to provide “Select & Collect” will also reopen for restricted browsing Mon-Fri 10am-12pm. We continue to provide all our ‘normal’ services including provision of books, jigsaws, other community and tourist information and public access computers in a Covid Secure manner.
3. MCO has continued to provide support to the local community as part of the agreement with NYCC to operate as a ‘Community Support Organisation’ (CSO) and this requirement has now been extended until September 2021. The demand for shopping assistance and prescription collections has increased in the past two months but is has not returned to the levels of 2020.
4. The email newsletter continues twice a week alongside regular information disseminated through the Mashamshire Life Facebook group. These two communications channels continue to provide timely local information.
5. The vaccination centre at Ripon Racecourse opened in early February and MCO have been directly coordinating the volunteers to support one or two days per week at the site. April sees a reduction in vaccination days but restarts on the 19th April and MCO will be back supporting the centre one or two days a week. There has been a fantastic response to our call for help and we have had great feedback from volunteers, visitors, and the NHS staff for our volunteer work on the site. A big thank you to all who have helped.
6. MCO is planning to reopen the community gallery space in the building. Details are still being finalised, but we plan to relaunch the gallery on the 17th May and the area will showcase the work of local artists and makers whilst raising valuable funds.
7. Due to the current Lockdown restrictions the Citizens Advice function is currently being delivered as a telephone & virtual drop-in service, but we hope to return to a physical presence at MCO when it is safe to do so.
8. The revamped Mashamshire local services ‘Directory’ is now complete and delivery around Masham is underway. Copies are also available from MCO. Thank you to all the businesses that have continued to advertise with us in the Directory and the on the website. The income generated is vital to the viability of MCO.
9. It has been a very busy ‘community focussed’ year at MCO where many volunteers have provided hours of time to support MCO and their community. Initial work to quantify this has revealed a staggering 6,175 volunteer hours across all aspects of MCO work including tourism support, prescription and shopping delivery, vaccine centre support, MCO library and much more.
10. MCO has been helping Peacock and Verity Community Spaces (PVCS) with their exploration of including a Post Office in their plans. MCO has shared the work and research that was done in 2019 as a permanent PO in Masham is still really needed. MCO were not able to make the PO function viable as it relies on a significant upsell of other goods. It is a much better fit with the PVCS offering. MCO will assist them wherever we can.

ISSUES:

1. These remain as reported in January and are as follows:

In the current crisis, where staff and visitor safety are so vital, MCO is totally reliant on volunteer support. Many regular volunteers feel too anxious to come back and many of the Covid volunteers are now back at work. We are appealing for more volunteers whenever we can. However, to ensure we can continue with current levels of activity, we have no choice other than to increase our staffing.

1. In normal times the MCO funding balance between statutory funding and self-generated income works well. Like other businesses, the self-generated income has been significantly reduced during the crisis and our expectation is that it will be slow to recover. In addition, we are likely to see an upturn in staff costs due to the reduction in volunteers. So, although our current position is secure, we anticipate significant funding challenges for 2021/2022 and beyond.
2. The developing plans for a Unitary Authority may impact on MCO and how we operate. We aim to keep a weather eye on developments.

FUTURE PLANNING:

1. MCO has completed the financial planning and budgeting for 2021/2022 and the business plan review for the coming year has been finalised. The plan aims for us to continue and extend our work with the establishment of a regular walking for health group, a befriending scheme and recruiting drivers for the Ripon Volunteer Driving Scheme. We envisage a need for grant applications and traditional fundraising to support the objectives Trustees plan to achieve.
2. In order to achieve our future plans and in the light of the issues identified above, Trustees have decided to increase our paid staff hours in the year ahead. More information will follow. The MCO manager returns from maternity leave on the 8th June 2021 but we plan to extend the contract of her maternity cover, for a further twelve months.

12.2 Cllr Pickard confirmed the report was comprehensive and clearly focus was given to more paid staff, therefore MPC should be cautious in their donations accordingly. The Chair commended the presence of the MCO within the community.

**13. TREE MANAGEMENT**

13.1 Cllr Johnson commented on the two trees owned by HBC within the risk assessment which the Clerk had already relayed back to them and the tree surgeon. Estimates were circulated to Cllrs prior to the meeting with English Tree Care quoting 1) high priority work at £700 plus VAT 2) medium priority work at £185 plus VAT (plus approximately £125 plus VAT to replace tree 0945) and 3) work to the Willow by the MUGA at £200 plus VAT including the waste removal. Rennisons Tree Specialists had quoted 1) high priority work at £750 plus VAT 2) medium priority work at £450 plus VAT 3) low priority work at £850 plus VAT and 4) tree group C work at £650 plus VAT (the Clerk had requested a quote for works to the MUGA Willow however). Cllrs discussed that a third quote should be pushed for the next meeting. **Action: CLERK.**

**14. RE-SITING LONG STAY HONESTY BOX**

14.1 Cllr Ellis advised of a meeting due with the Chair of the Bowling Club to request a sign on their fence. Cllrs discussed whether to move the existing honesty box or to build a second one. It was suggested to as E Leathley & Sons to quote to build a new one using the existing materials. Cllr Ellis would have a look at the site and then communicate with them accordingly. Cllrs discussed the pros and cons of various siting. **Action: CLLR ELLIS.**

**16. SCALPINGS REQUIRED AT STORAGE BUILDING**

16.1 Cllr Broadley reported the wet ground at the front of the building so requested some scalping for the width of the track. The muddy parking area by Masham bridge was also mentioned, Cllr Greensit informed that scalpings are considered toxic so maybe some quarry waste from Biker Group would be more suitable. The Clerk advised of current groundworks and possible materials at W E Jameson & Son Ltd, so it was agreed for Cllr Greensit to request a couple of loads. **Action: CLLR GREENSIT.**

**17. NEW CODE OF CONDUCT**

17.1 The Clerk circulated a draft document based on the model produced by the Local Government Association and circulated by YLCA. It was **proposed** by Cllr Pickard and **seconded** by Cllr Johnson for MPC to adopt the document. All those voted in favour. It was **RESOLVED** for the Clerk to publish on the website accordingly. **Action: CLERK.**

**18. PARISH CARETAKERS WORKS & SPRAYING MARKET COBBLES**

18.1 Cllrs clarified agreement prior to the meeting whilst the picnic tables were out of the way for Greensphere Residential & Commercial to proceed with five weed sprays from March to September at a cost of £25ea and a minimum of seven weeks apart. Cllr Greensit highlighted that the local signs needed washing and Cllr Vickery offered to clean the Masham signs when bedding up the planters. Cllr Atkinson advised Highways are too busy to clean signs as they are too busy but that they do not advised others undertake the task either but would raise this with them. **Action: CLLRS ATKINSON & VICKERY.**

**19. BLOCKED PAVEMENT TO THORPE ROAD**

19.1 Cllrs discussed that the wheelie bins had been removed from the pavement and the Clerk had relayed communication from Highways that they were sending a second letter to residents that week and talking over the matter amongst themselves and their legal team. Cllr Pickard highlighted the mobility scooter was the most problematic item, but benches, planters too. **Action: CLERK.**

**20. HIGHWAYS MATTERS**

20.1 Matters to raise or chase with Highways were;

1. Cllr Johnson advised of the road sign to Little Market Place was hanging off its wooden plinth.
2. Cllr asked for the relocation of the wrongly situated dead end sign from College Lane be chased. **Action: CLERK.**
3. The Chair advised the pavement at Low Burton had been cleared but that there was a drain cover pouring out water outside of The Greens opposite to Old Station to report to Yorkshire Water. **Action: CLERK.**
4. The Clerk also advised of water running down the hill at High Burton outstanding which was believed to be a spring and blocked gulley. **Action: CLERK.**
5. Cllr Vickery asked when the Community Speed Watch project would commence so the Clerk would enquire now that Covid-19 legislation allowed. **Action: CLERK.**

**21. CORRESPONDENCE FOR DISCUSSION/INFORMATION**

* 1. UK Cycling Events – Notification of the provision of the event plan for their Yorkshire tour Sportive being organised to take place on Saturday 5th of June. The Clerk had enquired, and the organisers clarified there was no intention of a stop at Masham, Cllr Johnson advised to reiterate that if they do intend to stop to use the Shooting Holme, Recreation Ground or Market Square they would need to request permission. **Action: CLERK.**
  2. Hambleton District Council – Notification regarding the Local Plan Examination that Post Hearing Consultations will be available to view and comment between 08/04/21 08:00, and 20/05/21 17:15 at <https://consult.hambleton.gov.uk/portal/planning/lp-exam/exam> was noted.
  3. MoP – A letter of concern regarding development works and footpaths at Mill House was circulated to Cllrs prior to the meeting. Cllr Pickard had also advised of communication with the Proprietors that they hoped to be moved into the property by June. There is a permanent diversion in place for one section of path and the other path is a permissive route for local residents, but the documentation drawn up was not registered with HM Land Registry so had caused an issue as people outside of the Parish were wanting a right of way. Cllr Pickard suggested MPC needed to monitor the reopening and that people were objecting to the stiles, but other paths would be reopened once building works were finished. Cllr Blades questioned the length of time works were taking. The Chair suggested to wait a little while longer to see if the Proprietors were going to do what they said they would do and then act. It was **proposed** by Cllr Vickery and **seconded** by Cllr Weatherill for MPC to review the matter at the July meeting. The majority of those voted in favour. It was **RESOLVED** for the Clerk to diarise the Item accordingly. **Action: CLERK.**
  4. Masham Sports Association – Notification HBC were unable to open the height barrier padlock to empty the bins Monday 12th April had been circulated. Cllr Johnson had checked the padlock after and found nothing wrong with it and Cllr Vickery had clarified the clothes bin had been emptied. Cllrs confirmed the code had not been changed and asked for it to be relayed if people could persist to get in as other Cllrs had been able to too. It was agreed to put Travellers on the next Agenda and Cllrs discussed whether Appleby Fair would go ahead, but Travellers could come either way. Cllr Weatherill was waiting a suitable machine to relocate topsoil waiting. **Action: CLERK.**

**22. ANY OTHER BUSINESS**

22.1 Cllrs Greensit and Johnson agreed a new date to fix the flagpole pulley. **Action: CLLRS GREENSIT & JOHNSON.**

22.2 Cllr Barker advised of a potential new contractor to consider for Parish Caretaker works which was Greensphere instructed to weed spray the cobbles.

22.3 Cllr Barker advised the salary was not good for retained firefighters, the terms were very restrictive and suspected one of the crew would be giving up. A letter to the authorities was requested and Cllr Atkinson asked to press for improvement from the Police, Fire & Crime Commissioner. Cllr Gregg relayed it was approximately 2.4p per hour to be on call and then 40% tax on top too. As the firefighters do not get the shouts a busier station would, it does not make the salary package feasible. It was agreed to put the matter on the next Agenda. **Action: CLLR ATKINSON & CLERK.**

22.4 Cllr Vickery advised a MoP had commented on the amount of CCTV at Ryders Arch with no signage for a public area and audio recording. Discussion was given that the police may have requested on camera to be covered and Cllr Johnson suggested the audio recording could be reported to the police. Cllr Gregg advised cameras looking at private land did not need signage but permission from landowners. MPC questioned whether the matter was really for MPC to be involved in.

**23. DATE OF NEXT MEETING**

23.1 Monday 10th May 2021. To include Annual Meeting & Annual Parish Meeting. Cllrs discussed that legislation would not allow the meeting to be held remotely and that the Town Hall had confirmed to the Clerk the meeting could be held there by special dispensation, although the Trustees present were not aware of this permission. It was agreed for the meeting to be held at Masham Town Hall unless YLCA could provide legislation in the meantime allowing otherwise.

(Item 24 was then held in private due to the nature of the content).

**CLOSURE:** The Meeting closed at 21:55pm.

Dated 26/04/2020

*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 APPLICATIONS FROM HARROGATE BOROUGH COUNCIL TO 12 APRIL 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DEADLINE** |
| 2 Westholme Road, Masham, HG4 4EX | Application No.: 21/01128/FUL  Proposal: Erection of replacement rear and side extensions.  Applicant: Mrs J Lodge | 24th April |
| Firth House Farm, Haregill Bank, High Ellington, Ripon, HG4 4PR | Application No.: 21/01362/FUL  Proposal: Conversion of 4 agricultural buildings into 4 residential units with ancillary garage.  Applicant: The Swinton Estate | 6th May |

**PLANNING APPLICATIONS GRANTED/REFUSED BY HARROGATE BOROUGH COUNCILTO 12 APRIL 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DECISION** |
| Deepdale, 32 Market Place, Masham, HG4 4EF | Application No.: 20/03923/LB  Proposal: Reinstatement of two window openings to front elevation (one on first floor and one second floor). Removal of render to front elevation followed by either re-rendering in lime render or exposure of underlying stonework with re-pointing.  Applicant: Mr R Haycock | Application withdrawn |
| 2 Greenmount Marfield Plantation to Appletree House High Ellington, Ripon, HG4 4PD | Application No.: 20/03287/FUL  Proposal: Application for a non-material amendment to planning approval 20/03287/FUL to allow alterations to fenestration to West elevation. Omission of ground floor window; lowering of first floor windowsill to be of taller proportion to suit location at stair half-landing.  Applicant: Alvarez/Halstead | Approved (applicable to non-material amendments) |
| Wellgarth Maltings, Marfield, Masham, HG4 4EN | Application No.: 20/05000/FUL  Proposal: Installation of 4no. DPV tanks on the west side of the building and 1no. hot liquor tank on the east side of the building.  Applicant: Black Sheep Brewery PLC | Granted subject to conditions |
| 45 The Oaks, Masham, HG4 4DT | Application No.: 21/00677/FUL  Proposal: Erection of first floor side extension and single storey rear extension.  Applicant: Mr And Mrs Jones | Granted subject to conditions |

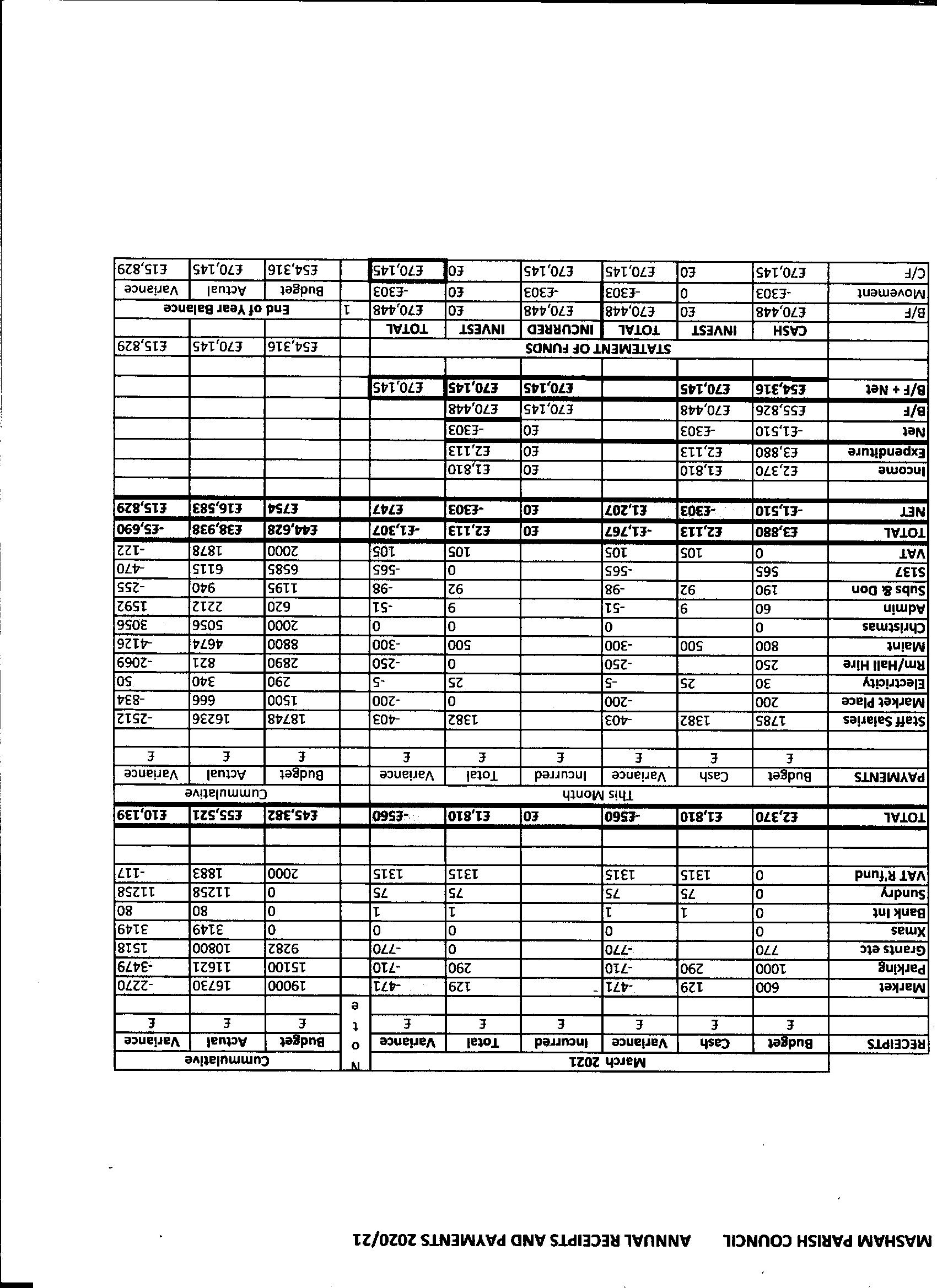
**TREE PRESERVATION ORDERS FROM HARROGATE BOROUGH COUNCILTO 12 APRIL 2021**

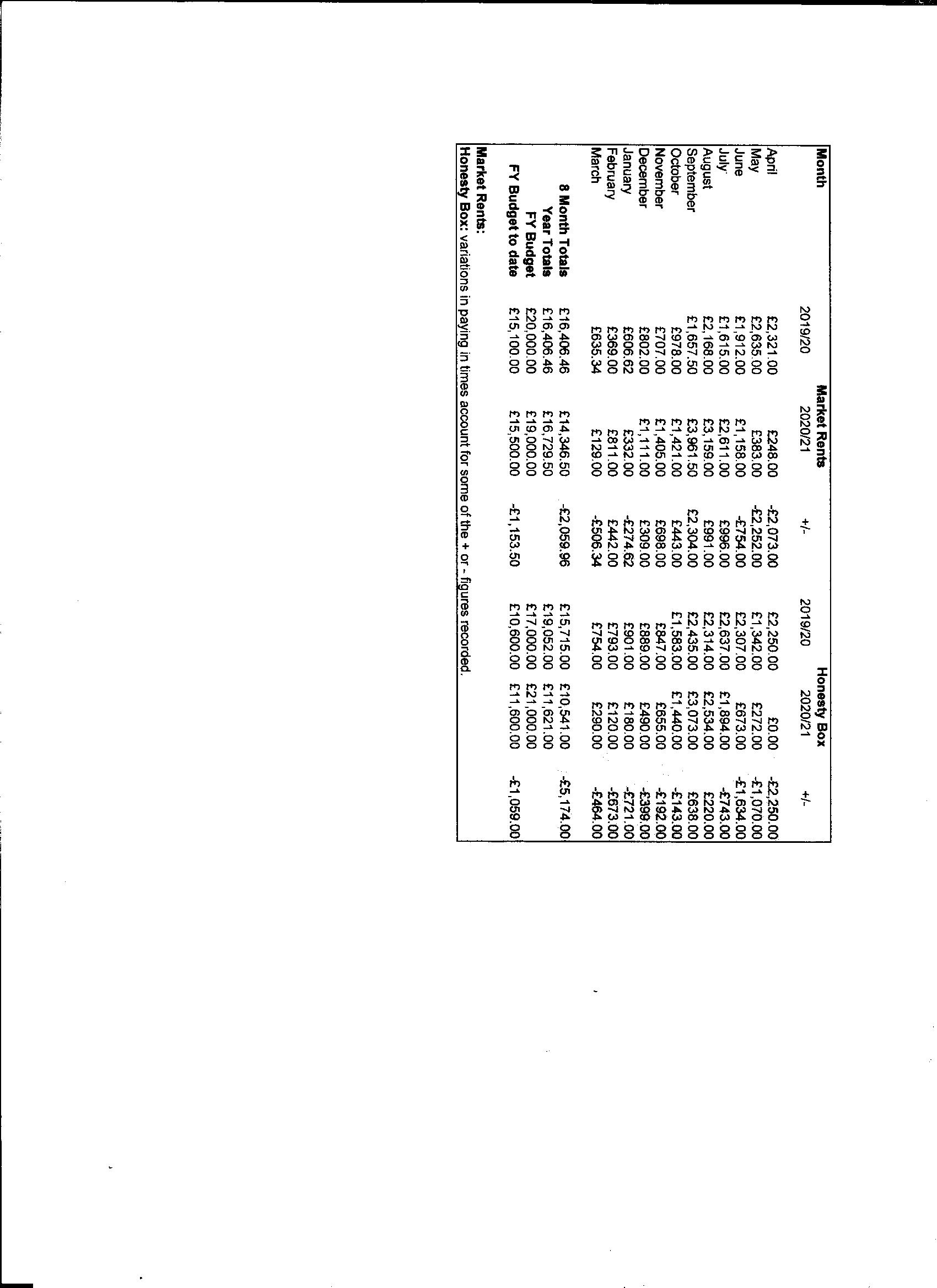
|  |  |
| --- | --- |
| **ADDRESS** | **DETAILS** |
| 3 Swinburn Court, Masham, HG4 4HJ | TPO No.: TPO 24/2021- The order took effect, on a provisional basis, on 5 March 2021. It will continue in force on this basis for a further six months or until the council confirms the order, whichever occurs the first. The consultation period with the affected parties will expire on 10 April 2021. |
| 2 Swinburn Court, Masham, HG4 4HJ | TPO No.: TPO 31/2021- The order took effect, on a provisional basis, on 30 March 2021. It will continue in force on this basis for a further six months or until the council confirms the order, whichever occurs the first. The consultation period with the affected parties will expire on 5 May 2021. |

**PLANNING ENFORCEMENTS NOTIFIED BY HARROGATE BOROUGH COUNCILTO 12 APRIL 2021**

|  |  |  |
| --- | --- | --- |
| ADDRESS OF PROPERTY | DETAILS OF ENFORCEMENT NOTIFICATION | ACTION |
| Jasmine Cottage, 7 Red Lane, Masham, HG4 4HH | Possible breach of window glazing condition. | The officer believes the owners will be putting this right. Update from 18th January – HBC advised it would appear that both windows have now been replaced with obscure glazing as per the planning condition and will now close the case. 25th January – MPC informed HBC that the issue of the east facing landing window remains unresolved and that the condition of the appeal was that landing windows plural were to be obscured but only one has had a louvred panel fitted, the other remains clear. 25th February -  HBC think this louvred panel work is pending awaiting end of lockdown as workers will need to access the property |
| Cardinal Court, College Lane, Masham | Erection of electric gates | Communication received on 29th October 2020. This informed HBC of a possible breach of planning control. Letter from 29th December - it would appear that electric gates have been installed at the property in breach of planning. HBC have contacted the owner to request the submission of a retrospective planning application. Update 25th February – HBC’s letter has been returned and have asked MPC to assist in confirming name and address of owners. |
| The Mill House, Millgate, Masham, HG4 4EZ | Breach of condition 4 (18/04857/FUL) - works in root protection area | Communication received on 21 December 2020 which reports a possible breach of planning control. Update on 1st April - Satisfactory clearing of the RPA has been actioned with an arboricultural consultant, and HBC officer was satisfied. Remediation work is now underway and should be largely complete. Specialist methods and protection was implemented to ensure no further damage. HBC will check that appropriate Tree Protection is in place going forward, but the correct action appears now to have been taken so consider the case closed with ongoing monitoring. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  | **APPENDIX B (1/2)** | |
|  |  | **FINANCE SCHEDULE** | | |  |  |  |
| **RECEIPTS** |  |  |  |  |  |  |  |
| **(i) Advice of receipts from 2nd March to 12th April 2021** | | | |  |  |  |  |
| Market Rents |  |  |  |  |  | £844.00 |  |
| Honesty Box |  |  |  |  |  | £720.00 |  |
| Uredale Glass - Finger Post | |  |  |  |  | £75.00 |  |
| HMRC - VAT Refund |  |  |  |  |  | £1,315.48 |  |
|  |  |  |  |  |  |  |  |
|  |  | **Total receipts for the month** | | |  | **£2,954.48** |  |
| **PAYMENTS** |  |  |  |  |  |  |  |
| **(ii) BACS payments for wc 12th April 2021 for approval** | | | |  |  |  |  |
| **Barclays - Masham Parish Council Account** | | |  |  |  |  |  |
|  |  |  |  |  |  |  | **BACS** |
|  |  |  |  |  |  |  |  |
| Eric Wilkinson, Litter Picker - March Salary (Tax £30.60) | | | |  |  |  |  |
| Jen Hurford, Parish Clerk - March Salary (Tax £0.00) | | | |  |  |  |  |
|  |  |  | **Staff Salaries Total** | |  | **£1,153.00** |  |
|  |  |  |  |  |  |  |  |
| Clerk - Homeworking Allowance 6th January to 5th April 2021 | | | | |  | £65.00 |  |
| HMRC - PAYE |  |  |  |  |  | £30.60 |  |
| AW Nicol - Parish Caretaker Works | | |  |  |  | £160.02 |  |
| YLCA - Membership 2021-22 | |  |  |  |  | £438.00 |  |
| MCO - Office Accomodation & Business Services Jan-Mar 2021 | | | | |  | £185.94 |  |
| NABMA - Subscription 2021-22 | |  |  |  |  | £369.00 |  |
| D3 Office Group - 2x packs refuse sacks (VAT £4.09) | | | |  |  | £24.53 |  |
| Swinton Estate - Market Place rent 2021-22 (VAT £10.00) | | | |  |  | £60.00 |  |
| Swinton Estate - Recreation Ground rent 2021-22 (VAT £0.20) | | | |  |  | £1.20 |  |
| Clerk - Reimburse for Zoom subscription April (VAT £2.40) | | | |  |  | £14.39 |  |
| **Direct Debits** |  |  |  |  |  |  |  |
| Green Energy - Electricity (VAT £1.26) | | |  |  |  | £26.53 |  |
|  |  |  |  |  |  |  |  |
|  |  | **Total Payments** | |  |  | **£2,528.21** |  |
| BANK BALANCES |  |  |  |  |  |  |  |
| Barclays - Masham Parish Council - Current Account | | | |  |  |  |  |
|  | Balance as at 31 March 2021 | | |  | £29,848.10 | Cr |  |
| CCLA Public Deposit Sector Fund Account | | |  |  |  |  |  |
|  | Balance as at 31 March 2021 | | |  | £40,297.19 | Cr |  |
|  |  |  | Overall Total |  | £70,145.29 | Cr |  |

 **APPENDIX C**

**MASHAM PARISH COUNCIL – MEETING 12th APRIL 2021**

Correspondence for information/consideration etc

1. UK Cycling Events – Provision of the event plan for their Yorkshire tour Sportive being organised to take place on Saturday 5th of June.
2. Hambleton District Council – Notification regarding the Local Plan Examination that Post Hearing Consultations will be available to view and comment between 08/04/21 08:00, and 20/05/21 17:15 at <https://consult.hambleton.gov.uk/portal/planning/lp-exam/exam>
3. MoP – Letter of concern regarding development works and footpaths at Mill House.
4. Masham Sports Association – Notification HBC were unable to open the height barrier padlock to empty the bins Monday 12th April.

**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)

E-mail: [mashamparishclerk@gmail.com](mailto:mashamparishclerk@gmail.com)

Office hours: Monday & Thursday, 13:00–17:00

Chairman: Councillor Flo Grainger Clerk to the Council: Jen Hurford

**MINUTES ANNUAL PARISH MEETING 10th MAY 2021**

**PRESENT:**

**Parish Council**: Cllr Flo Grainger (Chairman), Cllr Colin Barker, Cllr Rosemary Blades, Cllr Valerie Broadley, Cllr John Ellis, Cllr Robert Greensit, Cllr James Gregg (present from Item 4), Cllr Ian Johnson, Cllr Neil Pickard (Vice-chairman), Cllr Nigel Simms, Cllr Jane Vickery, Cllr Peter Weatherill with County Cllr Margaret Atkinson, and Jen Hurford (Parish Clerk)

**Present:** 2 Members of Public (MoP)

1. **WELCOME**

1.1 The Chair welcomed all to the meeting.

1. **APOLOGIES**
   1. There were no apologies made.

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

3.1 Minutes of the Annual Meeting held on 7th September 2020. It was **proposed** by Cllr Johnson and **seconded** by Cllr Broadley that the Minutes of the 7th September meeting be formally approved as a true and accurate record. All those who attended the 7th September meeting and who were present voted in favour. It was **RESOLVED** that the Chair should sign the Minutes as a true and accurate record. **Action: CLERK.**

**4. CHAIRMAN’S REPORT**

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

The past year has again been challenging for Masham and indeed most of the world due to the continuing Covid-19 pandemic. The last Annual Parish Meetings being held in September 2020 due to lock down No 1. Meetings continued in person until November when lock-down struck again and continued until March this year. Meetings were again conducted successfully by Zoom until now, when restrictions have been relaxed and in the absence of further permission for virtual meetings the council must meet in person, but still with the necessary cautions.

Masham itself has escaped the worst of the pandemic, fortunately having very few cases, but the effect on our school, and most small businesses has been immeasurable. Children are now thankfully back at school after almost a year of home schooling. It is hoped the effect on their education will not impact badly on their futures. I would particularly like to complement parents on their efforts in home schooling, I think they have been sadly underrated in praise. Most are not trained as teachers and have done their very best to ensure that their children receive the best education possible under very challenging circumstances. I have witnessed first-hand the great strain put on families and have full admiration for what they have achieved.

Businesses, especially tourism related, on which our community heavily depends, have taken a considerable hit, from which we hope they can recover at least to continue into the future, and with the home holiday market destined to be with us for a couple of years, find a welcome boost to trade.

There are a few shining lights in our community worthy of mention, one of which is Our Community Office which we are pleased to support, and who have maintained many of their valuable services despite being behind closed doors and have continued with a very comprehensive and informative regular e-newsletter. Latterly they have provided volunteers to staff the vaccination centre at Ripon Racecourse on some days. As many as 200 people answered the first call, narrowed down to 70, mostly local. Under their temporary manager and their astute management committee, they have survived and indeed flourished. Well done to them!

Our very busy Doctor's surgery provided staff to carry out injections and with considerable success.

Another light is our own Cllr Ian Johnson who, in the absence of our shielding Market Superintendent, has stepped in at a moment's notice and has continued running the market safely throughout, in a voluntary capacity, and indeed built it up to a very successful level the envy of many. He brought efficiency, confidence and cheer, and his endeavours and effort has been latterly rewarded by and award from NABMA. He won the 'Friend of our Market' national award for his sterling work, which he richly deserves. Congratulations Ian and thank you from your community.

**Cllr Gregg** It was with pleasure that we welcomed Cllr James Gregg to the Council to fill a position vacated by Cllr Brian Metcalfe. He has already made a mark by completing tasks requiring action, in his no-nonsense positive manner, and represents the younger members of our community for which we are very grateful.

**Masham Children's Play Park** Very sadly the children's play park has been badly flooded for a while with no immediate signs of resolution, which is not acceptable. This must be pursued vigorously so that our children who have been restricted for so long, can at least play in the open air in the confines of this park.

**Flooding** The emergency committee chaired by Cllr Val Broadley have yet again been vigilant and active over the winter months. Swinney Beck came near to overflowing on more than one occasion. A number of meetings have taken place with relevant bodies and action is being considered. Recently a meeting with Tarmac has thrown a possible lifeline in flood defence to the community but will not be in place for a further 3 years. It does however give hope for the future, for the centre of Masham.

**Masham Local Plan** Under the able chairmanship of Cllr Neil Pickard, work on this plan will again resume when the government allows gatherings after 21st June. Notice will be given of the previously postponed consultation/information meeting in the Town Hall, in due course.

**Post Office** 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. It is well received.

**Finger Posts** Cllr Johnson is currently liaising with interested businesses and this will be completed in the near future.

**Traffic Speed and Parking** continue to cause issues in our town, the latter largely due to lack of off-street parking. We are about to implement a Community Speed Watch traffic calming scheme manned by volunteers and are contributing to the purchase of traffic calming measures in the shape of two automatic illuminated warning signs on the main entrances to the town, one on Leyburn Road and the other on Thorpe Road.

**Peacock & Verity** The Council continues to support the Peacock and Verity project in the old Reah's store on Silver Street and await further developments with interest. It is noted that an online survey is underway towards connectivity with the local population and to gauge interest to facilitate further grant funded investment, to allow the project to continue to fruition. It is hoped that the community will respond with alacrity.

**Kell Bank School** We recently received the sad news that Kell Bank School is to close in July this year due to very low levels of pupils. Although just out of our Parish we feel the same deep sadness at its loss, and it is a blow to the whole area. We have long marvelled at the sheer excellence of the standard of education and applauded when poetry won prizes in National competitions, and 2 animated films won national acclaim, ‘The stories of the Leeds Pals’, and 'Betty and Dorothy', one going to an award ceremony in Hollywood, of which I am proud to say my late mother was one of the stars. It will be so sad to pass this fine little school and see it empty instead of the normal hive of busy happy children receiving one of the very finest educations to be found anywhere.

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.

Thanks to Cllr Jane Vickery who is responsible for the attractive floral displays in the public areas of the town.

Thanks also to litter picker, Eric who works conscientiously to keeps the town litter free, which is no mean feat in the tourist season.

Also, all the Councillors for your help in the past year.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **FUNDS POSITION AS AT 31st MARCH 2021:** | | | | | |  |  |
|  |  |  |  |  |  |  | **£** |
| Opening Parish Council Balance as of 1st April 2020 | | | | | |  | 53,561.64 |
| Current Account: | | |  |  |  |  |  |
| Receipts |  |  |  |  |  |  | 55,519.52 |
| Payments | |  |  |  |  | - | 38,935.87 |
| **Funds as of 31 March 2021** | | | |  |  |  | **70,145.29** |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **S137 PAYMENTS** | | |  |  |  |  |  |
| Section 137 of the Local Government Act enables Parish Councils to spend up to the product of £8.32 per head of the electorate for the benefit of people in the area on activities or projects not specifically authorised by other powers.  The limit for this Council in the year ended 31 March 2021 was £9,434.88 and the following payments made were: | | | | | | | |
| **Payee** |  |  | **Nature of Payment** | | |  | **£** |
| Mashamshire Community Office | | | |  |  |  | 3500.00 |
| Masham Primary School 2019-20 | | | |  |  |  | 672.00 |
| Masham Primary School 2020-21 | | | |  |  |  | 672.00 |
| Defibrillator Pads & Battery | | | |  |  |  | 262.80 |
| Masham Bowls Club Covid-19 | | | |  |  |  | 500.00 |
| YAA - Masham Sheep Fair Market Rents | | | | | | | 441.00 |
| Mashamshire Litter Busters 2x Signs | | | | |  |  | 59.82 |
|  |  |  |  |  | **TOTAL** |  | **£6,107.62** |
|  |  |  |  |  |  |  |  |

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

* 1. A MoP thanked MPC on behalf of the public for their hard work during a difficult year.

**6. CLOSE OF MEETING**

6.1 The Chair, Flo Grainger, declared the Meeting closed 7.13pm

Dated 25/05/2021

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**MASHAM PARISH COUNCIL**

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Office hours: Monday & Thursday, 13:00–17:00

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

**MINUTES ANNUAL MEETING OF THE PARISH COUNCIL 10th MAY 2021**

**PRESENT:**

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

**Present:** 2 Members of Public (MoP)

1. **ELECTION OF CHAIRMAN**

1.1 It was **proposed** by Cllr Grainger and **seconded** by Cllr Ellis to nominate and elect Cllr Neil Pickard as Chair. All those present voted in favour. It was **RESOLVED** that Cllr Neil Pickard should stand as Chair until the next election in 2022.

1. **DECLARATION OF ACCEPTANCE OF OFFICE**

2.1 The elected Chair was provided the document for signature accordingly provided by the Clerk.

1. **APOLOGIES**

3.1 There were no apologies made.

**4.ELECTION OF VICE CHAIRMAN**

4.1 It was **proposed** by Cllr Ellis and **seconded** by Cllr Broadley to nominate and elect Cllr Flo Grainger as Vice Chair. All those present voted in favour. It was **RESOLVED** that Cllr Flo Grainger should stand as Vice Chair for the following year.

**5. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

5.1 Minutes of the Annual Meeting held on 7th September 2020. It was **proposed** by Cllr Greensit and **seconded** by Cllr Ellis that the Minutes of the 7th September meeting be formally approved as a true and accurate record. All those who attended the 7th September meeting and who were present voted in favour. It was **RESOLVED** that the Chair should sign the Minutes as a true and accurate record. **Action: CLERK.**

**6. ELECTION OF REPRESENTATIVES OF THE COUNCIL**

6.1 It was **proposed** by Cllr Simms and **seconded** by Cllr Broadley to elect representatives as follows. All those present voted in favour. It was **RESOLVED** to elect representatives as follows;

* Emergency Planning – Cllrs Broadley, Ellis, Grainger, Gregg & Johnson
* Mashamshire Community Office – Cllr Johnson
* Ripon CAB – Cllr Greensit
* Masham Sports Association – The Chair
* Rural Housing – Cllr Simms
* Market Working Group – Cllrs Ellis, Grainger & Johnson, and the Chair
* Masham Christmas Lights Working Group – Cllrs Blades, Grainger & Gregg
* Marfield Quarry Liaison Group – Cllrs Broadley, Ellis, Grainger & Greensit
* YLCA Representatives – Cllr Simms
* Peacock & Verity Community Spaces – Cllr Broadley

**7. AGREE THE CHAIRMAN’S ALLOWANCE FOR 2021/20**

7.1 It was **proposed** by Cllr Weatherill and **seconded** by Cllr Simms for the allowance to remain at £300. All those present voted in favour. It was **RESOLVED** that the allowance to remain.

**8. ANY OTHER BUSINESS**

8.1 There were no matters raised.

**9. CLOSE OF MEETING**

9.1 The Chair, Cllr Neil Pickard, declared the Meeting closed 7.24pm

Dated 25/05/2021

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**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 10th MAY 2021**

**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 Nigel Simms, Cllr Jane Vickery, and Cllr Peter Weatherill with County Cllr Margaret Atkinson and Jen Hurford (Parish Clerk).

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

**1. APOLOGIES**

* 1. There were no apologies made.

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

2.1 Minutes of the Monthly Meeting held 12th April 2021. It was **proposed** by Cllr Johnson and **seconded** by Cllr Grainger that the Minutes of the 12th April 2021 meeting be formally approved as a true and accurate record. All those who attended the 12th April 2021 meeting and who were present voted in favour. It was **RESOLVED** that the Chair should sign the Minutes as a true and accurate record. **Action: CLERK.**

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

3.1 Cllr Grainger declared an interest in Item 7 and Cllr Johnson in Item 12.

**4. PLANNING MATTERS**

* 1. Planning Applications received from Harrogate Borough Council;
     1. Firth House Farm, Haregill Bank, High Ellington, Ripon, HG4 4PR - Conversion of 4 agricultural buildings into 4 residential units with ancillary garage. Following discussion, it was **proposed** by Cllr Johnson and **seconded** by Cllr Greensit that MPC did not object to or support the application but wished to make comments or seek safeguards as follows (as previously submitted to the original application); 1) There is an area identified on the proposed plan as an area for wildlife. It is unclear from the plan as to who would have responsibility for maintaining this area as it appears to fall outside the curtilage of Barn 1 and does not sit naturally with Barns 2 and 3. What plans are proposed to manage this area, who will take ownership of it? If it is not managed it is likely to become an eyesore for the occupant; 2) The plans show a stone wall from the rear of barn 2 to barn 3. This appears to be at a higher level (approx 8ft) than the existing boundary of this plot where it abuts onto the road leading from A6108 to High Ellington and Ellingstring. The proposal does not indicate who will take responsibility for the land between the proposed wall and the existing boundary. This is currently a dry-stone retaining wall holding back land to a height of approx. 8ft above the road. Part of this wall collapsed some years ago leading to land slipping into the carriageway. This has never been repaired and it appears likely that in the fullness of time the remainder of this wall could collapse in similar fashion. We suggest that NYCC Highways be consulted regarding this proposal as it appears possible that this wall may fall outside the proposed site and become no-man’s land. Also, this road travels through a substantial cutting, it is single track and through bends. Due to location and lack of sunlight these bends are frequently subject to icing. When vehicles meet, one is forced to reverse out, potentially around a blind bend. Does the development of this site present an opportunity for road improvements in this area?; 3) On the far side of the cutting in the road, to the back of barn 2 the land rises steeply. There are a number of mature trees, and larger saplings on the escarpment across the road from this barn. The land on both sides is currently in the ownership of the applicants. It is suggested that if this barn is to become a dwelling, remedial work is required to these trees as it likely that if one were to fall it would, in all probability, fall across the carriageway and onto barn 2 due to the lie of the land; 4) Properties in this village have historically had problems with soakaways not working due to an impervious layer. In the fullness of time, it may therefore be necessary to have sewerage plants emptied. This is likely to require use of mechanised transport/equipment to achieve this. Vehicular access to the sewerage plants of barns 1 and 3 is not obvious on the proposed plans. This should be a consideration when assessing this proposal; 5) It is believed that the water main from the header tank at High Ellington travels to Low Ellington and then returns to IHiHigh Ellington. Local knowledge suggests that this may travel either through this site or just to the rear of it. We suggest that the location of this main is traced before work commences otherwise digging in this area may cause the water supply to both villages to be cut off; 6) The entrance to/egress from the site for barns 1 and 2 is proposed as being through the existing farm entrance. This has very limited line of sight to the left when emerging due to the bend in the aforementioned cutting. It might be beneficial to move this entrance a few yards to the right when facing out of the site to improve visibility. All those present voted in favour and the **RESOLUTION** was carried.

4.1.2 Land Comprising Field At 422023 480727, Foxholme Lane, Masham - Reserved Matters pursuant to Outline application (17/01057/OUTMAJ) for the residential development of 54 dwellings, demolition of existing buildings, construction of commercial units and informal public space. Reserved matters relating to appearance, landscaping, layout, and scale for the residential aspect of the site. Following discussion, it was **proposed** by Cllr Broadley and **seconded** by Cllr Greensit that MPC had no objections to the application. All those present voted in favour and the **RESOLUTION** was carried.

The Clerk would be requested to advise HBC of the above MPC decisions. **Action: CLERK.**

* 1. Planning Approvals – A list of approvals appear at Appendix A.
  2. Planning Enforcements – A list of enforcements appear at Appendix A and it was asked for the Clerk to chase for an update following no response from HBC. **Action: CLERK.**

**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 Cllr Simms commented that the balance was too high for the current account. It was **proposed** by Cllr Simms and **seconded** by Cllr Vickery to transfer £5k into the CCLA Public Sector Deposit Fund. All those present voted in favour. It was **RESOLVED** for payment to be actioned via BACS accordingly. **Action: CLLRS ELLIS & JOHNSON & CLERK.**

5.1.2 Cllr Grainger had noticed on the online banking for the current account that duplicate payments were made last month to AW Nicol. The Clerk clarified the statement had highlighted the error along with a payment for HMRC being sent to the litter picker in error too which would need to be rectified. **Action: CLLRS ELLIS & JOHNSON & CLERK.**

5.1.3 Cllr Simms queried the large figure for market rents showing under receipts which Cllr Johnson clarified was for monies banked in April and May following the last meeting and that those markets had been well attended.

5.1.4 Cllr Ellis commented that with visitors increasing, so was the receipts from the honesty boxes.

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

5.2 Budget 2021-22. The Clerk circulated a draft prior to the meeting and Cllrs discussed the various areas of income and expenditure that may require alteration. Cllr Vickery suggested an increase to expenditure for anticipated maintenance to tree and Cllr Pickard suggested the income from honesty box takings be increased to be more in keeping with the trends. It was **proposed** by Cllr Broadley and **seconded** by Cllr Ellis to increase tree maintenance expenditure to £2.5k and increase income for honesty boxes to a total of £18k. All those present voted in favour. It was **RESOLVED** for the Clerk to incorporate into the accounts and publish on the website accordingly. **Action: CLERK.**

5.3 S137 Request Surrounding Graveyard Extension**.** The Church Warden advised Cllrs they were looking for the costs of £800 plus VAT for a surveyor to be covered. It was clarified the project would benefit both the church and all those living within the Parish. Permission had been given to carry out a survey once the crops had been harvested and a price for the land was still being negotiated. The Chair queried what the total costs expected for the project were and it was outlined in the region of £6k for the land plus legal fees, HM Land Registry fees, survey costs and fencing would need to be covered. Cllrs confirmed burial grounds can be donated towards by a Parish Council. It was **proposed** by Cllr Simms and **seconded** by Cllr Weatherill to donate the £800 plus VAT towards the survey costs as requested. All those present voted in favour. It was **RESOLVED** for the Clerk to raise payment upon receipt of the invoice accordingly. **Action: CLERK.**

**6. POLICE COMMUNITY SUPPORT OFFICER**

6.1 The below report was circulated to Cllrs prior to the meeting.

Ripon and Pateley Bridge NPT: Town and Parish Council Report

|  |  |
| --- | --- |
| Town or Parish | Masham Town Council |
| Report Completed By: | PS1835 Clare Mayes |
| Data Reporting Period: | 12th April to 4th May 2021 |

Crime and ASB Data

|  |  |  |
| --- | --- | --- |
| Qualifier | No of Incidents |  |
| Anti-social behaviour |  |  |
| Auto crime |  |  |
| Burglary: |  |  |
| Criminal Damage | 1 | 18/04 – Gate broken, believed to be youth related |
| Theft |  |  |
| Fraud | 2 | 14/04 – Banking Scam  03/05 – National Crime Agency Scam |
| Suspect Circumstances |  |  |
| Alarm |  |  |
| Highway Disruption | 1 | 17/04 – Diesel spill on the road |
| Road Related Offence |  |  |
| Road Traffic Collision | 1 | 25/04 – Serious collision |
| Natural Disaster |  |  |
| Wildlife |  |  |
| COVID |  |  |
| TOTAL THIS PERIOD | 5 |  |

6.2 The local PCSO explained the recent concerns had been surrounding lockdown rules over holiday cottages, campervans, and such like. A lot of occupiers had been visited and the problem was the Proprietors needed a certain number of visitors to validate their insurance. The former HSBC bank was coming up a lot and they had been in touch with the Landlord for details of visitors and no breaches of Covid-19 rules had been found. It was clarified that camper vans could travel any distance and be resided in if it has its own WC facilities. The police had no power to move them on unless of criminal infringement and the incidences were not at the top of the list of current priorities. There were no powers to move campers off Roomer Common and is up to the private landowner of such places to obtain an injunction order. The PCSO suggested the farming community could diversify into providing land as a site purely for campervans as an alternative source of easy revenue. The PCSO clarified currently six people can meet in an open space and more for sports. It is very difficult to keep up with changes in legislation and really is up to the public to adhere to the rules firmly. Cllr Weatherill advised of youths walking around in large groups and of a large group of campervans which received no police attendance. Cllr Ellis advised of visitors congregating at the market square over the recent Bank Holiday and the PCSP advised there often is a legitimate reason for their groups when questioned but some people had been ticketed for coming too far when road stop checks had been carried out. Cllr Weatherill asked if the local drug issues and problems with the golf course where being addressed and the PCSO advised a fence was to be put around the golf buggies and the report of drug use on Roomer Common had not resulted in any incidences being found but was being kept an eye on. Drugs were a problem everywhere but was not causing a lot of associated crime in Masham area like it was in some areas. Cllr Pickard thanked the provision of the monthly report with only five incidences showing. The PCSO highlighted there had been a lot of fraud incidences particularly via phone in Masham. People should be careful of pressure to make an outside call as fraudsters were holding the line and that a different phone should be used. Maple Creek had been provided information to warn residents. The Chair thanked the PCSO for her attendance and ongoing work for the community.

**8.15PM - PUBLIC INTERVAL**

There were no matters raised.

Items 8, 9, 10 & 20 were bought forward at the suggestion of the Chair and agreement of Cllrs.

**8. MASHAM’S RETAINED FIREFIGHTERS**

8.1 Masham Station’s Watch Manager thanked MPC for their help in retaining the current appliance and highlighted that they had increased from 7 to 13 men since. It was explained that most of the crew worked shifts and their availability of had gone up from 47% to 83%. There was an OSR, a reserve from all over the county to fill any gaps. The pay and incentives were poor for the retained firefighters with a lot of people do it for the community and it was difficult being tied to being on call. Roughly 60% of the current crew had young children under 5yo making it difficult to get the right work/life balance. Demographics had changed and more wives were working, so less people were readily available. 120hours equalled to 100% availability once competent, taking up to 3 years, which worked out at approximately 49p per hour retain fee. 75% availability, plus 2hrs drill practice, plus £18.69 hour, at 20 to 90 minutes average length, worked out at 46p per hour retain fee. In 2020 Masham had 46 incidents and assuming each were 1hr at £18.69 would total 63p per hour for what a member of the crew does each year. It is then taxed, so clearly, they are not doing it for the money. In 2019 there were 75 calls, in 2018 85 calls (the highest ever), 2017 60 calls, 2016 67 and 2015 73. This shows there was not a massive number of calls, so it was difficult to attract new, young recruits. Three reviews had been carried out over the matter but shelved before any answers were found as they authorities would not commit to paying more as North Yorkshire was such a large county with council tax revenue spread out. A recent recruit at Masham had left after just 6 months having been disillusioned and did not want to go on to work full time as originally hoped. Masham was predominantly on B roads so had got moved down the list of stations to call upon, with Bedale, Ripon, Richmond and Colburn getting called upon first due to better access roads. It was very difficult to build morale and a worry that the force will try to take away the appliance again if numbers could not be kept up. There was not a lot that could be done except encourage new recruits which was becoming a problem as Masham was more of a retirement-based community. Cllr Pickard advised MPC could encourage recruits and try to enforce political influence. Cllr Barker asked if all counties received the same precept, and it was advised it depended on each area and its business. It was suggested the new Police, Fire and Crime Commissioner could be approached and written to. Cllr Atkinson advised on being approached a few times on the subject but was not getting anywhere in her efforts. The Watch Manager would collate some key points for the Chair and Vice-char to draft a letter to the PFCC and in the meantime, would keep promoting recruitment, but really needed housing within the Parish for younger residents, if MPC could help in that aspect through planning matters. **Action: CHAIR & CLLR GRAINGER.**

**9. MASHAM PRIMARY SCHOOL & 10. MASHAM PLAY AREA**

9.1 & 10.1 One of the schools’ governors advised of the letters form pupils pleading for the pressure to be kept on HBC to re-open the Masham Play Area. MPC clarified that HBC were to undertake some fencing to allow for a partial re-open, that there was political pressure being applied to HBC and the matter had been raised with the Chief Executive of HBC. The school governor explained children were to be encouraged to get outside and the issues at the play area had been going on for a decade. MPC agreed to keep applying pressure and Cllr Simms felt HBC were trying to get out of addressing the matter long term as they were seeking adjacent landowners to take responsibility. Cllr Greensit felt the whole area needed raising by 2ft to resolve the drainage issue and Cllr Weatherill felt the issues had got worse since the MUGA had been put in. Cllr Simms would register the pupils’ letters at HBC. The school had also advised of drainage issues at the bottom of the steps where children were crossing to get to the Recreation Ground. Cllr Simms recommended MPC should liaise with HBC over the two areas. Cllr Picked suggested awaiting to hear what HBC would be doing over the next couple of months and ask for their drainage specialist to look at the adjacent land too. **Action: CLLR SIMMS & CLERK.**

**UPDATE FROM COUNTY COUNCILLOR ATKINSON**

Cllr Atkinson suggested for MPC to apply for some of the Community Fund when a project for the play area was in place. She advised that £56million had been given by the government for the Kex Gill plans but some funds already moved elsewhere. LED lights had been put in and superfast broadband was planned in more areas, aiming for 98% supply by the end of 2024. Children at school were getting free meals during half tern for those families struggling due to Covid-19. £2million was being allocated from the government for carbon emissions which would be spent in schools and care homes to make them more efficient.

Item 20 was brought forward by suggestion of the Chair and agreement of Cllrs.

**20. HIGHWAYS MATTERS**

20.1 The Chair advised of a lot of resurfacing to minor roads and subsequent road closures due.

20.2 Matters to raise or chase with Highways were;

1. Cllr Ellis advised of drainage issues from Roomer Common to Swinton with evidential photographs been sent to the Clerk. **Action: CLERK.**

**7. TRAVELLERS, CAMPING, LAND BY GAS HOUSE & BARRIER**

7.1 Cllr Grainger advised of emails from residents on Avenue Bank over the issue of camping next to the gas house due to campervans not being able to get under the height barrier. The smoke, fires, noise and emptying of WCs were impacting on their lives and they had conveyed boulders were thought to be eyesores and an embankment better. Following two weekends of camping, Cllr Grainger sent an urgent email amongst Cllrs for action to be taken. The siting of stakes had previously been voted upon but not come to fruition and following three positive responses to site more stones, the offer of some more was accepted. Swinton Estate had expressed alarm however, they had previously claimed not to own all that area of land which HM Land Registry documents had also shown. Residents had been very relieved not to be disturbed again. It was suggested to tidy up the remaining soil, plant some flowers and to leave the boulders in situ to allow residents peace. Cllr Pickard thought there had possibly been some fly tipping of soil as it contained stone. Cllr Weatherill advised previously the adjacent neighbour had opposed bunding as it may cause flooding. Cllrs discussed one or two more stones were needed further back and some of the current did slightly encroach onto SE’s land and the soil could be used to bed in the stones to prevent them from being pushed. Cllr Vickery asked if SE could be consulted for stones to be placed on their area, soil could be relocated to the other side of the road to build up flood damage there and conveyed feeling appalled at the lack of support from SE in the issues with travellers. Cllr Gregg suggested residents could take some responsibility for the area of land too instead of keep putting it onto MPC. Cllr Barker still thought a bank should be structured and that the soil would not wash away if sewn right with grass. Cllrs discussed the revised date of 4th August for Appleby Fair. Cllr Broadley suggested drainpipes could be dropped into banking, but some Cllrs felt flood water could soon wash soil away. **Action: CLLRS GREENSIT & WEATHERILL.**

**11. MASHAM MARKET**

11.1 Cllr Johnson advised the market was going well and off standing in temporarily for the Market Superintendent. Cllr Grainger notified a summary had been made of his accident at work by way of report. A complaint had been received over the sausage stall and circulate amongst Cllrs, but no others received and felt it may have been more down to individual opinion rather than there being an issue. The 9th May Sunday market had been successful, and thanks was given to the organising Trader, with the most market rents ever taken on the day. Masham Horticultural Society had requested a free of charge stall on Saturday 19th June to which Cllrs were supportive of. Traders were willing to put out the Masham Market signs. but they were quite tatty and had asked if MPC would consider replacing them. Cllr Vickery advised they were tatty as they had been left outside and needed bringing in, so Cllr Johnson would liaise with Traders.  **Action: CLLR JOHNSON.**

**12. FINGER POST**

12.1 Cllr Johnson advised he was now in possession of the brackets via Cllr Gregg so could now organise lettering and intended to have the post finalised by the end of May. Cllrs were agreeable to Theakstons Brewery Centre providing two half barrels branded as required in return for their finger. **Action: CLLR JOHNSON & CLERK.**

**13. COMMUTED SUMS**

13.1 The Clerk advised of four small amounts due to spend by November 2021 for the Recreation Ground and Tittybottle Park. Cllr Johnson suggested monies be spent on a new play item for Westholme Curt Play Area however there were no sums for this area and Cllrs questioned whether there was anymore room but could bring to a future meeting. It was discussed some of the sums could be earmarked for drainage works in due course.

**14. TREE MANAGEMENT**

14.1 The Clerk circulated additional estimates to Cllrs prior to the meeting. Scotton Tree Care quoted 1) high priority work at £1,500 plus VAT 2) medium priority work at £665 plus VAT with tree planting extra depending on size 3) low priority work at £900 plus VAT with Willows by the powerline extra if the power company did not deal with 4) extra works to Willows in the way of grass cutters £200 plus VAT and 5) an estimate to push back the Willow by the MUGA and clear waste of £400 plus VAT. Rennisons Tree Specialists had provided their missing estimate for the Willow by the MUGA too of £200 to £300 plus VAT. It was **proposed** by Cllr Johnson and **seconded** by Cllr Broadley to proceed with English Tree Care who had previously 1) high priority work at £700 plus VAT 2) medium priority work at £185 plus VAT and 3) work to the Willow by the MUGA at £200 plus VAT including the waste removal, but not the approximate price of £125 plus VAT to replace tree 0945 in case it interfered with the drainage problems. All those present voted in favour. It was **RESOLVED** for the Clerk to action the work accordingly. **Action: CLERK.**

**15. RE-SITING LONG STAY HONESTY BOX**

15.1 Cllr Ellis advised the Bowling Club were agreeable to a new sign on their fence line and honesty box on the corner of the car park. Cllr Vickery had also noted an increase in collections, despite the bad weather, since the signage had been moved into a more prominent position at the long stay car parking when AW Nicol built the replacement frame recently. Cllr Weatherill highlighted the sign to the box by the tennis courts need raising to make more visible. Cllrs discussed it was difficult to insist on MSA and tennis court members to contribute and Cllr Simms felt it was really visitors that needed to be encouraged. Cllrs agreed for Cllr Ellis to obtain a quote from Leathley & Sons Ltd for stonework for a cairn and the Clerk for a new box from D & M Fabrication Ltd. **Action: CLLR ELLIS & CLERK.**

**16. STILE AT LOW BURTON**

16.1 Cllr Grainger advised the landowner’s design had been given to Hutchinson & Mudd to quote accordingly and gave a copy to the Clerk to forward to NYCC pathways department for their input. **Action: CLLR GRAINGER & CLERK.**

**17. INSURANCE RENEWAL 2021-22**

17.1 The Clerk circulated a quote of £396.58 for the premium due on 1st June from existing provider BHIB Insurance Brokers. Three other providers, Came & Company, Clifford Lane Ltd & Norris & Fisher Insurance Brokers Ltd had all declined to provide a premium. It was **proposed** by Cllr Greensit and **seconded** by Cllr Simms to proceed with the premium from BHIB. All those voted in favour. It was **RESOLVED** for the Clerk to confirm and raise payment accordingly. **Action: CLERK.**

**18. PARISH CARETAKERS WORKS**

18.1 A bag of rubbish needed removing which Cllr Vickery would ask AW Nicol to remove and a MoP had advised of two broken flags to Dixon Keld steps which Cllrs agreed AW Nicol should fix. **Action: CLLR VICKERY.**

**19. BLOCKED PAVEMENT TO THORPE ROAD**

19.1 Cllrs discussed progress had been made with the wheelie bins, but the mobility scooter, benches and planters remained, and the Clerk should chase Highways again on the matter. **Action: CLERK.**

**20. HIGHWAYS MATTERS continued**

20.2 Matters to raise or chase with Highways were;

1. The water running from the drain cover at Low Burton as also by a telephone box required chasing with highways and Yorkshire Water. **Action: CLERK.**
2. The water running down the road at High Burton needed chasing with both too. **Action: CLERK.**

**21. CORRESPONDENCE FOR DISCUSSION/INFORMATION**

* 1. MCO – Notification was given of a government consultation gathering evidence on improving broadband for Very Hard to Reach Premises in the UK. The consultation is open to 11:45pm on 11 June 2021 and available at <https://www.gov.uk/government/consultations/improving-broadband-for-very-hard-to-reach-premises>, however, Cllr Broadley advised this was aimed for district councils.
  2. YLCA – Notification was given of consultation requesting the call for evidence on how remote meetings have been used during the pandemic, open to 17th June and available at <https://consult.communities.gov.uk/local-government-stewardship/local-authority-remote-meetings-call-for-evidence/> and Cllrs agreed the Clerk should relay MPC’s experience including they had managed and most Cllrs had accessed. **Action: CLERK.**
  3. Yorkshire Air Ambulance – Letter of thanks following donation of £288.13 raised at their free-of-charge market stall was noted.

**22. ANY OTHER BUSINESS**

22.1 A blocked drain was advised of opposite the offices to I’Ansons Bros Ltd. **Action: CLERK.**

22.2 The blocked drain to the market square still needed addressing and Cllrs agreed the Clerk should request a quote from Greensphere Residential & Commercial. **Action: CLERK.**

22.3 There were blocked drains to Fearby Road to report and Cllr Ellis has sent the Clerk photographs. **Action: CLERK.**

22.4 There was a pothole to the entrance of Leyburn Close of Leyburn Road to report. **Action: CLERK.**

22.5 There was a pothole at the church end of the market square and Cllrs agreed E Leathley & Sons should be asked to fill. **Action: CLLR JOHNSON.**

22.6 The Chair advised of communication from the Proprietor of Mil House who had noted concerns raised in the last Minutes over building works. Confirmation had been given that the two remaining stiles had been put in and a path roped off a month before anticipated and so now assumed the matter to be resolved.

**23. DATE OF NEXT MEETING**

23.1 Monday 7th June 2021.

(Item 24 was then held in private due to the nature of the content).

**CLOSURE:** The Meeting closed at 21:50pm.

Dated 25/05/2021

*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 APPLICATIONS FROM HARROGATE BOROUGH COUNCIL TO 10th MAY 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DEADLINE** |
| Firth House Farm, Haregill Bank, High Ellington, Ripon, HG4 4PR | Application No.: 21/01362/FUL  Proposal: Conversion of 4 agricultural buildings into 4 residential units with ancillary garage.  Applicant: The Swinton Estate | Extension agreed 11th May |
| Land Comprising Field At 422023 480727, Foxholme Lane, Masham | Application No.: 21/01414/REMMAJ  Proposal: Reserved Matters pursuant to Outline application (17/01057/OUTMAJ) for the residential development of 54 dwellings, demolition of existing buildings, construction of commercial units and informal public space. Reserved matters relating to appearance, landscaping, layout and scale for the residential aspect of the site.  Applicant: Stonebridge Homes Ltd | 16th May |

**PLANNING APPLICATIONS GRANTED/REFUSED BY HARROGATE BOROUGH COUNCILTO 10 MAY 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DECISION** |
| Car Park At Hackfall Woods, Swinton | Application No.: 21/00630/ADV  Proposal: Display of 3no. non-illuminated information signs  Applicant: Woodland Trust | Granted subject to conditions |
| 1 Gun Bank, Marfield House, Marfield, Masham, HG4 4EW | Application No.: 21/00584/FUL  Proposal: Demolition of existing outbuildings to side, erection of single storey extension to side and formation of ground floor window to rear.  Applicant: Mr & Mrs Charlesworth | Granted subject to conditions |

**PLANNING ENFORCEMENTS NOTIFIED BY HARROGATE BOROUGH COUNCILTO 10 MAY 2021**

|  |  |  |
| --- | --- | --- |
| ADDRESS OF PROPERTY | DETAILS OF ENFORCEMENT NOTIFICATION | ACTION |
| Jasmine Cottage, 7 Red Lane, Masham, HG4 4HH | Possible breach of window glazing condition. | The officer believes the owners will be putting this right. Update from 18th January – HBC advised it would appear that both windows have now been replaced with obscure glazing as per the planning condition and will now close the case. 25th January – MPC informed HBC that the issue of the east facing landing window remains unresolved and that the condition of the appeal was that landing windows plural were to be obscured but only one has had a louvred panel fitted, the other remains clear. 25th February -  HBC think this louvred panel work is pending awaiting end of lockdown as workers will need to access the property |
| Cardinal Court, College Lane, Masham | Erection of electric gates | Communication received on 29th October 2020. This informed HBC of a possible breach of planning control. Letter from 29th December - it would appear that electric gates have been installed at the property in breach of planning. HBC have contacted the owner to request the submission of a retrospective planning application. Update 25th February – HBC’s letter has been returned and have asked MPC to assist in confirming name and address of owners. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  | **APPENDIX B (1/2)** | |
|  |  | **FINANCE SCHEDULE** | | |  |  |  |
| **RECEIPTS** |  |  |  |  |  |  |  |
| **(i) Advice of receipts from 13th April to 10th May 2021** | | | |  |  |  |  |
| Market Rents |  |  |  |  |  | £3,114.00 |  |
| Honesty Box |  |  |  |  |  | £1,815.00 |  |
|  |  | **Total receipts for the month** | | |  | **£4,929.00** |  |
| **PAYMENTS** |  |  |  |  |  |  |  |
| **(ii) Payments by cheque on 10th May 2021 for approval** | | | |  |  |  |  |
| **Barclays - Masham Parish Council Account** | | |  |  |  |  |  |
|  |  |  |  |  |  |  | **Cheque No.** |
|  |  |  |  |  |  |  |  |
| Eric Wilkinson, Litter Picker - April Salary (Tax £34.20) | | | |  |  |  | 101056 |
| Jen Hurford, Parish Clerk - April Salary (Tax £2.20) | | | |  |  |  | 101057 |
|  |  |  | **Staff Salaries Total** | |  | **£1,158.73** |  |
| HMRC - PAYE |  |  |  |  |  | £36.40 | 101058 |
| Citizens Advice Craven & Harrogate Districts - S137 Donation | | | | |  | £250.00 | 101059 |
| Mr David Scrutton - Reimburse S137 Donation Mashamshire Litter Busters Insurance | | | | | | £94.34 | 101060 |
| Mr David Scrutton - Reimburse S137 Donation Mashamshire Litter Busters Litter Grabbers | | | | | | £171.90 | 101061 |
| E Leathely & Sons Ltd - Works to Cobbles to Square | | | |  |  | £300.00 | 101062 |
| D3 Office Group - PPE & Receipt Books (VAT £10.42) | | | |  |  | £62.53 | 101063 |
| **Direct Debits** |  |  |  |  |  |  |  |
| Green Energy - Electricity (VAT £1.32) | | |  |  |  | £27.69 |  |
|  |  | **Total Payments** | |  |  | **£2,101.59** |  |
| BANK BALANCES |  |  |  |  |  |  |  |
| Barclays - Masham Parish Council - Current Account | | | |  |  |  |  |
|  | Balance as at 30 April 2021 | | |  | £30,755.73 | Cr |  |
| CCLA Public Deposit Sector Fund Account | | |  |  |  |  |  |
|  | Balance as at 31 March 2021 | | |  | £40,295.19 | Cr |  |
|  |  |  | Overall Total |  | £71,050.92 | Cr |  |

**APPENDIX C**

**MASHAM PARISH COUNCIL – MEETING 10th MAY 2021**

Correspondence for information/consideration etc

1. MCO – Notification of a government consultation gathering evidence on improving broadband for Very Hard to Reach Premises in the UK. The consultation is open to 11:45pm on 11 June 2021 and available at <https://www.gov.uk/government/consultations/improving-broadband-for-very-hard-to-reach-premises>
2. YLCA – Notification of consultation requesting the call for evidence on how remote meetings have been used during the pandemic, open to 17th June and available at <https://consult.communities.gov.uk/local-government-stewardship/local-authority-remote-meetings-call-for-evidence/>
3. Yorkshire Air Ambulance – Letter of thanks following donation of £288.13 raised at their free-of-charge market stall.

**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 7th JUNE 2021**

**PRESENT:**

**Parish Council**: Cllr Colin Barker (present from Item 7), Cllr Rosemary Blades, Cllr Valerie Broadley, Cllr John Ellis, Cllr Flo Grainger (Vice-chairman), Cllr Ian Johnson, Cllr Nigel Simms, Cllr Jane Vickery, with Jen Hurford (Parish Clerk).

**Present:** 1 Members of Public (MoP)

**1. APOLOGIES**

* 1. Cllr Robert Greensit, Cllr James Gregg, Cllr Neil Pickard (Chairman), Cllr Peter Weatherill and County Cllr Margaret Atkinson. In the absence of the Chairman, the Vice-chairman chaired the meeting.

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

2.1 Minutes of the Monthly Meeting held 10th May 2021. It was **proposed** by Cllr Johnson and **seconded** by Cllr Vickery that the Minutes of the 10th May 2021 meeting be formally approved as a true and accurate record. All those who attended the 10th May 2021 meeting and who were present voted in favour. It was **RESOLVED** that the Chair should sign the Minutes as a true and accurate record. **Action: CLERK.**

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

3.1 Cllr Johnson declared an interest in Item 12.

**4. PLANNING MATTERS**

* 1. Planning Applications received from Harrogate Borough Council;
     1. Land Comprising Field At 422023 480727, Foxholme Lane, Masham - Reserved Matters application for the construction of three blocks of commercial units (7 units) with Layout, scale, appearance, and landscaping considered of 17/01057/OUTMAJ: Outline planning permission with access into the site considered for up to 60 houses, demolition of existing buildings, construction of commercial units (Use Class B1/B2/ B8/D2) and informal public open space. Following discussion, it was **proposed** by Cllr Johnson and **seconded** by Cllr Ellis that MPC supported the application. All those present voted in favour and the **RESOLUTION** was carried.

The Clerk would be requested to advise HBC of the above MPC decision. **Action: CLERK.**

* 1. Planning Approvals – A list of approvals appear at Appendix A.
  2. Planning Enforcements – A list of enforcements appear 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 Cllrs discussed the increase seen to market rent and it was reported that the new honesty box at the Kings Head had been successful.

5.1.2 Cllrs commented that the Sunday markets had been successful however some items may be too expensive.

5.1.3 Cllr Simms queried the large figure for market rents showing under receipts which Cllr Johnson clarified was for monies banked in April and May following the last meeting and that those markets had been well attended.

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

**6. AUDIT MATTERS FOR 2020/21**

6.1 Note the outcome of the Annual Internal Audit Report for 2020/21. The Clerk circulated this to Cllrs prior to the meeting with the recommendations being to ensure regular play area checks were being carried out and to reinstate the internal financial checks with Cllr Ellis now that Covid-19 regulations allowed, but the backlog did not need doing from when the Clerk was working from home. Cllr Blades offered to continue checking the MUGA and the Cllrs Vickery and Weatherill offered to do checks of Westholme Court Play Area as well as the Clerk. The Clerk would distribute suitable forms accordingly. Whilst on the subject, Cllr Grainger asked if Cllr Vickery could check the short fence at the play area as there had been some Deadly Nightshade there last year. **Action: CLLRS BLADES, ELLIS, VICKERY & WEATHERILL & CLERK.**

6.2 Approve Sections 1 & 2 of the AGAR 2020/21 and the Explanation of Variances documents. Documents were circulated amongst Cllrs following the internal audit and it was **proposed** by Cllr Johnson and **seconded** by Cllr Simms to approve the document for submission for external audit. All those present voted in favour. It was **RESOLVED** for the Cllr Grainger and the Clerk to sign the documents and send to PKF Littlejohn accordingly. **Action: CLERK.**

6.3 Approval of the publication of the internal & external audit documents as required. It was **proposed** by Cllr Johnson and **seconded** by Cllr Simms to publish the documents. All those present voted in favour. It was **RESOLVED** for the Clerk to publish these on noticeboards and the website accordingly. **Action: CLERK.**

6.4 Approval of the Accounts for the Year Ended 31st March 2021. It was **proposed** by Cllr Johnson and **seconded** by Cllr Simms to approve the documents. All those present voted in favour. It was **RESOLVED** for Cllr Grainger and the Clerk to sign the documents to accompany the audit papers. **Action: CLERK.**

**7. LAND BY GAS HOUSE**

7.1 It was confirmed Cllr Weatherill had levelled the recent soil works, Cllr Pickard had sown grass seed and Cllr Vickery had bulbs to plant. Cllrs approved the expenditure of up to £30 for the purchase of copied documents by local historian looking into ownership of the land at the County Hall archives. It was reiterated the thanks given from residents at The Avenue for the work and clarified that the two usual campervans had been seen up at Roomer Common so had not upset anyone. **Action: CLERK.**

**8. TRAVELLERS & HEIGHT BARRIER**

8.1 Cllrs discussed the official date for the rearranged Appleby Fair was 12th August so vigilance should be given for the arrival of Travellers. Cllr Johnson confirmed the changing of the height barrier lock to the industrial one over the recent Bank Holiday weekend with the Clerk advising the code holders and the normal code locked put back on the Tuesday morning. Cllr Johnson had also spoken to a member of the HBC waste team who had clarified being able to operate the coded padlock without any problems despite the recent reports otherwise. Cllrs mentioned the Seamer Horse Fair may mean Travellers only stop in Masham one way of their journey.

**9. MASHAM PLAY AREA & 10. RECREATION GROUND DRAINAGE**

9.1 & 10.1 Following a letter from HBC requesting copies of documents relating to Masham Play Area, the Clerk circulated a copy of the lease dated 1st February 1921 relating to the Recreation Ground and the lease for Masham Sport Association. The plan to the 1921 did not include the play are within the plan so Cllrs agreed a copy should be sent to HBC requesting they get in touch with Swinton Estate. Cllr Johnson advised the pipe was clear across the Recreation Ground but that there was rock stuck to that in the play area. There had been evidence of human waste, so sewage was getting in too. When Highways previously investigated sewage drainage from properties on Silver Street they had been unable to follow some so this may well be where they were leading to. It was also agreed HBC should be put in touch with the member of the Highways team involved in this and Yorkshire Water to. Cllrs felt the drainage company HBC used should be contacted to ask if they could look at the problem area to the Recreation Ground too. **Action: CLERK.**

**11. MASHAM MARKET**

11.1 Cllr Johnson advised of covering the Market Superintendent role again in May and that new artisan stalls were due that Sunday. The Superintendent had requested Cllr Johnson assistance on measuring stalls on his return on Wednesday 16th June. The Litter Picking had been helping temporarily with coning but did not want to undertake this long term. Cllr Grainger advised fundraisers for Teenage Cancer Trust would like to hold a cake stall with tombola on Sunday 4th July in respect of a local patient. Cllrs discussed they would need their own insurance but agreed for their attendance. It was advised on what should have been the evening of the Steam Rally some attendees would like to bring some machines to the square to show their support but would be monitored. They would organise to do this around 6.30pm on 17th July so Cllr Johnson would liaise with Traders accordingly. The Mashamshire Community Office had also requested if they could place some advertising by use of an A-board to encourage visitors towards the office. Cllrs agreed and discussed they would need to check insurance covers this as a potential trip hazard.  **Action: CLLR JOHNSON.**

**12. FINGER POST**

12.1 Cllr Johnson advised he had not had time to complete the project as hoped due to a lack of time and being unable to purchase the correct timber. The Clerk was still to design and obtain a quote for the sheep emblem on top too. **Action: CLLR JOHNSON & CLERK.**

**13. FOOTPATHS ADJACENT TO MILL HOUSE**

13.1 Cllrs discussed the statement published regarding the vandalism to the lawn at the property and Cllr Grainger felt this did not reflect well on Masham. Cllrs discussed progress needed to be awaited once the Proprietor was in situ. Cllr Ellis advised having collated a lot of evidence if ever an application for a DMMO was followed. It was discussed cattle would be used on the land in preparation for wildflower meadows. Cllr would continue to liaise and monitor the situation. **Action: CLLR PICKARD.**

**8.00PM - PUBLIC INTERVAL**

1. A Member of Public had prepared a letter regarding the parking along Leyburn Road running up the hill alongside the wall of the adjacent property on Silver Street where HGVs were stopping to use either the Co-op or Wensleydale Garage and mounting the pavement obstructing users. A pedestrian using a mobility scooter had been unable to pass and some of the offenders were local too. The MoP was not prepared to collect photographic evidence due to not wanting to be at the receiving end of any confrontation with drivers. Having analysed the bollards the other side of the Co-op entrance, the MoP relayed there was one that was placed on a section under the recommended width by Highways and a diagram had been prepared showing the problematic section of pavement was in fact wide enough to meet their criteria. Cllr Johnson suggested the local PCSO could be asked to put a request in too. Cllr Vickery asked if local companies had been approached too, however some offenders did come from far afield. Cllrs agreed Highways should be asked to investigate the issue and Cllr Simms suggested a barrier may be better. Whilst on the subject, Cllrs also discussed the new bollards on Thorpe Road which MPC had requested for Park Street and Cllr Vickery had taken explanatory photographs for the Clerk to forward to Highways. **Action: CLERK.**

**14. TREE MANAGEMENT**

14.1 Following approval of works at the previous meeting Cllr Blades had advised that tree 0945 needing replace was a Cherry tree and that it was not in any of the areas connected to drainage issues. Further to English Tree Cares approximate price of £125 plus VAT to replace the tree, Cllr Grainger agreed to obtain an alternative price for a large Cherry tree. The Clerk advised the approved works had been sent to HBC to check for any permissions needed before work commenced. **Action: CLLR GRAINGER & CLERK.**

**15. RE-SITING LONG STAY HONESTY BOX**

15.1 Cllr Ellis was waiting to meet contractors to obtain a quote from E Leathley & Sons Ltd for stonework for a cairn and the Clerk was also awaiting a quote for a new box from D & M Fabrication Ltd. Cllr Vickery asked if the sign to the honesty box by the tennis courts could be raised to which Cllrs agreed AW Nicol could be asked to undertake. **Action: CLLRS ELLIS & VICKERY & CLERK.**

**16. STILE AT LOW BURTON**

16.1 Cllr Grainger was waiting for the previously requested Hutchinson & Mudd to quote accordingly, and the Clerk was witing for NYCC pathways department for their input on the landowner’s design too. **Action: CLLR GRAINGER & CLERK.**

**17. POLICE COMMUNITY SUPPORT OFFICER**

17.1 The below report was circulated to Cllrs prior to the meeting.

Ripon and Pateley Bridge NPT: Town and Parish Council Report

|  |  |
| --- | --- |
| Town or Parish | Masham Town Council |
| Report Completed By: | PS1835 Clare Mayes |
| Data Reporting Period: | 04/05/2021 - 25/05/2021 |

Crime and ASB Data

|  |  |  |
| --- | --- | --- |
| Qualifier | No of Incidents |  |
| Anti-social behaviour | 1 | 20/05 – Drunken male |
| Auto crime |  |  |
| Burglary |  |  |
| Criminal Damage | 1 | 20/05 – Window smashed |
| Theft |  |  |
| Fraud |  |  |
| Suspect Circumstances |  |  |
| Alarm |  |  |
| Highway Disruption | 1 | 22/05 – Broken down vehicle |
| Road Related Offence | 1 | 18/05 – Possible drink driver |
| Road Traffic Collision | 1 | 20/05 – RTC damage only |
| Natural Disaster |  |  |
| Wildlife |  |  |
| COVID | 1 | 05/05 – Possible COVID breach |
| TOTAL THIS PERIOD | *6* |  |

**18. HIGHWAYS MATTERS**

18.1 Matters to raise or chase with Highways were;

a) The water on the road at Low Burton previously reported was still problematic and the road was now breaking up. Cllr Grainger was convinced this was a mains fracture and it was getting worse despite dry weather. Cllr Grainger would obtain photographs, but the Clerk would chase both Highways and Yorkshire Water to address the issue. **Action: CLLR GRAINGER & CLERK**.

b) Cllr Greensit had relayed prior to the meeting of recent works to Crook Lane were very good following previous complaints and offered thanks to NYCC. **Action: CLERK.**

c) Cllr Greensit had relayed that since the fatal accident on Leyburn, could the white lines be renewed (from the town to High Ellington turn off) and request that a ‘blind summit’ sign be added to the problematic area. **Action: CLERK.**

d) Grewelthorpe Parish Council had relayed the Woodland Trust had advised of signs going up around Hackfall to advise pedestrians not to walk on the road and the Clerk had chased for the awaited white lining to the road leading to the entrance where the problematic parking on the verge was increasing again.

e) It was advised the drains were very smelly on Red Lane and Westholme Road near Theakstons Brewery. **Action: CLERK.**

f) There was a pothole requiring filling on Westholme Road. **Action: CLERK.**

g) Cllr Barker advised the new Vehicle Activated Sign on Thorpe Road was helping slow traffic and a MoP had also commended the one to Leyburn Road. Cllrs discussed the latter was a bit too far in to the 30mph zone, but it was reliant on being situated to a lamp post for power.

h) Cllrs discussed the Community Speed Watch was being waited to start and that Fearby & Healey Parish Council had hoped for one too, but the Clerk advised MPC could not help as this was being provided for Thorpe Road only following qualifying statistics form the NYP data loggers.

**19. BLOCKED PAVEMENT TO THORPE ROAD**

19.1 It was advised one of the residents with items blocking the dropped pavement along the row of terraces had asked Highways to place the bollards on the opposite pavement at NYCC’s site visit, not at the area of Park Street that MPC had requested. Highways had not yet responded to Cllr Grainger’s expression of disappointment over this The Clerk was still awaiting a response from Highways from previously being chased over remaining items blocking pedestrians and Cllrs requested for the Clerk to keep chasing. **Action: CLERK.**

**20. PARISH CARETAKERS WORKS**

20.1 As discussed in Item 15.1 there was the honesty box sign to be raised.

20.2 It was advised AW Nicol had been delayed in mending the paving slabs to Dixon Keld steps and moving the builders’ bag by the MUGA.

20.3 Cllrs discussed the benches needed staining and it was requested for Cllr Vickery to request a quote and work out how much time this would take, Cllr Johnson recalled maybe having a list of the benches and the Clerk would look through documents too, then Cllr Vickery could liaise accordingly. **Action: CLLRS JOHNSON & VICKERY & CLERK.**

20.4 Greensphere had quoted £35 to carry out a basis clean on the problematic drain to the Market Square, Cllr Johnson advised E Leathley & Sons Ltd was familiar with the drain and it was agreed for the Clerk to phone him to undertake.

20.5 There were two bad potholes to the Market Square and the whole surface was corroding. Cllrs agreed for Cllr Grainger would request a quote from A E Duffield & Sons Ltd to quote to surface the whole area but for E Leathley & Sons Ltd to undertake temporary repairs to the two potholes in the meantime. **Action: CLLR GRAINGER & CLERK.**

20.6 Cllrs discussed the weeds up the hill from The Avenue up to Tittybottle Park and up to the Silver Street junction, so Cllr Grainger suggested a working party. It was agreed for the Clerk to chase the annual weed spraying by HBC. **Action: CLERK.**

20.7 It was noted that the Willow tree was obstructing again at Bank Villa on The Avenue.

20.8 Cllr Ellis queried why the Litter Picker was putting out wheelie bins in advance of the correct day as they were not being returned by the residents. Cllr Simms suggested the complaint should be relayed to HBC and it was agreed for the Clerk to ask the Litter Picker to cease responsibility and refrain from assisting. **Action: CLERK.**

20.9 It was highlighted the dog waste bin was regularly overflowing with rubbish from the increased visitors but the small car park at the Recreation Ground and agreed for the Clerk to request the Litter Picker check it more regularly. **Action: CLERK.**

**21. CORRESPONDENCE FOR DISCUSSION/INFORMATION**

* 1. Nidderdale AONB – Provision of a presentation on NYCC Public Rights of Way and subsequent request for any issues or concerns that need raising with the AONB was noted and no comments made to put forward.

**22. ANY OTHER BUSINESS**

22.1 Cllrs discussed the bridge over Swinney Beck reported.

22.2 Cllr Broadley update on Peacock & Verity Community Spaces and that HBC had queried the venting from the café area and had requested a further planning application. Broadacres Housing Association were willing to take over the purchase of the building to then pass over the management. Feedback from the public had highlighted the need for a post office but Cllrs felt this may not be a viable commerce to include, but PCVS were looking into it anyway. Cllrs discussed the worry if Broadacres Housing Association did secure the purchase.

22.3 Cllr Grainger advised the Queens Platinum Anniversary was planned over a four-day Bank Holiday, including beacons and so would like to see Masham’s lit for this, and an occasion made for the event. Groups like Masham Bonfire and Masham Christmas Lights Association could be encouraged to form a committee and it was agreed to put the matter on the Agenda for further discussion and planning in November. **Action: CLERK.**

**23. DATE OF NEXT MEETING**

23.1 Monday 5th July 2021.

(Item 24 was then held in private due to the nature of the content).

**CLOSURE:** The Meeting closed at 21:15pm.

Dated 03/07/2021

*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 APPLICATIONS FROM HARROGATE BOROUGH COUNCIL TO 7th JUNE 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DEADLINE** |
| Land Comprising Field At 422023 480727, Foxholme Lane, Masham | Application No.: 21/01632/REMMAJ  Proposal: Reserved Matters application for the construction of three blocks of commercial units (7 units) with Layout, scale, appearance and landscaping considered of 17/01057/OUTMAJ: Outline planning permission with access into the site considered for up to 60 houses, demolition of existing buildings, construction of commercial units (Use Class B1/B2/ B8/D2) and informal public open space  Applicant: The Graham Edward Jameson Trust 2017 | 4th June, extension agreed 8th June |

**PLANNING APPLICATIONS GRANTED/REFUSED BY HARROGATE BOROUGH COUNCILTO 7th JUNE 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DECISION** |
| 2 Westholme Road, Masham, HG4 4EX | Application No.: 21/01128/FUL  Proposal: Erection of replacement rear and side extensions.  Applicant: Mrs J Lodge | Granted subject to conditions |
| Sunnyside, 27 Red Lane, Masham, HG4 4HH | Application No.: 20/02107/FUL  Proposal: Erection of two storey detached dwelling house with detached double garage on land adjacent to 29 & 31 The Oaks and 3 The Beeches.  Applicant: John Airton | Granted subject to conditions |

**PLANNING ENFORCEMENTS NOTIFIED BY HARROGATE BOROUGH COUNCILTO 7th JUNE 2021**

|  |  |  |
| --- | --- | --- |
| ADDRESS OF PROPERTY | DETAILS OF ENFORCEMENT NOTIFICATION | ACTION |
| Jasmine Cottage, 7 Red Lane, Masham, HG4 4HH | Possible breach of window glazing condition. | The officer believes the owners will be putting this right. Update from 18th January – HBC advised it would appear that both windows have now been replaced with obscure glazing as per the planning condition and will now close the case. 25th January – MPC informed HBC that the issue of the east facing landing window remains unresolved and that the condition of the appeal was that landing windows plural were to be obscured but only one has had a louvred panel fitted, the other remains clear. 25th February -  HBC think this louvred panel work is pending awaiting end of lockdown as workers will need to access the property. Current update chased in April & June with response awaited. |
| Cardinal Court, College Lane, Masham | Erection of electric gates | Communication received on 29th October 2020. This informed HBC of a possible breach of planning control. Letter from 29th December - it would appear that electric gates have been installed at the property in breach of planning. HBC have contacted the owner to request the submission of a retrospective planning application. Update 25th February – HBC’s letter has been returned and have asked MPC to assist in confirming name and address of owners. Current update chased in April & June with response awaited. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  | **APPENDIX B (1/2)** | |
|  |  | **FINANCE SCHEDULE** | | |  |  |  |
| **RECEIPTS** |  |  |  |  |  |  |  |
| **(i) Advice of receipts from 11th May to 7th June 2021** | | | |  |  |  |  |
| Market Rents |  |  |  |  |  | £3,947.00 |  |
| Honesty Box |  |  |  |  |  | £1,790.00 |  |
| AW Nicol - CREDIT - Parish Caretaker Works - paid twice in error | | | | |  | £160.02 |  |
|  |  | **Total receipts for the month** | | |  | **£5,897.02** |  |
| **PAYMENTS** |  |  |  |  |  |  |  |
| **(ii) Payments by cheque on 7th June 2021 for approval** | | | |  |  |  |  |
| **Barclays - Masham Parish Council Account** | | |  |  |  |  |  |
|  |  |  |  |  |  |  | **Cheque No.** |
|  |  |  |  |  |  |  |  |
| Eric Wilkinson, Litter Picker - May Salary (Tax £34.20) | | | |  |  |  | 101064 |
| Jen Hurford, Parish Clerk - May Salary (Tax £2.20) | | | |  |  |  | 101065 |
| John Todd, Market Superintendent - 2020-21 17wks Pro-rata Bonus (Tax £0.00) | | | | | |  | 101066 |
|  |  |  | **Staff Salaries Total** | |  | **£1,237.52** |  |
| HMRC - PAYE |  |  |  |  |  | £67.00 | 101067 |
| Reimburse Cllr Grainger - S137 contribution to leaving gift to Market Trader | | | | | | £25.00 | 101068 |
| D3 Office Group - PPE & Stationery (VAT £6.03) | | |  |  |  | £36.17 | 101069 |
| TWM Traffic Control Systems Ltd - 2x VAS signs plus installation & warranty (VAT £1,153.50) | | | | | | £6,921.00 | 101070 |
| Ian Smithson CPFA - Internal Audit 2020-21 | | |  |  |  | £145.00 | 101071 |
| BHIB Ltd - Local Councils Insurance Renewal from 1st June 2021 | | | | |  | £396.58 | 101072 |
| **Direct Debits** |  |  |  |  |  |  |  |
| Green Energy - Electricity (VAT £1.18) | | |  |  |  | £24.79 |  |
|  |  |  |  |  |  |  |  |
|  |  | **Total Payments** | |  |  | **£8,853.06** |  |
| BANK BALANCES |  |  |  |  |  |  |  |
| Barclays - Masham Parish Council - Current Account | | | |  |  |  |  |
|  | Balance as at 31 May 2021 | |  |  | £34,352.04 | Cr |  |
| CCLA Public Deposit Sector Fund Account | | |  |  |  |  |  |
|  | Balance as at 31 May 2021 | |  |  | £40,299.88 | Cr |  |
|  |  |  | Overall Total |  | £74,651.92 | Cr |  |

**APPENDIX C**

**MASHAM PARISH COUNCIL – MEETING 7th JUNE 2021**

Correspondence for information/consideration etc

1. Nidderdale AONB – Provision of a presentation on NYCC Public Rights of Way and subsequent request for any issues or concerns that need raising with the AONB.

**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 5th JULY 2021**

**PRESENT:**

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

**Present:** 1 Members of Public (MoP)

**1. APOLOGIES**

* 1. Cllr Valerie Broadley, Cllr Nigel Simms and County Cllr Margaret Atkinson.

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

2.1 Minutes of the Monthly Meeting held 2021. It was **proposed** by Cllr Johnson and **seconded** by Cllr Ellis that the Minutes of the 7th June 2021 meeting be formally approved as a true and accurate record. All those who attended the 7th June 2021 meeting and who were present voted in favour. It was **RESOLVED** that the Chair should sign the Minutes as a true and accurate record. **Action: CLERK.**

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

3.1 Cllr Johnson declared an interest in Item 12.

**4. PLANNING MATTERS**

* 1. Planning Applications received from Harrogate Borough Council;
     1. 5 Little Market Place, Masham, HG4 4DY - Conversion of existing veterinary practice into two semi-detached dwellings (1x 1 bedroom and a 1x 2-bedroom) with demolition of existing external store. Following discussion, it was **proposed** by Cllr Vickery and **seconded** by Cllr Grainger that MPC did not object to or support the application but wished to make comments or seek safeguards as follows: Cllrs support the return of the property to two residential units as long as they are made available as private dwellings not holiday lets. This is because Masham already has around 90 holiday lets and there is a demand for smaller properties for local residents. All those present voted in favour and the **RESOLUTION** was carried. The Clerk would be requested to advise HBC of the above MPC decision. **Action: CLERK.**
     2. High Barn, North Cote, Masham Ripon, HG4 4DH - Formation of new access and farm track and closure of existing access on to the highway. Following discussion, it was **proposed** by Cllr Weatherill and **seconded** by Cllr Ellis that MPC supported the application. All those present voted in favour and the **RESOLUTION** was carried. The Clerk would be requested to advise HBC of the above MPC decision. **Action: CLERK.**
     3. Lamb Hill Farm, Low Burton Hall To Binsoe, Masham, HG4 4DJ - Formation of new access and access track and closure of two existing farm accesses. Following discussion, it was **proposed** by Cllr Weatherill and **seconded** by Cllr Greensit that MPC supported the application. All those present voted in favour and the **RESOLUTION** was carried. The Clerk would be requested to advise HBC of the above MPC decision. **Action: CLERK.**
     4. Swinton Grange, Swinton, Ripon, HG4 4JP - External alterations to include; replacement windows, formation of door openings, installation of a veranda, removal of an external store and formation of a boundary wall. Following discussion, it was **proposed** by Cllr Weatherill and **seconded** by Cllr Johnson that MPC supported the application. All those present voted in favour and the **RESOLUTION** was carried. The Clerk would be requested to advise HBC of the above MPC decision. **Action: CLERK.**
  2. Planning Applications received from North Yorkshire County Council;

4.2.1 Gebdykes Quarry (and land to the north), Gebdykes Farm, Burton-on-Yore, HG4 4BT - Northern extension to the quarry to extract 5.3 million tonnes of limestone by 2037 and restoration of the site by 2039. Following discussion, it was **proposed** by Cllr Weatherill and **seconded** by Cllr Ellis that MPC did not object to or support the application but wished to make comments or seek safeguards as follows: Cllrs asked that it is ensured that there is a safe road crossing between the two sites and that only road legal traffic will be entering and leaving the entrance. All those present voted in favour and the **RESOLUTION** was carried. The Clerk would be requested to advise HBC of the above MPC decision. **Action: CLERK.**

* 1. Planning Approvals – A list of approvals appear at Appendix A.
  2. Tree Preservation Orders - A list of approvals appear at Appendix A.
  3. Planning Enforcements – A list of enforcements appear at Appendix A.

4.5.1 Cllrs requested the Clerk keep chasing HBC on the two outstanding cases. The Clerk confirmed report to HBC of the new French windows at 1 The Mews as a potential breach. **Action: CLERK.**

**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 Johnson and **seconded** by Cllr Ellis. All those present voted in favour. It was **RESOLVED** that the Receipts and Payments schedule be approved. Details of the Council’s bank account balances are shown at Appendix B also. **Action: CLERK.**

**6. NEIGHBOURHOOD POLICING TEAM REPORT**

6.1 The below report was circulated to Cllrs prior to the meeting.

Ripon and Pateley Bridge NPT: Town and Parish Council Report

|  |  |
| --- | --- |
| Town or Parish | Masham Town Council |
| Report Completed By: | PS1835 Clare Mayes |
| Data Reporting Period: | 25/05/2021 – 29/06/2021 |

Crime and ASB Data

|  |  |  |
| --- | --- | --- |
| Qualifier | No of Incidents |  |
| Anti-social behaviour | 2 | 13/06 – 20 youths drinking alcohol and being abusive  17/06 – Neighbour dispute |
| Auto crime |  |  |
| Burglary |  |  |
| Criminal Damage |  |  |
| Theft | 1 | 26/05 – theft from shop |
| Fraud |  |  |
| Suspect Circumstances |  |  |
| Alarm |  |  |
| Highway Disruption |  |  |
| Road Related Offence | 2 | 13/06 – Off road bikes gone off roading.  19/06 – manner of driving complaint |
| Road Traffic Collision | 3 | 04/06 – Injury collision  13/06 – Damage only collision  24/06 – Damage only collision |
| Natural Disaster |  |  |
| Wildlife |  |  |
| COVID |  |  |
| TOTAL THIS PERIOD | 8 |  |

6.2 The Chair thanked the PCSO present for the report. She advised anti-social behaviour was down in Masham and would like to keep it that way. She had approached Youth Services to come regularly with their bus regularly through winter but they were having funding problems so the PCSO asked if MPC would consider a grant for the service. It was slightly bigger than a Luton van, with computers, games, and such like, qualified staff and drinks facilities. It was already provided in Harrogate and Ripon, but the source of funding was unknown. The Chair asked if those who did fund could be approached to fund Masham. The PCSO was keen to find something for the youth of Masham due to the lack of facilities and services for them in the town so would enquire further with the Community Service Partnership. Cllr Weatherill clarified counting approximately 27 youths at the Shooting Holme the previous week, with a lot not being from Masham as they do not get bothered in Masham and were even within a nearby building site at times.

6.3 The PCSO reiterated the report via relatives of Maple Creek residents and surrounding elderly residents over the concern of traffic and the town being busy, especially when events were on, with no secure crossing from Red Lane to Park Street. The PCS had highlighted this with Highways and the Clerk had also sent a supportive email/ Cllrs were agreeable to Highways putting in place but a felt a balance would need to be found to ensure it did not cause jamming to traffic. The PCSO suggested a crossing would be better outside a commercial premise so as not to interfere with a residential premise. Cllr Pickard highlighted that with the increase of electric vehicles, they were quieter therefore less noticeable to pedestrians. Cllr Weatherill suggested some more yellow lines as parked cars cause obstructions for drivers to accelerate more rapidly to get past which could add to danger too, but Cllr Ellis did point out this was not policed in Masham. It was agreed for the Clerk to chase Highways for their input on the matter. **Action: CLERK.**

6.4 The PCSO advised of the escalation of fraud cases in the county and distributed some NYCC booklets ‘The Little Guide of Big Scams’ for Cllrs to help educate and advise. Cllrs suggested Mashamshire Community Office, the church and chapel, the Wednesday Club and Jane Caress Ltd would be good places to distribute them further. **Action: CLERK.**

6.5 Cllrs explained to the PCSO the issues of large vehicles parking on the pavement of Leyburn Road between the Silver Street junction and the Co-op. She suggested having a polite word with the local businesses with larger vehicles to ensure their drivers are asked to be considerate. The Cllrs also agreed to try to obtain photo evidence of the offending number plates. It was clarified MPC had requested for Highways to put protection of the pavement in place.

6.6 Cllr Weatherill asked about the unauthorised camping on Roomer Common as he had asked some to remove their rubbish recently. The PCSO advised it was up to the landowner to complain. It was also questioned what police provisions were in place for the anticipated Travellers and the PCSO explained a planned operation was in place to support both the public and Travellers as they could not be biased. Anywhere where they were known to stop regularly was covered so increase patrol would be in place. The Clerk questioned the issue of human excrement around the Shooting Holme and Recreation Ground previously reported to the Environment Agency, but the police could only assist if this were witnessed.

**7. MASHAM PLAY AREA**

7.1 Documents found in MPC’s archive relating to the Recreation Ground and play area were circulated amongst Cllrs prior to the meeting, however there were no specific mention of the responsibility of drainage. Cllrs believe HBC historically had responsibility for the play area and that there should be some correspondence covering so the Clerk and Cllr Blades would continue to look through archived files before a response was prepared for HBC. A MoP had requested input on correspondence to be sent over the matter also to HBC and MP Julian Smith to which Cllrs were consulted and they gave their approval to the content and to be sent accordingly. **Action: CLLR BLADES & CLERK.**

**8. RECREATION GROUND DRAINAGE**

8.1 The Clerk confirmed having requested a quote from the company, Jet Aire Drain Services, which HBC had recently used to investigate the problematic area reported by the school. Cllrs suggested E Leathley & Sons Ltd could be a more economical contractor to use initially and it was **proposed** by Cllr Ellis and **seconded** by Cllr Greensit that works to investigate and solve the problem should go ahead with a budget of up to £500. All those present voted in favour and the **RESOLUTION** was carried, with Cllr Ellis to action accordingly.  **Action: CLLR ELLIS.**

**9. NEW LONG STAY HONESTY BOX**

9.1 The Clerk had circulated an estimate for the new internal part of the honesty box for £866 plus VAT from D & M Fabrication Ltd. Cllr Ellis was still for a quote from E Leathley & Sons Ltd for stonework for the cairn part. The agreed location was clarified again as being on the corner of the Bowling Club car park with signage permitted along their fence. **Action: CLLRS ELLIS.**

**10. LAND BY GAS HOUSE**

10.1 Cllrs discussed the grass was now growing to the area of recent works HBC had cut this, the new stones were working, and Swinton Estate were now content with the situation. Following the kind voluntary investigations at County Hall by a MoP, feedback had been circulated amongst Cllrs. Ownership of the land was still not certain but appeared it may be owned by Swinton Estate but not registered with HM Land Registry. Cllrs asked for the MoP to be thanked for all their hard work and agreed that further investigation should be ceased now. **Action: CLERK.**

**8.00PM - PUBLIC INTERVAL**

There were no Members of Public**.**

**11. MASHAM MARKET**

11.1 Cllrs were advised of the request for a Christmas market the weekend of the 13th and 14th November to which Cllr Johnson felt was a good idea. It was **proposed** by Cllr Johnson and **seconded** by Cllr Ellis for the Council to agree to the Traders request. All those present voted in favour and the **RESOLUTION** was carried, with Cllr Clerk to relay this back to the Trader and Market Superintendent accordingly. **Action: CLERK.**

11.2 Cllrs noted a Traders feedback over a larger vehicle not paying enough for their frontage and encroaching into other stalls are. Cllrs felt this was a matter to be passed back to the Market Superintendent to deal and Cllr Johnson offered to help assist in addressing the matter too. **Action: CLLR JOHNSON & CLERK.**

11.3 Cllr Weatherill highlighted the parking of Traders vans taking up parking spaces that MoP could be using, and it was discussed that residents do not have the right to reserve on-street parking for themselves by using cones and such instances should be reported to Highways, in particular the corner of the square near Chapman Lane. **Action: ALL CLLRS & CLERK.**

11.4 Cllr Johnson reported the trolley for moving cones was beyond repair. It was **proposed** by Cllr Grainger and **seconded** by Cllr Ellis for a new one of reasonable quality to be purchased with a budget of £300. All those present voted in favour and the **RESOLUTION** was carried, with Cllr Johnson to source a new trolley accordingly. **Action: CLLR JOHNSON.**

11.5 The Clerk had relayed the request from Peacock & Verity Community Spaces to have a free-of-charge stall, with no selling, just the opportunity to engage with residents and visitors, on 24th July, 14th August, 15th August and 11th September. Cllrs agreed to offer two free of charge stalls so the Clerk would relay this and advise the Market Superintendent. **Action: CLLR JOHNSON.**

11.6 The Clerk advised having agreed payment with Ashlands Nursery for the vouchers for the 1st August Floral Display Competition prizes and would design the vouchers for them to sign accordingly. Cllrs Grainger and Blades offered to assist the judge on the day if required **Action: CLLRS BLADES & GRAINGER & CLERK.**

**12. FINGER POST**

12.1 Cllr Johnson advised now having purchased the plywood which was cut out and ready to assemble with the lettering purchased too. The Clerk had circulated a web page to Cllrs recommended from D&M Fabrication Ltd to choose the sheep silhouette for the top of the post., however, there had been no specific images for Masham sheep which Cllrs liked. The Clerk showed a picture of a Wensleydale sheep which could be similar, and Cllrs agreed for this to be sent for the fabricators to quote accordingly. **Action: CLLR JOHNSON & CLERK.**

**13. BENCH AT SANDY BAY & DAMAGED BENCH TO MARKET SQUARE**

13.1 Cllrs discussed the broken, donated memorial bench which was broken. Cllr Johnson felt it could be repaired with a new rail and would report back with an estimate to fix. Cllrs discussed a suitable location for the donated bench for Sandy Bay but seemed new places were at risk of flooding. Cllrs discussed not replacing the bench at all as there had been no requests and the vegetation had now grown up blocking the previous viewpoint, but Cllr Blades reported having been questioned. The majority of Cllrs voted a new bench should still be installed and Cllr Gregg still had the concrete plinth waiting to be sited. Cllr Weatherill would enquire with the MoP who had offered the bench if it were still available and request their input on siting just in case it did end up at risk from flooding.  **Action: CLLR WEATHERILL.**

**14. MASHAMSHIRE COMMUNITY OFFICE UPDATE**

14.1. An update as of 30th June 2021 was circulated to Cllrs from MCO prior to the meetings as follows, noted by Cllrs with no further comments to make;

UPDATES: 1. MCO current opening hours are Monday-Saturday 10am-3pm. The library is open Monday-Friday 10am-12noon for restricted browsing and the Select and Collect service. It is hoped to extend the opening hours from Monday 2nd August to include an afternoon session and Saturday morning, but this will be dependent on available volunteers. We continue to provide all our ‘normal’ services including provision of books, jigsaws, ticket sales, town hall bookings, other community and tourist information and public access computers in a Covid Secure manner. 2. MCO has continued to provide support to the local community as part of the agreement with NYCC to operate as a ‘Community Support Organisation’ (CSO) and this requirement has now been extended until September 2021. 3. MCO have been coordinating volunteers to support the vaccination centre at Ripon Racecourse since February, one or two days per week. However, this is winding down and is planned to finish at the end of August. A big thank you to all that have helped with this – we have had a lot of positive feedback from volunteers, visitors, and NHS staff for our work on site. 4. The email newsletter continues twice a week alongside regular information disseminated through the Mashamshire Life Facebook group. These two communications channels continue to provide timely local information. 5. MCO welcomed a talented group of artists, designers and makers known as “Flock” to display and sell their work in the old Blue Light Gallery space from 17th May. The members of the Reeth-based, Fleece artists’ cooperative will be gathering to showcase their talents on a 6-weekly rotation at MCO which will help raise valuable funds. For more info see: https://www.visitmasham.com/new-flock-gathering-in-masham/ 6. The Summer Reading Challenge launches 1st July and the theme is “Wild World Heroes” (see more below). The library is working closely with Masham school to promote the challenge and make it as accessible as possible to children in the area. If anyone is interested in taking part, please visit the library during opening hours to find out more: https://summerreadingchallenge.org.uk/news/general/wild-world-heroes-intro 7. The Citizens Advice function continues to be delivered as a telephone & virtual drop-in service once a month. 8. Hayley Jackson returned from maternity leave to the position of MCO Manager at the beginning of June. Sarah McCourt who was covering the position will be continuing with MCO from 1st July taking on a new role as Community Project Coordinator, driving forward some of the planned projects identified in the MCO Strategic Plan that were forced to take a backstep during lockdown. 9. Now that our functions at MCO are fully operational again and we are delivering our services in a COVID secure environment, we need more volunteers to join us in the building. Understandably, some of our core volunteers pre-covid have not been able to re-join us which means we need to work hard behind the scenes to recruit, induct and train new volunteers. If you know of anyone that would like to help, please contact hayley@visitmasham.com.

ISSUES: These remain as reported in March and are as follows: 1. In the current crisis, where staff and visitor safety are so vital, MCO is totally reliant on volunteer support. Many regular volunteers feel too anxious to come back and many of the Covid volunteers are now back at work. We are appealing for more volunteers whenever we can. However, to ensure we can continue with current levels of activity, we have no choice other than to increase our staffing. 2. In normal times the MCO funding balance between statutory funding and self-generated income works well. Like other businesses, the self-generated income has been significantly reduced during the crisis and our expectation is that it will be slow to recover. In addition, we are likely to see an upturn in staff costs due to the reduction in volunteers. So, although our current position is secure, we anticipate significant funding challenges for 2021/2022 and beyond. 3. The developing plans for a Unitary Authority may impact on MCO and how we operate. We aim to keep a weather eye on developments.

FUTURE PLANNING: 1. The MCO Strategic Plan aims for us to continue and extend our work with the establishment of a regular walking for health group, a befriending scheme and recruiting drivers for the Ripon Volunteer Driving Scheme. Planning work will begin over the coming months to establish such initiatives and raise valuable funds to support their delivery and success. 2. We are reviewing the way we communicate information to the local community including the newsletter and will be seeking feedback about people want.

**15. TREE MANAGEMENT**

15.1 The Clerk had circulated communications from Swinton Estate giving approval for works on the basis that suitable insurance was held by the contractor with a risk assessment carried out. English Tree Care had forwarded their Public Liability Insurance and advised a dynamic risk assessment would be carried out on the day. Cllrs agreed for the go ahead to be given for works to proceed once the relevant planning channels had been followed and requested a copy of the dynamic risk assessment once carried out. Cllr Grainger advised a variety of replacement Cherry trees available form Thorpe Tree and Cllrs agreed for Cllr Grainger to proceed in choosing one as close to the estimate of £125 plus VAT from English Tree Care. **Action: CLLR GRAINGER & CLERK.**

**16. STILE AT LOW BURTON**

16.1 The Clerk had circulated input from NYCC’s pathways department on the landowner’s design which were not positive on various aspects. Cllrs Grainger therefore offered to revisit the landowner with their suggestions and input and the Clerk would send some photographs of recent sheep proof stiles installed by NYCC close by. **Action: CLLR GRAINGER & CLERK.**

**17. COMMUNITY SPEED WATCH**

17.1 The Clerk advised of difficulties in finding a replacement for the Lead Resident for the voluntary group as the initial assessment had been carried out by NYP. The volunteer would need to be comfortable using excel and happy to be the point of contact with NYP. Cllrs would help in asking residents and the Clerk would reiterate via Facebook and had been offered help by the Stray Ferret too. Cllr Johnson would ask I ‘Anson Bros Ltd too given their location on Thorpe Road and IT savvy staff. **Action: ALL CLLRS & CLERK.**

**18. HIGHWAYS MATTERS**

18.1 Matters to raise or chase with Highways were;

a) Cllrs praised the recent re-surfacing to roads recently in the Parish. **Action: CLERK**.

b) It was advised a lot of the gulleys in the town were backing up and the Clerk advised having already reported the smelly drain on Church Street. **Action: CLERK.**

c) The leak on the road at Low Burton was ongoing with Yorkshire Water investigating by taking water samples and Highways acknowledging with traffic lights now in place and by possibly taking over if were not from the mains. Cllr Gregg advised the fire brigade had a hydrant running off the mains to that area only recently.  **Action: CLERK.**

d) Cllr Grainger confirmed being in the process of obtaining quotes to resurface the church end of the market square. Cllrs Johnson asked for a quote to tar and chip the whole area with small repairs as an alternative as the surface was being weakened. **Action: CLLR GRAINGER.**

e) Cllr Greensit advised of another near accident on Leyburn Road and asked for the ‘blind summit’ sign request to be chased. **Action: CLERK.**

f) The white lining to the Church Street, Silver Street approaches in the Market Place and Little Market Place needed renewing. **Action: CLERK.**

**19. BLOCKED PAVEMENT TO THORPE ROAD**

19.1 The Clerk had circulated communication from Highways prior to the meeting that their local inspector had sought advice from their manager and a response was awaited. The Chair highlighted this issue would need to be divulged from the owners of the properties whenever sold. Cllr Barker asked if MPC could write to the residents, but they had no powers in the matter. Cllrs requested for the Clerk to keep chasing. **Action: CLERK.**

**20. PARISH CARETAKERS WORKS**

20.1 The dog waste bin near the tennis court still required replacing and the Clerk advised the previously purchased ‘Sirius’ model from Broxap was available at £125 plus VAT for a 40l bin, £134 plus VAT for a 60l bin and an extra £30 for a post. Cllrs agreed a 60l bin should be purchased and Cllr Vickery would check if a post were required or not. **Action: CLLR VICKERY & CLERK.**

**21. CORRESPONDENCE FOR DISCUSSION/INFORMATION**

1. Its Grim Up North Running – Aiming to hold their small trail run (The Black Sheep Challenge) in Masham in September with probably 75-100 runners. Requested to park on the Shooting Holme as previously and can take a specific parking fee off all those that park and it can go to whatever charity MPC wished. Cllrs were agreeable for the organisers to proceed with the event and to request that funds were raised for Yorkshire Air Ambulance. **Action: CLERK.**
2. Great North Air Ambulance - Enquiry to see if MPC do accept grant applications. Cllrs agreed to respond that grants were not available given the ongoing support of the YAA. **Action: CLERK.**

**22. ANY OTHER BUSINESS**

22.1 Cllr Blades advised the grass and weeds at the top of the bank from The Avenue up to the second Silver Street junction was overgrown and a safety issue. The Clerk had reported this to Highways when enquiring about weedkilling. Cllrs discussed they needed spraying but due to being on a brow of a hill it was really a job for Highways due to the H&S implications and the Clerk should chase. **Action: CLERK.**

22.2 Cllr Johnson reported a MoP had asked if a bike rack could be supplied in the corner of the market square, but Cllrs discussed this would cause obstruction and hazards and that there was already one provided.

22.3 Cllr Vickery highlighted Bordar House Teas had additional tables out and were leaving A boards out after hours. Also, litter was becoming a problem being left out overnight and birds distributing. Cllrs agreed this should be asked to be addressed when submitting the rent request overdue. Cllr Weatherill questioned Cllrs views on A boards as there was one outside the fish and chip shop obstructing the pavement but discussed that this would go soon as it was only displaying Covid-19 instructions to customers. **Action: CLERK.**

**23. DATE OF NEXT MEETING**

23.1 Monday 2nd August 2021.

(Item 24 was then held in private due to the nature of the content).

**CLOSURE:** The Meeting closed at 21:16pm.

Dated 19/07/2021

*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 APPLICATIONS FROM HARROGATE BOROUGH COUNCIL TO 5th JULY 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DEADLINE** |
| 5 Little Market Place, Masham, HG4 4DY | Application No.: 21/02293/FUL  Proposal: Conversion of existing veterinary practice into two semi-detached dwellings (1x 1 bedroom and a 1x 2-bedroom) with demolition of existing external store.  Applicant: Richard Roberts Ltd | 4th July extension agreed to 6th July |
| High Barn, North Cote, Masham Ripon, HG4 4DH | Application No.: 21/02122/FUL  Proposal: Formation of new access and farm track and closure of existing access on to the highway.  Applicant: Aldburgh Estate c/o D E Baines | 17th July |
| Lamb Hill Farm, Low Burton Hall To Binsoe, Masham, HG4 4DJ | Application No.: 21/02310/FUL  Proposal: Formation of new access and access track and closure of two existing farm accesses.  Applicant: Aldburgh Estate Baines | 17th July |
| Swinton Grange, Swinton, Ripon, HG4 4JP | Application No.: 21/02543/FUL  Proposal: External alterations to include; replacement windows, formation of door openings, installation of a veranda, removal of an external store and formation of a boundary wall.  Applicant: Swinton Estate | 22nd July |

**PLANNING APPLICATIONS FROM NORTH YORKSHIRE COUNTY COUNCIL TO 5th JULY 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DEADLINE** |
| Gebdykes Quarry (and land to the north), Gebdykes Farm, Burton-on-Yore, HG4 4BT | Application No.: [NY/2021/0124/ENV](https://onlineplanningregister.northyorks.gov.uk/Register/PlanAppDisp.aspx?recno=11300)  Proposal: Northern extension to the quarry to extract 5.3 million tonnes of limestone by 2037 and restoration of the site by 2039.  Applicant: Lightwater Quarries Ltd | 10th July |

**PLANNING APPLICATIONS GRANTED/REFUSED BY HARROGATE BOROUGH COUNCILTO 5th JULY 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DECISION** |
| Amenity Land South Of Maple Creek At 422282 480567, Red Lane, Masham | Application No.: 20/02410/FUL  Proposal: Erection of 4 dwellings, including proposed new access including bridge (additional information submitted).  Applicant: Arrowfield Developments Ltd | Granted subject to conditions |
| 15 Silver Street, Masham, HG4 4DX | Application No.: 20/05068/FUL  Proposal: Subdivision of upper floors residential units, including loft area, into 4 no. dwellings with new ground floor access, demolition of rear outbuildings and new single storey buildings in internal courtyard, alterations to shopfront and doors and windows, including new openings, partly in association with permitted use of part of the existing retail shop as a cafe, solar panels to south facing roof slope and new roof to rear building.  Applicant: J Reed | Granted subject to conditions |

**CONFIRMATION OF TREE PRESERVATION ORDERS BY HARROGATE BOROUGH COUNCILTO 5th JULY 2021**

|  |  |
| --- | --- |
| **ADDRESS** | **DETAILS** |
| 3 Swinburn Court, Masham, HG4 4HJ | TPO 24/2021  Notice given that the Council of the Borough of Harrogate in pursuance of its powers as Local Planning Authority under the Town and Country Planning Act 1990 as amended has on the 14 June 2021 confirmed without modification the Tree Preservation Order made by the said Council on the 5 March 2021. |
| 2 Swinburn Court, Masham, HG4 4HJ | TPO 31/2021 Notice given that the Council of the Borough of Harrogate in pursuance of its powers as Local Planning Authority under the Town and Country Planning Act 1990 as amended has on the 24 June 2021 confirmed without modification the above Tree Preservation Order made by the said Council on the 30 March 2021. |

**PLANNING ENFORCEMENTS NOTIFIED BY HARROGATE BOROUGH COUNCILTO 5th JULY 2021**

|  |  |  |
| --- | --- | --- |
| ADDRESS OF PROPERTY | DETAILS OF ENFORCEMENT NOTIFICATION | ACTION |
| Jasmine Cottage, 7 Red Lane, Masham, HG4 4HH | Possible breach of window glazing condition. | The officer believes the owners will be putting this right. Update from 1st July – the office had sent a chasing email that day to the owner and his agent to request when the window louvres will be completed. They had originally said they were isolating from covid etc and did not want buildings in the house. |
| Cardinal Court, College Lane, Masham | Erection of electric gates | Communication received on 29th October 2020. This informed HBC of a possible breach of planning control. Letter from 29th December - it would appear that electric gates have been installed at the property in breach of planning. HBC have contacted the owner to request the submission of a retrospective planning application. Update 1st July – the office has not made much progress with this one so will try to make contact with the owners again. It is a breach of planning, but the officer does not view this as being a harmful development and that it is best that HBC seek to get them to apply for planning permission to properly consider the impacts. |
| Silverdale, 25 College Lane, Masham, HG4 4HE | Erection of outbuilding and installation of electric gates | Notification of a communication received on 24 June 2021 which reports a possible breach of planning control. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **FINANCE SCHEDULE** | |  | **APPENDIX B (1/2)** | | |
| **RECEIPTS** |  |  |  |  |  |  |  |
| **(i) Advice of receipts from 8th June to 5th July 2021** | | | |  |  |  |  |
| Market Rents |  |  |  |  |  | £4,501.00 |  |
| Honesty Box |  |  |  |  |  | £3,030.00 |  |
|  |  | **Total receipts for the month** | | |  | **£7,531.00** |  |
| **PAYMENTS** |  |  |  |  |  |  |  |
| **(ii) Payments by cheque on 5th July 2021 for approval from Barclays - Masham Parish Council Account** | | | | | | | |
|  |  |  |  |  |  |  | **Cheque No.** |
| Eric Wilkinson, Litter Picker - June Salary (Tax £34.40) | | | |  |  |  | 101073 |
| Jen Hurford, Parish Clerk - June Salary (Tax £2.20) | | | |  |  |  | 101074 |
|  |  |  | **Staff Salaries Total** | |  | **£1,158.53** |  |
| HMRC - PAYE |  |  |  |  |  | £36.60 | 101075 |
| Mashamshire Community Office - Office accommodation & business services Apr-Jun | | | | | | £202.14 | 101076 |
| Mashamshire Community Office - Upstairs meeting room 21 June | | | | |  | £6.00 | 101077 |
| Masham Town Hall - Meeting room hire 27th May & 7th June (VAT £3.60) | | | | |  | £21.60 | 101078 |
| Wild Garlic Training Ltd - Website renewal 2yrs for domain name & hosting fees | | | | | | £204.00 | 101079 |
| Harrogate Borough Council - Market Place annual licence fee | | | |  |  | £70.00 | 101080 |
| Information Commissioner's Office - Data protection fee renewal | | | | |  | £40.00 | 101081 |
| G D Harley - Parish Caretaker 10hrs grass cutting & strimming 19/4 to 1/7 | | | | |  | £150.00 | 101082 |
| MFJ Land Management Ltd - grass cutting, spraying, winter clearance, moles, tree pruning (VAT £654.80) | | | | | | £3,928.8 | 101083 |
| Ashlands Nursery - Vouchers for Floral Display Competition 1st August | | | | |  | £125.00 | 101084 |
| Clerk - Reimburse stamps | |  |  |  |  | £9.21 | 101085 |
| Clerk - Homeworking allowance 6th April to 5th July | | | |  |  | £65.00 | 101086 |
| **Direct Debits** |  |  |  |  |  |  |  |
| Green Energy - Electricity (VAT £1.16) | | |  |  |  | £24.26 |  |
|  |  | **Total Payments** | |  |  | **£6,041.14** |  |
| BANK BALANCES |  |  |  |  |  |  |  |
| Barclays - Masham Parish Council - Current Account | | | |  |  |  |  |
|  | Balance as at 30 June 2021 | | |  | £35,030.51 | Cr |  |
| CCLA Public Deposit Sector Fund Account | | |  |  |  |  |  |
|  | Balance as at 31 May 2021 | |  |  | £40,299.88 | Cr |  |
|  |  |  | Overall Total |  | £75,330.39 | Cr |  |

**APPENDIX C**

**MASHAM PARISH COUNCIL – MEETING 5th JULY 2021**

Correspondence for information/consideration etc

1. Its Grim Up North Running – Aiming to hold their small trail run (The Black Sheep Challenge) in Masham in September with probably 75-100 runners. Requested to park on the Shooting Holme as previously and can take a specific parking fee off all those that park and it can go to whatever charity MPC wished.
2. Great North Air Ambulance - Enquiry to see if MPC do accept grant applications.

**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 2nd AUGUST 2021**

**PRESENT:**

**Parish Council**: Cllr Colin Barker, Cllr Rosemary Blades, Cllr John Ellis, Cllr Flo Grainger (Vice-chairman), Cllr James Gregg, Cllr Ian Johnson, Cllr Neil Pickard (Chairman), Cllr Nigel Simms (present from Item 5), Cllr Jane Vickery, Cllr Peter Weatherill, with Jen Hurford (Parish Clerk).

**Present:** 4 Members of Public (MoP)

**1. APOLOGIES**

* 1. Cllr Valerie Broadley, Robert Greensit and County Cllr Margaret Atkinson.

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

2.1 Minutes of the Monthly Meeting held 2021. It was **proposed** by Cllr Johnson and **seconded** by Cllr Ellis that the Minutes of the 5th July 2021 meeting be formally approved as a true and accurate record. All those who attended the 5th July 2021 meeting and who were present voted in favour. It was **RESOLVED** that the Chair should sign the Minutes as a true and accurate record. **Action: CLERK.**

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

3.1 Cllr Johnson declared an interest in Item 17, Cllr Ellis in Item 21 and Cllr Barker in Item 4.2.2 and 4.2.3).

**4. PLANNING MATTERS**

* 1. Planning Applications received from Harrogate Borough Council;

The Shop, 6 College Lane, Masham, HG4 4HE - Change of use from commercial shop to one bedroomed residential accommodation (C3 use class). Following discussion, it was **proposed** by Cllr Johnson and **seconded** by Cllr Vickery that MPC did not object to or support the application but wished to make comments or seek safeguards as follows: Cllrs would prefer to see the property as permanent, private dwelling and not as a holiday let. Concern is also given to the town losing another commercial premises. All those present voted in favour and the **RESOLUTION** was carried. The Clerk would be requested to advise HBC of the above MPC decision. **Action: CLERK.**

The Clerk would be requested to advise HBC of the above MPC decision. **Action: CLERK.**

* 1. Planning Enforcements – A list of enforcements appear at Appendix A.

4.2.1 The Proprietor of Jasmine Cottage verified the works had been completed. **Action: CLERK.**

**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 The Chair pointed out the positive achievement to date for the income from market rents and the honesty boxes.

5.1.2 The Cllrs, two PCSPs present and the Clerk discussed the risks whilst emptying the honesty boxes and it was agreed to put the matter on the next Agenda for further discussion.

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

5.1.4 Further to agreement at the last meeting for a new dog waste bin from Broxap, the Clerk had since confirmed a delivery charge on top of the £129 agreed for £51. Cllrs Grainger and Vickery had found alternatives of a 56l bin from Bin Shop at £150.29 plus VAT, plus £16.50 delivery, or a 40l bin from Advanced Scape at £129 including VAT and delivery. It was **proposed** by Cllr Ellis and **seconded** by Cllr Vickery to proceed with the larger bin from Bin Shop. All those present voted in favour. It was **RESOLVED** that the Clerk process the purchase accordingly **Action: CLERK.**

Item 7 was brought forward by agreement of the Council

**7. NEIGHBOURHOOD POLICING TEAM REPORT**

7.1 The below report was circulated to Cllrs prior to the meeting.

Ripon and Pateley Bridge NPT: Town and Parish Council Report

|  |  |
| --- | --- |
| Town or Parish | Masham Town Council |
| Report Completed By: | PS1835 Clare Mayes |
| Data Reporting Period: | 29/06/2021 – 26/07/2021 |

Crime and ASB Data

|  |  |  |
| --- | --- | --- |
| Qualifier | No of Incidents |  |
| Anti-social behaviour | 2 | 07/07 – Neighbour issues  11/07 – Neighbour dispute |
| Auto crime |  |  |
| Burglary |  |  |
| Criminal Damage |  |  |
| Theft |  |  |
| Fraud | 1 | 06/07 – Postcode lottery scam |
| Suspect Circumstances | 3 | 30/06 – Suspicious vehicle around Thorpe Road  15/07 – Doorstep sellers in area  21/07 – Suspicious vehicle taking pictures |
| Alarm |  |  |
| Highway Disruption | 2 | 14/07 – Sheep loose on the road  21/07 – Temporary traffic lights not working |
| Road Related Offence |  |  |
| Road Traffic Collision | 1 | 01/07 – Injury collision |
| Natural Disaster |  |  |
| Wildlife |  |  |
| COVID | 2 | 17/07 – Suspected COVID breach  18/07 – Possible COVID breach |
| TOTAL THIS PERIOD | 11 |  |

7.2 The Chair thanked the two PCSOs present for the report. PCSO Swan advised Masham was a good live and the only significant matter to report was a MoP being trampled by cows whilst on a public footpath from Fearby Road to the golf course. The farmer had since put up warning signs, but it was advised for the public to be cautious with cattle as although this had been a rare occurrence, they were unpredictable. The Fisherman’s Hut had been investigated visually and appeared well maintained with no evidence of misuse. Mashamshire Litter Busters representative advised of knowing to leave and report anything suspicious but had not found anything during their litter picks either. Cllr Weatherill did say the local landowner had suspected drug misuse but had moved on the group.

7.3 The PCSO then progressed on to the current matter of the Travellers and advised they had got onto the Shooting Holme by use of an angle grinder to break the padlock off the height barrier. The investigation was ongoing with witnesses being questioned. Cllr Johnson advised ringing to report but had been advised it had already been reported. The PCSO explained the migration of the Travellers and the pivotal stops of their journey and felt that if a notice were issued to move on, they would act out of spite and get very resentful, most likely moving onto the market square. Swinton Estate had been contacted and said they would send for a skip but felt it was the safest, most convenient space for the Travellers to be. Cllr Simms felt they were saying this as they did not want them up nearer to Swinton Castle. The Chair asked if they were likely to be gone within 10 days and the PCSO was unsure and suspected it could be longer. Their children unfortunately were not as well-disciplined as everyday MoP. Cllr Grainger advised of issues with Travellers helping themselves to campsite shower facilities and questioned what could be done. The PCSO advised the doors could be locked but they would likely break in, so if they were not being abusive, it was best to tolerate this. It was explained the difficulty in tracking vehicles as the Travellers swapped plates. Cllr Barker recalled when Ripon Racecourse had its WC facilities vandalised and also asked if CCTV would help. It was advised this would unlikely deter them but could help gain evidence. The PCSOs asked if MPC wanted to put in a complaint. Cllrs agreed a complaint should be pursued and Cllrs Gregg and Johnson would give an estimate for the industrial lock damaged. **Action: CLLRS GREGG & JOHNSON.**

**6. MASHAMSHIRE LITTER BUSTERS**

6.1 The groups representative advised Leyburn’s waste centre were wanting rubbish separating so asked if they could use the green trade bins MC stored behind Masham Town Hall which the Litter Picker used. Cllr Blades pointed out excess bags were already being left out which was not nice for surrounding residents and encouraged vermin. Following discussion, it was **proposed** by Cllr Weatherill and **seconded** by Cllr Simms to ask HBC to supply another bin to enable MLB to add to. All those present voted in favour. It was **RESOLVED** for the Clerk to make the request. Cllrs were asked if they would like to follow the trend of supplying separate bins to separate waste, but Cllrs highlighted the towns recycling bins had been removed. MLB questioned if there was another organisation who would collect separated recycling and agreed to look into the matter further, Cllr Barker suggested cans could be collected and weighed in for scrap. **Action: CLERK.**

**8. MASHAMSHIRE COMMUNITY OFFICE UPDATE**

8.1. An update as of 22nd July 2021 was circulated to Cllrs from MCO prior to the meetings as follows, noted by Cllrs with no further comments to make;

UPDATES: 1. MCO current opening hours are Monday-Saturday 10am-3pm. We will be opening 12noon-2pm on Sundays throughout August. The library is open Monday-Friday 10am-12noon for restricted browsing and the Select and Collect service. From 2nd August opening hours will be extended to Monday and Wednesday 10am-3pm, Tuesday, Thursday-Saturday 10am-12.30pm. We continue to provide all our ‘normal’ services including provision of books, jigsaws, ticket sales, town hall bookings, other community and tourist information and public access computers in a Covid Secure manner. 2. Although the government relaxed restrictions on 19th July, at MCO we continue to encourage visitors to wear a face covering unless they are medically exempt from doing so and to be mindful of social distancing. We continue to clean down surfaces regularly, ventilate spaces where possible, ask people to sanitise hands upon entry and encourage people to scan the trace and trace QR code. We are asking visitors to please bear with us if there are queues outside the building as we are only allowing one visitor (or group) into the library at any one time due to the small space upstairs. This is to keep our volunteers, staff and visitors safe. 3. MCO continues to provide support to the local community as part of the agreement with NYCC to operate as a ‘Community Support Organisation’ (CSO). On 24th August, 10am-12 noon, we are hosting a Coffee Morning event in the Town Hall for our CSO volunteers on behalf of NYCC and Cllr Atkinson will be attending. 4. MCO has been coordinating volunteers to support the vaccination centre at Ripon Racecourse since February and the last session took place on 22nd July. In total, Ripon has welcomed 26,500 people through the door since February – what an achievement! A big thank you to all that have helped with this. MCO will be hosting a ‘Celebration of Volunteers’ event for all our volunteers later in the year. 5. Readers of the local Mashamshire e-newsletter completed a survey at the beginning of July and we received overwhelmingly positive feedback. All respondents said that overall, it was useful and over half reported that it was very useful. Taking on board their feedback, we will now include more on local news, less on personal finance and we will produce the newsletter once a week (rather than twice a week). Here are some of the comments we received: “The Newsletter is a vital part of keeping us together as a community, especially in the months of isolation caused by Covid. We both looked forward to every issue. We love it.”  
“I admire all the people who work so hard to produce it.”   
“The newsletter is a tremendous achievement”  
“I think it's an excellent newsletter and I always open it as soon as I get it. It's been a super way of keeping in touch with things during Covid.” 6. The first edition of our 2021 Visitor e-newsletter was released 22nd July and our feature article is available to read here: <https://www.visitmasham.com/masham-the-centre-of-the-universe/> 7. Our Flock gallery are onto their second rotation of artists displaying and selling their work MCO. For more info see: <https://www.visitmasham.com/new-flock-gathering-in-masham/> 8. The Summer Reading Challenge ‘Wild World Heroes’ has now launched. Children can visit the library to take part, there is a quiz to complete and prizes to be won. We are extremely grateful to Swinton Estate, Lightwater Valley, Thorp Perrow, Big Sheep Little Cow, Joneva, Bah Humbugs and The Lunchbox for their support in donating some amazing prizes. Find out more: [https://summerreadingchallenge.org.uk/news/general/wild-world-heroes-intro 9](https://summerreadingchallenge.org.uk/news/general/wild-world-heroes-intro%209). The Citizens Advice function continues to be delivered as a telephone & virtual drop-in service once a month.

ISSUES: These remain as reported in June and are as follows: 1. In normal times the MCO funding balance between statutory funding and self-generated income works well. Like other businesses, the self-generated income has been significantly reduced during the crisis and our expectation is that it will be slow to recover. In addition, we are likely to see an upturn in staff costs due to the reduction in volunteers. So, although our current position is secure, we anticipate significant funding challenges for 2021/2022 and beyond. 2. The developing plans for a Unitary Authority may impact on MCO and how we operate. We aim to keep a weather eye on developments.

FUTURE PLANNING: 1. The MCO Strategic Plan aims for us to continue and extend our work with the establishment of a regular walking for health group, a befriending scheme and recruiting drivers for the Ripon Volunteer Driving Scheme. Planning work continues as we establish such initiatives and raise valuable funds to support their delivery and success. 2. We are reviewing the way we communicate information to the local community including via our Facebook group Mashamshire Life and will be seeking feedback about what people want.

**9. TRAVELLERS**

9.1 Cllr Simms felt it was a shame that rates could not be withheld for North Yorkshire Police following their lack of action. Cllr Barker felt cameras and lighting should be put up and Cllr Gregg suggested a camera trap. Cllr Weatherill suggested this could give safety for other times of the year too. Cllrs agreed three estimates should be obtained for a CCTV camera and ducting for lights. Cllr Gregg suggested getting specialist advise first then get a quote. Cllr Vickery questioned insurance, maintenance and vandalism. The Chair asked Cllr Simms if HBC had any advice and he suggested YLCA and NYP would be the best place for the Clerk to start enquiries. **Action: CLLRS BARKER & GREGG & CLERK.**

**10. MASHAM PLAY AREA**

10.1 Cllrs discussed recent works and that there looked to be extra piping, four new manholes and the old pool had been broken through. Cllrs agreed looking a previous correspondence from HBC that there was a history of them trying to pass responsibility to MPC and that the Clerk should refrain from responding to recent correspondence trying to pass responsibility once more.

**11. RECREATION GROUND DRAINAGE**

11.1 Further to the agreement of works to be instructed via E Leathley & Son Ltd it was agreed for Cllr Johnson to liaise with the contractors to work on the ditch and put an extra drain in to help relieve the problem.  **Action: CLLR JOHNSON.**

**8.00PM - PUBLIC INTERVAL**

1. A MoP advised of hearsay reports via another MoP of further vandalism in relation to the footpaths adjacent to Mill House. Cllrs explained the history of communication from the Proprietors and no recent reports had been made and that they were planning to re-open the closed path once they had moved in from 9th August. The MoP explained the complexity of the legalities surrounding the paths and that as the easement was never registered, nor opposed, there may be grounds for a DMMO to be passed. The MoP said the submission of a DMMO would have more power coming from a local organisation rather than an individual and Cllr Ellis advised of the ongoing collection of evidential signatures.

Item 21 was brought forward by agreement of the Council

**21. FOOTPATHS ADJACENT TO MILL HOUSE**

21. It was **proposed** by Cllr Ellis and **seconded** by Cllr Barker for MPC to proceed with a DMMO application for the paths. The majority of those present voted in favour. It was **RESOLVED** for an application to be started.It was mentioned kissing gates would be preferable to the current stiles and the MoP offered to donate the timber for this if need be. Cllr Grainger reported the farmer had suggested people would not want to use the path once cattle were in situ. It was agreed for Cllr Pickard to contact the proprietor to check if the hearsay reports of further vandalism were correct and advised they had not wanted to upset people and were moving to enjoy Masham.

**12. SWINNEY BECK FLOOD PREVENTION**

12.1 The Chair advised Cllr Broadley had actioned recent correspondence to be sent to MP Julian Smith and the chief executives of the Environment Agency, NYCC and HBC to try to instigate some action. Cllrs discussed a new pathway having been put into hedge of a garden adjacent to Swinton Road and worry was given the effect this may have. It was felt the main issue were walls and bridges causing obstruction and the EA needed to request these to be removed. It was agreed for the Chair and Cllr Broadley should communicate this to the EA. **Action: CHAIR & CLLR BROADLEY.**

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

13.1 The matter had already been covered in Item 7.3.

**14. NEW LONG STAY HONESTY BOX & POTENTIAL ELECTRONIC HONESTY BOX**

14.1 Cllr Ellis was still looking for a quote from E Leathley & Son Ltd for stonework for the cairn part of a new box and would keep pursuing. Cllr Vickery reported the takings for the long stay boxes were down for the last few weeks. The Clerk had circulated a photo used by English Heritage of one of their sites of an electronic honesty box from Liberty Pay to take card payments. Cllrs agreed now was the right time to look into this further and for the Clerk to investigate options. Cllr Ellis questioned how they worked, and Cllr Vickery thought this was remotely. **Action: CLLRS ELLIS & CLERK.**

**15. MASHAM MARKET**

15.1 Cllr Johnson reported that some traders were missing the previous weekend due to holidays and shows. Progress had been made with potential card payments as Cllr Johnson had spoken to a manager at Barclays who had advised the first year could be provided free whereas it was normally £20pmth with a 1.6% transaction fee. The machine would work anywhere, provides receipts and the contract could be ended at any time. The Chair had investigated an alternative of Take Payments who charged £19pmth and had lower transaction fees for private accounts and higher fees for business ones. Cllrs discussed a separate account would be needed and Cllr Simms suggested World Pay as another provider. It was **proposed** by Cllr Ellis and **seconded** by Cllr Johnson for the Council to proceed with Barclays to start with and then other options could be pursued once MPC were more familiar with the process. All those present voted in favour and the **RESOLUTION** was carried, with Cllr Johnson to set up accordingly. The Chair and Cllr Grainger would liaise with the Market Superintendent over changes and training. **Action: CHAIR & CLLRS GRAINGER & JOHNSON.**

15.2 Cllr Grainger advised of the same local MoP having requested to hold another free-of-charge stall in aid of Teenage Cancer Trust on 14th August which Cllrs were supportive of on the basis they held the correct insurance. **Action: CLLR GRAINGER & CLERK.**

**16. FLORAL COMPETITION RESULTS**

16.1 The Clerk advised having contacted the judge both before the judging date and after for the results and was waiting a reply. **Action: CLERK.**

**17. FINGER POST**

17.1 Cllrs commended the recently assembled post with completed fingers and there had been a lot of support via Facebook. Cllr Weatherill did advise of a negative comment and also of some businesses that were not included. Cllr Johnson advised the barrel planters were in situ and bolted down ready for planting. The Clerk and Cllr Johnson would liaise over the final list of businesses and wording in order for invoices to be issued. The Clerk awaited the quote for the sheep emblem to go on the top. **Action: CLLR JOHNSON & CLERK.**

**18. BUS SHELTER ATM**

18.1 Further to Cllr Broadley’s recent report of the cash machine being out of use again recently, Cllrs had suggested a formal complaint being put in to Notemachine. The Clerk and MCO were repeatedly reporting that it was empty on regular occasions.

**19. BENCH AT SANDY BAY & DAMAGED MEMORIAL BENCH**

19.1 Cllr Weatherill advised the MoP donating a bench did still wish to donate the bench for the original location at Sandy Bay regardless of potential flooding, so both Cllrs Gregg and Weatherill would liaise over placing the concrete base waiting to go down. All Cllrs were in support. Cllr Johnson still needed to look at the memorial bench requiring repair.  **Action: CLLRS GREGG, JOHNSON & WEATHERILL.**

**20. STILE AT LOW BURTON**

20.1 Cllr Grainger had sent the NYCC design to the landowner who had not liked it and still wanted their own design. Cllr Grainger would visit them again with photographic examples of recent NYCC stiles and try to come up with a compromise. **Action: CLLR GRAINGER.**

**22. COMMUNITY SPEED WATCH**

22.1 The Clerk advised of there being no volunteers for a replacement for the Lead Resident for the voluntary group so suggested if it was suitable just to undertake the IT part which seemed to be the problem, then possibly the Clerk could undertake this role if the volunteers could undertake the rest. Cllrs agreed for the proposition to be suggested to NYP. **Action: CLERK.**

**23. HIGHWAYS MATTERS**

23.1 Matters to raise or chase with Highways were;

a) Cllr Grainger reported the water issue at Low Burton now appeared to be resolved with the water now being directed into a drain.

b) Cllr Weatherill commented that the pavements and roadsides had been sprayed in previous years and Cllr Johnson advised of having seen a quad with sprayer at the end of July so would take a while to see if the weeds die down. Cllr Grainger felt the approach into Masham was looking shabby and requested if a wider area towards Low and High Burton could be done too as they also pay rates. Cllr Ellis would get photographic evidence for the clerk to contact Highways with. **Action: CLLR ELLIS & CLERK.**

c) Cllr Weatherill reported a large block of concrete had appeared on the verge at the bottom of Station Bank.

**24. BLOCKED PAVEMENT TO THORPE ROAD**

24.1 The Clerk had circulated communication from Highways prior to the meeting that the local inspector had chased advice from their manager and a response was still awaited. The Chair advised combine harvester could not get through due to the bollards opposite and that yellow lines were really needed on Park Street too. Cllr Grainger advised the residents of the Park Street cottages had advised the two proposed bollards were not enough and that three were really needed. Church Street was also suggested as a problematic area for congestion due to on street parking too. It was agreed for the Clerk to request Highways to undertake a site meeting with the Chair and Cllr Grainger in order to discuss the area. **Action: CHAIR, CLLR GRAINGER & CLERK.**

**25. WORKS UNDERTAKEN BY COUNCILLORS**

25.1 Further to the query being raised by Cllr Gregg and advice circulated prior to the meeting from YLCA, it had been suggested that Cllrs could not compete for work, but those undertaking jobs via their own business could undertake paid work, but not in voluntary roles such as covering the Market Superintendent.

**26. PARISH CARETAKERS WORKS**

26.1 No works were requested, and Cllr Vickery advised the bank to Park Street was scheduled to be cut August/September time.

**27. CORRESPONDENCE FOR DISCUSSION/INFORMATION**

* 1. NYCC – Cllrs noted that further to the notification about the submission of the Minerals and Waste Joint Plan several policies and supporting text in the plan have been identified where a Main Modification is required to address concerns identified by the Inspector or other representations to the Joint Plan, or to reflect changes in evidence or national planning policy and a schedule has been prepared for consultation. The Main Modification consultation will start on Wednesday 21st July 2021 and close at 5pm on Wednesday 15th September 2021. Key documents are available for inspection at [www.northyorks.gov.uk/examination](http://www.northyorks.gov.uk/examination) Representations should only refer to the Schedule of Main Modifications, Sustainability Appraisal or the Habitat Regulations Assessment, not the Schedule of Additional Changes.
  2. Doncaster HF Rambling Club – Cllrs discussed the notification that bringing a party of hikers to Masham by coach on Sunday, September 12th and request if space for coach parking in the Market Square. As there was a Sunday market that day, it was agreed the group should be asked to use the coach park and liaise with Cllr Johnson to arrange timings and opening the gates. **Action: CLLR JOHNSON & CLERK.**
  3. NYCC – Cllrs noted the notification the Secretary of State has chosen the county council’s proposal for the future delivery of local government services in North Yorkshire. As such, a new single and strong council will deliver services to every household in the county from April 2023, replacing the eight councils currently operating under the two-tier system. NYCC are interested to hear from any Parish Council representatives who would want to join and positively work on the creation of the new authority. Interested Councillors should email [neil.irving@northyorks.gov.uk](mailto:neil.irving@northyorks.gov.uk)
  4. MoP – Cllrs discussed the enquiry as to whether a memorial plaque/bench could be located in Masham and suggested one could be located in front of the MCO, if not used on the market square o, on the basis that the MoP maintain it thereafter. **Action: CLERK.**
  5. Corks and Cases – Letter of concern raising Masham Market policies with regards to similar goods available at local commercial businesses was circulated to Cllrs prior to the meeting. Cllr Johnson suggested the stalls provided a different variety and pricing of goods from the shops and that the market was increasing footfall to the town and always had been twice a week. There had always been competition by way of items like fruit and veg, but it was just now Traders were diversifying. The Chair advised Masham’s increased footfall was being covered within the Neighbourhood Plan and Cllr Barker felt that internet sales have a lot to answer for and was actually a bigger influential factor to businesses than the market. Cllrs summarised that footfall to the town had increased this year and the finger post had also been provided to help direct visitors to the local businesses.

**28. ANY OTHER BUSINESS**

28.1 Cllr Johnson advised the loose kerbstone near the post box on Market Place had been reported to Highways.

28.2 Cllr Vickery advised having not been able to see the picnic tables down on the Shooting Holme and would double check next time. **Action: CLLR VICKERY.**

28.3 Cllr Gregg queried the leak to Common Head Lane and the Clerk would chase Yorkshire Water and Highways again with photographs from Cllr Ellis. **Action: CLERK.**

**29. DATE OF NEXT MEETING**

29.1 Monday 6th September 2021.

(Item 30 was then held in private due to the nature of the content).

**CLOSURE:** The Meeting closed at 21:20pm.

Dated 17/08/2021

*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 APPLICATIONS FROM HARROGATE BOROUGH COUNCIL TO 2nd AUGUST 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DEADLINE** |
| The Shop, 6 College Lane, Masham, HG4 4HE | Application No.: 21/03326/COU  Proposal: Change of use from commercial shop to one bedroomed residential accommodation (C3 use class).  Applicant: Mr Giles Edwards | 22nd August |

**PLANNING ENFORCEMENTS NOTIFIED BY HARROGATE BOROUGH COUNCILTO 2nd AUGUST 2021**

|  |  |  |
| --- | --- | --- |
| ADDRESS OF PROPERTY | DETAILS OF ENFORCEMENT NOTIFICATION | ACTION |
| Jasmine Cottage, 7 Red Lane, Masham, HG4 4HH | Possible breach of window glazing condition. | The officer believes the owners will be putting this right. Update 29th July -  HBC contacted the owner last week and they said that the louvres have been completed this week. HBC asked MPC to verify for them. |
| Cardinal Court, College Lane, Masham | Erection of electric gates | Update 1st July – the office has not made much progress with this one so will try to make contact with the owners again. It is a breach of planning, but the officer does not view this as being a harmful development and that it is best that HBC seek to get them to apply for planning permission to properly consider the impacts. Update 29th July - HBC will write again to the occupant. It is a breach of planning, so HBC will invite an application to regularise the situation. If they do not hear from them, then HBC will visit the site again to make an assessment of the harm. |
| Silverdale, 25 College Lane, Masham, HG4 4HE | Erection of outbuilding and installation of electric gates | Notification of a communication received on 24 June 2021 which reports a possible breach of planning control. 22 July – HBC advised that an investigation has been carried out and that it would appear that the erection of the gates and outbuilding are a breach of planning. HBC have written to the owner to request that a retrospective planning application is submitted within 6 weeks. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **FINANCE SCHEDULE** | |  |  | **APPENDIX B (1/2)** | |
| **RECEIPTS** |  |  |  |  |  |  |  |
| **(i) Advice of receipts from 6th July to 2nd August 2021** | | | |  |  |  |  |
| Market Rents |  |  |  |  |  | £3,644.00 |  |
| Honesty Box |  |  |  |  |  | £2,866.00 |  |
|  |  | **Total receipts for the month** | | |  | **£6,510.00** |  |
| **PAYMENTS** |  |  |  |  |  |  |  |
| **(ii) Payments by cheque on 2nd August 2021 for approval from Barclays - Masham Parish Council Account** | | | | | | | |
|  |  |  |  |  |  |  | **Cheque No.** |
| John Todd, Market Superintendent - SSP, Pro-Rate Salary & Phone Allowance Apr/May/Jun (Tax £2.00) | | | | | | | 101087 |
| Eric Wilkinson, Litter Picker - July Salary (Tax £34.20) | | | |  |  |  | 101088 |
| Jen Hurford, Parish Clerk - July Salary (Tax £2.40) | | | |  |  |  | 101089 |
|  |  |  | **Staff Salaries Total** | |  | **£1,577.49** |  |
| HMRC - PAYE |  |  |  |  |  | £38.60 | 101090 |
| D3 Office Group Ltd - Stationery (VAT £8.35) | | |  |  |  | £50.09 | 101091 |
| Masham Town Hall - Meeting room hire 5th July (VAT £2.40) | | | |  |  | £14.40 | 101092 |
| AW Nicol - Parish Caretaker works strimming, honesty box signs, broken steps | | | | | | £489.22 | 101093 |
| **Direct Debits** |  |  |  |  |  |  |  |
| Green Energy - Electricity (VAT £1.10) | | |  |  |  | £23.06 |  |
|  |  | **Total Payments** | |  |  | **£2,192.86** |  |
| BANK BALANCES |  |  |  |  |  |  |  |
| Barclays - Masham Parish Council - Current Account | | | |  |  |  |  |
|  | Balance as at 31 July 2021 | |  |  | £35,227.61 | Cr |  |
| CCLA Public Deposit Sector Fund Account | | |  |  |  |  |  |
|  | Balance as at 30 June 2021 | | |  | £40,300.76 | Cr |  |
|  |  |  | Overall Total |  | £75,528.37 | Cr |  |

**APPENDIX C**

**MASHAM PARISH COUNCIL – MEETING 2nd AUGUST 2021**

Correspondence for information/consideration etc

1. NYCC – Further to the notification about the submission of the Minerals and Waste Joint Plan several policies and supporting text in the plan have been identified where a Main Modification is required to address concerns identified by the Inspector or other representations to the Joint Plan, or to reflect changes in evidence or national planning policy and a schedule has been prepared for consultation. The Main Modification consultation will start on Wednesday 21st July 2021 and close at 5pm on Wednesday 15th September 2021. Key documents are available for inspection at [www.northyorks.gov.uk/examination](http://www.northyorks.gov.uk/examination) Representations should only refer to the Schedule of Main Modifications, Sustainability Appraisal or the Habitat Regulations Assessment, not the Schedule of Additional Changes.
2. Doncaster HF Rambling Club – Notification that bringing a party of hikers to Masham by coach on Sunday, September 12th and request if space for coach parking in the Market Square.
3. NYCC – Notification the Secretary of State has chosen the county council’s proposal for the future delivery of local government services in North Yorkshire. As such, a new single and strong council will deliver services to every household in the county from April 2023, replacing the eight councils currently operating under the two-tier system. NYCC are interested to hear from any Parish Council representatives who would want to join and positively work on the creation of the new authority. Interested Councillors should email [neil.irving@northyorks.gov.uk](mailto:neil.irving@northyorks.gov.uk)
4. MoP - Enquiry as to whether a memorial plaque/bench could be located in Masham.
5. Corks and Cases – Letter of concern raising Masham Market policies with regards to similar goods available at local commercial businesses.

**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 6th SEPTEMBER 2021**

**PRESENT:**

**Parish Council**: Cllr Rosemary Blades, Cllr John Ellis, Cllr Flo Grainger (Vice-chairman), Cllr James Gregg, Cllr Ian Johnson, Cllr Neil Pickard (Chairman), Cllr Jane Vickery, Cllr Peter Weatherill, Cllr Valerie Broadley

**Present:** 4 Members of Public (MoP)

**1. APOLOGIES**

* 1. Cllr Nigel Simms, Cllr Robert Greensit, County Cllr Margaret Atkinson and Clerk.

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

2.1 It was **proposed** by Cllr Johnson and **seconded** by Cllr Weatherill that the Minutes of the 2nd August 2021 meeting be formally approved as a true and accurate record. All those who attended the 2nd August 2021 meeting and who were present voted in favour. It was **RESOLVED** that the Chair should sign the Minutes as a true and accurate record. **Action: CLERK.**

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

3.1 Cllr Johnson declared an interest in Item 17, Cllr Weatherill in item 4, and Cllr Gregg in Items 9 & 14.

**4. PLANNING MATTERS**

* 1. Planning Applications received from Harrogate Borough Council;

The Mill, Thorpe Road, Masham, Following discussion, it was **proposed** by Cllr Johnson and **seconded** by Cllr Ellis that MPC wished to support the application.

All those present voted in favour and the **RESOLUTION** was carried. The Clerk would be requested to advise HBC of the above MPC decision. **Action: CLERK.**

* 1. Planning Enforcements – not discussed due to information being unavailable

**5. FINANCIAL MATTERS**

5.1 Financial Matters not discussed due to information being unavailable. MPC will discuss this and the following months data at the meeting scheduled for 4th October 2021.

Item 7 was brought forward by agreement of the Council

**6. NEIGHBOURHOOD POLICING TEAM REPORT**

6.1 No information received this month.

**7. MASHAMSHIRE COMMUNITY OFFICE REPORT**

7.1 Members had had the opportunity to read and digest the report. It was noted that two new volunteers had been sourced which would enable extended opening of the library. Members discussed whether there might be benefit in the office opening on Sundays, but Cllr Vickery suggested that from her experience when Sunday opening had been trialled there had been a lack of footfall rendering this option unviable. The Chair expressed MPC’s thanks for the good work done by the Community Office.

**8. FOOTPATHS ADJACENT TO MILL HOUSE**

8.1 The Chair thanked the owners of Mill House for attending the meeting and invited the main point of contact to speak regarding this matter who stated that he and his wife were now resident at Mill House and wished to engage and work with the community.

He thanked MPC for the opportunity to present to members some context to the permissive path situation and thanked Cllr Pickard for allowing the discussion. He stated that when they bought the property he was not made aware of the covenant drawn up, but now that he had been made aware he has not and never has had any issue with the status quo as agreed in 1992.

He stated that he had carried out actions as agreed with MPC, the permissive path had re-opened as planned. He had attended meetings with NYCC and ramblers without any objection being raised. He was in the process of developing the field as a wildflower hay meadow in consultation with the AONB.

Cllr Blades suggested that it may be beneficial if the stiles could be lowered as some older residents were finding them difficult to traverse. The owner agreed to add an extra step to all of the stiles to make them easier to traverse. He undertook to get this work done in the next four weeks.

He also offered that he would get opinion of the 1992 agreement and if it is sound, get the agreement registered with the deeds of the property. He would pay for this opinion and share it with members. If it transpires that a new agreement needs to be drafted, he would organise this in co-operation with MPC, again at his expense.

MPC discussed the appropriateness of pursuing a DMMO in the light of these developments, and after discussion it was **proposed** by Cllr Johnson and **seconded** by Cllr Weatherill that MPC should not pursue the DMMO at this time, but monitor the situation for 6 months when, if satisfactory progress has been made, it would not be pursued further.

He requested Cllr Pickard share with him relevant correspondence relating to the 1992 draft to enable him to get legal opinion which he agreed to do.

**9. MASHAM CHRISTMAS LIGHTS ASSOCIATION**

9.1 MCLA’s organiser had sent apologies that he was unable to attend the meeting, but had emailed a request to MPC. Members had had an opportunity to peruse this content.

It was **proposed** by Cllr Ellis and **seconded** by Cllr Grainger that MPC fund the sum of £1,500 towards work and ongoing repairs to the lights on a similar basis to previous years.

With the exception of Cllr Gregg who had previously declared an interest, this proposal was **carried**.

**10. FOLLOW UP ON TRAVELLERS VISIT**

10.1 Cllr Grainger reported that the lifebelt had been recovered from the river and was currently at the Fire Station pending reinstallation. The floatable rope which had been attached to the belt had been cut and needed to be replaced.

It was **proposed** by Cllr Johnson and **seconded** by Cllr Weatherill that Cllr Grainger source a new rope up to a value of £100. This was **carried** by all present.

**ACTION: CLLR GRAINGER**

10.2 Members discussed a letter which had been received from a member of the public. Cllr Grainger outlined that the rationale for action in this area had been at the behest of members of the community. She offered to draft a response outlining the consultation undertaken and the public support for a height barrier.

**ACTION: CLLR GRAINGER**

10.3 Cllr Broadley raised the question of CCTV being discussed for possible installation and cautioned that consideration needed to be taken of the issues relating to CCTV operation by public bodies. Further work would be needed to research this properly in respect of data protection and other issues if it were at some time intended to install CCTV in any areas of the town.

10.4 It was noted that a picnic table appeared to be missing from the Shooting Holme. Further enquiries to be made with a view to possible replacement ahead of the next summer season.

10.5 The occupants of the Gas House had thanked MPC for their efforts in preventing wild camping outside this property.

10.6 It was noted that an amount of detritus including human waste had been left in the bushes adjacent to the river. Cllr Weatherill suggested that this area needed to be cut back and maintained in a tidy state permanently. This was supported by those present

**ACTION: CLERK TO CONTACT HBC WHO MAINTAIN THE VILLAGE GREEN AREA**

**11. RECREATION GROUND DRAINAGE**

11.1 It was noted that the area where the school steps come out onto the sports field still required attention. It was agreed that Cllr Ellis would liaise with a local contractor regarding having this area drained and hardcore surface applied.

**ACTION: CLLR ELLIS**

**8.00PM - PUBLIC INTERVAL**

1. A MoP advised that shrubbery in Tittybottle Park had become overgrown and was in need of attention. Some of this was now protruding onto the footpath on Silver Street. It was suggested that the area required a general cutback, and lifting of the tree canopy in the park area to improve visibility and to allow the ground based plants and flora room to thrive to help improve biodiversity.

**ACTION: CLERK TO WRITE TO HBC**

1. A MoP suggested that the Bowling Green car park was badly potholed and required remedial work. An initial hardcore fill was suggested, followed by possible tar and chippings.

**ACTION: CLLR GRAINGER & CLERK TO DISCUSS WITH QUARRY AND TO OBTAIN QUOTES**

1. It was reported that the footpath on Red Lane leading to Maple Creek flats was unfinished.

**ACTION: CLLRS PICKARD AND GRAINGER TO RAISE WITH HIGHWAYS AT PLANNED MEETING**

**12. COMMUTED SUMS**

This related to a query raised by the Clerk who was absent.

**ACTION: CLERK TO PURSUE AND REPORT BACK**

**13. SWINNEY BECK FLOOD PREVENTION**

13.1 Cllr Broadley reported that she had now had correspondence in response to her letter from the EA and NYCC. Both advise that efforts are ongoing. Our request for a co-ordinated response and co-operation with Tarmac to develop a flood relief scheme had been noted. Cllr Broadley also updated that she had managed to secure a short meeting with MP Julian Smith and had briefed him regarding the work ongoing. She had secured the MP’s support regarding co-ordinated action, and advised that Mr Smith had requested a further update following from work being carried out by Tarmac. He is supportive of the work MPC are carrying out.

13.2 Cllr Broadley had had recent contact with HBC and a meeting was planned to discuss further possible works to the Maple Creek bridge and the possible removal of the weir.

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

14.1 Cllr Gregg to liaise with Austin Gregg re potential for electric charging points and lighting in the vicinity of the bowling club car park. It is believed that a suitable 3 phase electricity supply may already be installed at the Bowling Club.

**15. HONESTY BOXES**

15.1 It was suggested that two persons should be responsible for emptying the honesty boxes. This should be the Clerk and a Parish Councillor on a rotational basis.

15.2 Cllr Johnson reported that the honesty box on the Market Place is in need of attention and a replacement insert is required. Cllr Johnson agreed to progress a new design for this box. Cllr Ellis will suspend action in respect of the long-stay box, so that both can be progressed together. Members will await the outcome of the Clerk’s research before making any decision re electronic payments

**ACTION: CLLR ELLIS, CLLR JOHNSON, CLERK**

**16. MASHAM MARKET**

16.1 Cllr Johnson reported that MPC should receive the card payments machine in the next 12-14 days. It will then be necessary to train the Market Superintendent in its use. It is intended that all market traders will be required to pay by card.

16.2 A new cones barrow has been purchased at a cost of £139.99. There may be a person willing to assist with placement of cones. Cllr Johnson will pursue this.

**ACTION: CLLR PICKARD & GRAINGER TO MEET WITH MARKET SUPERINTENDENT WHEN CARD PAYMENT MACHINE ARRIVES**

**17. FLORAL COMPETITION RESULTS**

17.1 The competition has been judged and winners are:

DOMESTIC: 1st Geoff Hunter

2nd  Dave Harley

BUSINESS 1st White Bear

Commendation: Councillor felt that the Charity Shop display on Silver Street was worthy of commendation.

Thanks to all those who participated.

**ACTION: CLLR PICKARD AND GRAINGER TO ARRANGE PRESENTATIONS TO WINNERS**

17.2 The possibility of a Christmas Wreath competition was discussed.

**ACTION: CLERK TO LIAISE WITH DAVID BROADLEY**

**18. FINGER POST**

18.1 The Clerk will be sending invoices out to participants in this scheme shortly. It was noted that there have been some very positive comments and photographs have been taken. One trader has reported a 50% increase in footfall since the installation of the post.

**ACTION: CLERK.**

**19. STILE AT LOW BURTON**

19.1 Cllr Grainger had sent the NYCC design to the landowner who had not liked it and still wanted their own design. Cllr Grainger to put Footpaths Officer in touch with landowner to see if some compromise can be reached.

**ACTION: CLLR GRAINGER.**

**20. HIGHWAYS MATTERS**

20.1 Matters to raise or chase with Highways were;

a) a new installation was noted at the junction B6267/A6108. Following discussion it was established that this was a weather station

b) Silver Street was deteriorating and the roadway cracking up, also the area near the trough at the foot of the hill needs attention

c) The bollards on Thorpe Road continue to cause problems with a combine harvester having been unable to pass the obstruction on several occasions.

d) A large pothole in Little Market Place needs attention as it is a trip hazard to pedestrians

e) Maple Creek pavement requires reporting as per public item

f) There is a tree growing out of the upstream side of Masham Bridge

g) The grass cutting contractor has performed an excellent job in High Ellington opening up visibility and deserves recognition

**ACTION: CLLR PICKARD & GRAINGER TO DRAW TO HIGHWAYS ATTENTION**

**21. THORPE ROAD BLOCKED PAVEMENT**

21.1 Cllrs Pickard and Grainger will be meeting Highways imminently and will raise further discussion re continuing obstructions.

**ACTION: CLLR PICKARD & GRAINGER TO DRAW TO HIGHWAYS ATTENTION**

**22. WESTHOLME COURT PLAY AREA**

22.1 It was reported that the ground markings have now virtually worn away. It was suggested that this type of feature was no longer popular with smaller children and an alternative piece of apparatus may now be appropriate. Members to give consideration as to how this might best be progressed.

22.2 A large hedge adjacent to the play area needs cutting back as it is causing the play area to become mossed.

**ACTION: CLLR PICKARD TO DRAFT SUITABLE LETTER TO HEDGE OWNERS**

**23. PARISH CARETAKERS WORKS**

23.1 Work was requested to Dixon Keld steps, area to right of steps when descending requires cutting back, and two steps require replacement

**ACTION: CLLR VICKERY TO ARRANGE**

**24. CORRESPONDENCE FOR DISCUSSION/INFORMATION**

24. None received due to Clerk being absent.

**25. ANY OTHER BUSINESS**

25.1 Cllrs Weatherill and Gregg require keys for council shed.

**ACTION: CLLR BROADLEY TO ARRANGE**

**26. DATE OF NEXT MEETING**

26.1 Monday 4th October 2021.

**CLOSURE:** The Meeting closed at 21:03pm.

Dated 09/09/2021

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**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 4th OCTOBER 2021**

**PRESENT:**

**Parish Council**: Cllr Colin Barker (present from Item 7), Cllr Rosemary Blades, Cllr John Ellis, Cllr Flo Grainger (Vice-chairman), Cllr Robert Greensit, Cllr James Gregg, Cllr Ian Johnson, Cllr Neil Pickard (Chairman), Cllr Nigel Simms, Cllr Jane Vickery, Cllr Peter Weatherill, with Jen Hurford (Parish Clerk).

**Present:** 7 Members of Public (MoP)

**1. APOLOGIES**

* 1. Cllr Valerie Broadley and County Cllr Margaret Atkinson.

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

2.1 Minutes of the Monthly Meeting held 2021. It was **proposed** by Cllr Ellis and **seconded** by Cllr Johnson that the Minutes of the 6th September 2021 meeting be formally approved as a true and accurate record. All those who attended the 6th September 2021 meeting and who were present voted in favour. It was **RESOLVED** that the Chair should sign the Minutes as a true and accurate record. **Action: CLERK.**

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

3.1 There were none declared.

**4. PLANNING MATTERS**

* 1. Appendix A from 6th September appears at Appendix A. Cllrs noted the contents of which had been missing at the previous meeting and agreed no action was required.
  2. Appendix A for 4th October, Planning Applications received from Harrogate Borough Council;

4.2.1 Burnwood, 2 Park Drive, Masham, HG4 4HY - Single storey infill rear extension with flat roof and lanterns concealed by parapet wall. Following discussion, it was **proposed** by Cllr Greensit and **seconded** by Cllr Grainger that MPC had no objections to the application. All those present voted in favour and the **RESOLUTION** was carried. The Clerk would advise HBC of the above MPC decision. **Action: CLERK.**

* 1. Planning Approvals – A list of approvals appear at Appendix A.
  2. Planning Enforcements – A list of enforcements appear at Appendix A.
  3. Correspondence from a MoP had been circulated to Cllrs prior to the meeting regarding concerns over the application for 5 Little Market Place, raising concerns over plans for the rubbish being left out on a public access road and that the plans had been misleading. Cllrs noted the comments and as the MoP had raised these concerns with HBC, no further action was required from MPC.

**5. FINANCIAL MATTERS**

5.1 Advice of Receipts and Payments. Details of the Receipts and Payments prepared for, but unavailable due to the absence of the Clerk, at the meeting of 6th September are scheduled under Appendix B (1/2) and were advised of by the Clerk.

5.1.2 Acceptance of the Advice of Receipts and Payments via cheque from 6th September was **proposed** by Cllr Ellis and **seconded** by Cllr Greensit. All those present voted in favour. It was **RESOLVED** that the Receipts and Payments schedule be approved. Details of the Council’s bank account balances are shown at Appendix B. **Action: CLERK.**

5.2 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.

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

5.3 Consideration of S137 Donation for Maple Creek Lunch Club Insurance. Cllr Grainger advised of the request from the group for MPC to cover the £173.12 premium. It was **proposed** by Cllr Johnson and **seconded** by Cllr Ellis to donate the funds to cover this. All those present voted in favour. It was **RESOLVED** that the Clerk raise the payment accordingly. **Action: CLERK.**

5.4 Completion of the AGAR for the year ended 31st March 2021. It was **proposed** by Cllr Johnson and **seconded** by Cllr Vickery to settle the invoice for this and for the relevant documents to be published accordingly. All those present voted in favour. It was **RESOLVED** for the Clerk to action. **Action: CLERK.**

**6. NEIGHBOURHOOD POLICING TEAM REPORT**

6.1 The below report was circulated to Cllrs prior to the meeting.

Ripon and Pateley Bridge NPT: Town and Parish Council Report

|  |  |
| --- | --- |
| Town or Parish | Masham Town Council |
| Report Completed By : | PS1835 Clare Mayes |
| Data Reporting Period : | 26/07/2021 to 27/09/2021 |

Crime and ASB Data

|  |  |  |
| --- | --- | --- |
| Qualifier | No of Incidents |  |
| Anti-social behaviour | 2 | 02/08 – Neighbour dispute  21/08 – Male refusing to leave pub |
| Environmental anti-social behaviour | 3 | 3 x 01/08 – Travellers arrived at location |
| Auto crime |  |  |
| Burglary |  |  |
| Criminal Damage | 5 | 02/08 – Padlock damaged  08/08 – Window smashed  22/09 – Wing mirror smashed  25/09 – Window smashed  25/09 – Window smashed |
| Theft | 1 | 06/09 – Alcohol stolen |
| Violence | 1 | 04/08 – Common assault |
| Public Order Incident | 1 | 04/08 – Person being abusive |
| Fraud | 1 | 06/08 – Bank account hacked |
| Suspect Circumstances | 2 | 14/09 – Suspicious vehicle  22/09 – males looking around for scrap |
| Alarm |  |  |
| Highway Disruption | 2 | 11/09 – fallen tree  22/09 – Vehicle obstruction |
| Road Related Offence | 1 | 31/07 – Manner of driving complaint |
| Road Traffic Collision | 6 | 04/08 – Damage only collision  06/08 – Damage only collision  12/08 – Damage only collision  14/08 – Injury collision  16/08 – Damage only collision  08/09 – Damage only collision |
| Natural Disaster |  |  |
| Wildlife | 1 | 19/09 – Poachers on land |
| COVID |  |  |
| TOTAL THIS PERIOD | 26 |  |

6.2 PCSO Swan explained of being in attendance due to the recent concerns over the travellers and had brought PC Spittlehouse to clarify the laws which police have to abide by with regards to them. They clarified they had been dealing with the matter of the damaged barrier lock but had been unable to progress due to being unable to make contact with the initial witness. A caravan had been pointed out as responsible, but the person had not been there when they attended the site. The offender had to be identified in order to be able to pursue for criminal damage. It was clarified it was the landowners Swinton Estate who would need to take action and the process towards eviction was explained. If there was obvious violence and over 6 caravans the police would have more grounds to take action. The law is due to be changed but is not in affect yet. The police would like to help minimise the impact of travellers on the community, for example, the presence of human faeces being left. They could not exclude the travellers and to attempt to would encourage them to move onto the market square. Cllr clarified their presence is not actually historical and it is only within the last 15 years the travellers had stopped as previously it was just the bow tops and horse. Cllrs also advised it was the breaking in through the height barrier, the increase of crime in the area, which the recent report reflected, and the clear up after their visit that was the issue. Cllr Greensit clarified that recent travellers with horse near to High Ellington had not been a problem and Cllr Ellis reported of them standing on the back of pick-ups driving round the neighbourhood looking into residents’ gardens for items. Cllr Vickery expressed if the travellers expect to come and be welcomed then the thieving, intimidation, rubbish and damage needed to be stopped. PCSO suggested they could help establish rapport between a Cllr and the senior member of the traveller community. Cllrs felt the community was being discriminated against as the travellers were not being tackled for their crime. PC Spittlehouse would leave his contact details to liaise further, and the Chair thanked both officers for their presence.

6.3 Cllr Ellis highlighted and commended the recent speed trap on The Avenue. PCSO Swan confirmed the cones for the market used for traffic control at the Sheep Fair had now been returned and could see the problem of parking on Park Street obstructing traffic flow, so had managed much better on the second day of the event. They agreed to support some yellow lining on Park Street and Thorpe Road, but continuous lining would be detrimental to residents with no off-street parking.

**7. MASHAMSHIRE COMMUNITY OFFICE UPDATE**

7.1 An update as of 30th September 2021 was circulated to Cllrs from MCO prior to the meetings as follows, noted by Cllrs with no comments to make;

UPDATES: 1. MCO current opening hours are Monday-Saturday 10am-3pm. 2. We continue to provide all our ‘normal’ services including provision of books, jigsaws, ticket sales, town hall bookings, other community and tourist information and public access computers in a Covid Secure manner. We’ve seen an increase in ticket sales recently. We opened Saturday and Sunday for the Sheep Fair and welcomed almost 750 visitors. 3. We continue to encourage visitors to wear a face covering unless they are medically exempt from doing so and to be mindful of social distancing. We also continue with our existing COVID safety measures regarding cleaning, ventilating spaces, hand sanitisation and encouraging people to scan the track and trace QR code. 4. MCO continues to provide support to the local community as part of the agreement with NYCC to operate as a ‘Community Support Organisation’ (CSO). 5. From Monday 4th October the library will extend its opening hours to Monday-Friday 10am-3pm and Saturday 10am-12.30pm. Some of the afternoon sessions may be self-service due to volunteer availability and when our new volunteers are fully trained, we hope to open until 4pm one afternoon a week to enable children/parents to visit after school. Library footfall has increased month on month since reopening for browsing in Apr as people feel more confident about coming out and visiting places. We experienced a big increase throughout August due to the number of children visiting for the Summer Reading Challenge which proved very successful thanks to the efforts of our volunteer librarians and feedback received was very positive. We are still only allowing one visitor/family group into the library at any one time due to the small space upstairs. This is to keep our volunteers, staff and visitors safe. 6. Promoting Masham: MCO produce content for the Parish Magazine, D&S, Ripon Gazette and posters in the market square as well as two regular e-newsletters, one for residents and one for visitors. Please encourage people to sign up: https://www.visitmasham.com/signup/ - they just need to tick to state whether they are a visitor or a local to make sure they get the relevant newsletter. See previous editions: https://us5.campaignarchive.com/home/?u=bcc7cf5ead&id=a78aa16195 We continue to be very active on Social Media platforms – please do encourage people to connect, like and follow: a) Instagram: @visitmasham b) Facebook for visitors: @visitmasham c) Facebook for locals: @MashamshireCommunity 7. Our Flock Gallery has lots of new stock and we are also selling a Masham Calendar featuring local landscape shots, thank you to everyone that took part in the competition, this will raise much needed funds for MCO to support our good work in the community – pop in and pick one up for friends as a Christmas gift! 8. The Citizens Advice function continues to be delivered as a telephone & virtual drop-in service once a month.

ISSUES: These remain as reported in July and are as follows: 1. In normal times the MCO funding balance between statutory funding and self-generated income works well. Like other businesses, the self-generated income has been significantly reduced during the crisis and our expectation is that it will be slow to recover. In addition, we are likely to see an upturn in staff costs due to the reduction in volunteers. So, although our current position is secure, we anticipate significant funding challenges for 2021/2022 and beyond. 2. The developing plans for a Unitary Authority may impact on MCO and how we operate. We aim to keep a weather eye on developments.

FUTURE PLANNING: 1. The MCO Strategic Plan aims for us to continue and extend our work with the establishment of a Wellbeing walking group in partnership with NYCC Stronger Communities, NY Sport and The Ramblers, a telephone Befriending service pilot scheme and the recruitment of local drivers for the Ripon Volunteer Driving Scheme as Masham currently only has one local volunteer driver. Planning work continues as we establish these initiatives, raise valuable funds, explore funding sources and recruit volunteers to support their delivery and success. 2. We will be setting a date for Masham Connections to start back up again this winter. The purpose of the group is to provide an opportunity for owners of businesses based in Masham and the local area to meet and connect with one another.

**8. RECREATION GROUND DRAINAGE**

8.1 Cllr Johnson advised E Leathley & Son Ltd had investigated and felt it best to get rid of a lot of the vegetation in order to get into the inspection chambers. Cllrs discussed the bridge over the ditch and that a new drain needed putting in with some hardcore. Cllr Ellis thought the drain could be silted up. Cllr Weatherill highlighted ditches could cause a hazard and it was questioned whether a new pipe was needed. It was discussed a price would need to be obtained to dig out the pipe and put in a new perforated pipe covered in gravel and hard core. Cllr Simms guessed this would be in the region of £4 to £5k. Cllr Gregg recommended a solid pipe would stop the invasion by tree roots. The Chair thought it was a section of approximately 150m through the trees at the back of the sports pavilion that needed the work and Cllr Greensit guessed it would be £3 to £4k. Cllrs agreed 3 estimated should be obtained by the Clerk from E Leathley & Sons, Falshaw Partners and J Musgrave, with Cllr Weatherill as a point of contact to meet on site. **Action: CLERK.**

**9. COMMUTED SUMS**

9.1 The Clerk circulated HBC’s response over three sums earmarked by MPC for tree works which had been spent as follows; CHYP59 for £36.42 - This has been spent and looks like it was part of some works that HBC authorised also money from Children and young people would not have covered tree works anyway; OSF167 for £253 - These where used on the MUGA by HBC in 2016 as above OSF would not have covered tree works in any case; P&G39 for £54.30 has been spent but I can’t find any narrative as to what it was spent on other than it was journal to cover an over spend. Cllrs discussed it had not been made clear where and when the money had gone, and Cllr Simms explained HBC should not really spend monies without asking MPC and agreed the Clerk should monitor the situation. **Action: CLERK.**

**10. RIVER URE EMBANKMENT & TITTYBOTTLE SHRUBBERY**

10.1 The Clerk had raised both matters to be addressed with HBC and was waiting a comprehensive response. Cllr Simms suggested they would not address by the river and may try to push back the responsibility of Tittybottle Park back to MPC. But there would need to be a proper agreement in place. Cllrs agreed to await the response and make a plan over the coming months.

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

11.Cllr Gregg advised Gregg Electrical had outlined it would cost around £6k for lights and a camera. The Chair advised Cllr Broadley was very concerned over the provision of CCTV. Cllr Gregg advised it would be around £3k for lighting, plus someone to dig and reinstate the power supply. Cllrs discussed if HBC intend to put in electric car charging points should this be awaited. Siting was discussed for either end of the bowling club and Cllr Barker advised posts could either be buried or bolted to concrete. Cllr Gregg explained that digging in ducting would add to the cost from the back of the bowling green. It was agreed for Cllr Gregg to obtain an up-to-date quote for two electric powered light behind the honesty box in between the play area and tennis court and one near the bowling green fence. **Action: CLLR GREGG.**

**8.00PM - PUBLIC INTERVAL**

1. The Proprietors of Mill House advised the stiles to the footpaths adjacent had now had an extra step added and that their solicitor had advised the 1992 deed was problematic due to its current form so recommended that a statement and map should be submitted to NYCC so that it was on public record. The Proprietors would fund and proceed with this which the Chair confirmed MPC would welcome.
2. A MoP advised of the board with a painting on the market square near the Kings Head was looking in poor condition. Cllrs discussed that it either needed relocating or renovating and Cllrs should take a look for discussion on the next Agenda. **Action: ALL CLLRS & CLERK.**

**12. HONESTY BOXES**

12.1 Cllr Johnson suggested the market place cairn could have the internal section cut to fit a new larger box into. Cllr Johnson would pass the design onto the Clerk and Cllr Ellis. **Action: CLLRS ELLIS & JOHNSON & CLERK.**

12.2 The Clerk circulated some prices for the internal unit prior to the meeting. Good Box would charge 2.5% plus 10p fee per donation for the GBx integrated device for use behind glass with the rear side protected. Lease for 6mths was £60 monthly fee, 12mths £50, 24mths £35 and 36mths £30. The unit could also be purchased for £350 plus £17.50pmth service fees. The window shield was £30. Liberty Pay could supply their Payter model a 2yr rental at £29.95pmth or a 3yr rental at £24.95pmth. Units could be purchased for £395 plus £19,95 for processing, connection management, service and support, or could do short term hire. They recommended ECL Plastics for the external unit who had estimated around £550 for the exterior stand but that a prototype would not be ready until around December. Cllrs discussed and though to initially lease a unit would be a good idea to see how it goes and asked the Clerk to ask for a firm price for the external unit when it was ready. **Action: CLERK.**

12.3 Following agreement at the previous meeting, it had been suggested for Cllrs to take it in turns to escort the Clerk emptying the market square honesty box. Cllrs Blades, Ellis and Vickery offered to devise a schedule with the Clerk. **Action: CLLRS BLADES, ELLIS & VICKERY & CLERK.**

**13. MASHAM MARKET**

13.1 Cllr Johnson advised the new card payment machine had been received and the Chair and Cllr Grainger had been shown to then train the Market Superintendent in readiness for the next market. The receipt for the end of the day could then be passed to the Clerk and Cllr Grainger offered to get the spare receipt rolls needed. **Action: CHAIR & CLLR GRAINGER.**

13.2 The Market Superintendent had raised concern regarding the health and hygiene rating for one trader which following enquiries with their local authority had been confirmed as not being in place. It was agreed the Market Superintendent needed to advise the trader not to attend until one was obtained, which Cllr Grainger would relay. It was also noted that Natasha’s Law was coming into effect from 1st November to have all ingredients listed on food. **Action: CLLR GRAINGER.**

13.3 Cllr Greensit commented on often finding the cash machine empty, but other Cllrs did not. Cllr Vickery also relayed that cones were going out quite early in the afternoons which some local businesses can get annoyed with.

**14. REMEMBRANCE DAY**

14.1 It was **proposed** by Cllr Grainger and **seconded** by Cllr Ellis for the Council to order to wreathes for the day. All those present voted in favour and the **RESOLUTION** was carried, with the Clerk to place the order accordingly. Cllr Johnson highlighted the Christmas Fair weekend at the market fell at the same time. **Action: CLERK.**

**15. CHRISTMAS WREATH & WINDOW DISPLAY COMPETITIONS**

15.1 The Clerk had advised of contacting RF Broadley to co-ordinate the competition again but had yet to have a response. Cllrs asked for the Clerk to ask again. **Action: CLERK.**

**16. FINGER POST EMBLEM**

16.1 The Clerk clarified all the invoices for the Finger Post had been sent out. Chris Clerk Weathervanes had estimated £140 for the outline of a Masham Sheep plus £15 postage but need confirmation of the size and attachment to give a final price which the Clerk had relayed. Cllrs would await the final price to reach a decision at the next meeting. **Action: CLERK.**

**17. STILE AT LOW BURTON**

17.1 Cllr Grainger reported as having been unable to reach a suitable design with the Landowner so had passed the matter to NYCC Pathways to deal with them directly.

**18. COMMUNITY SPEED WATCH**

18.1 The Clerk relayed the police had agreed for the Clerk to undertake the IT work of inputting findings on to an Excel spreadsheet to forward to them, but that a Lead Resident was still required to train and co-ordinate the team, but none of the existing volunteer residents would agree to undertake this. The project was ready to start the initial training session on and Cllrs suggested that a resident could be persuaded in person there and agreed for the small hall at the Town Hall to be booked if required. **Action: CLERK.**

**19. HIGHWAYS MATTERS**

19.1 The Chair advised meeting, along with Cllr Grainger, two of NYCC Highways team. An order had gone in for yellow lines from the Silver Street junction up to the Co-op as the pavement was not wide enough for bollards. They had pointed out the poor road markings around the Silver Street junction to Leyburn Road and Highways said they would action. The branches growing out of Masham Bridge had been pointed out for them to look into. Silver Street to Church Street had been shown as difficult to pass and they agreed to request for the yellow lines to be extended and took photos of the surfaces. The request for a pedestrian crossing for Maple Creek residents had not been felt to have enough justification for. They had clarified the incomplete pavement at Maple Creek was HBC’s responsibility and the Clerk confirmed HBC had rung too to take action. The Park Street bollards had been discussed with MPC requesting a third bollard or yellow lines. Yellow lines had been asked for from the Park Street Corner to Morton Row, but the Chair was not hopeful and thought a petition may need to be actioned. It had been highlighted that harvesters could not get through the new bollards to Thorpe Road and Highways had said they would not be moved but a solution could be folding bollards with a key, but these were expensive. The Chair felt MPC should write back on this. Swinton Road was looked at where the property had made a gate into the hedge, and it was not legal as it had no splay, so Highways were in touch on this. The blocked pavement to Thorpe Road had been discussed and Highways were looking in to providing a disabled parking space on the side of the road for the scooter. The two unsightly planters had been pointed out to them too. Cllrs discussed one lady with a zimmer fame still cannot pass.

19.2 Matters to raise or chase with Highways were;

1. The second corner from Masham Bridge to Low Burton was subsiding. **Action: CLERK.**
2. Swinton Terrace drains were blocked near No. 19. **Action: CLERK.**
3. Cllr Ellis would check the drains along Fearby Road. **Action: CLLR ELLIS.**
4. The ‘blind summit’ and ‘hidden dip’ signs were now in place on Leyburn Road.
5. Cllr Barker explained the grades of tarmacking and that NYCC choose the cheaper grade which was why works had a lesser lifespan. The Chair was grateful for the recent resurfacing in the area.
6. Cllr Grainger was still looking into prices to resurface the market square.

**20. BLOCKED PAVEMENT TO THORPE ROAD**

20.1 The Item was covered under Highways.

**21. WESTHOLME COURT PLAY AREA**

21.1 Cllrs had given thought to prospective works and Cllr Simms suggested the provision of a swing for younger children as there were none. **Action: CLERK.**

**22. PARISH CARETAKERS WORKS**

22.1 Cllr Vickery reported September works were awaited but the bank to Park Drive and the footpath towards the church had been done. A site meeting had been held with a Proprietor adjacent to Dixon Keld steps and it was confirmed a day’s work was required including trees needing limbing and shrubs requiring reducing, at approximately £150 needed every couple of years. Cllrs agreed quotes should be obtained to strip the whole lot out so it could be strimmed and planted with flowers as the area was dark and leaves a slip hazard. Cllr Vickery would ask AW Nicol and Greensphere Residential & Commercial for quotes accordingly. **Action: CLLR VICKERY.**

**23. 2022 MEETING DATES**

23.1 Dates had been circulated to Cllrs prior to the meeting and the Chair suggested the meeting in May be moved to Tuesday 3rd May as it included the two annual meetings, otherwise he could not attend, to which Cllrs agreed. **Action: CLERK.**

**24. CORRESPONDENCE FOR DISCUSSION/INFORMATION**

* 1. Correspondence from 6th September;
     1. North Yorkshire Police, Fire and Crime Commissioner – Invitation to complete online survey at <https://www.northyorkshire-pfcc.gov.uk/tellphilip/> to ensure plans for the future reflect the people’s priorities. To complete before Sunday 7 November to help develop the Police and Crime Plan, and Fire and Rescue Plan for 2021-2024 was noted.
     2. Black Sheep Brewery - Request to direct people to park on the recreation ground in front of the brewery whilst hosting a charity bike ride on the 12th September and to have the code in order to allow cars with bikes on roof racks entry had been approved by Cllrs prior to the event.
     3. HBC – Advice the Annual Inspection of Children’s Play Areas will take place in October. HBC now have a three year contract with Playsafety Ltd (RoSPA) to carry out the required inspections automatically. Each site will cost £60 plus VAT (£72 inc VAT) per inspection to which Cllrs had agreed to before their deadline of end of August.
     4. James Richard’s Circus – Request for a small, family orientated all human circus to visit Masham next year with a big top measuring 23m in diameter & site on the Shooting Holme at the end of June Sunday to Wednesday and believe our performances would go down very well in your community. If a possibility the organiser would put together an information pack containing public liability information and risk assessments etc together with references from previous venues both private and council. Following discussion, it was **proposed** by Cllr Ellis and **seconded** by Cllr Simms to agree to the event in principle. All those present voted in favour. It was **RESOLVED** that the organiser should be informed, and public liability and risk assessments be requested accordingly. **Action: CLERK.**
     5. YLCA – Advice that NYCC are encouraging local councils and parish meetings in North Yorkshire to respond to a call for evidence on the national resilience strategy and the online survey can be accessed by following this link : [Resilience Strategy Call for Evidence - Executive Summary - Cabinet Office - National Resilience Strategy - Citizen Space](https://nationalresilience.citizenspace.com/rst/resilience-strategy-call-for-evidence/consultation/subpage.2021-07-12.1778153334/) was noted and Cllrs had no comments to make.
  2. Correspondence from 4th October;
     1. MCO – Clarification the trustees think it would be a lovely idea to situate a memorial bench outside the community office and would that the bench does not obstruct pavement users, wheelchairs and pushchairs etc and that the parish council are responsible for the safe and appropriate positioning with relevant permissions in place. Cllrs were agreeable for this to go ahead on the provision the MoP maintain and for the bench to be bolted down. **Action: CLERK.**
     2. MoP – Request to place memorial bench for grandparents in the centre of Masham to which Cllrs agreed to if they would maintain and suggested another bench be fitted in by Bordar House Teas to help stop motorbikes parking between benches. **Action: CLERK.**
     3. Great North Air Ambulance – Request for a grant to help fund their fleet and plans to hold some Councillor open days in Spring 2021 was discussed. It was **proposed** by Cllr Ellis and **seconded** by Cllr Johnson to decline the request as the Yorkshire Air Ambulance was already supported. All those present voted in favour. It was **RESOLVED** for the Clerk to relay this. **Action: CLERK.**
     4. MoP & Mashamshire Community Office – Querying if anyone in Masham is logging any routes under the Saving Lost Paths scheme and to advise of this link: <https://www.ramblers.org.uk/get-involved/campaign-with-us/dont-lose-your-way-2026.aspx?fbclid=IwAR0E7iUeZ-zGfVjTQkyquuigdDxtfPbM2JfEwyc4Zx8jrsILCUOwkpfARQo> which Cllrs noted.
     5. Hambleton District Council – Notification that the Hambleton Local Plan Schedule of Main Modifications will be available to view and comment between 28/09/21 09:00 and 09/11/21 17:15 via the following link: <https://consult.hambleton.gov.uk/kse/event/36309> was noted.
     6. 20s Plenty – Notification of their national organisation that campaigns for a 20mph speed limit in place of existing 30mph limits and request from the **North Yorkshire branch to** discuss at a Parish Council meeting this motion: “This parish/town council supports the implementation of 20mph as the default speed limit for our parish and in all the urban and village streets in North Yorkshire where people live, work, shop, play and learn.  This parish council will write to the Leader and Cabinet Member for the Highway Authority (currently North Yorkshire County Council) to implement a County wide policy on this issue to support 20mph as the default limit with higher limits only where the needs of vulnerable road users are fully taken into account”. **Request for the decision and when motion passed to be sent on**[20sPlentyforNorthYorkshire@gmail.com](mailto:20sPlentyforNorthYorkshire@gmail.com). Cllrs noted and were against this motion. **Action: CLERK.**

**25. ANY OTHER BUSINESS**

25.1 Cllr Grainger advised Theakston Brewery had requested to use the Shooting Holme for parking for the trussing in ceremony for their new cooper to which Cllrs supported. **Action: CLLR GRAINGER.**

25.2 Cllr Vickery advised one of the floral display competition winners had not received confirmation yet and the Chair and Cllr Grainger had confirmed calling in, but they were not there. Cllr Vickery would pass on congratulations from MPC, and the voucher and the Chair and Cllr Grainger would try the other winner too over the weekend. **Action: CHAIR & CLLRS GRAINGER & VICKERY.**

25.3 Cllr Vickery advised of receiving worried communication over Swinney Beck and it was advised Cllr Broadley was continuously progressing the matter.

25.4 It was asked for Northern Powergrid to provide a price for the electric box by the bowling club. **Action: CLERK.**

25.6 Cllr Weatherill asked when the grit bins needed to be filled and it was clarified MFJ Land Management had been agreed to fill. There was still a broken bin at Gun Bank. It was agreed for the matter to be put on the Agenda with the Clerk to chase Highways to fill theirs and to circulate the list of those MPC were responsible for to all Cllrs. **Action: CLERK.**

25.7 It was clarified there would be no community bonfire this year as concern had been given to an influx in numbers should others in the area be cancelled, but the committee were meeting 7.30pm on Wednesday 20th October to discuss next years plans should anyone want to join in.

25.8 Cllr Blades advised some of the drains in the cobbles around the market square were blocked and it was agreed to ask E Leathley & Son to look at these.

25.9 Cllr Gregg and Weatherill advised the siting of the bench at Sandy Bay was ongoing.

25.10 Cllr Gregg advised the front cover was missing off the life ring and that if there was a door it might help deter it being stolen. Cllrs agreed a price for three new units should be obtained. **Action: CLERK.**

**26. DATE OF NEXT MEETING**

26.1 Monday 1st November 2021.

(Item 27 was held in private due to the nature of the content).

**CLOSURE:** The Meeting closed at 21:25pm.

Dated 18/10/2021

*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 APPLICATIONS FROM HARROGATE BOROUGH COUNCIL TO 6th SEPTEMBER 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DEADLINE** |
| The Mill, Thorpe Road, Masham, HG4 4JB | Application No.: 21/03588/FUL  Proposal: Erection of lean-to extension to side of existing building to house hopper plant machinery.  Applicant: Mr Chris I’Anson Bros Ltd | 30th September |

**PLANNING APPLICATIONS GRANTED/REFUSED BY HARROGATE BOROUGH COUNCILTO 6th SEPTEMBER 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DECISION** |
| High Barn, North Cote, Masham Ripon, HG4 4DH | Application No.: 21/02122/FUL  Proposal: Formation of new access and farm track and closure of existing access on to the highway.  Applicant: Aldburgh Estate c/o D E Baines | Granted subject to conditions |
| Lamb Hill Farm, Low Burton Hall To Binsoe, Masham, HG4 4DJ | Application No.: 21/02310/FUL  Proposal: Formation of new access and access track and closure of two existing farm accesses.  Applicant: Aldburgh Estate Baines | Granted subject to conditions |

**PLANNING ENFORCEMENTS NOTIFIED BY HARROGATE BOROUGH COUNCILTO 6th SEPTEMBER 2021**

|  |  |  |
| --- | --- | --- |
| ADDRESS OF PROPERTY | DETAILS OF ENFORCEMENT NOTIFICATION | ACTION |
| Cardinal Court, College Lane, Masham | Erection of electric gates | Update 1st July – the office has not made much progress with this one so will try to make contact with the owners again. It is a breach of planning, but the officer does not view this as being a harmful development and that it is best that HBC seek to get them to apply for planning permission to properly consider the impacts. Update 29th July - HBC will write again to the occupant. It is a breach of planning, so HBC will invite an application to regularise the situation. If they do not hear from them, then HBC will visit the site again to make an assessment of the harm. 6th September – Update awaited. |
| Silverdale, 25 College Lane, Masham, HG4 4HE | Erection of outbuilding and installation of electric gates | Notification of a communication received on 24 June 2021 which reports a possible breach of planning control. Update on 19 August - An application is in the process of being validated by the LPA. |
| 5 Swinburn Court, Masham, HG4 4HJ | Demolition of building in conservation area | Communication received on 18 August 2021 informing HBC of a  possible breach of planning control. An initial investigation will be carried out and HBC will write again within 28 days to update on progress. |
| 1 The Mews, Church Street, Masham, HG4 4DR | Erection of a fence | Communication received on 18 August 2021 informing HBC of a  possible breach of planning control. An initial investigation will be carried out and HBC will write again within 28 days to update  on progress. |

**APPENDIX A - MASHAM PARISH COUNCIL**

**PLANNING APPLICATIONS FROM HARROGATE BOROUGH COUNCIL TO 4th OCTOBER 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DEADLINE** |
| Burnwood, 2 Park Drive, Masham, HG4 4HY | Application No.: 21/04119/FUL  Proposal: Single storey infill rear extension with flat roof and lanterns concealed by parapet wall  Applicant: Mr & Mrs Broadley | 21st October |

**PLANNING APPLICATIONS GRANTED/REFUSED BY HARROGATE BOROUGH COUNCILTO 4th OCTOBER 2021**

|  |  |  |
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| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DECISION** |
| Swinton Grange, Swinton, Ripon, HG4 4JP | Application No.: 21/02543/FUL  Proposal: External alterations to include; replacement windows, formation of door openings, installation of a veranda, removal of an external store and formation of a boundary wall.  Applicant: Swinton Estate | Granted subject to conditions |

**PLANNING ENFORCEMENTS NOTIFIED BY HARROGATE BOROUGH COUNCILTO 4th OCTOBER 2021**

|  |  |  |
| --- | --- | --- |
| ADDRESS OF PROPERTY | DETAILS OF ENFORCEMENT NOTIFICATION | ACTION |
| Silverdale, 25 College Lane, Masham, HG4 4HE | Erection of outbuilding and installation of electric gates | Notification of a communication received on 24 June 2021 which reports a possible breach of planning control. Update on 15 September. Cardinal Court is the same property a Silverdale, College Lane and the owner has made attempts to submit an application for planning approval for the gates, but for some reason the admin team have messed up the application, so the matter is in hand. |
| 5 Swinburn Court, Masham, HG4 4HJ | Demolition of building in conservation area | Communication received on 18 August 2021 informing HBC of a  possible breach of planning control. Correspondence 15th September - The outcome of the investigation is as follows:- Planning permission is required for demolition of buildings within the conservation area with a volume of 115cubic metres or greater. Also planning permission is required for demolition of walls over the height of 1m if next to a highway. HBC see that the garden wall is within the rear garden and that the demolished outbuilding was not over 115cubic metres. Therefore this is not a breach of planning. |
| 1 The Mews, Church Street, Masham, HG4 4DR | Erection of a fence | Communication received on 18 August 2021 informing HBC of a  possible breach of planning control. Correspondence 15th September - The outcome of the investigation is as follows:- A fence has been erected over 1m high and adjacent to a public highway. This is a breach of planning. HBC have written to the owners to make them aware of this fact and to request them to remove the fence or to apply for planning permission to retain the fence. |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | | | | **FINANCE SCHEDULE** | | |  |  | | **APPENDIX B (1/2)** | | | | |  |
| **RECEIPTS** |  | | | |  |  | |  |  | |  | |  | | |  |
| **(i) Advice of receipts from 3rd August to 6th September 2021** | | | | | | | | |  | |  | |  | | |  |
| Market Rents |  | | | |  |  | |  |  | | £4,637.00 | |  | | |  |
| Honesty Box |  | | | |  |  | |  |  | | £3,468.00 | |  | | |  |
| Bordar House Teas Rent | | | | |  |  | |  |  | | £530.00 | |  | | |  |
|  |  | | | | **Total receipts for the month** | | | | | | **£8,635.00** | |  | | |  |
| **PAYMENTS** |  | | | |  |  | |  |  | |  | |  | | |  |
| **(ii) Payments by cheque on 6th September 2021 for approval from Barclays - Masham Parish Council Account** | | | | | | | | | | | | | | | | |
|  |  | | | |  |  | |  |  | |  | | **Cheque No.** | | |  |
| Eric Wilkinson, Litter Picker - August Salary (Tax £34.40) | | | | | | | |  |  | |  | | 101094 | | |  |
| Jen Hurford, Parish Clerk - August Salary (Tax £2.20) | | | | | | | |  |  | |  | | 101095 | | |  |
|  |  | | | |  | **Staff Salaries Total** | | | | | **£1,158.53** | |  | | |  |
| HMRC - PAYE |  | | | |  |  | |  |  | | £36.60 | | 101096 | | |  |
| Masham Town Hall - Meeting room hire August & September (VAT £4.80) | | | | | | | | | | | £28.80 | | 101097 | | |  |
| E Leathley & Son Ltd - Filling potholes, unblock gulley, tarmac fingerpost | | | | | | | | | | | £275.75 | | 101098 | | |  |
| Norman Iveson Steel Product Ltd - Finger Post Brackets (VAT £47.00) | | | | | | | | | | | £282.00 | | 101099 | | |  |
| Kingfisher Direct Ltd - Dog Waste Bin & Delivery (VAT £35.30) | | | | | | | |  |  | | £211.79 | | 101100 | | |  |
| Cllr Johnson - Reimburse cone trolley (VAT £23.33) | | | | | | | |  |  | | £139.99 | | 101101 | | |  |
| **Direct Debits** |  | | | |  |  | |  |  | |  | |  | | |  |
| Green Energy - Electricity (VAT £1.12) | | | | | |  | |  |  | | £23.44 | |  | | |  |
|  |  | | | | **Total Payments** | | |  |  | | **£2,156.90** | |  | | |  |
| BANK BALANCES |  | | | |  |  | |  |  | |  | |  | | |  |
| Barclays - Masham Parish Council - Current Account | | | | | | | |  |  | |  | |  | | |  |
|  | Balance as at 31 July 2021 | | | | |  | |  | £30,797.61 | | Cr | |  | | |  |
| CCLA Public Deposit Sector Fund Account | | | | | |  | |  |  | |  | |  | | |  |
|  | Balance as at 31 July 2021 | | | | |  | |  | £45,301.75 | | Cr | |  | | |  |
|  |  | | | |  | Overall Total | |  | £76,099.36 | | Cr | |  | | |  |
|  | |  | **FINANCE SCHEDULE** | | | |  | | |  | | **APPENDIX B (1/2)** | | |
| **RECEIPTS** | |  |  |  | | |  | | |  | |  | |  |
| **(i) Advice of receipts from 7th September to 4th October 2021** | | | | | | | | | |  | |  | |  |
| Market Rents | |  |  |  | | |  | | |  | | £3,027.00 | |  |
| Honesty Box | |  |  |  | | |  | | |  | | £2,615.00 | |  |
| D&M Design & Fabrication - Reimbursement fro broken honety box key | | | | | | | | | |  | | £10.50 | |  |
|  | |  | **Total receipts for the month** | | | | | | |  | | **£5,652.50** | |  |
| **PAYMENTS** | |  |  |  | | |  | | |  | |  | |  |
| **(ii) Payments by cheque on 4th October 2021 for approval from Barclays - Masham Parish Council Account** | | | | | | | | | | | | | | |
|  | |  |  |  | | |  | | |  | |  | | **Cheque No.** |
| Eric Wilkinson, Litter Picker - September Salary (Tax £34.20) | | | | | | |  | | |  | |  | | 101103 |
| Market Superintendent - Quarterly Salary Jul/Aug/Sept & additional markets (Tax £183.00) | | | | | | | | | | | | | | 101104 |
| Jen Hurford, Parish Clerk - September Salary less £100 HMRC fine (Tax -£11.20) | | | | | | | | | | | |  | | 101105 |
|  | |  |  | **Staff Salaries Total** | | | | | |  | | **£1,793.51** | |  |
| HMRC - PAYE | |  |  |  | | |  | | |  | | £206.00 | | 101106 |
| Market Superintendent Phone Allowance Jul/Aug/Sept | | | | | | |  | | |  | | £30.00 | | 101107 |
| Clerk Home Working Allowance Jul/Aug/Sept | | | |  | | |  | | |  | | £65.00 | | 101108 |
| HMRC - PAYE Late Payment Penalty for June & July | | | | | | |  | | |  | | £200.00 | | 101109 |
| Mashamshire Community Office - Office accommodation & business services Jul-Sept | | | | | | | | | | | | £200.69 | | 101110 |
| T Atkinson & Son - Balance of Finger Post | | | |  | | |  | | |  | | £989.87 | | 101111 |
| PKF Littlejohn LLP - External Audit 2020-21 (VAT £60.00) | | | | | | |  | | |  | | £360.00 | | 101112 |
| Masham Town Hall - Meeting room hire 4th October (VAT £2.40) | | | | | | | | | |  | | £14.40 | | 101113 |
| HBC - Annual inspections for MUGA & Westholme Court Play Area (VAT £24.00) | | | | | | | | | | | | £144.00 | | 101114 |
| The Festive Lighting Company - MCLA Order (VAT £285.29) | | | | | | |  | | |  | | £1,711.74 | | 101115 |
| Clerk - Reimburse 1x Honesty Box Key & 2x Storage Building keys cut (VAT £3.17) | | | | | | | | | | | | £19.00 | | 101116 |
| Clerk - Reimburse stamps | | |  |  | | |  | | |  | | £7.92 | | 101117 |
| Masham Sheep Fair - S137 Donation for Electricity | | | | | | |  | | |  | | £15.00 | | 101118 |
| **Direct Debits** | |  |  |  | | |  | | |  | |  | |  |
| Green Energy - Electricity (VAT £1.08) | | | |  | | |  | | |  | | £22.75 | |  |
|  | |  | **Total Payments** | | | |  | | |  | | **£5,779.88** | |  |
| BANK BALANCES | |  |  |  | | |  | | |  | |  | |  |
| Barclays - Masham Parish Council - Current Account | | | | | | |  | | |  | |  | |  |
|  | | Balance as at 31 August 2021 | | | | |  | | | £36,775.33 | | Cr | |  |
| CCLA Public Deposit Sector Fund Account | | | |  | | |  | | |  | |  | |  |
|  | | Balance as at 31 August 2021 | | | | |  | | | £45,302.65 | | Cr | |  |
|  | |  |  | Overall Total | | |  | | | £82,077.98 | | Cr | |  |

**APPENDIX C**

**MASHAM PARISH COUNCIL – MEETING 6th SEPTEMBER 2021**

Correspondence for information/consideration etc

1. North Yorkshire Police, Fire and Crime Commissioner – Invitation to complete online survey at <https://www.northyorkshire-pfcc.gov.uk/tellphilip/> to ensure plans for the future reflect the people’s priorities. To complete before Sunday 7 November to help develop the Police and Crime Plan, and Fire and Rescue Plan for 2021-2024.
2. Black Sheep Brewery - Request to direct people to park on the recreation ground in front of the brewery whilst hosting a charity bike ride on the 12th September and to have the code in order to allow cars with bikes on roof racks entry.
3. HBC – Advice the Annual Inspection of Children’s Play Areas will take place in October. HBC now have a three year contract with Playsafety Ltd (RoSPA) to carry out the required inspections automatically. Each site will cost £60 plus VAT (£72 inc VAT) per inspection. We can either invoice for the total amount of £180 plus VAT (£216 inc VAT) or invoice on a yearly basis in August, preference requested.
4. James Richard’s Circus – Request for a small, family orientated all human circus to visit Masham next year with a big top measuring 23m in diameter & site on the Shooting Holme at the end of June Sunday to Wednesday and believe our performances would go down very well in your community. If a possibility the organiser would put together an information pack containing public liability information and risk assessments etc together with references from previous venues both private and council.
5. YLCA – Advice that NYCC are encouraging local councils and parish meetings in North Yorkshire to respond to a call for evidence on the national resilience strategy and the online survey can be accessed by following this link : [Resilience Strategy Call for Evidence - Executive Summary - Cabinet Office - National Resilience Strategy - Citizen Space](https://nationalresilience.citizenspace.com/rst/resilience-strategy-call-for-evidence/consultation/subpage.2021-07-12.1778153334/) .

**APPENDIX C**

**MASHAM PARISH COUNCIL – MEETING 4th OCTOBER 2021**

Correspondence for information/consideration etc

1. MCO – Clarification the trustees think it would be a lovely idea to situate a memorial bench outside the community office and would that the bench does not obstruct pavement users, wheelchairs and pushchairs etc and that the parish council are responsible for the safe and appropriate positioning with relevant permissions in place.
2. MoP – Request to place memorial bench for grandparents in the centre of Masham.
3. Great North Air Ambulance – Request for a grant to help fund their fleet and plans to hold some Councillor open days in Spring 2021.
4. MoP & Mashamshire Community Office – Querying if anyone in Masham is logging any routes under the Saving Lost Paths scheme and to advise of this link: <https://www.ramblers.org.uk/get-involved/campaign-with-us/dont-lose-your-way-2026.aspx?fbclid=IwAR0E7iUeZ-zGfVjTQkyquuigdDxtfPbM2JfEwyc4Zx8jrsILCUOwkpfARQo>
5. Hambleton District Council – Notification that the Hambleton Local Plan Schedule of Main Modifications will be available to view and comment between 28/09/21 09:00 and 09/11/21 17:15 via the following link: <https://consult.hambleton.gov.uk/kse/event/36309>
6. 20s Plenty – Notification of their national organisation that campaigns for a 20mph speed limit in place of existing 30mph limits and request from the **North Yorkshire branch to** discuss at a Parish Council meeting this motion: “This parish/town council supports the implementation of 20mph as the default speed limit for our parish and in all the urban and village streets in North Yorkshire where people live, work, shop, play and learn.  This parish council will write to the Leader and Cabinet Member for the Highway Authority (currently North Yorkshire County Council) to implement a County wide policy on this issue to support 20mph as the default limit with higher limits only where the needs of vulnerable road users are fully taken into account”. **Request for the decision and when motion passed to be sent on**[20sPlentyforNorthYorkshire@gmail.com](mailto:20sPlentyforNorthYorkshire@gmail.com)

**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 1st NOVEMBER 2021**

**PRESENT:**

**Parish Council**: Cllr Rosemary Blades, Cllr Valerie Broadley, Cllr John Ellis, Cllr Flo Grainger (Vice-chairman), Cllr James Gregg, Cllr Ian Johnson, Cllr Neil Pickard (Chairman), Cllr Nigel Simms, Cllr Jane Vickery, and County Cllr Margaret Atkinson, with Jen Hurford (Parish Clerk).

**Present:** 3 Members of Public (MoP)

**1. APOLOGIES**

* 1. Cllr Colin Barker, Cllr Robert Greensit and Cllr Peter Weatherill.

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

2.1 Minutes of the Monthly Meeting held 2021. It was **proposed** by Cllr Ellis and **seconded** by Cllr Johnson that the Minutes of the 4th October 2021 meeting be formally approved as a true and accurate record. All those who attended the 4th October 2021 meeting and who were present voted in favour. It was **RESOLVED** that the Chair should sign the Minutes as a true and accurate record. **Action: CLERK.**

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

3.1 There were none declared.

**4. PLANNING MATTERS**

* 1. Planning Applications received from Harrogate Borough Council;

4.1.1 3 Swinburn Court, Masham, HG4 4HJ - Crown reduction of 1 no. Sycamore tree by 15% (identified as T3 on plan) within Tree Preservation Order 24/2021. Following discussion, it was **proposed** by Cllr Broadley and **seconded** by Cllr Ellis that MPC had no objections to the application. All those present voted in favour and the **RESOLUTION** was carried. The Clerk would advise HBC of the above MPC decision. **Action: CLERK.**

* 1. Planning Approvals – A list of approvals appear at Appendix A.
  2. Planning Enforcements – A list of enforcements appear at Appendix A. Cllrs requested the Clerk to chase the planning application for Silverdale. **Action: CLERK.**

4.4 Cllr Broadley reported that HBC had nothing they wanted to pursue over the remodelling around Swinney Beck at 5 Swinburn Court, however, had shown the Environment Agency who advised they will take the matter up to have the situation reinstated. Cllr Pickard also advised Highways and they would take up the matter of the hedges being removed, and gateway installed and asked the Clerk to chase this. **Action: CLERK.**

**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.

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

5.2 Precept Requirements for 2022/23. It was **proposed** by Cllr Pickard and **seconded** by Cllr Ellis that MPC should not claim for precept monies. All those present voted in favour. It was **RESOLVED** that the Clerk should submit a nil return to HBC accordingly. **Action: CLERK.**

5.3 Cllr Ellis confirmed the internal checks for April to September accounts were arranged with the Clerk to be carried out the coming Thursday 4th, to then report findings at the next meeting. **Action: CLLR ELLIS & CLERK.**

**6. NEIGHBOURHOOD POLICING TEAM REPORT**

6.1 The below report was circulated to Cllrs prior to the meeting.

Ripon and Pateley Bridge NPT: Town and Parish Council Report

|  |  |
| --- | --- |
| Town or Parish | Masham Town Council |
| Report Completed By: | PS1835 Clare Mayes |
| Data Reporting Period: | 27/09/2021 – 27/10/2021 |

Crime and ASB Data

|  |  |  |
| --- | --- | --- |
| Qualifier | No of Incidents |  |
| Anti-social behaviour | 1 | 05/10 – youths congregating at bowling club. |
| Environmental anti-social behaviour |  |  |
| Auto crime |  |  |
| Burglary |  |  |
| Criminal Damage | 1 | 09/10 – window smashed at cricket club. |
| Theft |  |  |
| Violence |  |  |
| Public Order Incident | 1 | 12/10 – threatening behaviour |
| Fraud |  |  |
| Suspect Circumstances | 2 | 04/10 – Male thought to be acting suspiciously.  10/10 – Suspicious van in area |
| Alarm |  |  |
| Highway Disruption |  |  |
| Road Related Offence | 2 | 13/10 – Manner of driving complaint  24/10 – Suspected drink driver |
| Road Traffic Collision |  |  |
| Natural Disaster |  |  |
| Wildlife |  |  |
| COVID |  |  |
| TOTAL THIS PERIOD | 7 |  |

Cllrs noted the number of offences had fallen since the last report. PCSO Swan explained that the smashed window at the cricket club had resulted in a youth admitting to the offence. Which appeared to be accidental and was putting the matter right. Evening patrols of the community areas of Masham had been increased on a nighttime to try to deter similar incidences. Cllr Pickard had advised of reporting the incidence on behalf of the MSA and that he had got through via the 101 service straight away and subsequent discussions of the provision of CCTV had been discussed. Cllr Johnson questioned of news of a local break in, but NYP had not been able to identify an offender.

6.2 PCSO Swan introduced the MoP who had been involved in an attack by cattle with calves on a footpath off Foxholme Lane to the golf course back in July. The PCSO explained they were seeing more of such incidences particularly as with more tourists around who were less aware of issues with cattle and felt that the seriousness of being airlifted with life threatening injuries warranted the MoP to share her experience. The MoP explained following guidance on the signage on the stile entering the field to put her dog on the lead when the herd of around thirty cows with calves approached her and her partner through a gap in the hedge. A lone cow with two calves directly attacked the dog and then dispersed to join the herd. On nearing the final stile to leave the field, three cows then pinned them against the hedge, sniffing them for some time before attacking the dog causing the MoP to be pulled to the floor. Another cow then stamped her abdomen and chest, caused cuts to the face, and trampled her throat. The cows started fighting between themselves and one fell on her leg rolling over the top of her. Her partner managed to get her up and to a tree where they were then surrounded and waited about 20 minutes until left alone to then get out of the field and for her to be put into the recovery position for her partner to get help. Both PCSO, the road ambulance and air ambulance attended. Injuries resulted in seven broken ribs, more partially fractured, a broken thumb, part of her colon dying and requiring re-section. She was sedated for 2 days and had had to have a colostomy bag fitted. Her stay of 2 weeks in hospital was followed by 3 weeks of care at home, followed by another month of help walking the dog. Following an amazingly fast recovery, the MoP was back to fitness but still suffered pain and had damaged vocal cords from tubing down her throat. Not being able to walk for some time along with the recovery period and emotional trauma had been exhausting and she was having counselling to help deal with the experience. PCSO Swan wanted to bring to light how many footpaths there were in the area with similar scenarios and there was not enough warning and advisory signage to that location. The farmer had put more up since, but people were pulling them back down. The farmer had also requested to have the path re-routed but had not been allowed, despite the adjacent field being arable. Another MoP recalled a similar experience in the same field with cows. Cllr Atkinson recommended to write to NYCC to explain the situation to give strength to the argument. It was advised the landowners Swinton Estate seemed happy for the route to be moved. Cllr Johnson recommended the MCO could also promote dog walkers to avoid that route. The MoP advised the problem was that you could not see the cattle immediately on entering the field and recent signs had already been ripped off and PCSO Swan suggested the farmer could put in flip over signs. The Chair advised he would speak with the farmer over the coming month to try to help work a way forward. Cllr Broadley explained cows with calves’ instinct is to attack a dog and Cllr Atkinson advised a cow will attack a small child too as they cannot decipher what they are. The MoP felt footpaths should be able to be used without unknown danger. The Chair thanked her for attending to relay her experience and to raise awareness. PCSO Swan explained health and safety legislation advised of other measures that should be met before ‘Danger Cattle’ signs were required and do offer guidance for walking through cattle. The Clerk had also advised of more recent signage from NYCC advising walkers to put dogs on leads unless chased by cattle and had put PCSO Swan in touch with the Pathways department. The Chair thanked the MoP again and PCSO Swan for their participation. **Action: CLLR PICKARD.**

**7. MASHAMSHIRE COMMUNITY OFFICE REPORT**

7.1 There had not been one provided as the Manager had been on annual leave.

**8. RECREATION GROUND DRAINAGE**

8.1 Cllrs discussed that Cllr Weatherill had met a contractor down at the problematic area and that an open ditch may be more appropriate with a smaller section of pipe. Cllr Vickery relayed feedback that it would be a larger job than anticipated as the wild habitat had encroached due to HBC’s lack of attendance. MPC would need to have their own site meeting to make a plan of action. Cllr Weatherill had not thought the school’s access was problematic but the whole area was getting wetter. The Chair would organise a site meeting once he had chance to consult with Cllr Weatherill. **Action: CHAIR & CLLR WEATHERILL.**

**9. RIVER URE EMBANKMENT & TITTYBOTTLE SHRUBBERY**

9.1 The Chair advised he and Cllr Grainger had met with Alison Wood of HBC and after discussions she agreed HBC would continue t0 trim and maintain Tittybottle Park. MPC had suggested looking at the river embankment and explained the issues of the area being used for WC facilities and so would then write to the head of the Parks team to ask for their help to cut back. HBC had spent in the region of £15k in improving the drainage of Swinton Estate’s land rented by MPC so was felt they should be thanked so the Chair would write a letter of thanks for recent and future works. Cllr Vickery mentioned the disabled access path was difficult to navigate. The Chair and Cllr Grainger had walked the paths and noted the lack of benches and had explained the removal of donated benches which had deteriorated beyond use. **Action: CHAIR.**

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

10.1 A quote from Gregg Electrical Ltd was circulated to Cllrs prior to the meeting. This was at a total cost of the installation to be £2,610.72+ VAT to mount two fittings, one on the corner of the Tennis Courts to provide light near to the honesty box and surrounding area and one on the corner of the road near the Bowling Club and the honesty box in the trees. The cabling will need to come from a local power source and ground works needed to be conducted by others. The Clerk was in contact with Northern Power Grid to quote to reinstate the existing three phase power supply that is on the outside of the Bowling club shed and a quote was required for ducting, so it was discussed the contractors looking at the Recreation Ground drainage could be asked for this too. **Action: CHAIR, CLLR WEATHERILL & CLERK.**

**11. HONESTY BOXES**

11.1 Cllr Johnson had circulated a design for a new bigger box for the marketplace cairn, Cllr Vickery had helped make a temporary repair to the current box door and it was agreed for the Clerk to obtain prices from D & M Fabrication and Hutchinson Mudd as soon as possible. Cllrs agreed to a spend of up to £1.2k for two new boxes (one for the long stay car park too). The Clerk reported having successfully liaised with the volunteer Cllrs to be escorted on the days of emptying the boxes. **Action: CLERK.**

**12. MASHAM MARKET**

12.1 The Chair reported that he and Cllr Grainger had accompanied the Market Superintendent to get up and running with the new card machine. There had been a few teething problems, one being one trader did not have a card. Cllr Grainger would continue to assist as required, mostly on the busier Saturday markets and feedback had been the screen was difficult to read outside and buttons needed firm handling. She had prepared a tick sheet with the various stalls and market rents. One stall was still paying cash on a Wednesday which was okay. The MS was starting to see the ease of the change in that all his work was complete before he went home. Cllr Grainger commended the market in current times and felt a letter should be written to thank the two traders heading the recent Sunday markets from both MPOC and the MS. Cllrs agreed for the Clerk to draft a letter for them to check before sending. The Chair also thanked Cllr Grainger for her help with the changeover to using the card machine. **Action: CLLR GRAINGER.**

12.2 Cllr Broadley asked if the bookman was still trading, and Cllr Johnson confirmed he was continuing to attend.

12.3 The Clerk advised another Trader had requested confirmation that the food trader discussed at the last meeting had been turned away from trading. Cllr Johnson explained HBC environmental officer had been in touch as Middlesbrough BC were trying to track the trader down. They had instructed Harrogate and Ripon markets not to allow the trader to attend, were informing Northallerton and asked MPC to defer the trader too due to the lack of food hygiene certification. The Clerk confirmed the officer had rung and confirmed this over the phone too. Cllr Johnson confirmed the Trader had not attended since the last meeting and the MS should decline should they come again and pass the matter to Cllr Johnson should they try to return.

**8.00PM - PUBLIC INTERVAL**

1. Cllr Atkinson relayed that NYCC had just spent £2.2millon on new road gritters and were not changing the route as they could not afford the new requests. With the warmer weather it meant it delayed these being on standby for October saving around £1million. North Yorkshire were doing well with Covid-19 vaccinations and boosters, but the care sector was short of people, in the region of 1k of heads short. The Rural Commission reported that North Yorkshire’s residents averaged 8yo than other counties. The Your Bus had been doing very well and was particularly popular with young workers. The Bilsdale transmitter had 100 people working on site everyday and had a lot of people back with signal and vouchers were available to help those who could still not get signal as a complete mast would need to be built which would take time for the entire process to complete. The new unitary council brought elections in May and Cllr Atkinson did not know what the new wards would be. Parish Councils would have elections at the same time, but Borough Councils would remain in situ until 2023 until things were organised. The PFCC elections were due on 25th November for a new Commissioner. The Chair thanked Cllr Atkinson for the updates and attending. Cllr Atkinson advised of meetings scheduled every Thursday with Area 6 to relay issues in Parishes so that she could help chase matters. The Chair clarified a lot more resurfacing works had taken place. The Clerk highlighted work requests for the subsiding road surface at the second corner after Masham Bridge to Low Burton had been turned down as not meeting the criteria which Cllr Atkinson noted. Cllrs discussed with her utility companies digging up new surfacing and she advised unfortunately they do not give much notice for planned works for this to be tied in to resurfacing schedules. The Clerk questioned the ownership of the lamp on Millgate near the school which NYCC did not show on their Parish Portal map and was suggesting it was MPC’s responsibility which did not make sense, again Cllr Atkinson noted. Cllr Grainger highlighted the multiple blocked drains Cllr Ellis had recently reported on Fearby Road towards the Leyburn Road end which was noted. Cllr Ellis also relayed the report some time ago of the reoccurring problem from ditches causing the road from Roomer Common to Swinton sitting in water, which was noted. Cllr Grainger also asked if Highways could kindly help MPC with the drain opposite Ivy Dene at the church end of the market square as it keeps blocking up in the rain.

**13. ELECTRICITY CONTRACT RENEWAL**

13.1 The Clerk circulated contract options from the current provider Green Energy prior to the meeting as the contract was due for renewal from 1st December for a 12mth period. There was affixed rate of 33.74p per day standing charge or variable of the same. It was **proposed** by Cllr Ellis and **seconded** by Cllr Vickery for the Council to opt for the fixed rate. All those present voted in favour and the **RESOLUTION** was carried, with the Clerk to confirm to Green Energy accordingly. **Action: CLERK.**

**14. TURNER PICTURE BOARD**

14.1 Cllrs had looked at the board on the market square reported by a MoP and that it needed a clean-up only which Cllr Ellis kindly volunteered to undertake. **Action: CLLR ELLIS.**

**15. FINGER POST EMBLEM**

15.1 The Clerk circulated further prices prior to the meeting from Chris Clerk Weathervanes. He had estimated £140 for the original 12”x10” request plus £15 postage, £160 for a 16”x13” size, £185 for 18”x15” size, £210 for 24”x20” size, plus £20 per additional size up. It was **proposed** by Cllr Grainger and **seconded** by Cllr Ellis to proceed with the 18”x15” version plus additional postage. All those present voted in favour and the **RESOLUTION** was carried, with the Clerk to confirm the order. Cllr Johnson would then source a volunteer to paint the emblem as this was not a service the company could provide. **Action: CLLR JOHNSON & CLERK.**

**16. RECYCLING BIN REQUEST**

16.1 Correspondence from a MoP was circulated prior to the meeting asking for MPC to request HBC provide recycling bins to the market square. Cllr Vickery advised the originals at Maple Creek had been misused. Cllrs discussed this was a good idea in principle but that a practical solution was not easy and asked for the Clerk to relay this to the MoP. They did not feel the proposal would come to fruition and would look unsightly. Cllr Grainger advised businesses can pay for trade waste recycling. Cllrs may support the suggestion if an alternative site could be suggested. **Action: CLERK.**

**17. LIFE RINGS**

17.1 The Clerk circulated various websites with a variety of equipment options for life rings and housing to Cllrs asking for more clarification on what MPC needed to purchase. Cllrs discussed there was a ring at Masham Bridge, one further along the river and one near Cawthorne Wood. One already had a post and two were without, both fully enclosed. So, housing only was needed and thought to be generic in size for any size ring. The Clerk would source pricing for the next meeting. **Action: CLERK.**

**18. REMEMBRANCE DAY**

18.1 It was clarified there was no market planned now on the day so they service could be in the square as planned. The Chair was away so Cllr Grainger would step in to lay the wreath for MPC, Cllr Blades would lay the wreath at the White Bear memorial and Cllrs Simms offered to lay the wreath provided by HBC. **Action: CLLRS BLADES, GRAINGER & SIMMS.**

**19. CHRISTMAS WREATH & WINDOW DISPLAY COMPETITIONS**

19.1 The Clerk had no further update from RF Broadley to date, but Cllrs trusted the matter was in hand. **Action: CLERK.**

**20. QUEEN’S PLATINUM ANNIVERSARY**

20.1 It was discussed the event was at the time of Appleby Fair so was believed the Travellers were going to delay so may be in Masham that week. Cllr Johnson had spoken to the head of the Masham Bonfire Committee who may be willing to stand on a committee for the event with a couple of Cllrs, Cllr Grainger thought something significant should be done and she and Cllr Johnson offered to start plans and it was agreed for the Clerk to diarise the matter for January’s Agenda. **Action: CLLRS GRAINGER & JOHNSON CLERK.**

**21. HUMAN CIRCUS EVENT**

21.1 The group planned to arrive PM on Sunday 26th June 2022, build the big top on the Monday, hold performances on Tuesday at 6pm, Wednesday at 4.30pm, and possibly another on the Monday at 6pm, with view to pulling down the big top and leaving on the same day as the last performance. Insurance and risk assessment documents were still awaited. Cllrs discussed the event would be following on from the visit of the travellers but supported the dates and times for the Clerk to relay. **Action: CLERK.**

**22. WINTER MAINTENANCE PLAN & SALT BINS**

22.1 The Clerk had circulated the updated Winter Maintenance Plan and advised MFJ Land Management had been instructed in February to fill the nine salt bins under MPC’s responsibility, and NYCC requested to fill those under their responsibility to be filled asap. Cllrs agreed for this to continue and to remind MFJ of the bins to be monitored and filled. **Action: CLERK.**

**23. COMMUNITY SPEED WATCH**

23.1 The Clerk confirmed additional volunteers had been sought including a new Lead Resident and that the initial training had been booked in with NYP to take place at 10.30am Thursday 18th November, starting in the small hall of Masham Town Hall before going out on to Thorpe Road after for the practical side, and invited any Cllrs who may wish to attend. **Action: CLERK.**

**24. HIGHWAYS MATTERS**

24.1 There were no new matters to report and existing issues to chase had been noted by Cllr Atkinson in the Public Interval.

**25. BLOCKED PAVEMENT TO THORPE ROAD**

25.1 The Chair believed the resident owning the problematic scooter had potentially moved, so would look into the item being temporarily relocated to the rear of the property for the time being. **Action: CHAIR.**

**26. WESTHOLME COURT PLAY AREA**

26.1 Cllr Grainger circulated designs and a quote for £18k plus from Sovereign Play, however a number of suggestions and items were not required. The Clerk had also requested estimates from three companies for a toddler swing. It was discussed that the fort type play item was popular but in a dangerous state. It was asked for Cllr Grainger to source some more quotes for lesser works. **Action: CLLR GRAINGER.**

**27. ROSPA ANNUAL REPORTS**

27.1 Cllrs discussed the fort at Westholme Court needed fencing of or removing and left safe, so Cllr Gregg kindly offered to take a look, Cllr Gregg indicated that he would remove the damaged piece of equipment if he felt it necessary or alternatively, he would tape it up to prevent its use until it could be repaired. It was discussed the surface needed spraying and asked for Greensphere R & C to quote for both this and the MUGA surface, asked if they would need to be closed subsequently and to remove the deadly nightshade. It was on the Parish Caretaker schedule for AW Nicol to sweep the MUGA. **Action: CLLR GREGG & CLERK.**

**28. GRASS CUTTING CONTRACT**

28.1 The Clerk advised the 3yr contract was due for renewal. Cllr Vickery advised of a new contact who maintains Clifton Estate, Cllrs suggested Greensphere R & C could be asked along with the current contractor MFJ Land Management. It was also asked for the Clerk to chase English Tree Care for the tree works instructed as one of the medium risk items included the problematic tree at Dixon Keld steps. It was agreed following a site visit for Cllr Vickery to obtain a quote to clear this area, less that tree. **Action: CLLR VICKERY & CLERK.**

**29. BOWLING GREEN CAR PARK**

29.1 Cllrs discussed that there were holes to the surface requiring attention but questioned whether it was the right time to address with increased flood risk. It was agreed to diarise the matter for January’s Agenda. Cllr Gregg advised there was a large area causing grounding of vehicles on to the cricket pitch, but access for parking was not needed at this time of year. Cllrs were asked to request the possibility of any free hardcore available at forthcoming meeting s with the local quarry. Cllr Grainger advised she was still awaiting Duffields to look at the resurfacing 0f the market square. **Action: CLLR GRAINGER & CLERK.**

**30. PARISH CARETAKERS WORKS**

30.1 Cllrs had no new items to add but Cllr Ellis reported there were two cracked slabs to Dixon Keld steps still needing to be replaced and they needed sweeping which Cllr Vickery would chase. **Action: CLLR VICKERY.**

**31. CORRESPONDENCE FOR DISCUSSION/INFORMATION**

* 1. Middleham Parish Council – Invite to Cllrs to a meeting over drug concerns with the Police, Fire & Crime Commissioner on Wednesday 1 December at 5pm at Middleham Key Centre and, the pre-meeting on Wednesday 17 November at 3pm was noted and Cllr Vickery offered to attend the pre-meeting. **Action: CLLR VICKERY & CLERK.**

31.2 NYCC – Invitation to Cllrs to attend an online briefing on the progress being made on the transition to a new unitary council for North Yorkshire on Wednesday 1 December 2021 7:00pm to 8:30pm, or Friday 3 December 2021 2:00pm to 3:30pm. Both briefings can be accessed from [www.northyorks.gov.uk/ptc](http://www.northyorks.gov.uk/ptc) and advance booking is not required. Cllrs noted and the Chair advised he was keeping up to date with progress.

**32. ANY OTHER BUISINESS**

32.1 Cllr Blades advised the two stones on the edge of the Shooting Holme had not been moved back following car parking at Masham Sheep Fair. Cllrs asked for the Clerk to ask Cllr Greensit to assist with this. **Action: CLLR GREENSIT & CLERK.**

32.2 Cllr Johnson advised there was a broken manhole at Ryders yard which Cllr Ellis had reported.

32.3 Cllr Vickery advised the second panel to the bridge near the fire station had warped and Cllr Gregg offered to have a look. **Action: CLLR GREGG.**

32.4 Cllr Vickery advised the market square benches had been moved to the wrong locations and a planter damaged following the Sheep Fair and that really the organisers should replace damaged items.

32.5 Cllr Grainger advised she and Cllr Gregg had offered to meet with NYP’s Clare Mayes over the Travellers and had put together an collation of information to put forward for Cllrs to check and relay any thoughts. In summary, it outlined the bow tops arriving from 2006, the happenings since and the height barrier survey response. The Chair thanked Cllr Grainger for compiling this. **Action: CLLRS GRAINGER & GREGG.**

**33. DATE OF NEXT MEETING**

33.1 Monday 6th December 2021.

**CLOSURE:** The Meeting closed at 21:10pm.

Dated 27/11/2021

*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 APPLICATIONS FROM HARROGATE BOROUGH COUNCIL TO 1st NOVEMBER 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DEADLINE** |
| 3 Swinburn Court, Masham, HG4 4HJ | Application No.: 21/04587/TPO  Proposal: Crown reduction of 1 no. Sycamore tree by 15% (identified as T3 on plan) within Tree Preservation Order 24/2021.  Applicant: Mrs MacArthur | 25th November |

**PLANNING APPLICATIONS GRANTED/REFUSED BY HARROGATE BOROUGH COUNCILTO 1st NOVEMBER 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DECISION** |
| The Mill, Thorpe Road, Masham, HG4 4JB | Application No.: 21/03588/FUL  Proposal: Erection of lean-to extension to side of existing building to house hopper plant machinery.  Applicant: Mr Chris I’Anson Bros Ltd | Granted subject to conditions |

**PLANNING ENFORCEMENTS NOTIFIED BY HARROGATE BOROUGH COUNCILTO 1st NOVEMBER 2021**

|  |  |  |
| --- | --- | --- |
| ADDRESS OF PROPERTY | DETAILS OF ENFORCEMENT NOTIFICATION | ACTION |
| Silverdale, 25 College Lane, Masham, HG4 4HE | Erection of outbuilding and installation of electric gates | Notification of a communication received on 24 June 2021 which reports a possible breach of planning control. (Cardinal Court is the same property a Silverdale, College Lane). Update 28th October - There is an application being considered. |
| 1 The Mews, Church Street, Masham, HG4 4DR | Erection of a fence | Communication received on 18 August 2021 informing HBC of a  possible breach of planning control. Update 18th October – HBC have been in discussions with the owner of this property who has informed HBC that they have replaced the fence. The fence they replaced it with is actually a few centimetres smaller. In light of, this no further action will be taken. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **FINANCE SCHEDULE** | |  |  | **APPENDIX B (1/2)** | |
| **RECEIPTS** |  |  |  |  |  |  |  |
| **(i) Advice of receipts from 5th October to 1st November 2021** | | | | |  |  |  |
| Market Rents |  |  |  |  |  | £1,631.00 |  |
| Honesty Box |  |  |  |  |  | £2,090.00 |  |
| MCLA Net Payment |  |  |  |  |  | £1,426.45 |  |
| Masham Sheep Fair Electricity | |  |  |  |  | £15.00 |  |
| HMRC VAT Return |  |  |  |  |  | £1,939.76 |  |
| Finger Post Business Contracts | |  |  |  |  | £672.00 |  |
|  |  | **Total receipts for the month** | | |  | **£7,774.21** |  |
| **PAYMENTS** |  |  |  |  |  |  |  |
| **(ii) Payments by cheque on 1st November 2021 for approval from Barclays - Masham Parish Council Account** | | | | | | | |
|  |  |  |  |  |  |  | **Cheque No.** |
| Eric Wilkinson, Litter Picker - October Salary (Tax £34.40) | | | |  |  |  | 101119 |
| David Smith, Relief Litter Picker - 32hrs plus pro rata holiday pay (Tax £63.40) | | | | | |  | 101120 |
| Jen Hurford, Parish Clerk - October Salary (Tax £0.00) | | | |  |  |  | 101121 |
|  |  |  | **Staff Salaries Total** | |  | **£1,415.09** |  |
| HMRC - PAYE |  |  |  |  |  | £97.80 | 101122 |
| Cllr Grainger - Reimburse 2x life ring ropes (VAT £5.08) | | | |  |  | £33.75 | 101123 |
| AW Nicol - Parish Caretaker Works August & September | | | |  |  | £224.00 | 101124 |
| Greensphere - Parish Caretaker Cobbles Spraying | | | |  |  | £125.00 | 101125 |
| Masham Town Hall - Meeting room hire 1st November (VAT £2.40) | | | | |  | £14.40 | 101126 |
| **Direct Debits** |  |  |  |  |  |  |  |
| Green Energy - Electricity (VAT £3.26) | | |  |  |  | £68.39 |  |
|  |  | **Total Payments** | |  |  | **£1,978.43** |  |
| BANK BALANCES |  |  |  |  |  |  |  |
| Barclays - Masham Parish Council - Current Account Ending 7717 | | | | |  |  |  |
|  | Balance as at 21 October 2021 | | |  | £41,799.10 | Cr |  |
| Barclays - Masham Parish Council - Current Account Ending 2096 | | | | |  |  |  |
|  | Balance as at 21 October 2021 | | |  | £784.00 | Cr |  |
| CCLA Public Deposit Sector FundAccount | | |  |  |  |  |  |
|  | Balance as at 30 September 2021 | | |  | £45,303.61 | Cr |  |
|  |  |  | Overall Total |  | £87,886.71 | Cr |  |

**APPENDIX C**

**MASHAM PARISH COUNCIL – MEETING 1st NOVEMBER 2021**

Correspondence for information/consideration etc

1. Middleham Parish Council – Invite to Cllrs to a meeting over drug concerns with the Police, Fire & Crime Commissioner on Wednesday 1 December at 5pm at Middleham Key Centre and also, the pre-meeting on Wednesday 17 November at 3pm.
2. NYCC – Invitation to Cllrs to attend an online briefing on the progress being made on the transition to a new unitary council for North Yorkshire on Wednesday 1 December 2021 7:00pm to 8:30pm, or Friday 3 December 2021 2:00pm to 3:30pm. Both briefings can be accessed from [www.northyorks.gov.uk/ptc](http://www.northyorks.gov.uk/ptc) and advance booking is not required.

**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 6th DECEMBER 2021**

**PRESENT:**

**Parish Council**: Cllr Colin Barker (present from item 3), Cllr Rosemary Blades, Cllr Valerie Broadley, Cllr John Ellis, Cllr Flo Grainger (Vice-chairman) (present from Item 4), Cllr Robert Greensit, Cllr James Gregg, Cllr Ian Johnson, Cllr Neil Pickard (Chairman), Cllr Nigel Simms (present from Item 5.2), Cllr Peter Weatherill and County Cllr Margaret Atkinson (present from Item 18), with Jen Hurford (Parish Clerk).

**Present:** 3 Members of Public (MoP)

**1. APOLOGIES**

* 1. Cllr Jane Vickery.

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

2.1 Minutes of the Monthly Meeting held 2021. It was **proposed** by Cllr Johnson and **seconded** by Cllr Blades that the Minutes of the 1st November 2021 meeting be formally approved as a true and accurate record. All those who attended the 1st November 2021 meeting and who were present voted in favour. It was **RESOLVED** that the Chair should sign the Minutes as a true and accurate record. **Action: CLERK.**

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

3.1 There were none declared.

**4. PLANNING MATTERS**

* 1. Planning Applications received from Harrogate Borough Council;

4.1.1 Land Comprising Field At 422023 480727, Foxholme Lane, Masham - Reserved Matters pursuant to Outline application (17/01057/OUTMAJ) for the residential development of 49 dwellings, demolition of existing buildings, construction of commercial units and informal public space. Reserved matters relating to appearance, landscaping, layout and scale for the residential aspect of the site (Amended Plans). Following discussion, it was **proposed** by Cllr Broadley and **seconded** by Cllr Greensit that MPC had no objections to the application. All those present voted in favour and the **RESOLUTION** was carried. The Clerk would advise HBC of the above MPC decision. **Action: CLERK.**

4.1.2 Bank Villa Guest House, The Avenue, Masham, HG4 4DB - Variation of condition 2 (approved plans) of planning approval 19/03298/LB - Listed building consent for the conversion of existing roof void to form living accommodation, installation of new internal staircase and installation of 5no. rooflights. Following discussion, it was **proposed** by Cllr Broadley and **seconded** by Cllr Weatherill that MPC had no objections to the application. All those present voted in favour and the **RESOLUTION** was carried. The Clerk would advise HBC of the above MPC decision. **Action: CLERK.**

4.1.3 The Brewery, Red Lane, Masham, HG4 4YD - Internal extension of first floor office space within roof space of existing brewery building. Following discussion, it was **proposed** by Cllr Johnson and **seconded** by Cllr Ellis that MPC supported the application. All those present voted in favour and the **RESOLUTION** was carried. The Clerk would advise HBC of the above MPC decision. **Action: CLERK.**

* 1. Planning Approvals – A list of approvals appear at Appendix A.
  2. Planning Enforcements – A list of enforcements appear at Appendix A. Cllrs requested the Clerk to chase the planning application for Silverdale. **Action: CLERK.**

4.3.3 Cllrs discussed the conversion behind 20 Market Place as there was an opening in the wall that was not as per the plans of the planning application granted. It did give more room for off street parking but were not true to the plans so the applicant should really be seeking a variation, particularly as the neighbouring fence had made vehicular access quite tight. An outcome from the Enforcement Officer at HBC was awaited.

**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.

5.1.2 Cllrs discussed whether more monies should be moved to the CCLA Public Sector Deposit Funds, however it was agreed that the very low interest meant it was not worth it at the current time.

5.1.3 Cllrs discussed whether the new electric tariffs had increased the monthly Green Energy bill much and noted how much extra the bill was following Masham Sheep Fair and that their £15 donation was not reflective of their electricity usage that weekend.

5.1.4 Cllrs noted the recent high winds and storms had accounted for the market being abandoned and a reduced number of stalls remining at their own risk. Cllrs discussed whether it should be insisted all traders leave in bad conditions, however it was clarified it was only van operating traders rather than stall ones that had remained, and no rents were taken.

5.1.5 Cllr Grainger advised of purchasing sweet bags from Bah Humbugs for the Christmas fair weekend as historically MPC opted to make a S137 donation for this. It was **proposed** by Cllr Johnson and **seconded** by Cllr Weatherill for MPC to donate the £102.49 total for sweets and bags for this. All those present voted in favour. It was **RESOLVED** that the reimbursement of payment to Cllr Grainger be made. **Action: CLERK.**

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

5.2 Internal Checks April to September. Cllr Ellis confirmed the internal checks had been carried out for the first half of the financial year. He had highlighted the invoices from AW Nicol had not been clear as to whether quotes had been met so the Clerk had requested that invoices divided jobs into itemised materials and labour in the future.

5.3 PAYE Penalties. The Clerk had circulated correspondence from HMRC claiming late submission of online PAYE information. The Clerk had already responded in writing in dispute of this with accompanying proof of submission withing the required timescale, and a response was awaited. Cllr Simms advised his business had also received similar letters which had been ignored, so it seemed a generic action they were taking.

5.2 Internal Checks April to September continued. Cllr Grainger explained of the tick sheets the Market Superintendent is now taking of the individual stalls and asked if these records need to be kept. It was agreed Cllr Grainger should request these be dropped into the office monthly so that Cllr Ellis could include within the internal checks. **Action: CLLR GRAINGER.**

**6. NEIGHBOURHOOD POLICING TEAM REPORT**

6.1 The below police report for 27th October to 1st December 2021 was circulated to Cllrs prior to the meeting.

Crime and ASB Data

|  |  |  |
| --- | --- | --- |
| Qualifier | No of Incidents |  |
| Anti-social behaviour | 3 | 08/11 – Abusive messages  09/11 – Tensions between neighbours  30/11 – Tensions between neighbours |
| Auto crime |  |  |
| Burglary |  |  |
| Criminal Damage |  |  |
| Theft (including from shops) |  |  |
| Violence Against the Person | 2 | 19/11 – Assault  28/11 – Threatening behaviour |
| Other crimes including Drugs |  |  |
| Animal/Wildlife |  |  |
| Road Traffic Collision | 1 | 28/10 – Injury Collision |
| Highway Disruption | 2 | 10/11 – Obstruction  27/11 – Fallen tree |
| Suspicious Circumstances |  |  |
| COVID |  |  |
| TOTAL THIS PERIOD | 8 |  |

Reporting Crime and Anti-social Behaviour

My team and I are committed to dealing with crime and anti-social behaviour – but for us to sort it, we need you to report it. If you have been victim of a crime, or if you have seen something suspicious that you think might lead to a crime being committed, please report it to us. Reporting a crime or potential crime is very important and is NOT wasting police time.

To contact us about a crime or suspicious behaviour, call 101. In an emergency always call 999.

Community Messaging - Rapport

North Yorkshire Community Messaging is a free community messaging system for North Yorkshire that allows you to register to receive the latest crime notifications and community news happening in your local neighbourhood. Crime and other police incidents, including missing people and witness appeals.

The service has been designed to allow people who live or work in North Yorkshire and the City of York to get information when they want, and how they want it.

Users can tailor preferences for the type of the message they receive, their preferred channel (phone, text, or email) and the locations that matter to them.

You can get information on:

* Crime and other police incidents, including missing people and witness appeals.
* Rural policing, including crimes against farms and rural businesses.
* Anti-social behaviour.
* Road safety, including road closures and traffic updates.
* Neighbourhood news and events, such as invitations to public meetings.

Users can even choose to register multiple locations, not just a home address – ideal if they want to know more about where their children go to school, where family members live, places to socialise and around their place of work.

Alerts are not confidential, so feel free to share information with friends and family.

To join please click on the link and create an account -<https://www.northyorkshirecommunitymessaging.co.uk/index.asp>

Contact Us

Twitter - [https://twitter.com/nyorkspolice](https://twitter.com/nyorkspolice?fbclid=IwAR3kbqB_Wjw641Z937YIPpyj1k7km6L9mVX6BW8g7lfwHT9_w9eBfXFV1JM)

Find us on Facebook and give our page a like for updates.

[North Yorkshire Police - Harrogate Borough](https://www.facebook.com/NYPHarrogate/?__cft__%5b0%5d=AZVuVUbglsvTiI438DuC-K9bOqnls_o-_foG1bmWDNFeaEs_KCPDZlef0A5rTimKOh5Oqw9JMhFebvpwhDIPlMa7SlL_Q3Vf3CvYmwubMHtLL1JSpapgbQQXR5W5Q0eRPPpTKCwLAAGGe6glarZGbcPOTkHn2jY_B-L1w1o5ID6Mmg&__tn__=kK-R)

[North Yorkshire Police](https://www.facebook.com/NorthYorkshirePolice/?__cft__%5b0%5d=AZVuVUbglsvTiI438DuC-K9bOqnls_o-_foG1bmWDNFeaEs_KCPDZlef0A5rTimKOh5Oqw9JMhFebvpwhDIPlMa7SlL_Q3Vf3CvYmwubMHtLL1JSpapgbQQXR5W5Q0eRPPpTKCwLAAGGe6glarZGbcPOTkHn2jY_B-L1w1o5ID6Mmg&__tn__=kK-R)

Your Local Team

Beat Manager - PC – Hannah.Johnson@northyorkshire.police.uk

PCSO’s - PCSO – Alison.Swan@northyorkshire.police.uk

Useful Contact Numbers

Highways - [https://www.northyorks.gov.uk/roads-and-pavements](https://www.northyorks.gov.uk/roads-and-pavements?fbclid=IwAR14EdwReT7WxJf36sdtRqCgRte2QvzYC1ERNpfkkWZs5yZbsKVc87AyLXY)

NHS -111

Local Dog Warden – 01423 500600. Out of hours 07525 988061

Action Fraud - 0300 123 204

Police - 101 or 999 in an emergency

Cllrs noted crime and ASB data was low again and thanked Sergeant Mayes for the provision of the report.

**7. MASHAMSHIRE COMMUNITY OFFICE REPORT**

7.1 The Presentation from the MCO’s Annual General Meeting on 11th November 2021 was circulated to Cllrs prior to the meeting. (Available to view at <http://www.mashamparishcouncil.com/documents.html> ). The Chair acknowledge the comprehensive information given and commended the extra work the MCO had undertaken serving the community.

**8. MASHAM DIRECTORY LISTINGS**

8.1 The Clerk circulated the two proposed listings to Cllrs prior to the meeting, with one being free of charge and the other at a cost of £28.00. It was **proposed** by Cllr Simms and **seconded** by Cllr Ellis to repeat the adverts for 2022 with the current wording. All those present voted in favour. It was **RESOLVED** to confirm this to the MCO. **Action: CLERK.**

**9. OVERGROWN RIVERBANK & SHOOTING HOLME**

9.1 The Chair relayed the communication from HBC stating they felt the vegetation should be left for biodiversity and as a flood defence. Cllrs discussed it does deter children from the riverbank but does house human excrement at times. The Chair suggested this be discussed with Swinton Estate at their meeting with Masham Parish Council on 13th January 2022. **Action: CHAIR, CLLR GRAINGER & CLERK.**

**10. RECREATION GROUND DRAINAGE**

10.1 The Chair advised having discussed the matter with Masham Sports Association and that they were happy for a ditch to be dug. Cllr Weatherill had met with some contractors and the main area needed clearing of wild rhubarb, with residents’ gardens and waste encroaching. The existing fence may need replacing and the pipe renewing. An open ditch would allow it to be seen if the water is being taken away. Contractors needed more accurate guidance for the job required to be able to quote accordingly. Cllr Barker advised there was not enough fall to the river, but the Chair advised the drainage led to a pipe in the corner. It was discussed of water coming from springs in the hill and the Chair clarified it was the school who had originally complained as it was boggy for the children to cross. Cllr Blades asked why hardcore could just not be put down over the problem area, but Cllr Weatherill explained this would not help take away the water and just push the problem further out. Cllrs discussed approximately 30m of piping was needed with an open ditch. It was agreed for the Chair and Cllr Weatherill to meet again to devise a comprehensive plan of works required. **Action: CHAIR & CLLR WEATHERILL.**

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

11. The Chair had spoken to the Bowling Club to seek permission to reinstate the existing three phase power supply on the outside of their shed and they had explained they had it disconnected due to the standing charges but were happy for MPC to reinstate. The Chair had clarified the points of contact to include on the form for Northern PowerGrid for the Clerk to submit. The contractor used for the works in Item 10 could then be tied in to assist with the groundworks required to lay the ducting. **Action: CHAIR, CLLR WEATHERILL & CLERK.**

**12. NOTE MACHINE ATM**

12.1 The Clerk had circulated recent correspondence from the supplier stating the cash machine would be removed due to a lack of use making it unviable for them. Two subsequent emails had been sent in response from MPC and a reply awaited. Cllrs discussed the regular lack of money in the machine could have been a ploy to give grounds to remove the machine and Cllr Johnson advised the reviews online of the company were terrible. It was clarified that the Clerk had approached other companies last year, however none had been willing to offer a comparable service. Cllr Pickard had suggested a rent reduction and a response was awaited as it was most important there was a machine there for the community. **Action: CLERK.**

**13. HONESTY BOXES**

13.1 The Clerk clarified having sent Cllr Johnson’s design for a new bigger box for the marketplace cairn to D & M Fabrication and a quote was awaited. Their last quote for one like those at the long stay area were £660 including VAT for the boxes. It was **proposed** by Cllr Weatherill and **seconded** by Cllr Broadley to give the go ahead to a quote up to £1k plus VAT should a price come back before the next meeting. All those present voted in favour. It was **RESOLVED** that this be carried out by the Clerk if required. **Action: CLERK.**

**14. MASHAM MARKET**

14.1 Cllr Grainger advised the card machine was working well but the screen was difficult to see outside, the buttons needed to be pressed firmly and there had been odd errors with amounts. The Market Superintendent had not been left alone to use it, so Cllr Grainger planned to give up Wednesdays to let him use it on his own. There were still a few traders paying by card and the new process meant there was less work for the Market Superintendent to do when he got home. The Chair felt the Market Superintendent needed to get confidence using the machine on his own. **Action: CLLR GRAINGER.**

**15. MAGIC WINDOW TRAIL**

15.1 The Clerk had circulated the proposed event to Cllrs prior to the meeting which had subsequently been agreed to meet the deadline of the launch of 6th December. This was for 2 windows placed side by side in the town centre to attract footfall. Permission had been given by both NYCC and HBC with 12 windows being featured in 6 locations depicting ‘Percy’s Christmas Adventure’. Theakston’s Brewery were to be featured in 1 window after being pulled out of a hat and there was no cost involved in the event as it was being supported by the Welcome Back funding. Cllr Johnson advised MCO had quite a lot of information as they had been approached too to link in the local businesses.

**16. LIFE RINGS**

16.1 The Clerk had researched prices for housing for the existing three rings from 1C Brindle, Lifebuoys Direct. Glasdon and Crew-safe. The significantly lesser price out of the 4 sources was from 1C Brindle for housing for a 24” or 30” buoy of £87.50ea (excluding VAT), a housing cover at £27ea and a pair of clamps to attach at £8.75 ea. This gave a total of £123.25 plus VAT and delivery. It was **proposed** by Cllr Weatherill and **seconded** by Cllr Gregg to initially purchase 1 set of housing, cover, and attachments from 1C Brindle. All those present voted in favour. It was **RESOLVED** for the Clerk to process the purchase accordingly. **Action: CLERK.**

**17. CHRISTMAS WREATH & WINDOW DISPLAY COMPETITIONS**

17.1 RF Broadley had provided posters and leaflets which the Clerk had printed off and the Chair and Cllr Grainger offered to distribute after the meeting for Cllrs to circulate. **Action: CLLRS.**

**18. ADDITIONAL DEFIBRILLATORS**

18.1 The Clerk had circulated communication from Defib4Life Ltd prior to the meeting offering support for cabinets and defibrillators. Cllrs Broadley and Greensit had discussed but there was nowhere with power for one at Low or High Ellington, and Cllr Johnson advised this was similar for Warthermarske but thought there was one at Swinton Estate. Cllr Grainger would be supportive of a unit at Low Burton and would be willing to contribute financially due to the presence of her business. Cllr Weatherill felt MPC should finance it and Cllr Simms suspected any grants would need to be obtained under MPC’s name. It was agreed for Cllr Grainger and the Clerk to enquire further from the initial enquiry. **Action: CLLR GRAINGER & CLERK.**

**8.00PM - PUBLIC INTERVAL**

1. A MoP questioned about progress of the overgrown vegetation at Tittybottle Park being addressed. The Chair advised this had been pointed out at the meeting with HBC and they had assured it would be addressed this winter and so would chase if this had not been carried out by the end of February. A neighbouring property at no.16 Silver Street also had some vegetation overgrowing the path and it was agreed for the Clerk to write to the resident to request this be cut back. Cllr Ellis advised of a similar situation at The Oaks and would get the address of this one for the Clerk too. **Action: CLERK.**
2. The Proprietors of Mill House provided MPC a copy, of their recent letter from NYCC confirming the permitted path was now on public record. They also asked Cllrs on their thoughts of the cattle grid at the bottom of Millgate as they were unsure if it were theirs or NYCC’s. It provided some drainage but was not very safe and asked MPC’s views if it were either removed and tarmacked with a drain or covered with plates. Land Registry did incline that it belonged to the property and the Chair thought the previous landowner did install so felt it was the current Proprietor’s decision to take. Cllr Simms suggested plating over would be a better option so the drains could be accessed more easily. Cllrs had no objections to the proposal.

**19. COMMUNITY SPEED WATCH**

19.1 The Clerk confirmed the volunteers had met twice for 2 half hour shifts resulting in 8 offenders being recorded. One of the volunteers explained speeds over 35mph were recorded with details of the vehicle being submitted to NYP. On the first offence the police sent a letter, on the second offence a more strongly worded letter was sent and then on the third, an officer was then sent to make a home visit to the offender. The volunteers were aiming to meet every 10 days on the various locations on Thorpe Road. The Clerk had submitted another request for data loggers to monitor traffic on Leyburn Road and on The Avenue following strong feedback from residents at the training and advice from the trainer that MPC should be persistent to get a result. It was also asked for the Clerk to put in a request for Low Burton too. It was discussed that the Vehicle Activated Signs to work and needed to be reviewed regularly to see if they needed to be removed or re-sited. Cllr Atkinson advised they do work better if used intermittently. A MoP asked if the 30mph signage on Leyburn Road could be improved and Cllr Atkinson took note to relay. Cllr Broadley also questioned the legality of the actual location of the signs too. **Action: CLLR ATKINSON & CLERK.**

**20. HIGHWAYS MATTERS**

20.1 Matters to report and existing issues to chase were as follows;

a) Cllr Simms felt there should be rumble strips requested for Leyburn Road opposite the allotments and for Thorpe Road near I’Anson Brothers Ltd. **Action: CLLR ATKINSON & CLERK.**

b) Cllr Weatherill reported a loose manhole grid near Park Drive entrance in Thorpe Road. **Action: CLERK.**

c) Cllr Weatherill reported the worsening soft verge down from Warthermarske along Swinton Castle walls where a car had recently got stuck. **Action: CLERK.**

**21. BLOCKED PAVEMENT TO THORPE ROAD**

21.1 As the owner of the scooter blocking the footpath has not resided in Masham for some months it was agreed a letter would be sent to the house owner to agree a suitable course of action. The large planters remained, and it was agreed for the Clerk to draft a letter to the Landlord of the particular property to request for them to be removed. **Action: CHAIR & CLERK.**

**22. WESTHOLME COURT PLAY AREA**

22.1 Cllr Gregg had kindly looked at the fort type play item and having taped of the item had cut out a piece of wood to replace the dangerous section and would liaise with Cllr Johnson to finish of the work. The Clerk had asked Greensphere R & C to quote to spray the surface of the area and for the MUGA too, and to remove the Deadly Nightshade. Cllr Grainger was looking into prices for swings but there was no space on the current wetpour surface, Cllr Simms suggested it went in the corner near the path so the provision of additional wetpour would need to be covered in the quote. Cllr Weatherill thought a swing could be dangerous, but Cllrs discussed a toddler’s swing would be a good substitute for the obsolete, surface-painted games. Cllr Grainger would look further into options for a swing. **Action: CLLR GRAINGER.**

**23. GRASS CUTTING CONTRACT**

23.1 The Clerk clarified not being able to find a written specification amongst records to outline works for contractors. Cllrs suggested MFJ Land Management clarify what they had been doing ad Cllr Broadley explained an area at Low Ellington she had been taking care of but would like to pass over. There were also areas at High Ellington and the triangle opposite Swinton Castle gates, all needing roughly 10 cuts a year. It was agreed for the Clerk to provide Cllr Greensit a map to mark the areas on for the Clerk to pass to the agreed contractors to then tender for the work. **Action: CLLR GREENSIT & CLERK.**

**24. BRIDGE NEAR FIRE STATION**

24.1 Cllr Gregg confirmed the repair of the second panel to the bridge near the fire station which had warped had been fixed.

**25. PARISH CARETAKERS WORK**

25.1 The Chair thanked Cllr Ellis for tidying up the Turner painting board on the market square which he had cleaned and treated. Cllrs agreed for AW Nicol to be instructed to fit the new dog waste bin which had arrived. It was asked for the repair of the two steps at Dixon Keld and the sweeping of the MUGA to be chased. Cllr Vickery was also liaising with English Tree Care to quote for the works clearing down the side of Dixon Keld steps too. **Action: CLLR VICKERY & CLERK.**

**26. CORRESPONDENCE FOR DISCUSSION/INFORMATION**

* 1. St Marys Church Warden – The request to hold a Carol Service at 4pm Sunday 12th December 2021 on the main square, with the Reverend Sian Lawton, Organist and Church Choir with all welcome. In the same area as the Remembrance Service and subject to any Covid restrictions pertaining at the time was considered. It was **proposed** by Cllr Simms and **seconded** by Cllr Grainger to agree to the request. All those present voted in favour. It was **RESOLVED** for the Clerk to relay this accordingly. **Action: CLERK.**
  2. MoP – A request for a point of contact to assist a new resident to Masham with a planning application for fitting new sash windows and a back door to a grade II listed property was considered and Cllr Simms offered to be a point of contact to help and for the Clerk to relay his contact details accordingly. **Action: CLLR SIMMS & CLERK.**

**27. ANY OTHER BUISINESS**

27.1 Cllr Blades advised the Little Market Place sign had now blown down and was in her front garden to be put back up. It was asked fort the Clerk to chase Highways. **Action: CLERK.**

27.2 Cllr Johnson asked if the cobbles could be swept and noted a lot of soil could be coming from the planters. It was agreed for AW Nicol to be asked to do this as a one-off, including taking the debris away. **Action: CLERK.**

27.3 Cllr Ellis advised the V-boards at Bordar House Teas were being left out and were blowing over at times creating a trip hazard. Cllrs agreed this should be raised with the rental agreement next year but really needed an interim letter sending in the meantime to address the matter. **Action: CLERK.**

27.4 There was a damaged bench near Bordar House Teas which needed removing and Cllr Simms kindly offered to do this but would keep the plaque. The Clerk advised the new memorial bench awaited could now be located there so would relay this. **Action: CLLR SIMMS & CLERK.**

27.5 A representative of Grewelthorpe Church had asked to have a bric-a-brac stall on the market in March and Cllrs agreed they should be charged the minimum rates. **Action: CLLRS GRAINGER.**

27.6 Cllr Grainger advised having spoken to Duffields over resurfacing the market square, but they needed a timescale as to when it would need doing as prices were fluctuating. The Chair estimated in March. **Action: CLLRS GRAINGER.**

27.7 Cllr Gregg highlighted there were a lot of cones littered around the town which people were borrowing from MPC but also using outside their property to reserve the highway for parking. The Clerk advised of having reported some cases to Highways, but they were not taking any action. Cllr Atkinson clarified it was illegal to reserve the highway, but NYCC had better things to do, but you would be in your right to remove them.

27.8 Cllr Weatherill commented on the blue car regularly parking between the new bollards on Park Street and causing issues with traffic flow. The Chair felt it needed to be reported that the bollards were not working and request yellow lines again. Cllr Atkinson advised NYCC are not keen on yellow lines but could push that Masham was not a village but a town. **Action: CHAIR.**

27.9 Cllr Greensit advised the Yorkshire Road Stone hedge had not been cut for 4 to 5 years, along from Low Burton to the Bedale turn off along the edge of Gebdykes Quarry and was agreed for this to be reported to NYCC. **Action: CLERK.**

**28. DATE OF NEXT MEETING**

28.1 Monday 10th January 2022.

**CLOSURE:** The Meeting closed at 20:56pm.

Dated 03/01/2022

**APPENDIX A - MASHAM PARISH COUNCIL**

**PLANNING APPLICATIONS FROM HARROGATE BOROUGH COUNCIL TO 6th DECEMBER 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DEADLINE** |
| Land Comprising Field At 422023 480727, Foxholme Lane, Masham | Application No.: 21/01414/REMMAJ  Proposal: Reserved Matters pursuant to Outline application (17/01057/OUTMAJ) for the residential development of 49 dwellings, demolition of existing buildings, construction of commercial units and informal public space. Reserved matters relating to appearance, landscaping, layout and scale for the residential aspect of the site (Amended Plans).  Applicant: Stonebridge Homes Ltd | 3rd December, extension agreed 7th December |
| Bank Villa Guest House, The Avenue, Masham, HG4 4DB | Application No.: 21/04782/DVCON  Proposal: Variation of condition 2 (approved plans) of planning approval 19/03298/LB - Listed building consent for the conversion of existing roof void to form living accommodation, installation of new internal staircase and installation of 5no. rooflights.  Applicant: Mr and Mrs A Nicholson | 19th December |
| The Brewery, Red Lane, Masham, HG4 4YD | Application No.: 21/04692/FUL  Proposal: Internal extension of first floor office space within roof space of existing brewery building.  Applicant: T&R Theakston Ltd | 24th December |

**PLANNING APPLICATIONS GRANTED/REFUSED BY HARROGATE BOROUGH COUNCILTO 6th DECEMBER 2021**

|  |  |  |
| --- | --- | --- |
| **ADDRESS** | **DETAILS OF PLANNING APPLICATION** | **DECISION** |
| Burnwood, 2 Park Drive, Masham, HG4 4HY | Application No.: 21/04119/FUL  Proposal: Single storey infill rear extension with flat roof and lanterns concealed by parapet wall  Applicant: Mr & Mrs Broadley | Granted subject to conditions |
| 5 Little Market Place, Masham, HG4 4DY | Application No.: 21/02293/FUL  Proposal: Conversion of existing veterinary practice into two semi-detached dwellings (1x 1 bedroom and a 1x 2-bedroom) with demolition of existing external store.  Applicant: Richard Roberts Ltd | Granted subject to conditions |

**PLANNING ENFORCEMENTS NOTIFIED BY HARROGATE BOROUGH COUNCILTO 6th DECEMBER 2021**

|  |  |  |
| --- | --- | --- |
| ADDRESS OF PROPERTY | DETAILS OF ENFORCEMENT NOTIFICATION | ACTION |
| Silverdale, 25 College Lane, Masham, HG4 4HE | Erection of outbuilding and installation of electric gates | Notification of a communication received on 24 June 2021 which reports a possible breach of planning control. (Cardinal Court is the same property a Silverdale, College Lane). Update 28th October - There is an application being considered. Clerk chased HBC for details 8th November & HBC replied 15th November - the applications submitted (ref: 21/04394/LB) were not validated and sent back on the 1st Nov 21. The applicant has now instructed a planning agent and they are going to resubmit the applications shortly. Clerk chased HBC again 5th December and update awaited. |
| The Cottage, 26 Park Street, Masham, HG4 4HN | Unauthorised tree works in a conservation area. | Notification of a communication received on 26 November 2021 which reports a possible breach of planning control. |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **FINANCE SCHEDULE** | |  |  | **APPENDIX B (1/2)** | |
| **RECEIPTS** |  |  |  |  |  |  |  |
| **(i) Advice of receipts from 2nd November to 6th December 2021** | | | | |  |  |  |
| Market Rents |  |  |  |  |  | £1,834.00 |  |
| Honesty Box |  |  |  |  |  | £1,700.00 |  |
| Finger Post Business Contracts | |  |  |  |  | £368.00 |  |
|  |  | **Total receipts for the month** | | |  | **£3,902.00** |  |
| **PAYMENTS** |  |  |  |  |  |  |  |
| **(ii) Payments by cheque on 6th December 2021 for approval from Barclays - Masham Parish Council Account** | | | | | | | |
|  |  |  |  |  |  |  | **Cheque No.** |
| Eric Wilkinson, Litter Picker - November Salary (Tax £34.20) | | | |  |  |  | 101127 |
| Jen Hurford, Parish Clerk - November Salary (Tax £0.00) | | | |  |  |  | 101128 |
|  |  |  | **Staff Salaries Total** | |  | **£1,160.93** |  |
| HMRC - PAYE |  |  |  |  |  | £34.20 | 101129 |
| Cllr Blades - Reimburse White Bear planter plants (VAT £3.88) | | | | |  | £23.35 | 101130 |
| D3 Office Group - Stationery (VAT £1.25) | | |  |  |  | £7.51 | 101131 |
| D3 Office Group - Stationery (VAT £3.68) | | |  |  |  | £22.10 | 101132 |
| Clerk - Reimburse stamps | |  |  |  |  | £7.92 | 101133 |
| **Direct Debits** |  |  |  |  |  |  |  |
| Barclaycard |  |  |  |  |  | £21.11 |  |
| Green Energy - Electricity (VAT £1.38) | | |  |  |  | £29.00 |  |
|  |  | **Total Payments** | |  |  | **£1,306.12** |  |
| BANK BALANCES |  |  |  |  |  |  |  |
| Barclays - Masham Parish Council - Current Account Ending 7717 | | | | |  |  |  |
|  | Balance as at 25 November 2021 | | |  | £42,074.02 | Cr |  |
| Barclays - Masham Parish Council - Current Account Ending 2096 | | | | |  |  |  |
|  | Balance as at 25 November 2021 | | |  | £2,480.89 | Cr |  |
| CCLA Public Deposit Sector Fund Account | | |  |  |  |  |  |
|  | Balance as at 31 October 2021 | | |  | £45,304.51 | Cr |  |
|  |  |  | Overall Total |  | £89,859.42 | Cr |  |

**APPENDIX C**

**MASHAM PARISH COUNCIL – MEETING 6th DECEMBER 2021**

Correspondence for information/consideration etc

1. St Marys Church Warden – Request to hold a Carol Service at 4pm Sunday 12th December 2021 on the main square, with the Reverend Sian Lawton, Organist and Church Choir with all welcome. In the same area as the Remembrance Service and subject to any Covid restrictions pertaining at the time.
2. MoP – Request for a point of contact to assist a new resident to Masham with a planning application for fitting new sash windows and a back door to a grade II listed property.