

**Minutes of Hellifield Parish Council Meeting**  
**Held on Thursday 3<sup>rd</sup> March 2022**  
**Hellifield Village Institute – Main Hall**

**Present:** Councillors B Hugill, D Statt, B Moore, J Thwaite, I Walton, F Ludlam-Brown, Dist Cllr Moorby, M Blackwell (Clerk)  
Members of the Public: 1

Councillor Hugill opened the meeting at 7.30pm and welcomed everyone.

- 1. To receive a report from the Appointments and Employment sub-committee on the appointment of a new Clerk and the annual reviews of the existing Clerk and Handyman and to approve any recommendations of the committee** (Press and Public to be excluded). **The Clerk, Dist Cllr Moorby and member of the public left the room.**

It was proposed, seconded and agreed by a majority vote (one abstention) to accept the recommendations of the Appointments and Employment sub-committee.

**The Clerk, Dist Cllr Moorby and the public re-entered the room.**

The Chairman announced that Mrs Julie Sleath would be the new Clerk to Hellifield PC with effect from April. There would be a hand-over period with the existing Clerk, Mary Blackwell, who will be leaving the post in early June.

- 2. Minutes** of the Parish Council meetings held on Thursday 6<sup>th</sup> January were approved and signed.
- 3. To accept apologies.** Apologies had been received from Cllr Sleath who was ill. County Cllr Staveley also sent his apologies.
- 4. To record members' interests:** Cllr Moore with reference to item 12.
- 5. Public Participation:** None.

The Chairman announced that Agenda Item 7.1 would be dealt with next to allow Dist Cllr Moorby to attend another meeting he had scheduled.

- 7 Reports to and from District and County Councillors.** District Councillor Moorby reported: "Council Tax Craven District Council will be increasing the rate by £5 but it has to be remembered that the tax has been frozen for five years in a row, but for the last six years it has been increased by £5. This was because the Government removed the council tax freeze grant and reduced the Revenue Support grant to zero in 2019. Although the bill comes from Craven District Council it has to be remembered that 70% of the council bill goes to North Yorkshire County Council, 14% goes to the North Yorkshire Police and Crime Commissioner, 4% to North Yorkshire Fire and Rescue Services, 3% to Parish Councils, with 9% going to Craven District Council. What will happen in 2023 when the new Unitary Authority takes over is anyone's guess. Unitary Authority Elections will take place in May to elect Councillors to the new authority. The number of Councillors to be elected is nine. They will replace a total of thirty members on CDC at the moment. This means that the newly elected Councillors will have to do the work of the previous thirty, plus they will have to do the work of the current County Councillors. Their term in office will be five years and I'm afraid to say that these Councillors will be very busy and this worries me. I will still be in my role until 2023". Cllr Thwaite thanked Cllr Moorby on behalf of HPC for all he has done for Hellifield – a sterling job.

**Cllr Moorby left the meeting.**

County Councillor Staveley was not in attendance but sent in his report which was read out by the Chairman.

## **6. Village Matters**

**6.1 To receive updates from NYCC Police on crime and any reports of anti-social behaviour.** The Chairman read out the police report received by NY Police: There were 27 incidents reported to the Police in Hellifield between 05.01.22 & 01.03.22 Reports included: Neighbour dispute, Criminal damage to vehicle, Manner of driving on A65, RTC single vehicle, 2 Highway disruptions, Numerous reports of flooding/trees down, Crime Fraud, Burglary, Crime Dog Bite.

The Chairman also advised that the bus stop shelter on Main St had been vandalised by youths who had caused a fire in the shelter which had destroyed the books in the community library there. He proposed putting a light inside the shelter to deter future incidents of this kind. The proposal was seconded and agreed by all.

**Resolution: Cllr Hugill to purchase and install a light inside the bus shelter.**

**6.2 To receive an update on the Play Areas.** Cllr Moore reported that the recent storms had brought down a big chunk of tree on Station Rd playground. Cllr Thwaite and himself moved it and cut it into logs which were given away to local residents. The Tyre tower on Station Rd needs removing when the weather improves. The wooden swing also need monitoring as the 4<sup>th</sup> leg is beginning to show signs of wear and tear.

The Chairman thanked Cllr Moore personally for all his work over the years he has spent in office and for his hard work and dedication to the playgrounds in particular.

**6.3 To approve purchase of a Platinum Jubilee bench and consider other appropriate celebrations for the Queen's Platinum Jubilee in June.** Cllr Statt proposed a recycled bench to commemorate the Queens Platinum Jubilee to be placed near the Peel on the common land on the left-hand side. The proposal was seconded and agreed by all.

**Resolution: The Clerk to order a bench made from recycled materials with a plaque to commemorate the Queens Platinum Jubilee which will be placed in the village.**

The Chairman advised that CDC had confirmed they could not allow trees to be planted on their land on Station Rd but had suggested the grass square on Thornview Road as an alternative. However, it was felt this was not appropriate so a decision on where to plant the trees to be deferred until later in the year.

**6.4 To nominate Paul Surbuts and Michael Robinson as new trustees of the Village Institute.** Cllr Ludlam Brown proposed both nominees be accepted, Cllr Moore seconded and all agreed.

**Resolution: Mr Surbuts and Mr Robinson to be parish council representative Trustees of the Village Institute.**

**7. (This item was dealt with earlier in the agenda)**

**8. Correspondence:**

- An email received from Mr Emsley referring to HPC's contribution to VAS equipment was read out by the Chairman who advised this would be an agenda item at the next meeting.

**9. Street Lighting:**

**9.1 To receive an update on a Street Light Replacement program.** The Chairman confirmed all LED lights had now been replaced on the Parish Council lights in the village. The two new columns are still awaiting re-connection but it is hoped this will happen in the next few weeks. Also, the three orange "gaslights" will be changed to LED by Cllr Hugill this month.

**10. Highways: To receive reports of any highways issues or road repairs required.** The Clerk to report the following areas of concern to Highways:

- Pothole in middle of road outside 1 Haw Grove#
- Loose manhole cover outside 16 Newton Way
- Surface breaking up on Gisburn Rd from Back Lane to Bridge
- Pothole at entrance to Aherne's car park

**11. Planning items:**

11.1 Ref No: 2021/23618/HH – Proposed conversion of part of garage to bedroom & study – 33 Hammerton Drive, Hellifield BD23 4LZ. **No Comments.**

11.2 Ref No: 2021/23584/HH – Installation of ramped access. Replace doors to allow widened access and level threshold doors - **No comments.**

11.3 Ref No: 2022/23621/HH – Removal of wall between current kitchen and garage to convert garage into a diner/seating area. Raising the roof of garage for extra height. Addition of out building and a garden room – Newlands, 9 The Green, Hellifield BD23 4LB – **No comments.**

11.4 Ref No: 2022/23625 – Application to vary condition 2 of planning permission 42/2002/2575  
Keepers Cottage and The Granary, Peel Green, Hellifield BD23 4LD – **Objection submitted in regard to use as holiday homes – preference would be for residential.**

**Cllr Moore left the meeting.**

## **12. Allotments**

**12.1 To review allotment rents for 2022/2023.** It was proposed, seconded and agreed that there be no increase to allotment rents this year.

**Resolution: No increase to allotment rents for forthcoming year.**

**Cllr Moore returned to the meeting.**

**13. Finance -To discuss and approve financial matters including receipts, payments, transfers and donations.**

**13.1 To approve a thank you gift for Mrs P for storage of lawnmower.** In recognition of the long period of time Mrs P has allowed HPC to store its lawn-mowing equipment at no cost, Cllr Hugill proposed a £50 gift voucher as a thank-you. Proposal was seconded and agreed by all.

**Resolution: A M&S voucher to the value of £50 to be sent with a thank-you letter to Mrs P.**

**13.2 To approve payments and receipts for February and March 2022.**

### **Finances as at 31<sup>st</sup> January 2022**

Lloyds TSB Account £ 24,979.62 as at 31<sup>st</sup> Jan 2022

Skipton Building Society £ 21,024.93 as at 31<sup>st</sup> Jan 2022

Receipts £21.24 Wayleaves

£4412.16 VAT Claim

#### Payments

ENW transfer of supply £2916.68 Paid 17/1/22

Village Maintenance – Jan £205.73

Administration –Jan £481.30

HMRC – Income tax Jan 168.60

HP Instant Ink £9.99

Stamps – 12x2nd Class £7.92

Annual Insurance Premium £1094.49

Councillors Expenses £101.69

Disconnection of Xmas lights £171.00

Hire of digger £180.00

St Aidan’s annual donation £360.00

Advertisement for Clerks job 15.00

**Total £2,795.72**

### **Finances as at 28<sup>th</sup> February 2022**

Lloyds TSB Account £ 22,183.90 as at 28<sup>th</sup> Feb 2022

Skipton Building Society £ 21,024.93 as at 28<sup>th</sup> Feb 2022

Receipts NIL

#### Payments

Village Maintenance – Feb £190.63

Administration – Feb £481.30

HMRC – Income tax Feb £165.00

Ink and Notebook £31.50

Garden waste renewal £36.00

Weedkiller x 3 £194.97

NYCC – LED Lights replacement	£9435.83	<b>13.3 To review the Financial Risk and Regulations and</b>
Thank-you gift for S Popay	£50.00	
<b>Total</b>	<b>£10,585.23</b>	

**agree any necessary changes.** It was proposed, seconded and agreed that the Financial Regulations and Financial Risks be amended to include a further level of authorisation for bank payments over £1000.

**13.4 To nominate and approve the Internal Auditor for the 2021/2022 accounting year end.** It was proposed, seconded and agreed that John Bownass to continue as Internal Auditor for HPC.

**Resolution: John Bownass to be Internal Auditor for HPC Accounts 2021/2022**

**14 To receive items of information and proposals for the agenda of future Meetings .**

Cllr Hugill Confirmed he would chair the Annual Meeting on 12<sup>th</sup> May 2022.

Cllr Walton Asked the Clerk to ask CDC for a new dog waste bin to be placed at the end of Malham Rd.

Cllr Ludlam-Brown Nothing to report

Cllr Moore Confirmed he would not be putting his name forward for re-election at the forthcoming election but would like to thank everyone for all their hard work and support – in particular Cllrs Hugill, Statt and Thwaite and Mary, the Clerk.

Cllr Thwaite Nothing to report

Cllr Statt Nothing to report

The meeting ended at 9pm

Date of next meeting: 12<sup>th</sup> May 2022

Signed.....

Dated:.....