

Bainbridge Parish Council

Minutes of the Annual Parish Council meeting held on 20th May 2025

Present:

Parish Cllrs: Darren Percival(Vice-Chair) ; Miriam Cloughton; Cllr. Thomas Tennant; Cllr. Samantha Parfitt.

NYCllr. Yvonne Peacock

Parish Clerk: Mrs Kate Kelly, also Responsible Financial Officer.

Apologies: Cllr. James Peacock

Bainbridge Parish Council

1	Chairman reminded everyone present of the right to record the meeting although the Council would not be doing so.
2	<p><u>Election of Parish Council Chairman & Vice Chairman</u></p> <p>The Clerk sought nominations for the role of Chairman of the Parish Council. Prior to the meeting she had spoken with the present Chair, James Peacock and he had confirmed that if he was nominated he would be happy to continue as Chair.</p> <p>Cllr. Parfitt nominated Cllr. James Peacock and this was seconded by Cllr. Cloughton. Everyone was in agreement and Cllr Peacock was therefore appointed for a further period.</p> <p>The Clerk then sought nominations for the role of Vice-Chairman of the Parish Council. Cllr Parfitt nominated Cllr Darren Percival and this was seconded by Cllr Tennant. Everyone was in agreement and Cllr Percival accepted the position for a further period.</p> <p>Thanks were expressed to both Councillors for undertaking these roles for the past year and congratulations expressed on their re-election.</p>
3	<p><u>Acceptance of Office</u></p> <p>The Clerk will arrange for Cllr. Peacock to sign the Acceptance of Office form for Chairman of the Parish Council.</p>
4	<p><u>Consideration of Apologies for Absence</u></p> <p>Cllr. James Peacock was unable to attend due to a work commitment.</p>
5	<p><u>Declarations of Interest</u></p> <p>None</p>
6	<p><u>Minutes of Parish Council meeting held on Tuesday 18th March 2025</u></p> <p>The minutes of the meeting held on Tuesday 18th March 2025 had been circulated to all Councillors and posted on the website. Cllr Parfitt proposed that they be adopted as an accurate record of proceedings and this was seconded by Cllr. Tennant. The minutes were signed by the Chair.</p>
7	<p><u>Ongoing Matters</u></p>

7.1	<p>Lawn Mower</p> <p>The Lawn Mower was serviced and is now being used by Andrew Bussey who I doing a good job cutting the grass and on and around the village green.</p> <p>This matter is now resolved.</p>
7.2	<p><u>Street Lighting</u></p> <p>The Clerk had reported to NYC that the street light outside the Victoria Arms was not working. Cllr. Tennant was unsure if this was now working. The Clerk will drive by and check.</p> <p>It was resolved that this matter be carried forward to the next meeting.</p>
7.3	<p>Bainbridge Village Green</p> <p>Cllr. Percival consulted Dave Allan, the tree surgeon and the copper beech tree requires to be removed. Mr Allan approached YDNPA for permission as there was a preservation order in place. As the tree is dead it can be removed as long as we give YDNPA 5 days notice. A replacement tree must be planted. It was resolve that this should be of the same type. Either the tree surgeon or Metcalfe's will remove the dead tree but they must be made aware that they have to ensure that the Christmas lights are removed without damaging them and these should be returned to the Christmas lights committee.</p> <p>A commemorative bench on the village green was unfortunately broken during the grass cutting operations. Cllr. Percival inspected it and removed the plaque from it as the bench cannot be repaired. Cllr. Parfitt has sourced another bench at a reasonable price and it was resolved that the Clerk should order and pay for this replacement.</p> <p>There is another bench which is broken due to wear and tear and Cllr. Percival will have a look and see if it repairable.</p> <p>Cllr. Peacock and the Clerk emptied the collection boxes last evening and the funds will be lodged to the Bank and noted on the next Agenda.</p> <p>These items will be carried forward to the next meeting.</p>
7.4	<p>VE Day Celebration</p> <p>Due to the very dry weather the Council decided that unfortunately we should not go ahead with the plan to light the Beacon as part of the commemorative celebrations. However the landowner, Mason Scarr, was keen to light the Beacon and did so. The Council have asked the Clerk to write to Mr Scarr and thank him for doing so.</p> <p>This matter is now resolved.</p>
7.5	<p>Email re street light in Countersett Hall</p> <p>The Clerk had written to the parishioner regarding the response from NYC. As the friend who is helping them with this is a Clerk for another Parish Council and has had previous dealings with the person from NYC they are happy to take this matter forward themselves. The Clerk requested that they update us in due course regarding the outcome.</p> <p>This matter is now resolved.</p>

7.6	<p>Bainbridge Christmas Lights</p> <p>The Christmas Lights Committee had been advised that they could possibly use the Parish Councils cover for the Christmas lights being connected to the streetlights. Cover of £5m was required. The Clerk had checked our Insurance policy and we do have Public & Product liability cover in place for £10m. The Clerk has advised the lights committee of this.</p> <p>This is not to say that the Christmas lights would be covered under this. If the Christmas Lights committee wish to proceed with this the Clerk would require to check with our Insurers whether Christmas Lights were covered and as these are managed by a separate entity from the Parish Council whether our Policy could be used to provide cover.</p> <p>It was resolved to carry this matter forward to the next meeting.</p>
8.	<p><u>Planning applications</u></p> <p>To consider planning applications.</p> <ul style="list-style-type: none"> • Listed building consent for removal of two existing storage sheds to the east of the Former School building and replace with a single-storey timber Spa Treatments Building with monopitch roof and associated external timber decking, and to relocate one storage shed adjacent to the rear/side of the main hotel at Yorebridge House Hotel, Bainbridge, DL8 3EE - R/52/194K/LB • Full planning permission for removal of two existing storage sheds to the east of the Former School building and replace with a single-storey timber Spa Treatments Building with monopitch roof and associated external timber decking, and to relocate one storage shed adjacent to the rear/side of the main hotel at Yorebridge House Hotel, Bainbridge, DL8 3EE - R/52/194J <p>No comments were received.</p>
9.	<p><u>Planning Decisions</u></p> <p>To receive decisions/information relating to recent planning applications:-</p> <ul style="list-style-type: none"> • Full planning permission for works comprising: conversion of two existing conjoined agricultural buildings for use for the purposes of gallery/studio for craft, art and cultural events by invitation; erection of two new buildings that contain a workshop, a staff accommodation unit (2 bed) and three short stay visitor accommodation units (each 2 bed); landscaping works, biodiversity enhancements, access alterations and car parking, all in association with the gallery/studio enterprise, (part-retrospective) at Thorns Farm, Marsett Lane, Countersett, DL8 3DE - R/52/243A – <p>This application had been discussed at todays planning meeting. Cllr. Yvonne Peacock advised that a final decision was not made and that a site visit was to be made. It was noted that the Parish Councils previous comments were not noted on the application. This was disappointing and it was resolved that the Clerk should add our comments again and write to the planning department.</p>
10	<p><u>Protected Tree Applications</u></p> <p>Applications: Bain House, Bainbridge – Prune 1 cypress</p> <p>Decisions: Bain House, Bainbridge – Prune 1 cypress – Approved.</p>

11	<p><u>Highways matters</u></p> <p>The following updates were received regarding the issues raised at the previous meetings.</p> <ul style="list-style-type: none"> Village Sign for Cubeck NYC had provided a map showing where they would place the proposed signs. This was discussed and it was felt that one sign if placed in the right spot would be sufficient. <p>It was resolved that the Clerk would send the amended map to NYC.</p>
12	<p><u>YLCA</u></p> <p>The membership is up for renewal at a cost of £237.00 for the year.</p> <p>It was resolved that this should be renewed.</p>
13	<p><u>Insurance Renewal</u></p> <p>Our policy is due for renewal at a cost of £682.40 for the year. This was an increase of approximately £30 and as we had had a claim it was felt that this was good. Cllr. Peacock had previously reviewed the Policy.</p> <p>It was resolved that this should be renewed.</p>
14	<p><u>Financial Matters</u></p>
14.1	<p>The following accounts were approved for payment.</p> <ul style="list-style-type: none"> Mrs K Kelly- Clerks salary March 25- £199.31pd HMRC – P30 – Quarter 4 - £148.80pd Mrs K Kelly- Clerks salary April 2 - £199.31 Mrs K Kelly – Printer - £19.24 Mr J Banks- Grasscutting- Cemetery- £100.00 Yorkshire Dales Accountancy – Fees April24-March 25- £186.00 Metcalfe Groundworks – Cemetery – Interment of ashes -£165.00 Mrs K Prudden – Cemetery- Superintendents Fees -£64.00 AIG- Hiscox Insurance- Renewal of Premium - £682.40 YLCA – Membership Subscription25/26- £237.00 J M Reynolds – Internal Audit - £50.00 Mr T B Spence – Lawnmower repairs - £208.90 Mrs K Kelly- Stationery – Postage Stamps - £13.60 Unity Trust Bank – Bank charges-April - £6.00 Unity Trust Bank – Bank charges-May - £6.00
14.2	<p>The following receipts were acknowledged.</p> <ul style="list-style-type: none"> North Yorkshire Council – Precept £3942.50 D Alderson– Cemetery- Reservations- £55.00
14.3	<p>To receive the latest bank balances and sign statements</p> <p>Copies of bank statements to 30th April 2025 were presented and signed. Current balances were reported as follows:-</p>

	<p>Unity Bank Account Number 20441542 £13071.97</p> <p>Unity Bank Account Number 20445111 £10641.77</p> <p>Unity Bank Account Number 20445124 £11603.80</p>
14.4	<p><u>Year End Accounts</u></p> <ul style="list-style-type: none"> • The Accounts for the year end 31st March 2025 had been circulated to Councillors prior to the meeting. The Clerk has completed the Year End Accounts and the Internal Audit has been completed by Jo Reynolds. The Clerk read out the Notes to the Accounts and the Auditors Report. • The AGAR (Annual Governance & Accountability Return 2024/25 was completed and signed by the Chair of the Meeting. • It was resolved to send the Certificate of Exemption to PKF Littlejohn, the external auditors, as t/o under £25k. The Clerk will ensure these documents are sent and that everything is posted on the website per the laid down procedures. • VAT return – The Clerk will complete this prior to the next meeting.
15	<p><u>Correspondence</u></p> <p>To consider the following correspondence received and decide action where necessary:-</p>
15.1	<p><u>Speed Limit on A684 through Worton</u></p> <p>This item was brought up and discussed in the Annual Resident Meeting held just prior to this meeting. It was resolved that the Clerk would write and request that the speed limit be reduced from 40mph to 30mph.</p> <p>This matter will be carried forward to the next meeting.</p>
16	<p><u>Children's Play Area</u></p> <p>There has been no report from North Yorkshire Council. The system has changed slightly and the role has recently been taken on by a new person. The Clerk will contact NYC if no report is received prior to our next meeting.</p> <p>The Castle tree is starting to crumble and bits are breaking off. The Council will check it over and discuss it at the next meeting.</p> <p>Some of the white posts need replacing. Cllr. Percival has some and will do this.</p> <p>The stone work on the stone bench requires some work before the wooden slats can be replaced. Cllr. Percival will carry out the repairs.</p> <p>Paul Metcalfe will take down the zip wire for the annual service.</p> <p>There was a concern raised by residents about the speed some cars go along the small lane between the playpark and the football pitch. It is not known whether this is service vehicles, people using the park or accessing properties. The Clerk will speak to the B&B owner and see if he is aware of an issue as his property is there. It may be that a sign needs to be put up but this would be a last resort.</p>
17	<p><u>King Charles III Coronation</u></p> <p>William Lambert is making a bench from the wood of the sycamore tree on Bainbridge village green</p>

	<p>which had to be felled.</p> <p>This matter is ongoing.</p>
18	<p><u>Cemetery</u></p> <p>Karen Prudden, Superintendent for the Cemetery was unable to attend the meeting but the Clerk read out her annual report. The report is attached and forms part of these minutes.</p> <p>The Council discussed the report and it was decided that the bench currently in the cemetery is sufficient for those who may wish to sit a while.</p> <p>The Council had previously checked the gravestones for any that were unsafe but will do so again.</p> <p>The Council thanked Karen for her work regarding the Cemetery.</p> <p>Updates re cemetery:</p> <ul style="list-style-type: none"> • Additional land – This is ongoing and Cllr. Cloughton will take this forward with the YDNPA re arranging an appropriate land survey.
19	<p><u>Parish Clerk</u></p> <p>The new printer is working well. The cost was halved with Hawes & High Abbotside Parish Council.</p> <p>The website provider has notified us that there has been a lot of attempts to break into our website. None have been successful and he uses extremely strong passwords. All attempts have been blocked. He advised that we could buy additional security at a cost of £100 however the risks are felt to be fairly small as there are no financial details on the website and all the information on there is in the public domain. It may be that we will require in the future to move to gov.uk. website. It was resolved that our provider will keep us updated and we will continue as we currently are. The Clerk is discussing amending the website to make it more accessible with him.</p>
20	<p><u>Upper Dales Health Watch</u></p> <p>Cllr. Cloughton reported on the latest meeting the Minutes of which will be available on our website.</p>
21	<p><u>Police Report</u></p> <p>The latest police report was discussed.</p>
22	<p><u>YDNPA- Spring Parish Forum</u></p> <p>Cllr. Peacock attended this and the notes were circulated to the Council.</p>
23	<p><u>Agenda Items</u></p> <p>VAT Return</p> <p>Trim Trees in Cemetery.</p>
24	<p><u>Date of next meeting.</u></p> <p>Next meeting to be held on 22nd July 2025 at 7.00pm</p>

Signed as a true record.

Dated.