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Dear Councillor,

**YOU ARE HEREBY SUMMONED TO ATTEND AN ORDINARY MEETING OF  
KILLINGHALL PARISH COUNCIL  
to be held at the Methodist Church, Killinghall**

**on Monday 4<sup>th</sup> August 2025 @ 7:00pm**

Members of the public and press are invited to attend and may address members of the Council during the item set aside for public participation – Public Participation shall not exceed 15 minutes, and any member of the public shall not speak for more than 3 minutes (please see the councils Standing Orders Part 3 Item (e) onwards). Protocol on audio/visual recording and photography at meetings: Recording is allowed at Parish Council Meetings; subject to compliance with the Council's protocol on audio/visual recording and photography at meetings. The business to be transacted at this meeting is shown below.

As per our Standing Orders all motions will require a proposer, seconder and a show of hands.

*Rob Bareham*

**Parish Clerk  
Killinghall Parish Council  
30<sup>th</sup> July 2025**

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Abbr: AH = Cllr Anne Holdsworth (Chair), JM = Cllr John Moretta, AB = Cllr Andrea Beal (Vice Chair), CD = Cllr Christopher Dunn, MD = Cllr Margaret Donnelly, ABL = Cllr Anne Blackledge, NS = Cllr Nigel Saunders, AJS = Cllr Angela Saunders, RT = Cllr Richard Thompson, JD = Cllr Jill Davis, RB = Rob Bareham (Parish Clerk), MH = County Cllr Michael Harrison, PL = County Cllr Peter Lacey

Key: AFSC-NY = Average and Fixed Speed Cameras – North Yorkshire, BR = Bank Reconciliation, CSWG = Community Speed Watch Group, DoI = Declaration of Interests, ETC = English Tree Care, FLS = Farm and Land Services, HA = Housing Association, IA = Internal Auditor, IAY = Internal Audit Yorkshire, KEPD= King Edwin Park Development, KPC = Killinghall Parish Council, KPS = Killinghall CE Primary School, KVRG = Knox Valley Residents Group, MoP = Member of the Public, LWG = Live Wild & Grow, NAG = Nidd Action Group, NAS = National Allotments Society, NYC = North Yorkshire Council, NYP = North Yorkshire Police, PC = Parish Council, PRoW = Public Right of Way(s), SLCC = Society of Local Council Clerks, STAC = St Thomas the Apostle Church, VHT = Village Hall Trust, W3W = What 3 Words

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## Agenda

<u>Item</u>		<u>Record</u>	<u>Action By</u>
2025.151	Welcome by the Chairman		
2025.152	Absence and Apologies		

- a) To Receive Apologies
- b) To approve the reason(s) for absence given by Councillors.

**2025.153          Dispensations & Pecuniary Interests**

- a) To receive, consider and decide upon any applications for dispensations.
- b) To receive any declarations of interest not already declared under the Councillors Code of Conduct or a members Register of Disclosable Pecuniary Interests.

**2025.154          Minutes for approval from Previous Meetings**

- a) For the council to consider approving the minutes of the Parish Council meeting of the 7<sup>th</sup> July 2025

**2025.155          Public participation Session** (for the public to talk to councillors about items on the agenda)

**2025.156          To receive the County Councillor's report**

- a) For the council to receive the report from Cllr Harrison  
Please see Appendix A
- b) For the council to receive the report from Cllr Lacey

**2025.157          Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)

- a) RT/NS to update the council on migration to a new website facilitator with .GOV. UK web domain and email addresses and for the council to consider any further action. (Three quotations within the supporting documents)

**2025.158          Killinghall Moor Allotments & King Edwin Park**

- a) For the council to receive the soil sample reports from Gro Environmental for the Killinghall Moor Allotments
- b) To receive the report from Wilson Browne Solicitors for the acquisition of the Killinghall Moor Allotments
- c) For the council to receive the "Snagging List" report from the Clerk
- d) For the council to consider approving the signing of both the contract of sale and the transfer deed by the Chair and Vice Chair.
- d) For the council to note the official opening of The Killinghall Moor Allotments for the 27<sup>th</sup> August 2025 @ 3:00pm

**2025.159          Budget and Banking Matters.**

- a) For the council to note the Bank Reconciliation for July 2025
- b) For the council to note the Budget Report dated 30<sup>th</sup> July 2025

**2025.160          Policy & Staffing Matters**

- a) For the council to consider adopting the Complaint & Procedures Policy 2025
- b) For the council to consider adopting the Contracts and Procurement Policy 2025

- c) For the council to consider adopting the Financial Regulations 2025
- d) For the council to consider adopting the Grants Policy 2025
- e) For the council to consider adopting the Meeting with Developers (Pre-Application Stage) Policy 2025
- f) For the council to consider adopting the Publication Scheme 2025
- g) For the council to consider adopting the Standing Orders 2025
- h) For the council to consider adopting the Councillor Code of Conduct 2025
- i) For the council to consider adopting the Staff Data Protection Policy 2025
- k) For the council to note the NJC Salary Scale increase from 1<sup>st</sup> April 2025 – 31<sup>st</sup> March 2026 was announced. Backpay to be applied.

**2025.161 Financial Matters**

- a) For the council to consider the clerks salary for July 2025 (£1656.11)
- b) For the council to consider payment to HMRC for Month 4 (£819.93)
- c) For the council to consider LWG Invoice 3110 (£240.00 + £48.00 Vat)
- d) For the council to consider LWG Invoice 3153 (£560.00 + £112.00 Vat)
- e) For the council to consider the clerks expenses for July 2025 (£334.33 + £12.24 Vat)

**2025.162 Payments to consider:**

<b>Payment to</b>	<b>Amount</b>
a) R Bareham (July 2025 Salary)	£1656.11
b) HMRC (Month 4)	£819.93
c) LWG (Inv 3110)	£280.00
d) LWG (Inv 3153)	£672.00
e) R Bareham (July 2025 Expenses)	£346.57
	<u>£3774.61</u>

**2025.163 To confirm the date(s) of the next Council meeting(s):**

**Ordinary Meeting of the Parish Council 1<sup>st</sup> September 2025 @ 7:00pm**  
*(Cut-off date for agenda items 24<sup>th</sup> August 2025 please)*

**Ordinary Meeting of the Parish Council 6<sup>th</sup> October 2025 @ 7:00pm**  
*(Cut-off date for agenda items 29<sup>th</sup> September 2025)*

## **Appendix A**

Michael

Councillor Michael Harrison  
Killinghall, Hampsthwaite & Saltergate Division  
Executive Member for Health & Adult Services



## **Appendix B**