

Killinghall Parish Council

Chairman: Anne Holdsworth

Clerk & RFO: Robert Bareham

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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 12th May 2025 @ 7.30pm

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
7th May 2025**

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

Key: AFSC-NY = Average and Fixed Speed Cameras – North Yorkshire, BR = Bank Reconciliation, DoI = Declaration of Interests, ETC = English Tree Care, FLS = Farm and Land Services, HA = Housing Association, IA = Internal Auditor, IAY = Internal Audit Yorkshire, KPC = Killinghall Parish Council, 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, VHT = Village Hall Trust, W3W = What 3 Words

Agenda

<u>Item</u>		<u>Record</u>	<u>Action By</u>
2025.084	Welcome by the Chairman		
2025.085	Absence and Apologies		
	a) To Receive Apologies		
	b) To approve the reason(s) for absence given by Councillors.		

- 2025.086 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.
- 2025.087 Minutes for approval from Previous Meetings**
- a) To consider approving the minutes of the Parish Council meeting of the 7th April 2025
- 2025.088 Public participation Session** (for the public to talk to councillors about items on the agenda)
- 2025.089 To receive the 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
- 2025.090 To receive the Clerks report**
- a) For the council to note NYC's response to the fatality that resulted in the moving of the Knox Mill Lane Bus Stop.
 - b) For the council to consider the MoP email regarding overgrown hedgerow on Cautley Drive and to note that the matter has been reported to NYC.
 - c) For the clerk to inform the council of the Annual Parish Meeting being held on the 27th May 7:00pm (and an explanation of its purpose and format)
- 2025.091 Correspondence Report** (Items received after publication of the agenda or for items needing discussion)
- 2025.092 Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)
- a) The clerk to update the council on the installation of a new bench at the top of Grainbeck Lane
 - b) The clerk to update on Posters on the notice boards.
 - c) AB to update the council on the Quarterly Newsletter
 - d) AB to update on the Community Speed watch Initiative
 - e) For the clerk to update the council on S106 allocations
 - f) For the council to consider asking S106 team @ NYC for a refresher training session.
- 2025.093 Items for discussion from Councillors or a member of the public.**
(These are new items that have been requested to be included in the agenda)
- a) For the council to consider supporting a local parkrun group, who are seeking financial support to establish a Park Run on Killinghall Moor.
 - b) For the council to consider a MoP's concern for the footpath from Knox Mill Lane to Killinghall Village.

2025.094**Area 6 Highways**

- a) The clerk to update the council on the request for an additional pedestrian crossing on the A61 (Job Ref 76630)
- b) The clerk to update the council on the request for a speed limit review in Killinghall.

2025.095**Planning Matters**

- a) For the council to consider Planning Application 25/01241/PBR
Spruisty Hall Farm
Killinghall
HG3 2AU
(Closing 18th May 2025)
- b) For the council to consider Planning Application 23/03834/FULMAJ
Land Comprising Field At 428221 457140
Otley Road
Killinghall
(Closing 1st May 2025 – Extension requested)
- c) For the council to consider Planning Application ZC25/00668/FUL
21 Teasel Grove
Harrogate
HG3 2XF
(Closing 4th May 2025 – Extension requested)
- d) For the council to consider Planning Application ZC25/01052/PNA
Long Crag Barn
Oaker Bank
Killinghall
HG3 1SF
(Closing 3rd May 2025 – Extension requested)
- e) For the council to consider Planning Application ZC25/01067/DVCON
Dunholme
11 Stonecrop Avenue
Killinghall
HG3 2WS
(Closing 2nd May 2025 – Extension requested)
- f) For the council to note Planning Decision ZC25/00183/DVCON
Pott Bridge Farm
Beckwithshaw
HG3 1SF
(Permission Refused)
- g) For the council to note Planning Enforcement 25/00101/PR15
- h) For the council to note Planning Enforcement 25/00102/PR15
- i) For the council to note Planning Enforcement 25/00130/PR15
- j) For the council to note Planning Enforcement 25/00133/BRPC15
- k) For the council to consider establishing a Planning Committee
- l) For the council to consider adopting a Terms of Reference for the Planning Committee

- 2025.096 The Glebe & Parish Benches**
- a) The council to consider any further action in response to the possible covenant on The Glebe regarding the installation of lighting on Church Lane and/or The Glebe.
 - b) The council to note the Playground Inspection dated 6th May 2025
 - c) For the council to note the next Working Party Meeting of The Glebe Furniture 19th May 2025 (Apologies received from Cllr Davis)
 - d) For the council to note that Zurich Insurance have been contacted in connection to claiming for the bench at the top of Grainbeck Lane.
- 2025.097 Killinghall Moor Allotments & King Edwin Park**
- a) For the clerk to update the council on the progress with acquisition of the allotments and for the council to consider any further actions.
- 2025.098 Budget Updates, Banking Matters & 2025 Financial Year**
- a) For the council to note the Bank Reconciliation for March 2025
 - b) For the council to consider the Budget Report for April 2025
 - c) For the council to consider appointing Heelis & Lodge as the internal auditor for the 2025-2026 internal audit (£285.00)
 - d) For the clerk to update the council of the migration of the banking from NatWest to Virgin Money.
- 2025.099 2024 – 2025 Year End Matters**
- a) For the council to note the VAT Reclaim for 2024-2025 has been submitted for £2294.80.
 - b) For the council to note “Page 3” or the AGAR - The Annual Internal Audit Report 2024-2025.
 - c) For the council to consider the Internal Auditors Report for 2024-2025
 - d) For the council to consider the Action Plan in response to the Internal Audit Report for 2024-2025
 - e) For The council to consider approving the PKF Littlejohn Bank Reconciliation 2024-2025
 - f) For the council to consider approving the Explanation of Variances 2024-2025
 - g) For the council to consider approving Section 1 of the Annual Governance Statement 2024-2025
 - h) For the council to consider approving Section 2 of the Annual Governance Statement 2024-2025
 - i) For the council to consider approving the Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return 2024-2025 from Monday 30th June 2025 – Monday 11th of August 2025

- j) For the council to note under the Accounts & Audit Regulations 2015, that the accounts information will be published on the notice boards, on the website and emailed to the external auditor before the 1st of July 2025

2025.100 Financial Matters

- a) For the council to consider the Clerks salary for April 2025 (£745.74)
- b) For the council to consider the HMRC Payment for Month 1 (£253.17)
- c) For the council to consider payment to LWG Inv-3008 (£480.00 + £96.00 Vat)
- d) For the council to consider payment to Elkerlodge Services Ltd Inv-0468 (£265.00 + £53.00 Vat)
- e) For the council to consider payment to Vision ICT Ltd Inv-20082 (£46.68 + £9.34 Vat)
- f) For the council to consider payment to YLCA Inv-3268 (£10.00)
- g) For the council to consider payment to YLCA Inv-3904 (£30.00)
- h) For the council to consider payment to YLCA Inv-3928 (£24.00)
- i) For the council to consider payment to YLCA Inv-3975 (£73.00)
- j) For the council to consider renewing its insurance with Zurich for 2025-26 Policy No YLL-2720439583 With a discounted "long Term Agreement" (LTA) (£851.92 per year, for 3 years)
- k) For the council to consider the clerks expenses for April 2025 (£96.05)
- l) For the council to consider the clerk to have Delegated Authority to book appropriate training sessions for councillors and clerk up to the limit of the training budget

2025.101

Payments to consider:

	Cheque	Payment to	Amount
a)		R Bareham (April 2025)	£745.74
b)		HMRC (Month 1)	£253.17
c)		LWG (Inv-3008)	£576.00
d)		Elkerlodge Services Ltd (Inv-0468)	£318.00
e)		Vision ICT Ltd (Inv-20082)	£56.02
f)		YLCA (Inv-3268)	£10.00
g)		YLCA (Inv-3904)	£30.00
h)		YLCA (Inv-3928)	£24.00
i)		YLCA (Inv-3975)	£73.00
j)		Zurich Insurance (Policy YLL2720439583)	£851.92
k)		Rob Bareham (April Expenses)	£96.05
			<u>£3033.90</u>

2025.102

Staffing and Employment Matters

- a) For the council to consider the clerks additional 15 hours for March 2025
- b) For the council to consider the clerks additional 24 hours for April 2025
- c) For the council to note the clerk purchased the Local Council Administration 13th Edn and The Law of Allotments books Cheque No 1496 (£222.69)
- d) For the council to note the clerk's holiday for 26th May 2025 – 2nd June 2025 (please note the earlier cut off for June's agenda is the 17th May 2025)

2025.103

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

Annual Meeting of the Parish 27th May 2025 @ 7.00pm

**Ordinary Meeting of the Parish 2nd June 2025 @ 7.00pm
Council**

(Cut-off date for agenda items 17th May 2025 please to allow for clerk's holiday)

Appendix A

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

