

# Killinghall Parish Council

Chairman: Anne Holdsworth

Clerk & RFO: Robert Bareham

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## Minutes of the Parish Council Extraordinary Meeting of Killinghall Parish Council held at the Methodist Church, Killinghall on Monday 3<sup>rd</sup> February 2025 7.00pm

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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, ABI = Cllr Anne Blackledge, 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

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Attendees: AB = Cllr Beal (Vice Chair), CD = Cllr Dunn, MD = Cllr Donnelly, JM = Cllr Moretta, ABI = Cllr Blackledge, RB = Rob Bareham (Parish Clerk)

Members of the Public: 5

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### Minutes

<u>Item</u>	<u>Record</u>	<u>Action By</u>
2025.021	<b>Welcome by the Chairman</b> In the absence of Cllr Holdsworth, Cllr Beal assumed the role of Chair and welcomed everyone to the meeting. The meeting opened at 7:00pm.	
2025.022	<b>Absence and Apologies</b> a) To Receive Apologies Apologies were received from AH.  b) To approve the reason(s) for absence given by Councillors. <b>Resolved:</b> The council accepted the reason for absence that was given.	
2025.023	<b>Dispensations &amp; Pecuniary Interests</b> a) To receive, consider and decide upon any applications for dispensations. No applications for dispensation were received.	

- b) To receive any declarations of interest not already declared under the Councillors Code of Conduct or a members Register of Disclosable Pecuniary Interests.  
No further Dol's were received.

**2025.024 Minutes for approval from Previous Meetings**

- a) To consider approving the minutes of the Parish Council meeting of the 13<sup>th</sup> January 2025  
**Resolved:** The minutes were signed as a true record.

**2025.025 Public participation Session** (for the public to talk to councillors about items on the agenda)

- A MoP highlighted the continued speeding in the parish
- A MoP requested that an item on Novembers agenda (2024.191(d) but was put back on the agenda as he felt he had not been consulted on the items impact fully. The MoP was advised this was not possible as the matter had been consulted correctly, the council had responded and the closing date for the consultation had passed.

**2025.026 To Receive Our NYC Councillor(s) Report(s)**

- a) For the council to receive the report from Cllr Harrison  
See Appendix A
- In response to the lighting on Church Lane, the council gave its approval for MH to go ahead with local consultation on the installation of lights.
  - MH gave further background to the "Call for Sites" explaining
    - Proposer of sites need not be the landowner.
    - This stage is not open for comments
    - It is the first stage of many before being "accepted" as a site for development
- b) For the council to receive the report from Cllr Lacey  
PL had sent his apologies and offered his continued support to the Allotment project.

**2025.027 Co-Option Matters** (To receive written applications for the office of Parish Councillor and to coopt a candidate to fill the existing vacancy)

- a) For the council to note that Cllr Blackledge is co-opted to Rural Ward.  
**Resolved:** The council noted ABI's co-option to the Rural Ward.
- b) For the council to note that two candidates for Oakdale Ward are being processed for the April 2025 agenda.  
**Ongoing:** The council noted the item. **RB**
- c) For the council to note that there will still be vacancies for Killinghall Rural (1) and Saltergate (1)  
**Ongoing:** The council noted the item. **RB**

**2025.028 To receive the Clerks report**

- a) For the council to consider the council's Meeting Dates for 2025  
**Resolved:** The council noted the Meeting Dates for 2025.
- b) For the council to consider request for involvement in the group set up for Speeding and Road Safety.  
**Resolved:** The council agreed to offer its support to the group for "Average and Fixed Speed Cameras – North Yorkshire". The clerk will respond accordingly **RB**

- c) For the council to note renewal of its “Data Protection Fee” (£40.00)  
**Resolved:** The council noted the renewal of its Data Protection. The clerk will renew and update the contact details **RB**
- d) To consider the offer from the WI to site a commemorative bench in the parish.  
**Ongoing:** CD reminded the council that the bench should have been subject to an insurance claim as it was destroyed in an accident. CD will forward supporting information to the clerk for the clerk to follow up. In the meantime, the clerk will obtain some costings for a replacement bench. **CD/RB**

**2025.029**

**Correspondence Report** (Items received after publication of the agenda or for items needing discussion)

- a) The clerk informed the council that there was a further planning consultation received for ZC24.02308.PBR closing on the 14<sup>th</sup> February. It was agreed to discuss this item within the item set aside to planning.

**2025.030**

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

- a) For MD/AH to update the council “VE Day 80 Anniversary Guide” celebrations the Village Hall and/or the Women’s Institute and consider any further action  
**Ongoing:** MD advised the council that the January meeting of the Village Hall was cancelled but it will be discussed at its meeting in February. **MD/AH**
- b) For the clerk to update on the speeding issues on the Otley Road and any developments with North Yorkshire Police dedicated Road safety Officer.  
**Resolved:** The council noted the response to CD from the council. CD claimed to the council these were not the correct responses, and the response offered related to a “personal matter” he was dealing with. The clerk confirmed the responses in the emails from the PCO did relate to the items that CD had said he had already discussed with the Police (see previous meeting minutes, 2024.221 (b) and 2025.010 (b).  
The acting Chair reminded CD that he may be blurring the lines between being a “Member of the Public” and a “Parish Councillor” and when he makes comments as a “Member of the Public”, he is working against the collective opinion of the Council.

**2025.031**

**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) RB to update on the request for the Greyhound Pub to be a designated Community Asset.  
**Ongoing:** The clerk will investigate what happened to the previous request. **RB**
- b) RB to update the council on S106 funds that are available.  
**Ongoing:** The council noted the latest available funds. CD asked who decided on the allocations and can it be updated? The clerk will investigate and report back to the council. **RB**
- c) AB to propose a newsletter/report from the Parish Council and for the council to consider any further action.  
**Ongoing:** The council agreed this would be a good idea for a quarterly newsletter via Facebook from the new financial year (April onwards). AB offered to help the clerk with this and will be issued on Facebook, noticeboards and any other appropriate outlet that could be identify. **RB/AB**

2025.032

**Area 6 Highways**

- a) For the clerk to update on any Highways 6 matters.  
**Resolved:** There were no matters from Highways 6 to discuss.

2025.033



**Planning Matters**

The council considered item 2025.029 (a), planning application ZC24.02308.PBR which had been resubmitted.

**Resolved:** The council agreed there were no further comments to the amended application

- a) For the council to consider Planning Application ZC24.04207.FUL  
3 Church Close  
Killinghall  
North Yorkshire  
HG3 2DT  
(Closing 30<sup>th</sup> January 2025 – extension requested.)

**Resolved:** The council agreed to option (A) with no comments.

**RB**

- b) For the council to consider Planning Application ZC25.00005.FUL  
60 Ripon Road  
Killinghall  
North Yorkshire  
HG3 2DF  
(Closing 14<sup>th</sup> February 2025)

**Resolved:** The council agreed to option (A) with no comments.

**RB**

- c) For the council to note Planning Decision ZC24.04040.FUL  
49 Grainbeck Rise  
Killinghall  
North Yorkshire  
HG3 2FF  
(Decision – planning permission granted)

**Resolved:** The council noted the planning decision.

2025.034

**The Glebe & Parish Grass Cutting**

- a) For the council to consider the Glebe Inspection Report dated 30<sup>th</sup> January 2025.  
For consideration under 2025.034 (a)

- b) For the council to note the RoSPA Report on the Glebe equipment and for the council to consider any further action  
For consideration under 2025.034 (a)

- c) For the council to consider a Working Party to discuss the replacement or repair of benches, picnic tables and playground equipment, making recommendations for the full council to consider.

**Ongoing:** The council agreed this was a good way to move forward and an opportunity to explore various avenues and bring recommendation back to full council for consideration. It was agreed that all councillors were on the working party and the clerk would offer some dates for the meeting.

**RB**

2025.035

**King Edwin Park Allotments**

- a) For the clerk to update the council on any further developments with the allotments

**Ongoing:** The clerk advised that the initial meeting of the Allotments Management Committee has been delayed due to the delay in the proposed hand over which is now expected June 2025.

**RB**

**2025.036****Policy Matters**

- a) For the clerk to update on any matters of policy.  
**Resolved:** There were no matters of policy to discuss.

**2025.037****Financial Matters**

- a) For the council to note the bank reconciliation for November 2024  
**Resolved:** The council noted the item
- b) For the council to note the bank reconciliation for December 2024  
**Resolved:** The council noted the item
- c) For the council to consider BHT Invoice 31934 (£69.87 + £13.97 Vat)  
**Ongoing:** The council asked the clerk to check back to ensure that the payment had not been made previously. If it had not, then the council agreed to the payment. **RB**
- d) For the council to consider BHT Invoice 33815 (£100.00 + £20.00 Vat)  
**Ongoing:** The council asked the clerk to check back to ensure that the payment had not been made previously. If it had not, then the council agreed to the payment. **RB**
- e) For the council to consider LWG Invoice 2882 (£480.00 + £96.00 Vat)  
**Resolved:** The council agreed to the payment
- f) For the council to note the clerk's salary for January 2025 (£831.32)  
**Resolved:** The council noted the clerk's salary
- g) For the council to note the HMRC payment for January 2025 (£236.45)  
**Resolved:** The council noted the HMRC payment
- h) For the council note PO25001 to NYC for Bus Shelter rental  
**Resolved:** The council noted the PO for the Bus shelter to NYC.
- i) For the council to consider Vision ICT Invoice 19625 (£18.33 + £3.67 Vat)  
**Resolved:** The council agreed to the payment
- j) For the council to consider the clerk's expenses for January (£26.64 + £2.00 Vat)  
**Resolved:** The council agreed to the payment
- k) For the council to consider moving to "online banking"  
**Deferred:** The council agreed to defer until the next meeting.

**2025.038****Payments to consider:**

	<b>Cheque</b>	<b>Payment to</b>	<b>Amount</b>
c)	1476	BHT (Inv 31934)	£83.84
d)	1477	BHT (Inv 33815)	£120.00
e)	1478	LWG (Invoice 2882)	£576.00
f)	1479	R Bareham (Jan 2025)	£831.32
g)	1480	HMRC (Jan 2025)	£236.45
i)	1481	Vision ICT (Inv 19625)	£22.00
j)	1482	Clerk Expenses (Jan 2025)	28.64
		<b>Total</b>	<b>£1898.25</b>

- Resolved:** The council agreed to payments (e), (f), (g), (i) and (j) with (c) and (d) subject to further checks **RB**

- 2025.039 Employment Matters**  
a) For the council to consider the clerks additional hours of 12 hours.  
**Resolved:** The council agreed to the clerk's additional hours.
- 2025.040 To confirm the date of the next Council meeting:**  
**Ordinary Meeting of the Parish 03<sup>rd</sup> March 2025 @ 7.00pm**  
**Council**  
*(Cut-off date for agenda items 24<sup>th</sup> February 2025 please)*  
**Resolved:** The council noted the date of the next meeting.
- 2025.041 Temporary exclusion of press and public: Pursuant to the Public Bodies (Admission at meetings) Act 1960. (The Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed)**  
a) **Resolved:** The council agreed to exclude the members of the public for the remainder of the meeting.
- 2025.042 Tender Documents**  
a) For the council to consider the Verge Cutting tender responses for the 2025 contract  
**Resolved:** After considering all tenders for the Verge Cutting JM proposed that Knoxmill Lane be included in the agreement. This was agreed by the council. **RB**  
JM then proposed Land and Farm Services Ltd for the Verge Cutting Tender for the next 3 years.  
The council agreed voting in favour 4 Against 1.  
The clerk will notify the successful bidder and let the unsuccessful bidders know, thanking them for their interest.
- b) For the council to consider The Glebe maintenance responses for the 2025 contract  
**Resolved:** After considering all tenders for the Glebe Maintenance, JM proposed Live Wild and Grow Ltd for the Glebe Maintenance Tender. **RB**  
The council agreed voting in favour 4 Against 1.  
JM then proposed option (1) as per the Tender Offer from Live Wild and Grow.  
The council agreed unanimously.  
The clerk will notify the successful bidder and let the unsuccessful bidders know, thanking them for their interest.

**The acting Chair closed the meeting at 9:45pm**

**Signed:** *A Beal*

**Dated:** 3<sup>rd</sup> March 2025

**Item:** 2025.046 (a)

## **Appendix A**

### **Church Lane Lighting Proposal**

The s106 team at NYC have confirmed they are satisfied that we can spend s106 monies on a lighting scheme for Church Lane, noting the concerns raised at the last parish council meeting about the policy and the fact that ownership of parts of Church Lane are unclear. They are also happy to include installation of the 3 lighting columns on the Glebe within the scheme. I will proceed to consult with local residents unless the parish council tell me otherwise.

### **Garden Waste Service**

From 31<sup>st</sup> January residents will be able to pay for their licence for the 2025 garden waste collection service. Existing customers will also start to receive a letter or email advising them that they can now pay for their licence. A licence for the 2025 season costs £49 for collections between March and early December.

### **Lund Lane**

Further to the problems I reported on with drainage on Lund Lane/Myers Green Lane. A gas pipe is part of the problem, and NYC intend building a temporary access chamber around the problem to enable the drainage pipes to be kept clear until the gas pipe is moved. We will seek to recharge the gas company for our work.

### **Local Plan**

I previously reported back on progress on the preparation of a county-wide local plan, and the implications of changes to the national planning policy framework. NYC have released details of the call for sites, and they can be viewed on the following webpage <https://www.northyorks.gov.uk/planning-and-conservation/planning-policy/call-sites-north-yorkshire-local-plan>. It includes further information to the process and a 'Frequently Asked Questions' section.

### **Avian Flu**

You may have seen on the news that we have Avian Influenza in North Yorkshire. Avian Influenza is a highly contagious viral disease affecting the respiratory, digestive and/or nervous system of many species of birds. Migratory birds such as wild ducks and geese can carry the virus, often without symptoms of illness, and show the greatest resistance to infection. Domestic poultry flocks, however, are particularly vulnerable. The risk to the public is low although it can transfer to people who regularly handle infected birds. We have two confirmed cases in bird flocks in North Yorkshire. The first was confirmed in Sutton on the Forest at a commercial turkey farm with 16,000 birds and the second at a backyard keeper of 15 chickens, just over the A19 in Linton on Ouse and in response the government have introduced a 10km Control Zone around each of the infected premises. The Animal and Plant Health Agency (APHA) have attended both infected premises and humanely culled the birds on site before effecting a deep clean. It is a legal requirement for bird keepers must register their flocks with APHA and keepers must notify APHA if their birds show symptoms of bird flu. In addition, in an effort to prevent further spread of disease, the government have extended the Avian Influenza Prevention Zone (AIPZ) which was already in place across East Riding of Yorkshire, City of Kingston Upon Hull, Lincolnshire, Norfolk, and Suffolk so that it now also covers all of North Yorkshire and York.

p.s. I hope to join you at the meeting, although I am recovering from pneumonia at the moment so will decide on the day.

Michael

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

