

Killinghall Parish Council

Chairman: Anne Holdsworth

Clerk & RFO: Robert Bareham

Email: clerk@killinghallparishcouncil.org.uk

Tel: 07935 378544



Minutes of the Ordinary Meeting of Killinghall Parish Council held at the Methodist Church, Killinghall on Monday 2nd June 2025 @ 7.00pm

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, AJS = 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, 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

Attendees: AH = Cllr Holdsworth (Chairman), CD = Cllr Dunn, MD = Cllr Donnelly, JM = Cllr Moretta, NS = Cllr Saunders, AJS = Cllr Saunders, RT = Cllr Thompson, JD = Cllr Davis, RB = Rob Bareham (Parish Clerk)

Members of the Public: 1

Minutes

<u>Item</u>	<u>Record</u>	<u>Action By</u>
2025.112	Welcome by the Chairman The chair welcomed everyone and opened the meeting at 7:01pm	✓
2025.113	Absence and Apologies a) To Receive Apologies Apologies received from Cllr Beal Cllr Blackledge was absent.	✓
	b) To approve the reason(s) for absence given by Councillors. Resolved: The reason given by Cllr Beal was accepted by the council	✓
2025.114	Dispensations & Pecuniary Interests a) To receive, consider and decide upon any applications for dispensations.	

	<p>Resolved: CD declared an interest in 2025.123(c) and requested to participate in the discussion but not the vote. On this occasion the council agreed under guidance of the Chair. However, the chair reminded CD that:</p> <ul style="list-style-type: none"> • Each request will be decided on individual merit • That in accordance with the Standing Orders, any application for dispensation must be put in writing to the clerk in advance of the meeting. 	✓
	<p>b) To receive any declarations of interest not already declared under the Councillors Code of Conduct or a members Register of Disclosable Pecuniary Interests. There were no further declarations of interest received</p>	✓
2025.115	<p>Minutes for approval from Previous Meetings</p> <p>a) For the council to consider the Annual Meeting of the Parish Council of the 12th May 2025 Resolved: The minutes were approved and signed as a true record</p> <p>b) For the council to consider approving the minutes of the Parish Council meeting of the 12th May 2025 Resolved: The minutes were approved and signed as a true record</p>	✓ ✓
2025.116	<p>Public participation Session (for the public to talk to councillors about items on the agenda) There was no public participation.</p>	✓
2025.117	<p>To receive the Councillor's report</p> <p>a) For the council to receive the report from Cllr Harrison Please see Appendix A In addition to the report Cllr Harrison added:</p> <ul style="list-style-type: none"> • For the council to respond to the Electoral Boundary Review as it does affect Killinghall Parish • With reference to item 2025.120 (d), MH informed the council that appropriate agreement between the run organisers and NYC, had not been sort however, NYC would be unable to support/approve the Park Run as it raised concerns over parking and appropriate protection of the pitches from excessive wear and tear. • With reference to 2025.124 (b), the Church Lighting scheme, the surveyor advised that a 3 light installation would not offer enough light, so pricing is being obtained for a 5-light installation. MH to report at the next meeting. The council agreed that Church Lane should be the priority and defer the Glebe lighting until costings received. <p>b) For the council to receive the report from Cllr Lacey There was no report from Cllr Lacey.</p>	✓ ✓
2025.118	<p>Councillor liaison to Local Organisations</p> <p>a) For MD to update on the Village Hall Trust (VHT) & Defibrillator. MD advised that there was nothing further to report on the VHT but reminder councillors that there was defib & emergency first aid training in Sept at the VH.</p> <p>b) For CD or JD to update on Yorkshire Local Council Association (YLCA) CD informed the council that the next meeting was on the 9th June 2025 and asked for any items that the council wished to bring up. There were no responses.</p>	✓ ✓

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|----|--|-----------|
| c) | For AJS to update on King Edwin Park Development (KEPD)
Please see Appendix C
The council requested a site visit between Parish Councillors, the Ward Councillor and the developer to discuss any solution to the access to Killinghall Moor from KEPD. The clerk will endeavour to arrange. | RB |
| d) | For RT to update the council on Killinghall CE Primary School (KPS)
Although there was no report, RT confirmed that he had been in touch with the school and hoped to develop the liaison with them. | ✓ |
| e) | For CD to update the council on Knox Valley Residents Group (KVRG)
There was no report however, CD confirmed that KVRG was in the process of re-establishing itself as a group. | ✓ |
| f) | For CD to update the council on St Thomas the Apostle Church (STAC)
There was no report. | ✓ |
| g) | For AB to update the council on Killinghall Community Speed Watch Group (KCSWG)
Please see Appendix B | ✓ |
| h) | To note the elected Chairman and Vice Chairman of the Planning Committee
Resolved: It was noted that JM had been elected as Chairman and RT elected as Vice Chairman. | ✓ |

2025.119

To receive the Clerks report

- | | | |
|----|--|-----------|
| a) | For the clerk to update the council on the presentation by NYC's Commuted Sums Dept.
Ongoing: The clerk confirmed tha the meeting had been re-arranged with S106 Dept for the 23 rd July 2025 6:30pm at the Methodist Church. | RB |
| b) | For the clerk to update on the MOP's concern for the footpath from Knox Mill Lane to Killinghall Village.
Deferred: The clerk asked for this item to be deferred as there was no update. | RB |

2025.120

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

- | | | |
|----|--|-------------------|
| a) | For RT to update the council on the need of a ".GOV.UK" Domain name for the website and email addresses and for the council to consider any further actions.
See item 2025.120 (b) | |
| b) | For RT to update the council on the "risk" of continuing the services of Vision ICT as our internet and email provider, and for the council to consider any further actions
Ongoing: The council mandated RT to research 3 alternatives to Vision ICT for the provision of both emails and website with both being amended to the .GOV.UK domain. The clerk will provide costing from Vision ICT to provide the .GOV.UK domain and SSL Security. | ✓
RT/RB |
| c) | For NS to update the council on the need of "SSL Security" being added to the website's domain address and for the council to consider any further action.
See item 2025.120 (b) | ✓ |

- d) For the council to consider financially supporting the “setting up” of the Park Run on Killinghall Moor.
Resolved: In consideration of the information provided by MH (2025.117 (a)), the council agreed 8 – 1, not to support the Park Run at the proposed location of Killinghall Moor. It would, however, consider supporting it, if an alternative location can be found within the parish. The clerk will inform the MoP who proposed the Park Run.

RB

2025.121

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)

There were no items for discussion from MoP's or Councillors.

✓

2025.122

Area 6 Highways

- a) The clerk to update the council on the request for an additional pedestrian crossing on the A61 (Job Ref 76630)

Deferred: The clerk requested that this item be deferred as there was no update.

✓

- b) The clerk to update the council on the request for a speed limit review in Killinghall.

Deferred: The clerk requested that this item be deferred as there was no update.

✓

2025.123

Planning Matters

- a) For the council to consider Planning Application 25.01266.TPO
Beckendale
27 Grainbeck Lane
Killinghall
North Yorkshire HG3 2AA
(Closing 6th June 2025)

Resolved: The council agreed to option C: “The Parish Council does not object to or support the application but wishes to make comments or seek safeguards as set out below:”

RB

- Consideration be given to any Bats or Native Birds.
- There is no Arboriculturists Report to confirm the apparent presence of Ash-dieback
- Any action of NYC should be with the evidence of a Arboriculturist's Report

- b) For the council to consider Planning Application 25.01284.TPO
Hamilton Grange
Ripon Road
HG3 2AY
Killinghall North Yorkshire
(Closing 12th June 2025)

Resolved: The council agreed to option C: “The Parish Council does not object to or support the application but wishes to make comments or seek safeguards as set out below:”

RB

- Consideration be given to any Bats or Native Birds.
- There is no Arboriculturists Report to confirm the apparent presence of Ash-dieback
- Any action of NYC should be with the evidence of a Arboriculturist's Report

- c) For the council to consider Planning Application HGTZC24.00470.FULMAJ
Land West Of Harrogate
West Business Park
Burley Bank Road
Harrogate
HG3 2SE
(Closing 13th June 2025)
Resolved: The council agreed 5 to 1, to option C: “The Parish Council does not object to or support the application but wishes to make comments or seek safeguards as set out below:” **RB**
- For road safety reasons, there is no left turn onto Burley Rd with the intention of making HGV’s use Penny Pot Lane
- d) For the council to consider Planning Application 25.01447.FUL
Spruisty Hall Farm
Killinghall
North Yorkshire HG3 2AU
(Closing 20th June 2025)
Resolved: The council agreed to option D: “The Parish Council supports the application.” **RB**
- e) For the council to note Planning Decision HGTZC25.00933.FUL
3 Greystones Avenue Killinghall Harrogate North Yorkshire HG3 2BJ
(Decision: Granted)
Resolved: The council noted the Planning Decision. ✓
- f) For the council to note Planning Enforcement 25.00143.PR15
Resolved: The council noted the Planning Enforcement. ✓
- 2025.124 The Glebe & Parish Benches**
- a) For the council to agree a date for the next meeting of the Glebe Refurbishment Working Party.
Ongoing: The clerk will circulate some dates for the next meeting. **RB**
- b) For MH to update the council on the Glebe Lighting
See Item 2025.117 (a) ✓
- c) 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
See Item 2025.117 (a) ✓
- d) For the clerk to update on the insurance claim for the bench at the top of Grainbeck Lane
Deferred: The clerk requested that this item be deferred as there was no update. **RB**
- 2025.125 Killinghall Moor Allotments & King Edwin Park**
- a) For the clerk to update on the Killinghall Moor Allotments.
Ongoing: The clerk informed the council that: **RB**
- Solicitors were close to the final wording of the contract
 - It is proving difficult to find a company to conduct the soil sampling for various reasons.
 - The site visit has been re-arranged for 12th June at 2:30pm
 - It was hopeful that the gate for the allotments would be upgraded.
 - There will be an imminent update going out to interested parties

2025.126	Budget and Banking Matters.	
	a) For the council to note the Bank Reconciliation for May 2025 Resolved: The council noted the Bank Reconciliation.	✓
	b) For the council to note the Budget Report for May 2025 Resolved: The council noted the Budget Report.	
	c) For the clerk to update the council on the migration to Virgin Money and the setting up of the high interest savings accounts Ongoing: The clerk informed the council that: <ul style="list-style-type: none"> • Monies have now been transferred to Virgin Money • The NatWest Accounts are now closed. • There is a mandate to be signed to enable the setting up of “dual approval” on payments. • It may be easier to consider the setting up of the savings account with Virgin Money as Interest Rates are now quite similar • The clerk will of course keep the council informed of developments. 	RB
2025.127	2024 – 2025 Year End Matters	
	a) For the clerk to update on the Audit Action Plan for 2024-2025 Deferred: The clerk requested this item be deferred as there was no update.	RB
	b) For the council to consider the clerk preparing a “Business Continuity Plan” Deferred: The clerk requested this item be deferred as there was no update.	RB
	c) For the clerk to update the council on the advice received from YLCA for the wording on the Explanation of Variance 2024-2025 Resolved: The council noted and agreed to the advice from YLCA.	✓
2025.128	Financial Matters	
	a) For the council to consider the clerks May 2025 salary for payment (£1182.73) Resolved: The council agreed to the payment	✓
	b) For the council to consider payment to HMRC for Month 2 (£495.58) Resolved: The council agreed to the payment	✓
	c) For the council to note payment to LWG Inv-3047 (£480.00 + £96.00 Vat) Resolved: The council agreed to the payment	✓
	d) For the council to consider payment to YLCA Inv-4074) (£146.00) Resolved: The council agreed to the payment	✓
	e) For the council to consider payment to YLCA Inv-4144 (£195.00) Resolved: The council agreed to the payment	
	f) For the council to note submission of invoice 0001 to NYC for Parish Grass Cutting (£2142.46)	✓
	g) For the council to note payment to Zurich Municipal Inv 544536485 & 544831673 (£926.35 - £74.45 Rebate) Resolved: The council agreed to the payment	✓

2025.129	Payments to consider:		
	Cheque	Payment to	Amount
a)		R Bareham (May 2025 Salary)	£1182.73
b)		HMRC (Month 2)	£495.58
c)		LWG (Inv-3047)	£576.00
d)		YLCA (Inv-4074)	£146.00
e)		YLCA (Inv-4144)	£195.00
g)		Zurich Municiple (inv-544536485 & 544831673)	£851.90
			<u>£3447.21</u>

Resolved: The council agreed to the payments as advised. ✓

- 2025.130 Staffing and Employment Matters**
- a) For the clerk to update the council on any additional hours worked
Deferred: The clerk requested for this item to be deferred as the additional hours had not been calculated. **RB**
- b) For the clerk to update on any expenses incurred on behalf of the council
Deferred: The clerk requested for this item to be deferred as the expenses had not been calculated. **RB**

- 2025.131 To confirm the date(s) of the next Council meeting(s):**
- Ordinary Meeting of the Parish 7th July 2025 @ 7.00pm**
Council
(Cut-off date for agenda items 30th June 2025 please)
- Resolved:** The council noted the next date of the Council Meeting. ✓
- Ordinary Meeting of the Parish 1st September 2025 @ 7.00pm**
Council
(Cut-off date for agenda items 25th August 2025)
- Resolved:** The council noted the following date of the Council Meeting after the Summer Break ✓

The Chair closed the meeting at 9:27pm

Signed.....

Dated.....

Appendix A

Boundary Changes

I would encourage the PC to respond to the boundary commission proposals. [North Yorkshire | LGBCE](#). The deadline for responses is 9th June. North Yorkshire Council is objecting to the proposals, which for Killinghall splits the parish between two divisions. The North Yorkshire Council proposal brought all of the parish of Killinghall together under one division (removing the anomaly that exists today whereby the King Edwin Park part of the parish sits in another division).

Church Lane Lighting Scheme

I met with the NYC lighting engineer and have requested a plan that shows the spread of illumination, along with a new costing. I will provide this as soon as I have it. Some items that I need to bring to the parish council's attention:

- The engineer advises that having 3 lighting columns on Church Lane (and the Glebe) will provide inadequate lighting coverage, essentially because the new lighting is so focused with so little lighting spill, that the distance between columns is too great. They will install them if that is what the PC wants, but wanted the PC to be aware of their opinion.
- NYC is reviewing unadopted lights with a view to recharging to town and parish councils. Whilst technically the current Church Lane light is unadopted, NYC will be pragmatic and continue to service it, along with any new lights on Church Lane, but if the PC installs new lighting on the Glebe then NYC would not adopt. Maintenance costs would be in the region of £150 per column per year (which includes electricity costs).

Michael

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



Appendix B

Good afternoon all,

The first meeting of the new Road Safety group took place last Tuesday 13th May. Thank you to Bruce, Tanya, Neil and Becky for attending.

As a councillor with Killinghall Parish Council, I explained the reasons behind setting up the group. As a PC we receive many complaints relating to road safety and we do always pass these on to the relevant authorities. We have also been involved in various discussions with Cllr Michael Harrison and Highways regarding many problems, including that of the junction of Otley Road and Ripon Road and Tesco. Our frustration as a PC is that we have no powers to make Highways do anything related to our roads. So, when a resident complains to us and, for example, says "can we have double yellow lines on x street" we can't just make that happen. With that in mind our feeling was that we need to try a different approach. If we work as a community and put in a community effort on the big issues that affect people in the Killinghall Parish, maybe someone will sit up and take note!

Outcomes of the meeting:-

1/ I will go back through the minutes from past KPC meetings and circulate information on any past consultations regarding the issues around the Ripon Road/Otley Road junction and proposals regarding crossings on Ripon Road. Hopefully this will clarify how things have been looked at by Highways and the reasons they give for not taking certain actions.

2/ We will circulate the link for residents to report road incidents directly to the police. If we encourage anyone who experiences an incident to report it, it may build up a picture of the various hotspots (e.g the pedestrian crossing on Ripon Road). We resolved to publish this on various Facebook pages, notice boards in the village and Tesco and any publications such as the church magazine etc. If anyone has any other suggestions of where to publish please contact me. (Brenda, do you still do the column in the Advertiser?).

We thought it would be a good idea to share this with parents of children who attend the school. Also, we will invite the school or PTA to join the Community Road Safety group.



[Report a road traffic incident](http://northyorkshire.police.uk)
northyorkshire.police.uk

3/ Community Speedwatch. The police department who deals with this advised me prior to the meeting that as they do operate speed cameras on Otley Road and Ripon Road, it may not be possible for us to do this as well. However, they did say that if we asked about specific locations or times for them to operate they will discuss this with us. I am therefore going to contact them again and also ask for data from their cameras and invite them to come and speak to us.

I realise that there are other areas within the parish of Killinghall that may experience problems (e.g area near Curious Cow and King Edwin Park) but as we had no residents present from these areas we could not address this.

We agreed to schedule our next meeting when I have received a response from the Speedwatch contact.

In the meantime, please spread the word about the group and let's see if we can get more people involved. The more people are involved and the louder we shout, the higher chance of us being heard and changes made.

Regards,

Andrea

Councillor Andrea Beal

Appendix C

King Edwin Park Development (KEPD) – Liaison Councillor's report

Man in a van (Friday 30 May)

A man in a van was loitering and watching children on Ingleborough Drive near Stainmore Grove. The van then parked across from the park for 5-10 minutes before leaving the estate. A resident reported this to 101 (white man in his 40-50s, short brown hair, didn't get the licence plate).

Allotments

A child has been seen on the allotments site. It seems they climbed over the perimeter fencing to retrieve a football.

Oaker Bank

Children have been seen getting onto the verge next to Oaker Bank. They climb through the post and rail fence at the boundary of the estate and over a ditch. There is a break in the mature hedge where an old access drive for farmers was removed. This is where the children can get onto the road.

The views of residents are divided. Some want something done, and some think the children should be told to stay away. There is a Change.org petition to get Persimmon to improve the fence. It has about 100 signatures.

Looking at the original plans, it looks like Persimmon has installed the agreed-upon type of fence, and actually erected a much longer one than required. The problem was reported to NYC Highways by phone and email, and a Highways man in a van inspected the site of the problem. A pragmatic solution would seem to be to plant a hedge across the gap.

Public Open Space

There is a Public Open Space between Ingleborough Drive and Stainmore Grove. It includes a small children's playground. There have been problems with children on the space, it appears mainly due to a resident providing a football net. Balls have been kicked onto the road, into cars and gardens, and against saplings and young bushes, causing them damage. The police are aware of the nuisance. The views of residents have been divided. The net has been removed, which has significantly reduced problems and tensions. However, lithering and some damage to plants and their supports are still happening, including a sapling snapped in half very recently. Residents will bear the cost of replacing damaged or destroyed plants through their Annual Estate Service Charge. The damage has been reported to the management company, Kingston Open Spaces.

Access to Killinghall Moor Country Park

Killinghall Moor Country Park is close to the estate. It has large playing fields, a LEAP and a basketball hoop. However, parents will not allow their children to go there to play because, even though it is only a five-minute walk away, the walk is along Penny Pot Lane. This is a King Edwin Park Development (KEPD) – Liaison Councillor's report busy, fast road, with no barrier between the footpath and the road. A path exists through woodland between the estate and the park. This appears to be well-used by dog walkers. It is one of two paths to the Country Park shown on the original concept drawing for King Edwin Park, included as part of the original planning application, granted in 2015. As it reduces the walking time to 1 minute and avoids the main road, it would be helpful if this path could be made into a proper footpath. Safe access to the Country Park would perhaps go a long way to solving the Oaker Bank and Public Open Space problems.