



**Minutes of the Ordinary Meeting of
Killinghall Parish Council
held at the Methodist Church,
Killinghall on Monday 4th August 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, 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

Attendees: AB = Cllr Beal, CD = Cllr Dunn, MD = Cllr Donnelly, JM = Cllr Moretta, JD = Cllr Davis, ABL = Cllr Blackledge, NS = Cllr N Saunders, AJS = Cllr A Saunders, RB = Rob Bareham (Parish Clerk)

Members of the Public: 3

Minutes

<u>Item</u>	<u>Record</u>	<u>Action By</u>
2025.151	Welcome by the Chairman With the absence of Cllr Holdsworth as Chair, the Vice Chair Cllr Beal assumed the role and welcomed everyone, opening the meeting at 7:00pm	✓
2025.152	Absence and Apologies	
a)	To Receive Apologies Apologies received from Cllr Holdsworth and Cllr Thompson.	✓
b)	To approve the reason(s) for absence given by Councillors. Resolved: The council approved the reasons for absence for both councillors.	✓

2025.153	Dispensations & Pecuniary Interests	<p>a) To receive, consider and decide upon any applications for dispensations. There were no requests for dispensation. ✓</p> <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. ✓</p> <p>Resolved: Cllr Dunn declared an interest in item 2025.157 (a)</p>
2025.154	Minutes for approval from Previous Meetings	<p>a) For the council to consider approving the minutes of the Parish Council meeting of the 7th July 2025 ✓</p> <p>Resolved: The minutes were approved and signed as a true record.</p>
2025.155	Public participation Session (for the public to talk to councillors about items on the agenda) There was no public participation.	
2025.156	To receive the County Councillor's report	<p>a) For the council to receive the report from Cllr Harrison ✓ Cllr Harrison reported to the council:</p> <ul style="list-style-type: none"> • That he was going to instruct NYC to order the larger speed warning signs for the approaches into the village. • MH then informed the council regarding the road closure in Appendix A. • On future Planning applications, MH is happy to meet (where possible) with planners and express the views of the Parish Council and ensure that their views are considered at the early consultation stage. <p>b) For the council to receive the report from Cllr Lacey ✓ There was no report from Cllr Lacey.</p>
2025.157	Matters arising from previous meetings (Items requested to remain on the agenda or to be resolved)	<p>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) ✓</p> <p>Deferred: The council agreed to defer until the next meeting, to allow for RT to be present. RT/RB</p>
2025.158	Killinghall Moor Allotments & King Edwin Park	<p>a) For the council to receive the soil sample reports from Gro Environmental for the Killinghall Moor Allotments ✓</p> <p>Deferred: The council agreed to defer items 2025.158 (a) to (d) to allow councillors time to review the supporting documents. RB</p> <p>Actions Agreed:</p> <ul style="list-style-type: none"> • Councillors to submit comments to the clerk by 18 August 2025 • Clerk to compile feedback and liaise with solicitors or developers as needed • Item to be reconsidered at the September council meeting • The clerk will inform both the solicitors and developers of the council's decision.

Proposal:

Cllr Dunn proposed appointing a consultant to review the documents, citing concerns that the matter was beyond the Parish Council's remit.

Cllr Moretta called for a vote; the proposal was defeated 7–1.

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| b) | To receive the report from Wilson Browne Solicitors for the acquisition of the Killinghall Moor Allotments
Deferred: See item 2025.158 (a) | RB |
| c) | For the council to receive the “Snagging List” report from the Clerk
Ongoing: The clerk informed the council that the Snagging List meeting had been postponed until Thursday 7 th August 2025 | RB/NS |
| 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.
Deferred: See item 2025.158 (a) | RB |
| e) | For the council to note the official opening of The Killinghall Moor Allotments for the 27 th August 2025 @ 3:00pm
Resolved: The clerk will notify the developers that the council will not attend the official opening due to delays in exchanging the title contracts. | RB |
| 2025.159 Budget and Banking Matters. | | |
| a) | For the council to note the Bank Reconciliation for July 2025
Resolved: The council noted the Bank Reconciliation for July 2025. | ✓ |
| b) | For the council to note the Budget Report dated 30 th July 2025
Resolved: The council noted the Budget Report dated 30 th July 2025. | ✓ |
| 2025.160 Policy & Staffing Matters | | |
| a) | For the council to consider adopting the Complaint & Procedures Policy 2025
Resolved: The council agreed to adopt the policy | ✓ |
| b) | For the council to consider adopting the Contracts and Procurement Policy 2025
Deferred: At Cllr Dunn's request, the policy was deferred due to concerns over wording.
Amendment requests by Cllr Dunn must be submitted to the clerk by 18 August 2025; if none are received, the policy will be considered unamended at the September meeting. | CD/RB |
| c) | For the council to consider adopting the Financial Regulations 2025
Resolved: The council agreed to adopt the policy | ✓ |
| d) | For the council to consider adopting the Grants Policy 2025
Resolved: The council agreed to adopt the policy | ✓ |
| e) | For the council to consider adopting the Meeting with Developers (Pre-Application Stage) Policy 2025
Resolved: The council agreed to adopt the policy | ✓ |
| f) | For the council to consider adopting the Publication Scheme 2025
Resolved: The council agreed to adopt the policy | ✓ |

- g) For the council to consider adopting the Standing Orders 2025
Deferred: At Cllr Dunn's request, the policy was deferred due to concerns over wording.
 Amendment request requests by Cllr Dunn must be submitted to the clerk by 18 August 2025; if none are received, the policy will be considered unamended at the September meeting. **CD/RB**
- h) For the council to consider adopting the Councillor Code of Conduct 2025
Deferred: At Cllr Dunn's request, the policy was deferred due to concerns over wording.
 Amendment requests by Cllr Dunn must be submitted to the clerk by 18 August 2025; if none are received, the policy will be considered unamended at the September meeting. **CD/RB**
- i) For the council to consider adopting the Staff Data Protection Policy 2025
Resolved: The council agreed to adopt the policy ✓
- j) For the council to note the NJC Salary Scale increase from 1st April 2025 – 31st March 2026 was announced. Backpay to be applied.
Resolved: The council noted the increase and that the back pay will be applied. ✓

2025.161

Financial Matters

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

2025.162

Payments to consider:

Payment to	Amount	
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>	
Resolved: The council approved all payments as detailed.		✓

2025.163

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

**Ordinary Meeting of the Parish 1st September 2025 @ 7:00pm
Council**

(Cut-off date for agenda items 24th August 2025 please)

Resolved: The council noted the date of September's meeting.

✓

**Ordinary Meeting of the Parish 6th October 2025 @ 7:00pm
Council**

(Cut-off date for agenda items 29th September 2025)

Resolved: The council noted the date of October's meeting.

✓

The Acting Chair closed the meeting at 7:58pm

Signed.....

Dated.....

Appendix A

PLANNED ROAD RESTRICTION NOTIFICATION - 107458 Skipton Road Harrogate (Tesco)

Location: Skipton Road, Unknown, Killinghall, Unknown

Description of works: Temporary One Way Systems and temporary road closures to enable highway s278 works associated with new Tesco store development Skipton Road, Harrogate; Eastbound One Way - 18th August 2025 until 28th September 2025 Skipton Road, Harrogate; Westbound One Way - 29th September 2025 until 10th October 2025 Euclid Avenue/ Electric Avenue - closed from junction A59 Skipton Road to a point 20 metres south of there junctions with Skipton Road; 18th August 2025 until 28th September 2025 Existing 7.5T environmental weight restriction on Otley Road, Killinghall suspended for duration of these works/ this Order

The Restriction will be in place for a period of 54 days between 18th August 2025 and 10th October 2025

The Road Restriction and any associated traffic management can be viewed using this URL link <https://one.network/?tm=144299057>

Regards

Area 6 Highways (PR), North Yorkshire Council