



# Appleton Wiske Parish Council

**DRAFT MINUTES of the Ordinary Meeting held in the Village Hall on Monday 3<sup>rd</sup> March 2025 commencing at 7.30 pm.**

**PRESENT:** Councillors – Ken Blackwood (KB) – Chair, Richard Johnson (acting RFO) (RJ), Shirley Duffield (SD), Richard Hauserman (RH), Derek Partington (DP), Jackie McReddie (JMcR).

**CLERK:** Michelle Thompson (MT)

**IN ATTENDANCE:** None

<b>1</b>	<b>Public Participation</b> None	<b>Action</b>
<b>2</b>	<b>Apologies Received</b> Cllr Duncan Rogers, NYC Cllr Annabel Wilkinson	
<b>3</b>	<b>Dispensations and Declarations of Interest</b> None	
<b>4</b>	<b>Approval of Minutes of the previous meeting:</b> Monday 3 <sup>rd</sup> February 2025 approved with a slight amendment.	
<b>5</b>	<b>Matters Arising:</b>	
a)	<b>Broadacre Garages:</b> Memorandum of Understanding (MOU) has been sent to Broadacres. Minor amendments are required for the builder's MOU, including provisions for the builder to purchase materials and request a VAT invoice, and the use of the garage for a period of up to 10 years. Cllr DP will make the necessary amendments and forward the revised MOU to the builder. <b>Resolved:</b> That Cllr DP will amend the builder's MOU as required and forward it accordingly.	<b>DP</b>
b)	<b>Parish Council Emails (.gov.uk)</b> – Cllr KB will begin the transition process with the Clerk. Cllr KB and Cllr SD have already been set up. Consideration is required for mail folders and how to retain them within the new email system. <b>Resolved:</b> That KB will commence the email transition with the Clerk and review the management of mail folders.	<b>KB</b>
c)	<b>VE Day:</b> No response has been received from Richmond and Northallerton MP Rishi Sunak regarding the tribute request. Therefore, Honorary Chaplain to the King, Simon Golding CBE, will be invited to deliver the tribute. The Lamp of Peace has been purchased for £55 but has not yet arrived; it will be used by the Town Crier, at the School Assembly, and during the evening event. A receipt for the payment has been provided by Cllr SD and agreed to be reimbursed by the Parish Council. A microphone will be required between 7pm and 9pm – Cllr KB will enquire with the school. The Clerk will arrange first aid cover. The Parish Council will provide a prize for the best-dressed participant. Volunteers are sought to assist with bunting and gazebos. <b>Resolved:</b> That arrangements for the tribute, microphone, first aid cover, and best-dressed prize proceed as outlined. Volunteers for bunting and gazebos to be sought.	<b>SD</b>
d)	<b>School signage quote:</b> Cllr KB has investigated signage options, but costs are high. The sign is intended to direct people to park within the ARA parking area. Consideration is needed regarding who will be responsible for opening and closing the gate. The cost of signage is estimated between £150 and £200 per sign, with smaller signs available for £50, though additional fixings would be required. Cllrs RH and JMcR will formally discuss the matter with the school before proceeding with next steps. <b>Resolved:</b> That Cllrs RH and JMcR will liaise with the school regarding the signage before further action is taken.	<b>RH/JMcR</b>
e)	<b>Defibrillator:</b> Discussions were held regarding the relocation of the defibrillator, which needs to be repositioned on the village green. It was proposed that the defibrillator be placed on the right-hand side of the bus shelter and a new bracket would cost £120. It was agreed that neighbours would be informed about the relocation of the defibrillator.	

Minutes approved on  
Chair's signature

7/4/25

K. J. Blackwood

	<b>Resolved:</b> To proceed with placing the defibrillator on the right-hand side of the bus shelter. A new bracket will be purchased for £120, and neighbours will be notified of the changes.	<b>RJ</b>
f)	<b>Hornby Road Footpath:</b> Cllr KB reported that he had spoken with the Parish Liaison Officer regarding the footpath, and it is being addressed for the repair of the bridge, although no specific timeframe has been provided. It was suggested that contact be made with CAMS to propose a re-route along the road. <b>Resolved:</b> To contact CAMS and suggest the option of re-routing along the road.	<b>KB</b>
g)	<b>Grass Cutting Tender:</b> The grass cutting tender has been awarded to PT Landscapes. A list of dates for the grass cutting schedule is held by Cllr JMcR. Discussions took place regarding the possibility of extra grass collections, with the decision to monitor how the cutting progresses. Cllr JMcR will also enquire about the availability of a mulching deck. <b>Resolved:</b> To monitor the progress of grass cutting and inquire about the availability of a mulching deck.	<b>JMcR</b>
h)	<b>Dog Fouling:</b> – The Dog Warden has provided stickers for lamp posts to raise awareness about dog fouling and has advised about sending letters to all households with a contact number for anyone wishing to report incidents of dog fouling. <b>Resolved:</b> To ask the dog warden for a letter template to send to all households.	<b>JMcR</b>
<b>6</b>	<b>Reports</b>	
a)	<b>North Yorkshire Councillor</b> No updates were provided at this time.	
b)	<b>Police</b> No updates were provided at this time.	
c)	<b>AWPC Clerk</b> The Clerk suggested a timeline for the agenda and minutes. It was also confirmed that the Clerk has now taken over as the Responsible Finance Officer.	
<b>7</b>	<b>Business Matters:</b>	
a)	<b>Policies and Procedures:</b> i. <b>Standing Orders:</b> The Standing Orders were discussed and approved, subject to the amendments put forward by Cllr KB. <b>Resolved:</b> That Cllr KB forward the final amendments to the Clerk for incorporation into the final version.	<b>KB</b>
b)	<b>Resilience Planning:</b> Version 1 of the Resilience Plan was presented for approval. The plan was approved. <b>Resolved:</b> That Version 1 of the Resilience Plan was approved.	
c)	<b>Registering the Village Green:</b> The matter of registering the village green was discussed. It was noted that proof of the land registration is required by the Parish Council. While the village green is still considered as such, steps need to be taken to protect it. It was agreed that the village green should be registered, and any claims to ownership will be open to challenge. Cllr KB will contact YLCA for advice on the registration process. <b>Resolved:</b> To proceed with registering the village green and for Cllr KB to contact YLCA for further advice.	<b>KB</b>
d)	<b>Tables Outside the Nelson:</b> The condition of the tables outside the Nelson was discussed, with consideration given to whether repairs are needed or if new tables should be purchased. Cllr RH will assess the tables to determine if repairs are possible. <b>Resolved:</b> For Cllr RH to assess the tables outside the Nelson and report back on whether repairs are feasible or if new tables are needed.	<b>RH</b>
<b>8</b>	<b>Correspondence:</b>	
a)	<b>Pavement Complaint:</b> A parishioner has complained about the state of the pavement alongside Willow End and Nos 1 and 2 Prospect View. Another parishioner has raised concerns about the pavement condition along Nos 4 to 6 Baker Street. Cllr DP has logged the complaints, and the website indicates that the service has been fulfilled, though the repairs are not yet completed. <b>Resolved:</b> Cllr DP will follow up with Highways once again, emphasising that the Parish	<b>DP</b>

	Council regards this as a hazard with potential health and safety implications.	
b)	<b>Hunters Ride Pavement Dip:</b> A dip in the pavement on Hunters Ride was raised for discussion. <b>Resolved:</b> To report the issue to Highways for assessment and necessary action.	KB
c)	<b>Land Register at the Playing Field:</b> The matter of the land register for the playing field was discussed, particularly regarding any objections. <b>Resolved:</b> That Cllr KB will sign the necessary documents and send them off to proceed with the registration process.	KB
d)	<b>20mph Sign Obstruction at Lord Nelson:</b> It was noted that the 20mph sign near the Lord Nelson pub is obstructing access for pushchairs and wheelchairs. Highways need to be notified. <b>Resolved:</b> That Cllr DP will draft a letter to be sent to the Clerk to follow up with Highways on this issue.	DP
e)	<b>Road Condition Between Appleton Wiske and Swallowfields (Picton Road):</b> The dangerous condition of the road between was discussed. Cllr DP reported having written to Highways, but the website states that the service has been fulfilled, despite no visible action being taken. <b>Resolved:</b> That Cllr DP to seek clarification on what "service fulfilled" means and to follow up with Highways for further action.	DP
9	<b>Planning:</b>	
	<p>To Consider Planning:</p> <p>i. <b>ZB23/01880/FUL: Construction of nine dwellings, Village Farm</b>            An update was provided. A letter has been sent to Yorkshire Water regarding the capacity of the sewage works, but no response has been received.  <b>Resolved:</b> The Clerk to chase for a response.</p> <p>ii. <b>Section 119 Highways Act 1980 Public Path Order HAM-2022-15-DO: Footpath Consultation at Hill House Farm</b>            The proposal seeks to divert the public footpath due to health and safety concerns. Cllrs RH, DR, and KB walked the path and found it satisfactory, with gates to be placed appropriately and a bridge over a ditch. Discussions were held regarding the necessity of the diversion, with concerns raised about setting a precedent for other landholders. One councillor objected, questioning the justification for the change. Concerns were also raised about correspondence being forwarded to the County Councillor without permission.  <b>Resolved:</b> The majority were in favour of the proposal, and no further observations were made.</p> <p>iii. <b>ZB25/00135/FUL – Conversion of the Former Shorthorn Inn, Hornby Road</b>            The application proposes the conversion of the existing public house into a single dwelling, including the demolition of existing single-storey extensions, erection of new single-storey extensions, and alterations to fenestration and materials.  <b>Resolved:</b> No observations.</p> <p>iv. <b>ZB25/00281/FUL – Retrospective Application for Construction of a Steel-Framed Portal Building</b>            The application seeks retrospective approval for the construction of a steel-framed portal building for the storage of animal feed and agricultural machinery, along with the formation of an access road.  <b>Resolved:</b> No observations.</p> <p>v. <b>ZB24/02455/HYB – Battery Energy Storage System (BESS), Land North of Haggitt Hill Lane, East Rounton</b>            Cllr DP provided detailed information regarding potential hazards, including fire risks, evacuation zones, and water runoff concerns. A letter has already been submitted and is available on the website. Discussions were held on the importance of having a representative present when the application goes to planning. Questions were raised</p>	Clerk

	<p>regarding potential restrictions on road use for vehicles carrying aggregate.</p> <p><b>Resolved:</b> That the invitation from Kyle Philpot, Project Development Manager for NATPOWER will be accepted and the meeting will be held on Monday 17th March at 7pm. Cllr Annabel Wilkinson to be invited.</p>	Clerk
10	<b>Financial Matters:</b>	
a)	<p><b>Santander Bank Accounts Status</b></p> <p>i. Current Account Balance - £559.67</p> <p>ii. Savings Account Balance – £11,830.07</p>	
b)	<p><b>Lloyds Bank Account Status</b></p> <p>i. Current Account – £3993.00</p>	
c)	<p><b>Invoices Paid:</b></p> <p>i. Appleton Wiske Village Hall - £17.00 Nov</p> <p>ii. Appleton Wiske Village Hall - £17.00 Dec</p> <p>iii. Appleton Wiske Village Hall - £17.00 Jan</p> <p>iv. North Yorkshire Council (Newsletter) - £144.00</p>	
d)	<p><b>Payments Received:</b></p> <p>i. NYC Highway Grass Cutting - £86.76</p> <p>ii. NYC Highway Grass Cutting - £81.34</p>	
e)	<p><b>Quarterly Finances</b></p> <p>The financial reports were presented and approved.</p>	
f)	<p><b>Invoices issued:</b></p> <p>None</p>	
g)	<p><b>Invoices to pay:</b></p> <p><b>Resolved:</b> To approve the following payments:</p> <p>i. Smithy Green and Baker Street sign material – £21.38 via cheque</p> <p>ii. The Lamp of Peace Cllr SD - £55.00 via cheque</p>	KB
11	<b>Member Reports</b>	
	<p><b>To Receive Member Reports:</b></p> <p>i. <b>Bollards for Village Green:</b> A discussion was had on village bollards, focusing on areas where access to the village green needs to be controlled, starting with the area around the shop where white stones are currently placed. The possibility of flaring driveways was considered; this remains an option for residents. If not pursued, bollards or alternative methods will be required. Wooden posts and chains were suggested as a possible solution.</p> <p><b>Resolved:</b> That wooden posts and chains be the preferred option for the area around the shop, with potential funding from CIL monies. It was suggested that CIL funding be included as an agenda item for the Parish Meeting. A final decision on installation will be deferred until after the relocation of the shop.</p> <p>ii. <b>Agenda for Next Month:</b></p> <p>a. Village Green Tubs</p> <p>b. Allotment Rents</p> <p>c. Preparations for Parish Meeting and AGM</p>	
12	<p><b>Date and time of next meeting:</b></p> <p>Monday 7<sup>th</sup> April 2025 at 7.30 pm.</p>	
	<b>The meeting closed at 9.30 pm</b>	
	<b>Minutes prepared by MT for KB.</b>	