

**Little Smeaton Parish Council Meeting 10th September 2025
Community Room, Kirk Smeaton**

MINUTES

**Present: Cllr G. Ivey (Chair) Cllr C. Atkinson (Vice Chair), Cllr A. Hancock,
Cllr J. Howdle, R. Brown (Clerk)**

1.Apologies

1. No apologies for absence were received. All Councillors were present. One member of the public was in attendance.

2.Declarations of interest

2.1 One non pecuniary declaration of interest, as a close neighbour, was declared by Councillor Ivey concerning Agenda item 20.2. It was agreed that Councillor Ivey would withdraw from the meeting prior to this item being discussed.

2.2 No applications for dispensation were received.

3. Minutes from previous meetings

3.1 Councillors confirmed the minutes of the meetings held on the 17th July 2025 and on the 26th August 2025 as true and correct records. The minutes were signed by the Chairman. Proposed by Councillor Hancock, seconded by Councillor Atkinson. All in favour.

4. Public Forum. Questions and concerns raised by the public.

There were no questions raised by the public.

5. Vacancy for Councillor

5.1 Councillors noted that, following the advertising of the vacancy for a Councillor, LSPC received one expression of interest by the closing date and that North Yorkshire Council Democratic Services have been informed. Councillors formally co-opted Anthony Croall as a Councillor for Little Smeaton Parish Council and, the necessary forms having been signed he joined the meeting at this point. Proposed by Councillor Ivey, seconded by Councillor Atkinson. All in favour.

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6. Financial Matters

6.1 Councillors heard confirmation from Councillor Hancock that the bank reconciliations as at 31st August 2025, have been checked and signed as true and correct.

6.2 Councillors heard from Councillor Hancock with regards to the Current Internal Control Audit, who confirmed that there were no issues of concern.

6.3 The current finance sheet as at 31st August 2025 were signed by the Chairman as a true and correct record. Proposed by Councillor Howdle, seconded by Councillors Atkinson. All in favour.

6.4 Councillors received the budget report as at 31st August 2025.

6.5 Councillors received the VAT spreadsheet as at 31st August 2025

6.6 The Contractual Payment form as at 31st August 2025 was signed by the Chairman and Vice Chairman. Proposed by Councillor Howdle, seconded by Councillor Atkinson. All in favour

6.7 Councillor Hancock confirmed the accuracy of the recent bank statements. The Chairman signed as confirmation.

6.8 Councillors received and approved the updated Investment summary, reflecting the closing and reopening of the UT accounts.

6.9 Councillors noted that the interest rate of the accounts held with LB is due to be reduced from 0.7% to 0.6%. Possible other banks with which to place monies held in LB reserves, and LB capital, have been explored by the Clerk who recommended opening an account with the Hinckley & Rugby Building Society. Following a discussion it was agreed that the Clerk would seek to open a 90 day notice Local Council account, paying 2.90%, with the £6,000 reserves once the 2nd instalment of the precept has been received. Proposed by Councillor Ivey, seconded by Councillor Howdle. All in favour.

6.10 Councillors noted and approved budget, spend and pay for:

- Up to £36.00 for hire of Community Room for meeting on 10th September 2025;
- Up to £10.50 for banking charges;
- £80 to ROSPA for the annual playground inspection;
- Up to £88.87 to Cartridge People for Black and Colour ink cartridges;
- £81.00 to The British Legion for wreath and lamppost poppies.

Proposed by Councillor Ivey, Seconded by Councillor Howdle. All in favour.

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6.11 Councillors ratified budget, spend and pay of

- £11.19 to Norton for 1 year subscription;
- £119.77 to Amazon for speed gun and batteries;
- £30.00 to Danny Curnow for removing post and rail on Cross Hills;
- £28.00 for CHAPS payment to UB.

Proposed by Councillor Atkinson, Seconded by Councillor Howdle. All in favour.

7. Finance Group

7.1 Councillors noted that the Finance Group met on the 6th August 2025 prior to the full Parish Council meeting. Councillors received the notes of this meeting and approved the following recommendations:

- The decision to continue with UB for 12 months was ratified;
- The transfer of monies into the budgets for the Playground and General Land costs was approved as required.
- Budget and precept requirements to be placed on the agenda for the November Parish Council meeting;
- Negotiations for the grass cutting contract to be completed before the end of October 2025.

The recommendation to transfer any interest received into the UT feeder account was not approved, as felt to not constitute value for money. Councillor Hancock to review the Financial Regulations, to ensure compliance. Proposed by Councillor Atkinson, seconded by Councillor Ivey. All in favour.

8. Events Team

8.1 Councillors considered a report from Councillor Hancock, and noted the success of the Annual Fete held on the 30th August 2025.

8.2 Councillors were informed of future events currently being planned including the choir restarting on the 12th October, the seniors tea party on the 11th December (to be held this year at the Shoulder of Mutton) and the Christmas event on the 20th December.

9. Hanging Baskets

9.1 Councillors noted that the previous supplier of hanging baskets has informed the Parish Council that they will no longer be in position to provide them after this year. Councillors considered alternatives that might be possible, including opening negotiations with the exiting supplier to ascertain whether a larger order would be viable, enhancing the current planters, and placing some additional ones around the village. Councillor Ivey reported to the meeting that Womersley Parish Council is also considering alternatives and will ask them if they might consider acting collectively.

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10. Lighting the Christmas Decorations at the Well

10.1 Councillors considered lighting for the well. Previous enquiries have ruled out the possibility of having an electric supply installed to light the Christmas decorations, however it was agreed to bring forward to this meeting the possibility of solar lighting. Following a discussion it was agreed to not pursue the possibility of solar lighting. Instead Councillor Croall will change the batteries as required on the Christmas tree, and the Clerk will seek volunteers via WhatsApp to help put up and take down the Christmas decorations on the lampposts, also to change batteries as required.

11. Review Schedule of Policies and Recurring Tasks

11.1 Councillors approved the new IT Policy. Proposed by Councillor Atkinson, seconded by Councillor Ivey. All in favour.

11.2 Councillors approved the updated Policies, and Recurring Tasks Review document, and agreed an appropriate lead Councillor for the IT policy, a schedule for the inspection of trees, a schedule and lead Councillor for the Emergency Plan and, the appropriate times for an inspection of the playground, in addition to the formal playground inspection undertaken by ROSPA. Councillor Croall will seek to identify

whether the person currently undertaking some work on his trees is qualified to undertake an inspection of the trees owned by the Parish Council.

12. Playground

12.1 Councillors heard from Councillor Atkinson on the progress made to replace the two platforms. He now has a quote of £719.44 plus VAT of £143.89 (£863.33). Up to £950.00 was approved at the Parish Council meeting on the 17th July 2025, so he will now go ahead and order the platforms. The intention is to fit them himself.

12.2 Councillors noted that the ROSPA inspection of the Playground is scheduled to take place during September 2025.

13. Grass Cutting Contract

13.1 Councillors noted that the current three year contract for grass cutting is due to end in 2025. Following a discussion it was agreed to ask Danny Curnow to submit a quote for a three year contract, and to accept his quote provided it is in line with the previous costs, without the need to go out to tender, and provided that is in line with the Financial Regulations (Councillor Hancock to check). Councillor Ivey to redraft the schedule confirming that Cross Hills to be cut each month and the slope by the playground to remain as it is in the current contract. Clerk to remind Mr. Curnow that the grass bank between The Old Chapel and Hodge Lane footpath is not part of the contract. Proposed by Councillor Ivey, seconded by Councillor Howdle. All in favour.

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14. Road Safety

14.1 Councillors heard from Councillor Hancock about progress made with LSPC undertaking speed checks in the village. The training has taken place jointly with Kirk Seaton. Eight Little Smeaton residents undertook the training with a further two to be trained by Councillor Hancock shortly. The group have been deployed on seven separate occasions, and three speeding motorists identified. The registration numbers of the speeding cars have been sent to the police who will issue letters, warning the drivers that a third incident of speeding will result in a face to face visit and warning.

15. Social Values Activities Funding - National Highways

15.1 Councillors noted that an extra Parish Council meeting to discuss repairs to the fence and gate on Cross Hills was held on 26th August 2025, when two quotes were received and the preferred provider agreed. Subsequently the Clerk has informed both

potential providers and obtained a date at the end of September for the work to be completed.

16. Little Smeaton Council Owned Trees

16.1 Councillors considered the planting of the donated trees, and, following discussion agreed that the Oak tree should be planted at the bottom of the playground well beyond the conifers and the Christmas tree on the small triangle of grass opposite the playground. To be planted in October with fertiliser placed in the holes. Budget spend and pay of £30.00 to Danny Curnow approved to plant the trees. Proposed by Councillor Ivey, Seconded by Councillor Howdle. All in favour.

16.2 Councillors also considered the purchase of additional trees to replace those removed, but agreed not to take any further action at this time.

17. Items identified for purchase.

17.1 Councillors noted that further conversation has been held with North Yorkshire Council with regards to the purchase of a litter bin for the “lay by” opposite the playground, and the suggestion that the area be grassed to stop people parking there. However NYC remained clear that, in the view of the Waste and Street Scene department, this lay-by is not suitable for a litter bin. Contact was, therefore, made by the Clerk with the Parish Liaison department, as agreed at the Parish Council meeting on the 17th July 2025. The Clerk updated the meeting following an email received repeating their opposition to a litter bin, but suggesting that a sign erected in the lay-by might help. Following discussion it was agreed to respond accepting a sign and asking what the sign might say and when it is likely to be provided. It was also noted that the Waste and Street Scene department states, in the email that, they have had no reports of the lay-by being heavily littered or suffering from frequent fly tipping. It was agreed that the Clerk would challenge this statement explaining that this is only the case because frequent litter picks take place by local residents.

17.2 Councillors reconsidered the purchase of a further bench to be placed at the top of Quarry Lane in view of concerns having been raised about the frequent dropping of litter. As no response has been received as yet from NY Highways Department when asked for permission to place a bench, it was agreed to delay taking any further action until a response is received.

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17.3 Councillors reconsidered the placing of the purchased bench in the playing field, following concerns having been raised, and it was agreed to delay the decision to allow further thought. Item to be brought forward to the November Parish Council meeting. Clerk to agenda.

18. Parish Council Land on either side of Hillside Cottage

18.1 Councillors noted that the application to register the two pieces of land on either side of Hillside Cottage as separate entities has been submitted to the Land Registry. However a reply is not expected until the end of July **2026** and not 2025 as previously stated.

19. To receive any planning applications and note any comments sent.

19.1 No applications have been received.

20. Correspondence Received

20.1 The Email from Kirk Smeaton resident concerning playground equipment was discussed. The request to install a skate park was dismissed on the grounds that the £60,000 to £80,000 cost was disproportionate. However the alternative suggestion of an in ground basketball hoop will be further pursued. The Clerk to enquire from Norton Parish Council who already have one and to look into the possibility of a grant. The Clerk to respond to the resident.

Councillor Ivey left the meeting at this time. Councillor Atkinson resumed as Chair.

20.2 Email from Little Smeaton resident concerning a planning application was discussed. It was agreed that the Clerk will draft a response to the email, expressing the Councillors' concern about the advice the resident has received about the legitimacy of using permitted development to further extend the plans for development. The Clerk to suggest the owners may want to contact NY planning department to seek their view or obtain independent legal advice.

21. To confirm the date of the next Parish Council meeting:

21.1 The next meeting to be held at 7.00pm on 20th November 2025

There being no further business the meeting finished at 9.15pm.

Minute	Action	Cllr/Clerk	Outcome
	10th September 2025		
5.1	To include Councillor Croall to the LSPC email and WhatsApp group	CA	Completed
5.1	To copy and send signed forms to NYC	RB	Completed
5.1	To place appropriate forms and information on to the LSPC website	CA	
6.9	To open an account with Building Society	RB	
6.10	To confirm cost of printer ink	RB	Completed
7.1	To transfer unallocated monies as required to playground and general land costs budgets	RB	Completed
7.1	Place draft budget and precept requirements on the agenda for November PC meeting	RB	Completed
7.1	To check Financial Regulations for compliance	AH	Completed
9.1	To seek to negotiate increased contract with supplier of hanging baskets	RB	Completed
9.1	To talk to Womersley PC about joint purchase of hanging baskets	GI	
10.1	To change batteries on Christmas tree when needed	AC	
10.1	To ask on WhatsApp group for volunteers to help with Christmas decorations	RB	
11.2	To check whether his contractor is qualified to undertake a survey of trees	AC	Completed
12.1	To order and install platforms for playground	CA	

13.1	To update grass cutting contract	GI	Completed
13.1	To invite DC to provide a quote	RB	Completed
16.1	To confirm with DC planting of trees in October	RB	Completed
17.1	To respond to NYC re litter sign	RB	Completed
17.3	To agenda for November meeting placing of purchased bench	RB	Completed
20.1	To ask Norton PC about their basketball hoop	RB	Completed
20.1	To respond to Kirk Smeaton resident	RB	Completed
20.2	To write to Little Smeaton resident	RB	Completed