

Little Smeaton Parish Council Meeting 7th January 2025

Community Room, Kirk Smeaton

MINUTES

Present: Cllr C Atkinson (Vice Chair), Cllr A Hancock, Cllr J Howdle, Roz Brown (Clerk)

1. Apologies

1.1 Apologies for absence were received from Councillor Ivey and Councillor Carpenter.

1.2 The reason of absence given were approved.

2. Declarations of interest

2.1 No declarations of interest were received under the Council's code of conduct or members' Register of Disclosable Pecuniary Interests.

2.2 No applications for dispensation were received.

3. Minutes from previous meeting

3.1 Councillors confirmed the minutes of the meeting held on the 7th January 2025 as a true and correct record. Proposed by Councillor Hancock, Seconded by Councillor Howdle. All in favour.

3.2 Councillors received information on outstanding 'actions agreed' approved at the previous meeting held on 7th January 2025, not otherwise on the agenda:

- Business Continuity Plan which has been updated to reflect new email addresses. To be formally reviewed at the May Parish Council meeting;
- Hodge Bridge. The "dangerous" rubbish has been removed. No further actions are planned at this time.
- Two items from the "wish list" have not, as yet, been taken forward – litter bin and the information board. To be followed up by the Clerk

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

4.1 No members of the public were present.

5. Financial Matters

5.1 Councillor Hancock confirmed that the bank reconciliations as at 28th February 2025 has been checked and signed as true and correct.

5.2 Councillor Hancock reported that the current internal control audit as at 28th February 2025 was correct.

5.3 The current finance sheet and budget report, as at 28th February 2025 was signed by the Vice Chairman, Councillor Atkinson as a true and correct record. Proposed by Councillor Howdle, Seconded by Councillor Hancock. All in favour.

5.4. The VAT spreadsheet as at 28th February 2025 was received.

5.5 Councillor Hancock confirmed the accuracy of the recent bank statements. The Vice Chairman, Councillor Atkinson, signed these in confirmation.

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

- Up to £30 for hire of Community Room for meeting on 19th March 2025;
- £8.50 for banking charges;
- £41.90 to Cartridge People UK for black extra-large printer ink;
- Up to £150 for Membership of YLCA from the 2005/6 budget;
- £3915.45 to Danny Curnow for grass cutting April to September to be paid in one payment of £652.60 in April 2025 and five further payments of £652.57, May to September 2025;
- £998.40 to First Impressions for hanging baskets from the 2025/6 budget;
- £702 to Glasdon UK for one brown Phoenix bench;
- £710 to Carl Property Services (CPS), from the 2025/6 budget, to rebuild flower planter;
- £391 to Carl Property Services (CPS), from the 2025/6 budget, to replace bus shelter windowpane;
- £400.00 to Carl Property Services (CPS), from 2025/6 budget, to mend the telephone box
Door;
- £54.49 to Green Terminator for 10ltrs of moss remover spray;
- £254.83 to Amazon for Christmas Lights;
- Up to £150.00, from 2025/6 budget for compost and plants.

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

5.7 Councillors ratified budget, spend and pay of:

- £20 to Danny Curnow for removal of Christmas tree;
- £8.00 to Leeds Park Nursery for the purchase of daffodil bulbs;
- £12.00 to Crown Garden Centre for compost.

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

5.8 Councillors noted that the interest rate on the two instant access Lloyds accounts will be reduced from 1.0% to 0.80% on the 15th April 2025, and the interest rate on the Unity Trust instant access account will be reduced from 2.50% to 2.25%

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6. Finance Group

6.1 Councillors noted that the Finance Group met on the 24th February 2025 prior to the full Parish Council meeting, and received the notes from that meeting. Councillors approved the following recommendations:

- £2k be transferred into reserves with a further discussion about future reserves requirements;
- that LB account ..168 be called “Revenue Reserves” and that at the end of each financial year any interest in this account be transferred to LD Community account ..368;
- that the interest in LB account 668 (capital account) is also transferred, being revenue, at the end of each financial year to the LB Community Account ..368;
- that consideration be given to transferring any excess amount in the LB Community Account ..368 once the above purchases in 2024/5 have been completed to a separate account that earns interest;
- That approximately no more than £1500.00 should be held in the LB Community Account ..368 at any time.

The Budget for 2025/6 was adopted subject to the following recommended changes:

- the income line called Investments Interest be reduced to £8,875 in view of likely interest rate reductions;
- the expenditure line called External Auditor be removed;
- a new expenditure line be added called Professional Fees with a budget of £3k.
- The income from VAT refund and the Carry Forward amounts to be updated at the end of the 2024/5 financial year.

Proposed by Councillor Howdle, seconded by Councillor Hancock. All in favour.

7. North Yorkshire Local Plan

7.1 Councillors noted the information concerning the development of North Yorkshire Council’s local plan. In particular Councillors noted the timetable as outlined on Page 7, which suggests that the plan will be released for consultation in Q4 2025. This may prove of particular interest in light of the significant increase to North Yorkshire Council’s house building target as set by the Government.

8. Community Impact Statement

8.1 Councillors noted the response to the Community Impact Statement recently sent from Senior Community Safety Officer (Harrogate, Selby & Craven).

9. Safe Route to School and Road Safety

9.1 Councillors noted that LSPC has signed up as a member of the Campaign for Average and Fixed Speed Cameras in North Yorkshire and noted the goals of this campaign.

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9.2 Councillors considered LSPC requesting volunteers to undertake speed checks in the village, and noted the advice given by the Clerk of KSPC, but decided to delay a decision on this matter until the possibilities of a logger device on the VAS sign had been pursued further. Clerk to bring forward to the May Parish Council meeting.

9.3 Councillors considered the possibilities of upgrading the VAS sign by adding a logger device which records numbers of vehicles, speeds and times of day. Councillor Atkinson advised that he has spoken to Whitley Parish Council who have already fitted such a device which worked well, but warned that, in their experience, the results didn't regularly confirm residents views about the number of vehicles speeding. The Councillors agreed that Councillor Atkinson would continue to pursue the VAS company to find out if the fitting of such a device would be possible and the costs involved. Clerk to agenda for the May Parish Council meeting.

10. Events Team

10.1 Councillors considered a report from Councillor Hancock from the Events Team including the arrangements for VE Day and it was agreed that:

- the Union Jack flags would be put up on the lampposts in the village to celebrate VE day;
- up to £100.00 budget, spend and pay for 20 mts of VE bunting and lamp post signs would be purchased to decorate the village signs and some lampposts;
- that Councillor Atkinson would support Kirk Smeaton Councillors in the preparation of the beacon in order to light it on the 8th May.

Proposed by Councillor Hancock and seconded by Councillor Howdle. All in favour.

Councillor Hancock also reported that the duck race and picnic would be held this year on the 7th June. Councillor Howdle will approach her brother to discuss mowing and collecting the grass on the playing field.

11. Social Values Activities Funding - National Highways

11.1 Councillors noted the progress made on applying for retrospective permission for the boundary fence on Crosshills, and considered the responses so far received. It was noted that the Parish Council is currently waiting for a site visit from Highways. The Clerk to follow up. Councillor Atkinson will attend the site visit if possible.

11.2 Councillors noted the recent damage to the fence and land at Crosshills, which has been reported to the police, but agreed that there was no further action possible until a response is received from ELG Planning as to the intentions of their client.

12. Street Lighting Maintenance.

12.1 Councillors noted that, no work has, as yet, been carried out on the LSPC owned street lights. There is currently a delay of 8-10 weeks before Northern Power will be able to take this forward. It is expected that the work to upgrade all three lights will happen late Spring. Clerk to monitor progress.

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13. Little Smeaton Council Owned Trees.

13.1 Councillors noted that, following the decisions made at the January Parish Council meeting the work on the trees identified as requiring attention by Marcus Taperell had been undertaken.

13.2 Councillors considered the planting of the donated oak tree and Christmas tree by a local resident, and it was agreed that the Clerk would contact the resident, apologise for the delay, ascertain if the trees are planted or have bare roots, and arrange for them to be picked up and stored until a suitable place to plant them is agreed.

14. Update from National Highways with regard to the AI improvements

14.1 Councillors noted the recent updates from National Highways.

15. Parish Council Land on either side of Hillside Cottage

15.1 Further to the discussion at the January Parish Council meeting, Councillors considered the advice received from HM Land Registry and agreed to apply to register the two adjoining pieces of land as the property of Little Smeaton Parish Council. Clerk to draft application and circulate for comment. £80.00 budget, spend and pay to HM Land Registry was approved. Proposed by Councillor Hancock, seconded by Councillor Howdle. All in favour.

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

16.1 Planning application for Hillside Cottage received. The following comment was sent on the 6th February. "The Parish Council has no objection to this planning application and is pleased that the general appearance of the cottage has been maintained". The Parish Council registered itself as "neutral" on this application.

16.2 Planning application for Ashville Cottage received. No objections were raised by the Parish Council who were "neutral" on this application.

17. Correspondence Received

17.1 The recent Emails received from a local resident were discussed. The Clerk to reply as agreed.

18. Matters for inclusion on the next agenda.

18.1 This item to be deleted from this agenda and future agendas.

19. To confirm dates of future Parish Council meetings:

19.1 The next meeting to be held at 7.00pm on 14th May '25

19.2 Further meetings to be held on: 17th July '25, 4th Sept '25, 20th Nov '25, 15th Jan '26, 19th March '26.

There being no further business the meeting closed at 8.40pm

Minute	Action	Cllr/Clerk	Outcome
	19th March 2025		
3.2	Purchase of litter bin and Information Boards to be followed up	RB	
5.6	Purchase of various products and services to be taken forward	RB	
6.1	Banking and budget changes to be actioned	RB	
9.2	To agenda for May meeting	RB	
9.3	To agenda for May meeting	RB	
10.1	To purchase VE day decorations	RB	
10.1	To arrange for the decorations to be placed on the lampposts and village signs	RB/AH	
10.1	To assist with lighting the beacon	CA	
10.1	To arrange for the grass in the playground to be mowed and raked	JH	
11.1	Clerk to follow up date for site visit from Highways	RB	
11.1	Councillor Atkinson to attend site visit if possible	CA	
12.1	To monitor progress re street lights	RB	
13.2	To contact resident about donated trees	RB	
15.1	To draft application to HM Land Registry	RB	
17.1	To draft reply to resident	RB	Completed

