

**Little Smeaton Parish Council Meeting 20th November 2025
Community Room, Kirk Smeaton**

MINUTES

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

1. Apologies

1. No apologies for absence were received. All Councillors were present. Two members of the public were in attendance.

2. Declarations of interest

2.1 No declarations of interest were received.

2.2 No applications for dispensation were received.

3. Minutes from previous meetings

3.1 Councillors confirmed the minutes of the meeting held on the 10th September 2025 are a true and correct record. The minutes were signed by the Chairman. Proposed by Councillor Hancock, seconded by Councillor Howdle. All in favour.

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

4.1 No questions or concerns were raised by members of the public.

5. Financial Matters

5.1 Councillors heard confirmation from Councillor Hancock that the bank reconciliations as at 31 October 2025, had been checked and signed as a true and correct record

5.2 Councillors heard from Councillor Hancock with regards to the Current Internal Control Audit who confirmed that there were no issues of concern, other than a number of payments that require ratifying at this meeting and are on the agenda

5.3 The current finance sheet as at 31 October 2025 was signed by the Chairman as a true and correct record. Proposed by Councillor Atkinson, Seconded by Councillor Croall. All in favour.

5.4 Councillors received the budget report as at 31 October 2025.

5.5 Councillors received the VAT spreadsheet as at 31 October 2025.

5.6 The contractual payments list was signed by the Chairman and Vice Chairman as a record of payments made to date.

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

- Up to £30 for Community Room Hire for the meeting on the 20th Nov 2025
- Up to £12.00 for fees for L B
- £120.00 to Suffolk Cloud for the annual charge.
- Up to £150.00 for batteries and ties etc. for Christmas decorations
- Up to £50.00 for Christmas tree.
- Up to £150.00 for dog poop bags.
- Up to £70 for further lamp post poppies if offered at a reduced 'end-of-season' price, as they were last year.

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

5.8 Councillors ratified expenditure of £20.80 for the extra expenses associated with the inspection by ROSPA of the playground. Proposed by Councillor Howdle, Seconded by Councillor Atkinson. All in favour.

5.9 Councillors ratified budget, spend and pay of £50 made to D Curnow for extra cut of playground area grass during the first week in November. Proposed by Councillor Croall, Seconded by Councillor Howdle. All in favour.

5.10 Councillors noted the expenditure of £3.15 from petty cash for postage to North Yorkshire Council, Democratic Services.

5.11 Councillors to note that a 90 day notice Council Savings Account has been opened with the HRB with £6000.00 reserves.

5.12 Councillors approved the inclusion of Councillor Croall as a signature on the LB accounts. Proposed by Councillor Ivey, Seconded by Councillor Atkinson. All in favour.

6. Resignation of Councillor

6.1 It was noted that a letter of resignation has been received from Councillor Hancock who wishes to retire on April 30th 2026. It was noted that Councillor Hancock has been responsible for an extensive program of internal audit prior to every meeting and was thanked for this by the Chairman. The Councillors were asked by the Chairman to consider a new lead councilor for this important role, in order to facilitate a smooth hand-over. Councillor Croall agreed to undertake this role from the financial year 2026/7.

7. Finance Group

7.1 Councillors noted that the Finance Group met on the 5th November 2025 prior to the full Parish Council meeting. Councillors received the notes of the meeting and approved the following recommendations:

7.2 That the council should continue to recognise the provision (capital) to pay NYC for the street lighting work carried out earlier this year in the 2026-27 budget.

7.3 That an investigation into the possibilities for re-profiling when the interest payments from investments are received, so that more funds are available in the early months of each financial year (April-March).

7.4 That the precept charge for each property remains unchanged resulting in a total precept income for the Parish Council for 2026-27 of £6783.00

8. Brockadale Action Group Monies

8.1 Councillors noted that the Brockadale Action Group, (formed with voluntary contributions to fight a previous quarry extension application), has approximately £400.00 remaining which is no longer needed for its original purpose. This amount is currently held by Kirk Smeaton Parish Council who are now proposing to donate the monies to the Friends of Brockadale. Although not parish council funds, Councillors agreed to record their agreement for this to happen. This is not an actual financial transaction for LSPC. Proposed by Councillor Ivey, Seconded by Councillor Howdle. All in favour.

9. Grass Cutting Contract 2026 -2028

9.1 Councillors noted that following the decisions taken at the meeting held on the 10th September 2025, Danny Curnow provided a quote for cutting the grass in 2026 of £3993.75, with an agreement of an increase in price of no more than the Retail Price Index percentage for years 2027 and 2028. Councillors agreed to accept this quote, and to agree to the production of a formal contract to be signed by both

parties. Proposed by Councillor Atkinson, Seconded by Councillor Croall. All in favour.

9.2 Councillors agreed that the contract will include the possibility of a 7th cut if needed in October at a cost of an extra £665.62, This amount will be included in the budget for the next financial year. Councillor Croall suggested that the need for a seventh cut could be decided at the September Parish Council meeting and all Councillors agreed. Proposed by Councillor Atkinson, Seconded by Councillor Croall. All in favour.

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10. Events Team

10.1 Councillor Hancock confirmed the plans for the Christmas events and other planned events. These include the Seniors Christmas Party [now Lunch] to be held on December 11th, which has already had 30 residents sign up, as well as a visit from Father Christmas, which is well on the way to being arranged with presents bought etc, & carols around the tree on the Village Green on December 20th

10.2 Councillors also noted that the Pop-up choir will sing at both above events, and also at the Carol Service in Church on December 22nd

10.3 Councillors noted that the Events team propose to purchase a 20ft container from a local farmer at a cost of £900.00 – in which to store Events Team equipment. Previously the Events Team was planning to donate £250.00 to each Parish Council but as no specific project was allocated for this, Cllr Ivey suggested that the £250 go towards purchase of the container instead. Kirk Smeaton PC has subsequently agreed the same. Councillors agreed to ratify the Chairman's decision, which does not involve any actual financial transaction. Proposed by Councillor Howdle, Seconded by Councillor Atkinson. All in favour.

11. Hanging Baskets

11.1 Councillors noted that the supplier of hanging baskets has now informed the Parish Council that they will be in a position to provide baskets this coming summer. A quote for 20 baskets and six brackets has been requested but not, as yet, received.

Councillors also noted that Womersley Parish Council have put out a tender for hanging baskets, but chose not to include LSPC, in view of the possibility that LSPC may remain with First Impressions.

11.2 Councillor Ivey has reviewed the current hanging basket plan [13 baskets] and suggested positions for a further 6 hanging baskets, bringing required total to 19.

12. Polices and Recurring Tasks

12.1 Councillors approved the updated Investment Strategy, presented by Councillor Hancock. However it was noted that, due to the announced change to the Financial Services Compensation Scheme it will need to be updated again at the next meeting. Proposed by Councillor Ivey, Seconded by Councillor Croall. All in favour.

12.2 Councillors approved the updated Banking Mandate presented by Councillor Hancock. However it was noted that it will need to be updated again at the next meeting due to the inclusion of Councillor Croall as a signature for the LB accounts. Proposed by Councillor Hancock, Seconded by Councillor Croall. All in favour.

12.3 Councillors were unable to approve the updated Emergency Plan presented by Councillor Ivey as contact information has yet to be received from the local school. To be placed on the agenda for the January meeting.

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13. Playground

13.1 Councillors received the ROSPA inspection report of the Playground and noted that whilst most of the risk indicators were green, there are two yellow (medium risk) items, one concerned with the wet pour under both sets of swings, and the other from the risk associated with a potential fall from the monkey bars.

13.2 Following the ROSPA inspection, quotes have been obtained by Councillor Atkinson to renew the Wet Pour. One from DCM of £6330 plus VAT and the other from the company used by Wicksteed, RTC Safety Surfaces, for £4445.45 plus VAT. This would be a capital expense. Following discussion it was agreed to go ahead with the Wicksteed recommended company. However the quote is only valid for one month and it would be preferable to have the work done in better weather. Councillor Atkinson to contact them to discuss. Proposed by Councillor Atkinson, Seconded by Councillor Hancock. All in favour.

13.3 Councillors heard from Councillor Atkinson who confirmed that he has taken delivery of the two platforms He will use these to replace the two old ones when the weather allows this to happen. However the fittings are more complicated than the previous one he fitted and looks like it will take a whole days work.

13.4 The suggestion of an in-ground basketball hoop has been pursued. The Clerk enquired from Norton Parish Council who already have one but they were unable to provide any information about where this was purchased or how it was funded. It was suggested that perhaps it was owned by Doncaster Council rather than the Parish Council and Councillor Atkinson agreed to contact them to make enquiries. He will also talk to Wicksteed to see if they can help.

14. Road Safety

14.1 Councillors heard from Councillor Hancock about the speed LSPC checks in the village. The intention is to undertake one ½ hour check per week, though it is likely that the weather will make this impossible during the winter. Since the last meeting eight sessions have been held and 29 speeders noted to the police. Of these 31% were travelling at over 40mph in a 30mph zone and one was driving at 47mph. All cars exceeding to speed limit will receive a letter from the police.

15. Social Values Activities Funding - National Highways

15.1 Councillors noted that the fence on Cross Hills has been repaired and that a double gate has been fitted to allow easier access to the adjacent field. No information has to date been received from the owner of the field concerning their proposed application for permission to create another entrance and, following discussion, it was agreed that the Clerk should write to them stating that the Parish Council are keen to hear the outcome of her application.

16. Little Smeaton Council Owned Trees.

16.1 Councillors noted that the donated trees have been planted, although there are concerns about the health of the oak tree.

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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 Parish Council’s view that the suggestion that the area be grassed to stop people parking there would increase the traffic problems at that junction. Whilst no agreement to place a litter bin has been reached NYC have suggested the purchase of signs to deter litter. However following discussion it was agreed that the Clerk would obtain quotes for the purchase of a litter bin by the Parish Council which would then need to be emptied by the Parish Council.

Councillors also considered the purchase of a sign, and any necessary equipment to display it. The Clerk to contact the local sign writer to see if he can help. Both matters to be brought forward to the January meeting.

17.2 Councillors considered the placing of the purchased bench by the playing field. Councillor Atkinson to look to see if there is room beside the other bench at the top of the playground.

18. A1 road works, and road works on New Road, Main Street and Water Lane

18.1 Councillors noted the considerable disruption currently being caused by the numerous, but important, road works in the immediate area. The A1 roadworks are still scheduled to finish mid-December and it is hoped this will considerably reduce the through traffic which is currently using the village as a cut through. The north bound side of the A1 has already been fully opened and the reduction in traffic is noticeable.

The roadworks in the village to improve drainage are likely to continue until February and will require road closures. Communications have been poor and Councillors Ivy

and Atkinson met with the local Highways manager this week who has undertaken to confirm the dates as soon as possible.

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

19.1 Councillors noted the receipt of a planning application for Manor Barn for the “replacement side extension and rear deck, install metal flue to side elevation, new larger openings in rear elevation, replacement front porch, retain recently repainted window frames (part retrospective)”. No concerns were raised by the Parish Council.

19.2 ZG2025/1076/DOC | Discharge of condition 08 (windows) of approval ZG2024/1300/HPA Erection of two story extensions to side and rear, alterations to the existing front projection, and installation of a new vehicular access | Hillside Cottage Hodge Lane WF8 3LG. No comments to be sent.

20. Correspondence Received [already circulated to all councillors]

20.1 Letter from David Skaith, Mayor of York and North Yorkshire re £7million mayoral investment. No action to be taken at this time.

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20.2 Email dated 5.11.25 from North Yorkshire Council EV Charging Team regarding the NYC ‘Electric Vehicle Charging Infrastructure Programmes’. As it seems extremely unlikely that Little Smeaton could meet the requirements, no action to be taken at this time.

20.3 Email dated 3.11.25 from Monk Fryston Parish Council regarding North Yorkshire Council’s current protocol for Vehicle Activated Signs (VAS). The Councillors agreed to support this campaign. Clerk to contact Monk Fryston Parish Council.

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

21.1 The next meeting to be held at 7.00pm on 15th January 2026

There being no further business the meeting finished at 8.30pm

Minute	Action	Cllr/Clerk	Outcome
	20th November 2025		
5.7	Pay Suffolk Cloud	RB	Completed
5.7	Purchase batteries ties etc for Christmas and arrange placing of Christmas lights	RB	
5.7	Arrange collection etc of Christmas Tree	GI	
5.7	Purchase lights for Christmas Tree	RB	
5.7	Purchase dog poop bags	RB	
5.7	Purchase poppies if offered at a reduced price	RB	
5.12	Include Councillor Croall on Lloyds Bank account	RB	Applied

6.1	Councillor Croall to shadow Councillor Hancock with Internal controls/reconciliation	AC/AH	
7.3	To investigate reprofiling of investments	AH	
7.4	To inform NYC re precept required for 26/7	RB	Completed
8.1	Inform KSPC re BAG monies	RB	Completed
9.1	Update draft budget to allow 7 th cut of grass, if necessary. Agenda for Sept 26.	RB	
9.2	Draft contract for DC and LSPC to sign	RB	
10.3	Inform KSPC re donation for container	RB	Completed
10.3	Inform Events team re donation	GI/AH	
12.1	Place agreed investment strategy on website and agenda for Jan meeting	CA/RB	Completed
12.2	Place agreed Banking Mandate on website and agenda for Jan meeting	CA/RB	Completed
12.3	Contact school re contact details and agenda for Jan meeting	GI/RB	
13.2	Contact RTC Safety Services about quote for wet pour	CA	
13.3	To replace platforms	CA	
13.4	To contact Doncaster Council re basketball hoop at Norton	CA	
13.4	To ask Wicksteed re basketball hoop	CA	

15.1	To draft email to resident re application for permission	RB	
17.1	To get quote for bin	RB	
17.1	To contact local sign writer	RB	
17.1	Agenda for Jan meeting	RB	Completed
20.3	Contact Monk Fryston PC	RB	