

Little Smeaton Parish Council Meeting 9 September 2026

Community Room, Kirk Smeaton

MINUTES

In attendance

Cllr G Ivey (Chair), Cllr C Atkinson (Vice Chair), Cllr A. Croall, Cllr V. Warren Holmes, Anne Moran (Clerk & RFO)

1	Apologies for Absence To receive and approve any apologies for absence notified to the meeting. Resolved no apologies received all Councillors present	
2	Code of Conduct – Members’ Interests To record any interests to be declared by members of the Parish Council under the code of conduct adopted at the Annual Meeting of the Parish Council held on 13 May 2026, in accordance with section 27 of the Localism Act 2011. Resolved no interests declared for the meeting	
3	Dispensations To decide upon any dispensation requests from members received by the Clerk in respect of this meeting. Resolved no dispensation requests	
4	Public Forum Questions and concerns raised by members of the public present. Noted no members of the public present	
5	To confirm as a correct record and to authorise the signing of the minutes of meeting held 28 July 2028 Resolved Minutes approved and signed by the Chairman	
6	To consider correspondence newly received and decide action where necessary NAC Chief Executive Bulletins Noted White Rose updates from YLCA Noted North Yorkshire Police updates Noted North Yorkshire Council updates Noted Community Speed Watch project Report - 2 speed watch sessions have taken place in the last month. At Mt Pleasant - 23 vehicles with 7 over the speed limit. Second on New Road with 207 in half an hour – only 3 logged as over the speed limit [there were more but vehicles too close together for equipment to capture them all] Local resident email Report – all fly tipped items reported to North Yorkshire Council Letter from MP Keir Mather regarding road safety Resolved to respond that the Parish Council continues to be concern over	CLERK

	the lack of footpaths for all especially primary school children and that the parish already undertakes speed watch sessions. Resolved	
7	To receive feedback from external training or meetings attended including but not exclusive [if they have met] Events Team – Hoe Down successful and enjoyed by the local residents next events are in December more information at the next meeting regarding these Went Valley Aggregates Liaison Meeting NOT MET YLCA Selby Branch Meeting NOT MET	
8	Planning matters to be considered and any subsequent action decided upon - None received at time of agenda publication Resolved No planning matters discussed	
9	To receive update and discuss North Yorkshires Local Plan Resolved from the briefing that Parish Councillors attended online – the public and Parish Council not going to know until September 2028 regarding preferred sites when the consultation period will open, NYC to have consultation on engagement strategy in October 2026.	
10	To discuss The York and North Yorkshire Combined Authority draft Local Transport Plan and consider submitting comments into the consultation process. Resolved Councillor Ivey to respond on behalf of the Parish Council regarding the need for improved public bus service especially for the youth and elderly in the village. Other councillors to respond as individuals.	Cllr Ivey & All
11	To discuss hanging basket provision for Summer 2027 Resolved previous contractor no longer in business. That the watering locally has worked well for Councillor Warren Holmes to research options for the planting of the baskets for discussion at next Parish Council meeting. Clerk to instruct D C Tree Company to take down current baskets but to leave the brackets up at end of September.	Cllr Warren Holmes & CLERK
12	To discuss provision of further poppies on lamppost for November 2026 Resolved Approval for Clerk to use bank card to purchase 20 poppies from Royal British Legion purchase a pack of 20 working out more cost effective. Also to purchase some tie wraps for the current poppies and Christmas decorations.	CLERK
13	To approve purchase of Remembrance wreath from Royal British Legion cost Option C £30 Resolved Approval for Clerk to purchase wreath with bank card	CLERK
14	To discuss provision of further Christmas lights for the Tree and lampposts within the village due to the failures last year with some of the lights Resolved Approval for Clerk to spend up to £100 on lights with bank card to replace any that are broken when tested along	ALL & CLERK

	with cable ties Councillors to undertake checks in October and investigate purchase options.	
15	To discuss the proposed AGAR changes for year-end submission 2027 Resolved Approval for Clerk to register and keep Councillors up to date on progress and any training available, Clerk book to go to Leeds SLCC in November.	CLERK
16	To discuss the Tree Survey undertaken in June 2026 and a consider the recommendations and any further actions Resolved Clerk to obtain quotes from contractor D C Tree Company to undertake the works identified for this quote to be discussed at the next Council meeting. Councillor Warren Holmes to monitor identified trees/ areas after high winds.	Cllr Warren Holmes & CLERK
17	To discuss the current work scheme by North Yorkshire Council regarding drop kerbs in the village Resolved Agreed following a site meeting with Highways a position further down Water Lane agreed for another drop kerb has been identified. There are some logistical reasons why these cannot be installed in some locations. This work promised to be done March – June period 2027	
18	To discuss the bollards placed within the village for protection of the land and if further works required Resolved Following reports of vehicle being driven down the grass verges causing damage and alarm a letter to be sent to the driver concerned. The Council to defer decision of more bollards to protect the verge due to the costs at this point to see if the letter will have any impact.	CLERK
19	To consider and adopt rules for public session process Resolved approved	
20	To approve delegated powers to Chairman and one other Councillor as back-up for payroll matters Resolved Approved for the Chairman Councillor Ivey and Councillor Croall to undertake payroll matters.	Cllr Ivey & Cllr Croall
21	To consider and approve the National Joint Council agreement on the rates of pay for local council employees that are engaged on NJC terms and conditions from 1 April 2026. A percentage increase of 3.3%. Note that the new pay rate should be backdated to 1 April 2026 for all staff when processing the next payroll which will include leavers during this financial year. Resolved Approved the NJC rates of pay increase and to be back dated to commencement of the clerk due to availability for payments the September payroll to be undertaken on 25 September. Cllr Croall to instruct Lofthouse.	Cllr Croall
22	a. To receive notification from North Yorkshire Councils Proper Officer regarding Councillor Vacancy North Yorkshire Council's Proper Officer has received insufficient requests from eligible electors for an election to fill the casual vacancy. Your Council must, as soon as	ALL

	practicable, co-opt duly qualified persons to fill the vacancy (under Rule 5(5) of the Local Election (Parishes and Communities) Rules 2006). You should advertise the co-option and publishing a co-option notice would be good practice. b. To be updated on co-option. Resolved No applications received at the time of this meeting advert to stay on the website and placed in the next newsletter and Councillors to consider local people who may be interested.	
23	Councillors to report any data processing activity encountered in the past 2 months. Resolved none	
24	To be updated on the new website Resolved Councillor Atkinson updated the Council for an upgrade at a reduced cost £150 this assists with compliance regarding accessible website. Approved to be implemented by Councillor Atkinson	Cllr Atkinson
25	To discuss and receive updates on the following Hillside Cottage Covenant Noted legal process ongoing as outlined in 28 July meeting Councillor Atkinson and Clerk undertaking ID for legal process. River Went Bank Noted still waiting for the response from Drainage board and Environment Agency Cross Hills fence Noted Clerk to commence the process of registration with Councillor Atkinson. Resolved matters still on going as above further updates at next meeting.	Cllr Atkinson & CLERK
26	To approve removal of former Councillor Hancock and former Clerk Brown from bank mandates. Resolved Approved	
27	To approve change of business address to the new Clerks Resolved Approved	
28	To approve updating of policies and procedures with removal of former Councillors and former Clerk Resolved Approved Community Emergency Plan and Business Continuity Plan with these changes.	
29	To undertake preliminary budget and precept discussions for 2027/28 for Parish Councils November meeting ahead of December submission date requested by North Yorkshire Council Resolved discussed precept and budget needs for next year, finance group to meet in October to discuss in more detail ahead of the Council meeting.	
30	30 Financial Matters 30.1 Councillor Croall to report to the meeting on the internal control check undertaken to ensure the finance report is correct and reconciles with the bank statements and invite the Chairman to counter sign the summary statement to the finance pack.	ALL

	Noted 30.2 The Chairman and Vice Chairman to sign the contractual payments list as a record of payments made to date. Noted 30.3 Councillors to note and approve budget, spend and pay for September and October: Up to £30.00 for hire of community room Up to £110 ROSPA for inspection of playground. NOTE quote does not include VAT. HMRC payment £181.70 [TAX and NI July & August] new contract 30.4 Credit note from North Yorkshire Council not yet arrived [17.08.2026] £91.28 for bollards reduction received into bank 4 September 2026 30.5 Invoice issued to North Yorkshire Council not yet been paid [14.08.2026] £91.23 for urban grass cutting 4 September 2026 Councillors ratified the following payments over the Summer Invoice for the tree works Amazon stationary order Room hire £18 for the Extraordinary meeting Further Finance matters To obtain Unity Trust for interest statement re closed account To set up new Unity Trust Interest Account Set the transfer up from unity £3400 to Lloyds Resolved All finance matters discussed and approved as above	
	In private - public bodies (transacted meeting act 1960) that the press and the public be excluded from the remainder of the meeting on the grounds that the publicity would be prejudicial to the confidential nature of the business to be transacted	
31	To receive security incident report. Resolved the matter was reported in line with the policy and managed accordingly Councillor Atkinson has undertaken a policy review and no changes required	Cllr Atkinson