

# ASKHAM BRYAN PARISH COUNCIL

## MINUTES of a meeting of the PARISH COUNCIL (PC)

held on Thursday 27<sup>th</sup> November 2025 starting at 7:30pm in the Village Hall.

**PRESENT:** Councillor Helen Dawson (Chair)  
Councillors Jason Boakes Mark Walker David Wiseman

**In attendance:** Ward Cllr. Hook and the Clerk.

### 1. CHAIR FOR THE MEETING

As Vice Chair, Cllr. Dawson agreed to chair the meeting.

### 2. APOLOGIES.

Apologies had been received from Cllrs. Barber and Smith.

### 3. DECLARATIONS OF PECUNIARY INTEREST.

None.

### 4. PUBLIC PARTICIPATION

There were no members of the public in attendance.

### 5. MINUTES OF THE MEETING OF THE PC HELD ON 16<sup>th</sup> OCTOBER 2025.

It was **resolved** that the minutes of the meeting of the PC held on 16<sup>th</sup> October 2025 (208-210) be approved and that Cllr. Dawson be authorised to sign.

### 6. PLANNING

#### a. Planning Applications Received

i. 25/01932/TCA - 2 Saint Nicholas Croft - Fell 3no. Plum (rear gdn) and remedial pruning of Ornamental Plum (front gdn) to crown raise to 2.4m over pavement and lateral reduction of branches growing towards to property to give up to 2m clearance - trees in a conservation area.

It was **resolved** to raise **No Objection** to this proposal but to nevertheless request that consideration be given to planting a tree as a replacement for the one which was to be felled.

ii. 25/02078/TCNOT - Main Street - Notification under regulation 5 of The Electronic Communications Code (Conditions and Restrictions) Regulations 2003 for the following equipment; installation of 1no. 10m high wooden telegraph pole. It was not possible to comment on this proposal as this application had been determined by the Local Planning Authority, see item 6b(ii) below.

#### b. Planning Decision Notices Received

There were two planning decisions to report since the last meeting. In both cases there had been no objections from the Local Planning Authority.

i. 25/01722/TCA - Helmsdale, 103 Main Street - Fell 1no. Sycamore (T3); up to one third crown reduction of 3no. trees (1no. Ash, 2no. Plum) - trees in a conservation area. No Objection from the Local Planning Authority.

ii. 25/02078/TCNOT - Main Street - Notification under regulation 5 of The Electronic Communications Code (Conditions and Restrictions) Regulations 2003 for the following equipment; installation of 1no. 10m high wooden telegraph pole.

**c. Planning Enforcement case**

There had been an email from City of York Council (CYC) Planning Enforcement regarding 2 Main Street (case 24/00513/NOCONH). They advised that the gate breached permitted development rules but was considered de minimus. The hedge had been replanted as requested and therefore the case had been closed. There was disappointment that no action had been taken to enforce planning regulations. There would be an agenda item next time to consider the PC response.

**7. CRIME REPORT**

There was no crime report for October. Concern was expressed that Rufforth airfield was being used once a month on a Sunday for a drag racing event. There were twelve such events annually. The noise from this event was having an adverse effect on nearby residents ability to enjoy a quiet Sunday afternoon in the garden. Some of the vehicles travelling to this event were not legally roadworthy and the event was creating additional traffic on country roads (in some cases satellite navigation technology was taking drivers along roads inappropriate for normal traffic). Ward Cllr. Hook was aware of this event and agreed to raise the matter at the next meeting off Rufforth Parish Council. A letter would go to the event organisers to express concerns about the adverse effect that this event was having.

**8. REPORT FROM WARD COUNCILLOR.**

Ward Cllr. Hook reported that a new Chief Executive Officer (CEO), Richard Webb, had been appointed for CYC. He would be taking up the position in April 2026. She had had good reports about him. Stage one of the boundary review had been completed and the total number of Ward Councillors across the CYC area would remain at forty-seven. Stage two would consider the boundaries. Population was a key factor in determining ward boundaries and all wards were within 5% of each other except Hull Road. Any adjustments might affect neighbouring wards but may not affect Rural West as Hull Road is to the east of the city.

**9. OTHER MATTERS.**

**9.1 Budget for 2026/27.**

The Responsible Financial Officer (RFO) had circulated a proposed budget for 2026-27. The biggest change to previous budgets was the need to budget for up to £4,000 for a new tractor mower. The budget for mole control would be kept at £180, with this one amendment, it was **resolved** to accept the proposed budget as the agreed budget for 2026-27.

**9.2 Christmas Events.**

Cllr. Wiseman had volunteered to act as master of ceremonies for the Christmas event on 6<sup>th</sup> December 2025. However, his circumstances had changed and he would no longer be available. Cllr. Walker agreed to take on this role. Cllr. Wiseman agreed to print off the carol sheets and drop these off with Cllr. Walker. Cllr. Dawson had ordered cups and the tree and Cllr. Barber would be decorating it. The landlord of the public house would provide mulled wine. Former Councillor Peers was doing the twelve days of Christmas theme and providing an electrical extension cable. Cllr. Walker would ask him for the button and do the electrical work. A gazebo for the drinks was suggested which could be prepared in the Village Hall. The event would be 6pm with the lights being switched on at 6:30pm. The event had been advertised in the newsletter. The landlord of the public house had made mince pies for the event on the 11<sup>th</sup>. It was felt that future events of this sort should be run by an events committee.

**9.3 Matters for referral to the CYC Community Care Team.**

There were no matters to refer this time.

**9.4 Village Hall matters.**

There was nothing to report.

## 10. FINANCE

### 10.1 Report of invoices to be paid.

It was **resolved** that payment of the following invoices to be approved, all in favour.

- a) Monthly bank charges - £4.75.
- b) Twelve Foot Christmas Tree – Boretree Christmas Trees - £210
- c) Cost of the Christmas trail – budget £150 - £200
- d) Licence agreement with York Diocesan Board of Finance Limited regarding access to the Recreational area (ten year agreement). Charges In Advance 01/01/2026 to 31/12/2026 - £100

### 10.2 Report of budgeted income and expenditure to date versus actual.

The monthly report of budgeted income and expenditure to date versus actual had been circulated and the contents noted.

## 11 CORRESPONDENCE AND SOCIAL MEDIA

A list of correspondence had been circulated and the contents noted including a communication about the mayor.

## 12 ACTION TRACKER

An Action Tracker had been circulated with the agenda papers listing all previously agreed actions and reports on progress.

## 13 DATES OF FUTURE MEETINGS

There was discussion about whether to stick to the fourth Thursday of the month pattern. It was agreed that the next meeting would be on the 22<sup>nd</sup> January. The Clerk would circulate a list of dates for 2026 based on the third Thursday of the month but adjusted to minimise the number of meetings which would occur during school holiday times.

Meetings would continue to be held at the Village Hall at 7:30pm

The meeting closed at 8:24pm.

Signed

22 January 2026