

ASKHAM BRYAN PARISH COUNCIL

MINUTES of a meeting of the PARISH COUNCIL (PC)

held on Thursday 28th August 2025 starting at 7:30pm in the Village Hall.

PRESENT: Councillor Jason Boakes (Chair)
Councillors Julie Barber Mark Walker

In attendance: Ward Cllr. Hook and the Clerk.

1. CHAIR FOR THE MEETING

In the absence of the Vice Chair (and there being no elected Chair), it was **resolved** that Cllr. Boakes chair the meeting.

2. APOLOGIES.

Apologies had been received from Cllrs. Dawson, Smith and Wiseman.

3. DECLARATIONS OF PECUNIARY INTEREST.

Cllr. Walker regarding item 6a(i).

4. PUBLIC PARTICIPATION

There were no members of the public in attendance.

5. MINUTES OF THE MEETING OF THE PC HELD ON 24th JULY 2025.

It was **resolved** that the minutes of the meeting of the PC held on 24th July 2025 (201-203) be approved and that Cllr. Boakes (as Chair of the current meeting) be authorised to sign.

6. PLANNING

a. Planning Applications Received

- i. 25/01485/FUL - Westwood Farm, Westwood Lane - First floor side extension.

It was **resolved** to raise **No Objection** to the above application.

b. Planning Decision Notices Received

There were four planning decisions to report since the last meeting.

- i. 25/01286/TCA - Hjem, 99 Main Street - Fell 1no. Conifer tree (T1) and hedge (H1) - tree in a conservation area.
- ii. 25/01388/TCA - Hjem, 99 Main Street - Remove dead wood and up to 10% crown thin 1no. Oak - tree in a conservation area.
- iii. 25/01149/FUL - 9 Saint Nicholas Croft - Hipped roof to existing garage.
- iv. 25/00945/FUL - 93 Main Street - Removal of front canopy and replacement windows/doors throughout in timber and uPVC.

There were no objections from the Local Planning Authority to either of the tree works applications and both the applications related to property improvements had been approved.

7. CRIME REPORT

There was one reported crime showing on the report for July being on the 24th at the Nurseries Caravan Park. A quadbike had been stolen. It contained insulin injections and was later found dumped in a field but the medication had gone. A drone had also been taken. Although this was the only crime showing on the report, others had been reported but were not showing. In particular, reports of hare coursing which had been the subject of a group chat. The padlocks had been forced open at some gates at the college. There had also been fly-tipping at the top house near the caravan park. This had taken place four weeks' ago and been reported but no action had been taken, Ward Cllr. Hook would pursue this. The Clerk would liaise with the person who produces and sends him the monthly crime statistics to ask why multiple reports of poaching were not appearing on the report and to ask whether these were being dealt with as crimes. He would ask if there was a particular point of contact for this type of crime. A message would be put on the WhatsApp group.

8. REPORT FROM WARD COUNCILLOR.

The Ward Councillor reported that nationally, flags of the Union Jack for Great Britain and the cross of Saint George for England had been appearing and York was no different to the national trend. City of York Council (CYC) were treating them as an expression of support for the England ladies rugby union team during the World Cup. There were however concerns for the safety of those putting up the flags who might lean a ladder up against a lamppost in order to put up a flag. There were no recent full Council meetings due to the summer recess. There were licence concerns with a lot of this going on. The A59 was closed to heavy good vehicles on a nighttime some of which were doing U-turns in Hessay. There were issues regarding non-payment of Council tax when the person receiving the demand was not the person who had defaulted on payment and an appropriate contact in CYC was needed, this issue had Askham Bryan connections. There would be an extraordinary meeting of CYC regarding boundary changes. There were also changes to the rules regarding planning applications, officers of the Council had delegated authority to take decisions on smaller applications and Councillors would only become involved in planning decisions if the total number of dwellings in the application exceeded forty.

9. OTHER MATTERS.

9.1 Replacement grass cutting equipment.

Consideration was given to the need for a new hover mower (see item 4 of the July minutes, page 201). It was **resolved** that the person cutting the grass in the Recreational Area be given permission to purchase a replacement hover mower up to a maximum of £500 + VAT. It was noted that this might have to wait until November 2025.

9.2 Virement of budgeted funds to pay for replacement grass cutting equipment.

It was agreed that there was no immediate need for virement of budgeted funds to pay for replacement grass cutting equipment. There was £150 in the lawn mower maintenance budget and a total of £2,500 in the Recreational Area budget. The Clerk had written to the church to ask if they would consider sharing the cost of replacement grass cutting equipment (as they had done previously) and this would be an agenda item for their meeting on 2nd September 2025.

9.3 Village Hall matters.

There was nothing to report, the Village Hall management committee had now been made aware that this was now a standing agenda item for PC meetings.

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 - £4.25.
- b) Norton Anti-Virus Protection – renewal date 13th September 2025 - £12.49 + VAT.
- c) Microsoft Office 365 Annual Renewal - £70.83 + VAT. – renewal date 1st September 2025.
- d) Information Commissioner's Office - annual registration - £47

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.

10.3 Annual Review of automated payments.

There was one automated payment which being a direct debit payable to the Information Commissioner's Office. It was **resolved** to continue to pay the Information Commissioner's Office this way.

11 ACTION TRACKER

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

Progress was being made on ongoing items as follows;

- a. Consultation by CYC on proposals to extend smoke control areas (SCA). The Clerk had drafted a letter to the Public Protection Team and circulated this to all Councillors. Cllr. Boakes had suggested some amendments. The revised version would be sent if other Councillors agreed with the suggested changes.
- b. The Clerk had arrived early for the meeting and taken down three of the Twenty's Plenty signs. Cllr. Walker was asked to take down the one nearest to his address, others were still to be taken down (e.g. one near Chapel Lane).
- c. Purchase a shed for storage of PC equipment once a suitable location for the shed had been found. Cllr. Boakes had spoken to former Chair about this as materials for the twelve days of Christmas were being stored at his house. The former Chair and his wife were considering whether they would continue to do this in the future. This item on the Action Tracker would be put on hold for now and Cllr. Boakes would follow up when appropriate.
- d. Newsletter article to address concerns that some residents were continuing to exercise their dogs on the Recreational Area. The Clerk had drafted an article for the newsletter, suggesting that failure to pick up dog mess was a fineable offence. The implication of this was that the exercise of dogs on the Recreational Area was permitted and following feedback from Councillors, the Clerk had submitted an appropriate article to the Newsletter to support the signage which states that the exercise of dogs in the Recreational Area was not permitted.
- e. The Clerk would pursue CYC Planning Enforcement regarding a gate put up without waiting for planning permission. The Clerk had send another email to CYC Planning Enforcement as a follow up to his previous two emails.
- f. The Clerk was continuing to administer the Facebook page and had recently posted details of a consultation.
- g. In the interests of business continuity, the Clerk had produced a list of organisations who would need to be informed of a change of address if this became necessary and circulated this list to all Councillors for comment.

12 DATES OF FUTURE MEETINGS

The Clerk would be away for the previously advertised date of 25th September for the date of the next meeting and it was agreed that bringing the meeting forward to the 18th be considered.

The dates for forthcoming meetings in 2025 therefore would be;

18th September, 23rd October and 27th November.

All to be held at the Village Hall at 7:30pm

The meeting closed at 8:02pm.

Signed

18 September 2025