ASKHAM BRYAN PARISH COUNCIL

MINUTES of a meeting of the PARISH COUNCIL (PC)
held on Thursday 15th October 2026 starting at 7:30pm in the Village Hall.

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

In attendance: One member of the public, Ward Cllr. Hook, Ward Cllr. Knight and the Clerk.

1. APOLOGIES AND ELECTION OF CHAIR.

There were apologies from Cllrs. Dawson and Wiseman. In the absence of both the Chair and the Vice Chair, it was **resolved** thar Cllr. Boakes chair the meeting.

2. DECLARATIONS OF PECUNIARY INTEREST.

Cllr. Walker regarding item 5b(i).

3. PUBLIC PARTICIPATION

There was one member of the public present (the Chair of the Natural Environment Committee) who had an interest in specific agenda items.

4. MINUTES OF THE MEETING OF THE PC HELD ON 17th SEPTEMBER 2026.

It was **resolved** that the minutes of the meeting of the PC held on 17th September 2026 (240-243) be approved and that Cllr. Boakes as acting Chair be authorised to sign. Feedback from Councillors had been included.

The minutes of the meeting of 20th August 2026 (with the amendments suggested in item 4 of the meeting of 17th September 2026) were signed by Cllr. Barber.

5. PLANNING

a. Planning Applications Received
None.

b. Planning Decision Notices Received

i. 26/01161/FUL – Westwood Farm, Westwood Lane - Variations of conditions 2 and 4 of permitted applications 26/00398/FUL for changes to the approved drainage strategy. **Approved** by the Local Planning Authority.

ii. 26/01478/TCA - 5 Saint Nicholas Croft - Fell 1no. Cherry tree in a Conservation Area. **No objection** from the Local Planning Authority.

6. CRIME REPORT

There were no reported crimes in September 2026. Cllr. Walker advised the meeting that there had been fly tipping on his land four times but he had not reported this although the Internal Drainage Board were aware.

7. REPORT FROM WARD COUNCILLORS.

Ward Councillor Knight reported as follows;

- There was an increase in fly tipping on public land throughout York which was felt that to be partly due to the introduction of charges for green waste and changes to tip access. The forthcoming introduction of new bins might also have an impact.
- The mobile library had been out of service since March and the Ward Councillors were pressing for it to be brought back.
- Rural West ward had been unaffected by the recent changes to Ward boundaries.

- Changes to the way the Local Planning Authority handle applications meant that Ward Councillors could no longer call in an application if there were less than forty properties in the proposal. The only option available to Ward Councillors and residents alike was to write in regarding applications of thirty-nine properties or less.

8. OTHER MATTERS.

8.1 Projects discussed at the July, August and September meetings;

a. Having an "adopt a tree" scheme.
This had been considered at the September meeting of the Natural Environment Committee (NEC). They supported this idea but felt that there needed to be guidelines on the type of tree, the need for appropriate controls and cost considerations. There were some trees in the Recreational Area. A Nether Poppleton Councillor had a contract who could source trees quite cheaply. The scheme was still under consideration.

b. Running a monthly event to which speakers are invited.
Three or four speakers were lined up. The villager who rescues hedgehogs was lined up for December. It was suggested that the bat group could do a talk in the spring. One of the disadvantages of the Village Hall was the lack of facilities for PowerPoint presentations etc. The Ward Councillors suggested that there might be Ward Committee grant funding to help with this. This project was ongoing and it was hoped that Cllr. Wiseman could provide more details the next time he was available. Further volunteers would be sought out and people advised to contact Councillors or the Clerk.

c. Interpretation Display Boards.
As reported at the September meeting, the NEC felt that a notice board would be a better alterative as, unlike an interpretation display board, the content could be changed. They were looking for something which could hold six sheets of A4 paper. The Clerk was investigating options. This would be further discussed at the November NEC meeting and would also be on the agenda of the PC meeting.

8.2 Remembrance Sunday.
Cllr. Barber agreed to be the PC representative at the Remembrance Day parade.

8.3 New membership of the Natural Environment Committee (NEC).
It was **resolved** that Shannon Lickers join the NEC as a voting member and Danny Whitehead as a non-voting member. This took the NEC to the maximum allowed under the Terms of Reference of eight voting members.

8.4 Plans for events at Christmas.
A date of 17th December 2026 was suggested for the event at the Nag's Head public house. This would be confirmed offline and an email sent if there was anything in the meantime which needed to be communicated.

8.5 Tree inspection.
The Arboricultural Manager of CYC had quoted £200 + VAT for carrying out a tree inspection (last done in 2022). This would be done later in the financial year.

8.6 Village Hall matters.
No matters had been brought to the attention of the PC.

8.7 Matters for referral to the CYC Community Caretaker Team.
The Community Caretaker Team had done a walk-about a couple of weeks earlier.

9. FINANCE

9.1 Report of invoices to be paid.

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

a. Monthly bank charges; £4.25.
b. Poppy Wreath for Remembrance Sunday - £19.99 + £4.50 delivery
c. Annual Inspection of the Village Play Area £83 plus £8 for extra items above the average of five per site plus VAT.
d. Kingston Hedgehog House and Hibernation Shelter - Predator-Proof - Felt Roof Cover and Full Wood Flooring - Shillings Limited - Kathryn Nolan - £28.32 + VAT.

9.2 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. This would inform budget discussions at the November meeting.

10 CORRESPONDENCE AND SOCIAL MEDIA

A list of correspondence had been circulated and the contents noted. Item 940 was an email from a resident regarding having a three metre fire break between properties on Ashkam Fields Lane and fields belonging to the College. The summer heatwaves and dry conditions had led to many moorland fires being reported in the national news. As many properties in the Village adjoined fields, it was felt that this suggestion was disproportionate and after due consideration, the PC decided not to pursue this.

Item 946 was an email from a resident regarding the Village Newsletter which gave the dates of PC meetings as the fourth Thursday of the month (the pattern in 2025). The Clerk had exchanged emails with this resident about this and with the editor of the newsletter. It was **resolved** that the pattern of meetings for 2027 be the third Thursday of the month without any adjustments to minimise the number of meetings which would occur during school holiday times

11 ACTION TRACKER

An Action Tracker had been circulated with the agenda papers listing all previously agreed actions and reports on progress. There would be a new action for the Action Tracker for the November meeting, i.e. Cllr. Boakes to write to CYC regarding how to have traffic restrictions added to Chapel Lane.

12 DATES OF FUTURE MEETINGS

The next meeting would be held in at the Village Hall at 7:30pm on 19th November.

The meeting closed at 8:16pm.

Signed

19 November 2026