

## Littlethorpe Parish Council

Draft Minutes of the full council meeting of Littlethorpe Parish Council held on **Friday 1<sup>st</sup> August 2025** at Littlethorpe Village Hall at 17:00

**Attendees:** Cllr Orme, Cllr Winterburn, Cllr Laugher, County Cllr Cunliffe-Lister and the Clerk.

### **2526/019 To receive apologies and approve reasons for absence.**

Apologies had been received and were accepted from Cllrs Luck and Spoons.

### **2526/020 Declarations of interest**

- a) To receive any declarations of interest not already declared under council's code of conduct or members Register of Disclosable Pecuniary Interests
- b) To receive, consider and decide upon any applications of dispensation

No declarations of interest other than those on the website, or applications of dispensation were received.

### **2526/021 Chairman's Opening Remarks.**

The Chairman welcomed everyone to the meeting.

### **2526/022 To confirm the minutes of the meeting held on 30<sup>th</sup> May 2025 as a true and correct record.**

**Resolved:** The minutes of the meeting were unanimously adopted as a true and accurate record.

### **2526/023 Public Participation (to include an update on The Wetlands).**

As no members of the public were present, there were no questions or updates.

### **2526/024 To receive an update from our Ward Councillor**

This is attached to the minutes under Appendix 1. In addition Cllr Cunliffe-Lister made the following points. She had written to Melissa Burnham at Area 6 Highways regarding the pothole issues on Pottery Lane. An email had been received stating that it was the intention that the work would now be completed in late October, early November. She also reported that Area 6 Highways had been in contact with the organisers of the Triathlon. Whilst it was felt that sufficient warning had been shared with parishioners regarding the event, it was felt by some that the company's employees, who were employed to manage the road closures had been over officious and needed to be more empathetic in their dealings with members of the public. This would be passed on to the organisation concerned. The Parish Council also asked County Cllr Cunliffe-Lister to escalate the issue of flooding at the bypass with Area 6 Highways, as this was a long-standing issue, requiring a capital project to be initiated. Finally, the Clerk was asked to report the potholes opposite West View.

### **2526/025 To receive the Clerks Report.**

The Clerk had circulated his report prior to the meeting. It read as follows.

"Following the annual meetings and the auditing of the accounts, I am pleased to say that things have quietened down a little bit!

All the relevant documentation was passed to the external auditors, so the previous year has now been closed off. The books have been available for parishioners to scrutinise, if they should wish for the relevant period as laid down by law. Many thanks to Cllr Laugher for undertaking this task whilst I was away.

I have received a quote from our insurance company, and this has been put before council for sign off at the August meeting. It is within budget so is satisfactory.

The annual salary increase for the Clerk has been issues by the NALC, and this is also due to be approved at the meeting.

The Highways issues drag on. The situation with Pottery Lane is now quite deplorable. Highways, after failing to deliver on their promises have tried to move the work back to the next financial year. This is an abdication of duty on their part, and I have asked our County Councillor to, yet again, escalate this.

I have been in correspondence with a parishioner regarding the marshalling issues with the recent triathlon. This has been raised with Highways.

As ever, thank you to everyone for your support.”

**Resolved:** The Clerk’s Report was approved unanimously.

**2526/026 Financial Matters**

a) To approve the bank reconciliation and budget comparison for July 2025

The Clerk had circulated the report prior to the meeting. Following payment of any outstanding invoices the bank balance stood at £8,854.33 Performance against budget was satisfactory.

**Resolved:** The report was unanimously accepted.

b) To approve the Schedule of Payments.

**Resolved:** The following payments were authorised.

5.6.25	Village Hall	Unrestricted	Room Hire	£	18.00
5.6.25	K Pettitt	Unrestricted	Salary and related costs	£	186.88
6.6.25	HMRC	Unrestricted	Salary and related costs	£	46.60
1.7.25	K Pettitt	Unrestricted	Salary and related costs	£	186.88
7.7.25	HMRC	Unrestricted	Salary and related costs	£	46.60
1.8.25	Clerk’s Expenses	Unrestricted	Office expenses	£	78.00
1.8.25	K Pettitt	Unrestricted	Salary and related costs	£	216.53
5.8.25	HMRC	Unrestricted	Salary and related costs	£	54.20

c) To agree the Clerk’s Salary for 2025 /2026 as recommended by the NALC

**Resolved:** The annual increase and back pay for the financial year for the Clerk was unanimously approved.

d) To agree the Insurance quote from Zurich Municipal for £214.

**Resolved:** The insurance quote was unanimously approved for payment.

**2526/027 Planning Matters**

a) To discuss planning application 25/02419/PBR prior notification for the conversion of an agricultural building to 1no dwelling at Land Comprising Field At 431951 468256 Knaresborough Road.

**Resolved:** It was unanimously approved neither to support nor object to this application and the ancillary application for the development of 4 properties.

**2526/028 To receive information on the following issues and to decide on further action where necessary:**

a) To update the meeting on the blocked drains / potholes at Green Lane / Pottery Lane.

This had been dealt with under item 2526/024.

b) To update the meeting on the proposed gully clearing schedule.

The Clerk reported that he had been informed by Area 6 Highways that a date for the large Jetter was to be arranged within the next 8 weeks to perform the work.

**C/F**

c) To update the meeting on the flooding at the bypass

This had been dealt with under item 2526/024.

d) To update the meeting regarding issues of uncut hedgerows raised by a parishioner.

The Clerk reported that Area 6 Highways had been in contact with the resident concerned to conclude the issue.

e) To update the meeting on the problem of speeding on daffodil bends on the A61.

Cllr Cunliffe-Lister was in discussion with Area 6 Highways, but currently data did not support any further traffic restrictions on this area of the A61. There was a question of whether the verges are the right size. The cost of

installing gateway signs would be £1,500-£2,000, although there was little appetite from the parish council to sanction this expenditure.

C/F

f) To update the meeting on the feasibility of hedgehog warning signs.

Area 6 Highways would be contacting Cllr Luck to discuss what we could do. The question of signs being on private property was raised.

C/F

g) To discuss the proposed speeding monitoring within the village.

The Clerk reported he was awaiting data from Area 6 Highways and would report back.

C/F

h) To update the meeting regarding dog waste bins.

Cllr Orme reported that he had been in conversation with NYC and we were on the list for replacement and additional bins

#### **2526/029 Correspondence**

a) To note the correspondence from a parishioner regarding the recent triathlon in the village.

This had been dealt with under item 2526/024. The Clerk would contact the parishioner.

**Action: The Clerk**

#### **2526/030 To receive a report from the Village Hall Committee.**

Cllr Laughher reported that internal painting of the hall and fire doors was due to take place. The curtains were due to be washed.

#### **2526/031 To receive a report from the Alderman Spence Committee**

The Clerk reported that he had received an update by email from a Ripon City Cllr. It read as follows:

“The car park has been temporarily fixed thanks to the generosity of Peter Duffield and staff enabling reopening the car park. There had been ongoing work with partnership with LUCT. Ongoing meetings and work on the higher-level service agreement were taking place.

It had been confirmed that 21Engineers will take on the refurbishment of the hut.

A grant has been applied for to improve disabled access in collaboration with Ripon disability forum

Since the opening of the car park there has been an increase in litter dog fouling and antisocial behaviour, which again we are relying on the service of NYP and the Dog warden for help and ongoing advice”.

#### **2526/032 To confirm the date of the next meeting.**

The date of the next meeting was confirmed as 25<sup>th</sup> September 2025 at 17:00.

The meeting closed at 17:50.

## **Appendix 1: County Cllr Report.**

### **Highways.**

I have forwarded the Chair the response from Highways regarding the closure of the road for the triathlon. It appears that the TTRO was issued, but this might not mean it was correctly advertised. Highways have advised that they have spoken to the event organiser about how to better manage the road closure next time. I have emailed Melisa Burnham expressing my disappointment about Pottery Lane works moving into the next financial year. It might be that resurfacing works will be an improvement on patching, but I have asked her to inspect the road as I fear it is a hazard in its current condition, and I want her to consider what needs to be done to make it safe. I have also asked what can be done to ensure these works are scheduled for the first quarter of 26/27.

I have discussed the mechanism, generally, for how works are scheduled for each financial year with Area 6. The decision for the 2026/27 works schedule is finalised in Autumn 2025, the process for selecting a road is based on survey data and feedback from highway officers, the roads are then ranked and a decision made. The link below is helpful at explaining how roads are selected for planned maintenance schemes.

[Road maintenance | North Yorkshire Council](#)

When the budgets are being considered, projects include resurfacing works along with drainage and other schemes. I will diarise an early September email to Highways to stress the schemes that I would like considered. It would be helpful if you could provide me with the order of priority to be given to the works required in the Parish – I expect Pottery Lane to be your first - if not all can be budgeted for.

### **Community Partnership (Ripon)**

In relation to the Gigabit delivery of broadband, the list of villages and addresses for Ripon project is now in circulation. This does not include villages in the parish. I am waiting for dates for the projects covering this area.

I have assisted several residents now who have no smart meter connectivity, putting them in contact with DCC.

At the next Working Group meeting, we will receive a proposal for the Mobility Hub for Ripon. I am keen to see improved facilities for bus users, increased capacity for additional and connecting bus routes and for there to be adequate bike parking areas.

I have a meeting next week to review proposals for a bike route connecting Ripon and Fountains Abbey, under the LCWAIP scheme that has funding available.

### **Locality Budget**

Although a smaller sum, I can now distribute this if there are any applications to be made.

### **Quarry Moor**

I have been co-opted as a non-voting member of the Alderman T F Spence Committee and will be attending the next meeting on 11<sup>th</sup> August.

### **A61 Closure and Works**

This issue regarding access for residents has been resolved. The road is being resurfaced.

### **Quarry Moor gateway sign**

I have not had a response from Heather Yendall regarding costs. I have chased for a response.

## **20mph zone**

Darren Griffiths has given me an update on progress with the 20mph for Littlethorpe. The surveys justified a 20mph, the location survey had been carried out and he will revert to the PC once the calculations had been processed. I think this relates to the positions of the VAS signs, as well as the extent of the 20mph, on the basis that the PC has agreed to cover the cost of the VAS survey.

## **Planning**

I am not aware of new planning issues.

## **CIL funding**

I have had sight of the proposed CIL funding projects for the old Harrogate BC area and will feed back my comments on them. None of them are in Masham, and I will flag those projects that I think have potential and should be considered or are missing. This is not s106/Commuted Sums funding. I will also ask for an up-to-date statement for the PC's allocation.

## **Locally Sourced Public Procurement**

I attended the Groundswell festival in July and attended met a company that wants to set up a pilot project in North Yorkshire enabling public services (including schools) to procure local food more readily. I have taken this forward with the Fix Our Food Commission.

## **Himalayan Balsam**

I am working with the Yorkshire Dales Rivers Trust to co-ordinate the removal of Himalayan Balsam. Currently the focus is on Stainley Beck and the villages of Markington and South Stainley. If residents in the parish are interested, I can help set up a working group to cover this area, there needs to be a co-ordinated approach to ensure that works are carried out downstream from the source.

## **Natural Flood Management & Clean Bathing Water**

I am meeting the Yorkshire Dales Rivers Trust next week to discuss the viability of creating a catchment wide natural flood management scheme for the River Ure.

I have had an update from Karl Battersby on the Bathing Water Partnership, North Yorkshire River Catchments Forum and the proposed Regional Water Authorities which reads as follows :

*"... the Yorkshire Bathing Water partnership has re-established a Technical Advisory Group (TAG) that includes officer representatives from Yorkshire Water, the Environment Agency, and local authorities from across Yorkshire. North Yorkshire Council is represented on the TAG by officers from the Environment Directorate with specialist knowledge of matters affecting both coastal and freshwater bathing sites. The TAG is now meeting every six weeks or so.*

*An early priority is that has been identified by the reinvigorated Bathing Water Partnership is the need to establish a wider Stakeholder Group that will sit alongside the TAG and inform the work of the wider Partnership. The exact membership and format of that Stakeholder Group have not yet been confirmed but it will include the opportunity for groups such as Stop Ure Pollution to input to the work of the wider Partnership and efforts to improve water quality on our rivers for the benefit of recreational use. Once an independent Chair has been appointed (a process that is currently in train) our understanding is that the Stakeholder Group should be up and running this autumn, and I can provide further updates in due course.*

*On the matter of how the work of the Bathing Water Partnership relates to the North Yorkshire River Catchments Forum (NYRCF) initiated by NYC, again this is work in progress. Following initial meetings of*

*the NYRCF, several potential options for developing its work have emerged – we are very keen to complement and build from existing activity led by established Catchment Partnerships etc rather than create something that replicates or possibly even conflicts with that work.*

*As I am sure you will be aware, late last year the Government established the independent Water Commission lead by Sir Jon Cunliffe. After producing interim findings in early June, the Commission's final report and recommendations were published on 21 July. This includes key recommendations that are relevant to the future direction and focus of the NYRDF initiative – in particular, proposals to establish a single water regulator (replacing OFWAT) and to establish a series of Regional Water Authorities (RWA's) that will take on key water related policy and planning functions from the Environment Agency, Natural England, and the Drinking Water Inspectorate. The proposed structures of the RWA boards includes specific roles for Local Authorities*

*The Government has already indicated that it intends to accept these recommendations with a White Paper due in the autumn with legislation to follow soon after that. Whilst the establishment of these RWAs will inevitably involve a period of upheaval as existing structures change and roles move across into the new organisation, the approach that is now being proposed does seem to address some of the structural / governance challenges that lay behind the move to establish the NYRCF in the first place. Hence, NYC will now be working with key partners from across the sector to help shape the emerging RWA in Yorkshire, and to understand how its work will relate to what was in development through the NYRCF initiative*

## **Housing**

I have been exploring the viability of redundant council owned garage sites for affordable housing and am meeting a house builder who specialises in smaller units that have been constructed elsewhere for community led projects on smaller sites.

I am on the panel for the Nidderdale National Landscape Community Led Housing pilot project and several potential projects are being considered in the local area. One of these is Keld Bank. I am waiting on the officer for the pilot project to put forward a draft bid for the group to consider, and also to establish with NYC what they will support in way of conversion of the existing building and any additional dwellings. I am also exploring the viability of converting empty premises above shops on the High Street into residential accommodation – possibly using the Community Led Housing model.

## **Local Nature Recovery Strategy consultation**

This is a reminder that there are several LNRS public consultation events **this week & next week (w/c 28<sup>th</sup> July & w/c 4<sup>th</sup> August)** that are geared for land managers & farmers:

### **In-person one to one ½ hour sessions in various venues**

The purpose of the sessions will be to discuss any queries you might have about the LNRS online map and documentation with the project team. See details below & it does help us if you can book in advance:

[Tuesday 29 July in Danby: Book an in-person one-to-one session](#) (plenty of availability)

[Wednesday 30 July in Malton: Book an in-person one-to-one session](#) (availability at 10am; 11:30am & 1:00pm)

[Thursday 31 July in Skipton: Book an in-person one-to-one session](#) (availability at 1:00pm; 1:45pm & 2:30pm)

### **One to one ½ hour online sessions**

These will be held on Microsoft Teams & the purpose of the sessions will be to discuss any queries you might have about the LNRS online map and documentation with the project team. There are plenty of ½ hour slots still available and you are not required to have MS Teams on your device (you can join the online session via your web browser)

See link below for available dates (**between Monday 28<sup>th</sup> July – Friday 1<sup>st</sup> August**) and booking instructions

(Sessions **between Monday 4<sup>th</sup> August- Friday 8<sup>th</sup> August** will soon be made available on the booking system)

<https://www.eventbrite.com/e/lhrs-online-one-to-one-session-tickets-1258199742299?aff=oddtcreator>

### **A66 Northern Trans-Pennine (NTP) project**

I have been sent an update by the Project Director for the A66 Northern Trans-Pennine at National Highways as follows:

*Following the Spending Review, the Government confirmed on 8 July that the project is a priority and forms part of the £24 billion Spending Review settlement, underlining its strategic and economic importance. We are delighted that the A66 NTP project has been committed for delivery in full, with the 8 July announcement marking an important milestone.*

*Over the next 12 months, we will:*

- *Continue utility diversions, archaeological surveys, and ecological work, which are essential to prepare for main construction.*
- *Undertake tree clearance and site preparation, managed sensitively with ecology experts to protect wildlife and maintain a strong environmental approach.*
- *Work with the Department for Transport to finalise the delivery programme, with further detail to be shared as part of the Road Investment Strategy (RIS3) in March 2026.*

### **Residents encouraged to check their voter registration details**

Householders are being urged to ensure that their details are correct so that they can take part in future elections. Every year, North Yorkshire Council's elections team is required by law to confirm whether the details on the electoral register are correct for every household, and to make amendments if required.

A letter printed on yellow paper has been sent to those who need to respond. Those who have not responded should expect a visit from someone to get the information needed in person from the end of September.

The electoral register can also be important for credit scoring, which is required for taking out a mobile phone contract or applying for a credit card. From the age of 16, British citizens and qualifying Commonwealth or EU citizens living in the UK can be added to the electoral register.

To register, visit [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote) and more information can be found at [www.northyorks.gov.uk/your-council/elections-and-voting/annual-canvass](http://www.northyorks.gov.uk/your-council/elections-and-voting/annual-canvass)

### **Free holiday activities and meals for families this summer**

FEAST is here this summer holiday, with a fantastic range of activities to keep your children active, fed and having fun during the school holidays. Everyone across North Yorkshire can get involved, with free places and a free meal for children and young people receiving benefits-related free school meals.

If your child is eligible for benefits-related free school meals or is made eligible by exception (see the [FEAST FAQs](#) for details), you should have received a voucher from their school. This will enable you to book

school holiday activities that are part of the FEAST programme for free, using the online platform HolidayActivities.

Head over to the [FEAST website](#) now to discover all the activities available and learn how to claim your free place.

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