

Littlethorpe Parish Council

Draft Minutes the full council meeting of Littlethorpe Parish Council held on **Wednesday 5th November 2025** at Littlethorpe Village Hall at 17:00

Attendees: Cllr Orme, Cllr Laughler, Cllr Luck, The Clerk and three members of the public.

2526/046 To receive apologies and approve reasons for absence.

Apologies had been received and were approved from Cllr Spoons and County Cllr Cunliffe-Lister. Cllr Orme sent Cllr Spoons his best wishes on behalf of the parish council and also passed on his best wishes to Christine Winterburn for a speedy recovery.

2526/047 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.

2526/048 To confirm the minutes of the meeting held on 25th September 2025 as a true and correct record.

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

2526/049 Public Participation (to include an update on The Wetlands).

A member of the public reported that he had been in contact with Yorkshire Wildlife Trust. The willows had been removed along the canal-outwards edge of Canal Reedbed, working north and south from the hide. However, the work required to deal with the willows and alders in the central reedbed is hampered by the lack of resources, both financial and personnel, and this is proving difficult to surmount.

2526/050 To receive an update from our Ward Councillor

As County Cllr Cunliffe-Lister was unable to attend there was no report.

2526/051 To receive the Clerks Report

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

"Following the resignation of Cllr Winterburn and the requisite period for requesting an election, we are now in the situation of being able to co-opt a councillor for the remaining life of this parish council. Councillors have been invited to suggest potential candidates, and the process is open to anyone who would like to serve their community in this capacity.

I have had a telephone call regarding the marshalling of next year's Triathlon from a parishioner. It is on the agenda to discuss. I have also had correspondence from a parishioner regarding organising a litter pick. Again, I have included this on the agenda.

As agreed at the last meeting I have purchased an external hard drive following the discovery that we cannot upgrade our laptop to Windows 11. This is a much cheaper option than purchasing a new laptop.

I have been in contact with Parish Online and have started the process in motion for setting up a Parish Council website and also to provide each councillor with a separate email address. I am awaiting decisions on what base colour you would like the website to be and also pictures of some councillors for the site.

I have composed and circulated the draft budget for 2026/27 and hopefully this will be agreed on November 5th.

As ever, thank you to everyone for your support.

The report was unanimously approved.

2526/052 Financial Matters

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

The Clerk had circulated the report prior to the meeting. Following payment of any outstanding invoices the bank balance stood at £7,695.01. Performance against budget was satisfactory. It was unanimously agreed to pass on the monies received from NYC amounting to £89.70 for us to do our own grasscutting to the parishioner who had performed the task.

Action: The Clerk

Resolved: The report was unanimously accepted.

b) To approve the Schedule of Payments and Receipts as follows.

| | | | | | |
|---------|---------------------|--------------------------|---|------|----------|
| 24.9.25 | C Winterburn | Defibrillator | | £ | 121.07 |
| 24.9.25 | Wayleaves | Other | £ | 2.30 | £ - |
| 1.10.25 | K Pettitt September | Salary and related costs | | £ | 192.73 |
| 3.10.25 | Village Hall | Room Hire | | £ | 18.00 |
| 3.10.25 | K Pettitt | IT | | £ | 53.99 |
| 6.10.25 | HMRC | Salary and related costs | | £ | 48.20 |
| 1.11.25 | K Pettitt November | Salary and related costs | £ | - | £ 192.73 |
| 6.11.25 | HMRC | Salary and related costs | | £ | 48.20 |
| 6.11.25 | Clerk's Expenses | Office expenses | | £ | 60.49 |

Resolved: The schedule of payments was unanimously approved.

c) To approve the draft budget previously circulated.

Resolved: The budget for 2026/27 was set at £4,800. This represented a projected slight decrease per household in the parish council portion of council tax for the next financial year.

d) To update the meeting on Commuted Sums available.

Cllr Laugher reported that the paperwork for the commuted sums due to the Village Hall had been submitted. This would cover the recent internal decoration of the hall. In addition the Clerk was asked to seek clarification for the monies set aside for allotments (there are none in Littlethorpe) and the marina.

Action: The Clerk

2526/053 Planning Matters

a) To discuss planning application 25/03415/DVCON Section 73 application for Deletion of Condition 20 (Affordable Housing Scheme) of Planning Permission HGT18/01146/OUT (Erection of 5 dwellings with access, layout and scale considered) to allow for removal of the condition at Land Comprising Field At Grid Reference 432074 469537 Littlethorpe Lane Littlethorpe North Yorkshire

Resolved: The Parish Council unanimously agreed not to object to or support this application.

2526/054 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.

Resolved: The resurfacing had taken place and was a great improvement.

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

This had been delayed due to other operational priorities. The team will investigate and report back.

C/F

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

This would be a capital project to totally resolve, and it is hoped to be included in the next financial year. In the meantime a request for the gullies to be cleared and the soak away checked had been raised.

C/F

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

There was no further update on this matter.

C/F

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

The Clerk reported this was with the engineers to contact Cllr Luck.

C/F

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

The Clerk had received an email from Area 6 Highways. In it, it was confirmed that the village qualifies for a 20-mph speed limit, although that needs to be finalised with colleagues and the Police. The Clerk was asked to confirm next steps with NYC and to also ensure that the speed limit on Littlethorpe Road needs to remain at 60 mph, to ensure it was still gritted. He was also authorised to send details to NYC for them to invoice the Parish Council £220 + Vat for the survey, as was previously agreed.

Action: The Clerk

g) To update the meeting on the potholes on Littlethorpe Lane opposite West View.

Resolved: The work had been completed.

h) To update the meeting regarding dog waste bins.

Cllr Orme reported that he had had no response to date. He would continue to chase.

Action: Cllr Orme

2526/055 Governance

a) To update the meeting on the process for co-opting a councillor

Resolved: Neil Robinson had come forward as a candidate for co-option. His nomination was unanimously approved and, following the meeting, the requisite documentation was signed by all necessary parties.

b) To update the meeting on adopting Government emails and website domains.

The Clerk reported that he expected to have the website ready in the next week. He reminded everyone that they needed to submit pictures of themselves for the website. It was agreed that the base colour would be purple.

Action: All

2526/056 Correspondence

a) To discuss plans for a litter pick

Resolved: The Litter Pick would take place on November 15th at 10:00

b) To update the meeting regarding marshalling plans for the 2026 Triathlon.

The Clerk reported that he had raised this with Area 6 again and it would be on his monthly agenda with them.

2526/057 To receive a report from the Village Hall Committee.

Cllr Laugher reported that there was to be a meeting on 13th November and that all were welcome to attend. The internal painting and work on the fire doors had been completed.

2526/058 To receive a report from the Alderman Spence Committee

Owing to the non-attendance of members of the committee there was no report.

2526/059 To confirm the date of the next meeting 22nd January 2026 at 17:00.

Resolved: The dates of the next meetings were confirmed as follows.

Thursday 22nd January at 17:00

Thursday 19th March at 17:00

The meeting closed at 17:54.