

Littlethorpe Parish Council

Final Minutes of the full council meeting of Littlethorpe Parish Council held on **Monday 27th January 2025** at Littlethorpe Village Hall at 17:00

Attendees: Cllr Spoor, Cllr Winterburn, Cllr Orme, Cllr Laugher, Cllr Luck, County Cllr Cunliffe-Lister, The Clerk and 2 members of the public.

2425/056 To receive apologies and approve reasons for absence.

No apologies had been received.

2425/057 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.

2425/058 Chairman's Opening Remarks.

There were no opening remarks

2425/059 To confirm the minutes of the meeting held on 27th November 2024 as a true and correct record.

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

2425/060 Public Participation (to include an update on The Wetlands).

A member of the public reported on the Wetlands. He had been trying to contact the Wildlife Trust but had been unable to do so. He wanted to establish whether there would be seating at the new screen, which had been erected. Littlethorpe Meadow was to be seeded with a grass mixture for a variety of cattle and horses this spring. The River Ure had cleansed the roost for the starlings Consequently they had moved to an alternate location. The willows and alders needed attention as they were obscuring the views from the hide.

Another member of the public reported that the hedge belonging to Hield Trust had been trimmed on Littlethorpe Lane. He had also attended a site meeting with the ward councillor and discussed speeding in the village.

2425/061 To receive a report from the Alderman Spence Committee

The Clerk reported on an email response he had received from one of the Ripon City Councillors who sat on the Alderman Spence Committee. County Cllr Cunliffe-Lister had been asked to join the committee as a non-voting member, representing Littlethorpe PC. County Cllr Cunliffe-Lister reported that the title deeds had been located at Wakefield and that she had copies. The next meeting of the Committee would take place on Monday 10th February at a location and time yet to be defined. The proximity of the new development at West Lane to Quarry Moor was raised and Cllr Spoor would take photographs and send to the Clerk who would raise the concerns with Planning Enforcement.

Action: Cllr Spoor, The Clerk

2425/062 To receive an update from our Ward Councillor

County Cllr Cunliffe-Lister reported as follows. There was major focus on budgets at NYC following the removal of the Rural services Grant by Central Government. Ways in which to save money were being looked at, and this could result in locality budgets being cut from £10,000 per annum to £5,000. Analysis of the speed checks at Daffodil Bends were still outstanding. The Pottery Lane road repairs were due to take place during the first week in March. The approximate cost for VAS equipment and installation was £5,000. The feasibility for Hedgehog Warning signs in the village was to be looked at by Cllr Luck.

Action Cllr Luck

The Clerk was asked to include Rumble Strips as an item on the next agenda.

Action: The Clerk

2425/063 To receive the Clerks Report.

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

“Firstly, Happy New Year to one and all.

January brings with it our review of our Governance documentation. These have been updated and sent through to all councillors with a view to signing them off at this month’s meeting.

I have had meetings with Highways regarding our outstanding queries and have also raised the latest items which a parishioner brought to our attention at our last meeting.

There are a number of emails which I have received, which have been passed on to Councillors. These involve the boundary stone at the new West Lane development, Grass cutting and speeding in the village. I also had an email from a parishioner congratulating councillors on their good work in acquiring a replacement dog bin by the canal.

We are starting to head towards our year end; we have appointed an Internal Auditor for the accounts and look to be in a good position to pass the inspection in April.”

Resolved: The Clerk’s Report was unanimously accepted.

2425/064 Financial Matters

a) To approve the bank reconciliation and budget comparison for January 2024.

The Clerk had circulated the report prior to the meeting. Following payment of any outstanding invoices the bank balance stood at £6,472.91. Performance against budget was satisfactory.

Resolved: The report was unanimously accepted.

b) To approve the Schedule of Payments as follows.

2.12.24	DD	Clerk's Salary (December)	Unrestricted	Salary and related costs	£	-	£	186.68
6.12.24	DD	HMRC	Unrestricted	Salary and related costs			£	46.80
2.1.25	DD	Clerk's Salary (January)	Unrestricted	Salary and related costs			£	186.88
6.1.25	DD	HMRC	Unrestricted	Salary and related costs			£	46.60
28.1.25	DD	Clerk's Expenses (January)	Unrestricted	Office expenses			£	58.50
20.1.25	DD	Village Hall	Unrestricted	Room Hire			£	18.00

Resolved: The payments were unanimously authorised.

2425/065 Planning Matters

No planning applications had been received.

2425/066 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 covered in item 2425/062

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

The order had been raised for the gullies to be jetted.

C/F

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

This was a capital project and was awaiting funding.

C/F

d) To update the meeting on the removal of the abandoned road sign by the allotments.

Resolved: The signs had been collected

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

The Clerk reported that Area 6 Highways had written to the landowners concerned. If no action was taken after a certain period of time, normal policy is for Highways to do the work themselves and invoice the landowners. **C/F**

f) To update the meeting on the collapsed branch of a tree from Hield Trust Land opposite Littlethorpe House
Cllr Orme reported that the tree had been trimmed back by Hield Trust, and he would contact them to ask them to remove the remains.

Action: Cllr Orme

g) To update the meeting on the problem of speeding on Daffodil Bends on the A61.
This had been covered in item 2425/062

2425/067 Governance

a) To re-adopt the Standing Orders as circulated prior to the meeting.

Resolved: these were unanimously agreed and signed by the Chairman.

b) To re-adopt the Financial Regulations as circulated prior to the meeting.

Resolved: these were unanimously agreed and signed by the Chairman.

c) To re-adopt the Code of Conduct as circulated prior to the meeting.

Resolved: The Code of Conduct was unanimously agreed and signed by the Chairman

d) To adopt the Risk Assessment for Littlethorpe Parish Council as circulated prior to the meeting.

Resolved: The Risk assessment was unanimously adopted, and the Chairman signed the document.

2425/068 Correspondence

a) To discuss the email received from the liaison for Average and Fixed Speed Cameras NY.

Resolved: It was unanimously agreed that the Parish Council sign up for this initiative.

Action: The Clerk

b) To discuss correspondence received regarding the Littlethorpe Boundary Stone.

Resolved: An email had been received from Planning Enforcement and the matter was in hand.

c) To discuss the email received regarding the Community Emergency Plan

Resolved: Cllr Winterburn would forward the document to the Clerk; after making some minor amendments and the Clerk would send to NYC.

Action: Cllr Winterburn / The Clerk

d) To discuss the email received from NYC regarding grasscutting.

Resolved: It was unanimously agreed to do the work ourselves and invoice NYC

2425/069 To receive a report from the Village Hall Committee.

Cllr Laughter reported that work was ongoing with the internal fire doors. The fire alarm was to be serviced on 31st January. Three new groups were now booking the hall weekly.

2425/070 To confirm the date of the next meeting as 17:00 Wednesday 26th March 2025

The dates of the next meetings were confirmed as follows.

Wednesday 26th March 17:00 – Ordinary Meeting

Wednesday 9th April 19:30- Annual Parish Meeting

Friday 9th May 17:00 – Annual Meeting of the Parish Council followed by Ordinary Meeting

Friday 1st August 17:00 – Ordinary Meeting

Litter Pick - Saturday 1st March 10:00

The Meeting closed at 18:19.