

## Littlethorpe Parish Council

Final Minutes from the full council meeting of Littlethorpe Parish Council  
held on **Friday 28th March 2025** at Littlethorpe Village Hall at 19:30

**Attendees:** Cllr Spoor, Cllr Winterburn, Cllr Orme, Cllr Laughner, County Cllr Cunliffe-Lister, The Clerk and 6 members of the public.

### **2425/071 To receive apologies and approve reasons for absence.**

Apologies had been received from Cllr Luck and were accepted

### **2425/072 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.

### **2425/073 Chairman's Opening Remarks.**

There were no opening remarks.

### **2425/074 To confirm the minutes of the meeting held on 27<sup>th</sup> January 2025 as a true and correct record.**

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

### **2425/075 To confirm the minutes of the extraordinary meeting held on 12<sup>th</sup> March 2025 as a true and correct record.**

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

### **2425/076 Public Participation (to include an update on The Wetlands).**

A member of the public reported on the Wetlands as follows. Thankfully the recently discovered bomb in the canal was not in the Wetlands area. The area itself is still recovering from the effects of Avian Flu. Sadly, bodies had been found including swan, geese and tawney owls. The grass was due to be sown in Littlethorpe Meadows and there were plans to perform work on the willow trees. It had been the best year for Hooper Swans. Chiffchaffs had been spotted as well as a couple of Sand Martins.

### **2425/077 To receive a report from the Alderman Spence Committee**

Two members of the public reported on the latest activities of the Alderman Spence Committee. A meeting was due to take place on the 7<sup>th</sup> April when a partner would be selected to provide maintenance and other expertise to the site. The next official meeting of the committee would take place on 14<sup>th</sup> April. In the meantime, issues with trees had been addressed and CCTV was being considered. The car park was still closed. County Cllr Cundell-Lister was due to be confirmed at the next meeting as a non-voting member of the council, representing Littlethorpe Parish. The Clerk informed the meeting that approximately £1,800 of commuted sums was available for the site.

### **2425/078 To receive an update from our Ward Councillor**

County Cllr Cundell-Lister read a report, which would be updated and sent to the Clerk to be read out at the Annual Parish meeting in her absence. Of the items most pertaining to the parish, she reported as follows. County Cllr Cundell-Lister had attended a meeting of the Alderman Spence Committee, although she would be on annual leave for the next one. She confirmed that progress was being made. Area 6 Highways had been in contact regarding the potholes on Pottery Lane. There had been a delay from the original plan to repair them in March. This would now happen in April. The Clerk raised the issues with flooding at the by-pass and lack of action regarding gully clearing, which the councillor would take back to Area 6 Highways. Regarding rumble strips, an email had been received from Area 6 asking for a contribution of approximately £220 +VAT to pay for two surveys outside the centre of the village.

**Resolved:** The Parish Council unanimously approved this expenditure.

**Action: The Clerk**

The Clerk was also asked to make enquiries as to the cost of a VAS survey and what other actions could be taken to resolve the issues at Daffodil Bends. Other items that County Cllr Cundell- Lister reported on, were the Home to School policy, Smart meter connectivity, a survey on how the digital phone network may survive a power cut, and potential improvements to cycling and walking areas around Ripon.

County Cllr Cundell-Lister noted the increase in Council Tax for the oncoming year of 4.99%. Her Locality Budget was also to be cut by 50% to £5,000.

There was to be a push to promote tourism in the Ripon area. NYC were able to provide a speaker on Fraud & Scams and she would reach out to the person concerned, with a view to him attending the Annual Parish Meeting.

#### **2425/079 To receive the Clerks Report.**

The Clerk's Report had been circulated prior to the meeting. It read as follows.

"We are now well and truly into the run up for year end and I have been spending time ensuring that we are in a fit state to be audited in April. I have also confirmed with the Internal Auditor that she is still happy to audit us for this year.

The meetings with Area 6 Highways continue, and I will update you with the state of play with the outstanding items at the meeting. I have been very disappointed that, despite assurances that the work would be completed in early March, the state of the road at the junction of Pottery Lane and Green Lane is still appalling. I have been promised that this will be rectified in April, but I am not holding my breath.

Following Cllr Winterburn's update of the Community Emergency Plan, I have forwarded this to NYC and await any observations they may have.

The Local Plan is causing some concern; I have been in touch with the Planning, Policy and Place team concerned, and for your information, I repeat the advice that I have been given. I would reiterate that this is a very early stage in the plan-making process and the sites submitted merely represent landowners indicating to the council that their site is available to be considered for development. They are not planning applications and their inclusion on the public map does not give them any planning weight.

What is presently in the public domain is basic information about all sites that were submitted up to mid-December and they aim to do the next release, with any additional submissions, around June/July.

Assessment work on the sites has begun but I'm afraid they cannot give a definitive timescale on when firm decisions will be made regarding allocations. Needless to say, a public consultation will be undertaken prior to this point, once initial assessments have been undertaken to give a clearer direction as to whether sites will be recommended for allocation or dismissed.

I have signed up the Parish Council as a consultee for the plan and will keep an eye on any developments.

As usual may I thank everyone for your support."

**Resolved:** The Clerk's Report was unanimously accepted.

#### **2425/080 Financial Matters**

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

The Clerk had circulated the report prior to the meeting. Following payment of any outstanding invoices the bank balance stood at £5,935.95. Performance against budget was satisfactory.

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

b) To discuss the latest schedule of commuted sums previously circulated.

The Clerk was asked to enquire about the sums of money for allotments and the marina.

**Action: The Clerk**

c) To approve the Schedule of Payments as follows.

3.2.25	DD	Clerk's Salary (Feb)	Unrestricted	Salary and related costs	£	186.68
10.2.25	DD	HMRC	Unrestricted	Salary and related costs	£	46.80
10.2.25	DD	Village Hall	Unrestricted	Room Hire	£	18.00
3.3.25	DD	Clerk's Salary (Mar)	Unrestricted	Salary and related costs	£	186.88
7.3.25	DD	HMRC	Unrestricted	Salary and related costs	£	46.60
28.3.25	DD	Clerk's Expenses	Unrestricted	Office expenses	£	52.00

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

#### 2425/081 Planning Matters

Planning Application 6.44.176.E.DVCON ZC25/00967/DVCON for alterations to the development on Littlethorpe Lane had been received.

**Resolved:** The Parish Council had no objections to the alterations.

In addition the Parish Council noted the letter from Clarke Telecom regarding the proposed installation of a base station at Whitcliffe Hall Farm and would await further detail.

#### 2425/082 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 item was covered in item 2425/078

**C/F**

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

This item was covered in item 2425/078

**C/F**

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

This item was covered in item 2425/078

**C/F**

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

It was reported that the cutting of hedges on the west side of Littlethorpe Road was complete. However, the work had been only half done by Wyke House, and the area below Wyke house towards the Church had been completely untouched. The Clerk would take this up with Area 6.

**Action: The Clerk**

e) To update the meeting on the collapsed branch of a tree from Hield Trust Land opposite Littlethorpe House.

**Resolved:** This action had been completed.

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

This item was covered in item 2425/078

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

Owing to the absence of Cllr Luck, this item would be carried forward.

**C/F**

#### 2425/083 Correspondence

a) To discuss the email received regarding the NYC Local Plan.

The Clerk reported that the original Call for Sites had resulted in around 1,600 sites being put forward. The Parish Council would be included as a consultee on any sites in the parish. Decisions on what sites to be included were not due to take place until the end of 2026.

b) To discuss a parishioner's offer to tidy up vegetation at the top of Canal Lane.

The work the parishioner had performed was duly noted and thanks were expressed for his efforts. It was noted that a piece of wall had collapsed on the corner of Canal Lane. Cllr Orme would discuss with the property owner.

**Action: Cllr Orme**

#### 2425/084 To discuss rumble strips within the parish and the cost of a speeding survey.

This item was covered in item 2425/078.

**2425/085 To receive a report from the Village Hall Committee.**

Cllr Laugher reported that new fire doors had been fitted. Some did not open the correct way and this would be rectified. The Committee were looking to redecorate the village hall.

**2425/086 To confirm arrangements for the Annual Parish Meeting on the 9<sup>th</sup> April**

Various organisations had been invited to participate. Flyers were due to be delivered to the village.

**2425/087 To confirm the date of the Annual Meeting of the Parish Council and the next Ordinary Meeting**

This was confirmed as 17:00 on the 30<sup>th</sup> May at the Village Hall.

The meeting closed at 20:47.