

Littlethorpe Parish Council

Minutes of the full council meeting of Littlethorpe Parish Council
on **Thursday 19th March 2026** at Littlethorpe Village Hall at 17:00

Attendees: Cllr Orme, Cllr Laughler, Cllr Robinson, County Cllr Cunliffe-Lister, the Clerk and two members of the public.

2526/075 To receive apologies and approve reasons for absence.

Apologies had been received from Cllr Luck and were accepted.

2526/076 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.

2526/077 To confirm the minutes of the meeting held on 22nd January 2026 as a true and correct record.

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

2526/078 Public Participation (to include an update on The Wetlands).

A member of the public reported on the wetlands as follows. Bitterns are booming. A pair of marsh harriers and 2 avocets have been spotted. There have also been 4 species of butterflies noted. It is planned for more autumn reed cutting, and the island profiling has been successful. Murmurations have not been as pronounced as last year. It is also planned to reseed the canal field. County Cllr Cunliffe-Lister reported that she had attended a Social Values workshop with Homes England regarding the Clothholme development. There may be funding available and she had been in contact with Jonathan Leadley at YWT for him to compile a "Wish List".

Another parishioner made a general comment as to the lack of involvement by villagers in various events in the village.

2526/079 To receive an update from our Ward Councillor

This is attached as appendix one.

2526/080 To receive the Clerks Report

The Clerk reported as follows.

Having confirmed all the Governance documentation at our January meeting, it has left the way clear to make final preparations for the year end and our internal audit.

We have now got our own website and .gov email addresses as per mandated for us to pass the audit. Please can you make an extra effort to get used to using them and checking for updates on a regular basis. It can really slow up the decision-making process if I am having to chase people up for responses. We have already had issues regarding agreeing a course for one of our councillors to attend; I hope we can avoid this going forward. I would also like to suggest that we set up a WhatsApp group for councillors to aid communication.

Resolved: It was agreed to set up a WhatsApp Group for councillors.

I have responded on your behalf to a number of planning applications. I have also made the internal auditor aware of her re-appointment.

The monthly meeting with Highways has needed to be rescheduled owing to the minutes of the previous one not having been produced.

A representative of the Ripon Triathlon has been in contact, and we need to decide who is best placed to meet with her to ensure that we have no repercussions of the issues that parishioners encompassed last year.

I have set in motion the process for reclaiming VAT for the parish council. This will amount to £101.

The Clerk also noted the latest schedule for commuted sums that he had received that afternoon and shared with councillors.

2526/081 Financial Matters

a) To approve the bank reconciliation and budget comparison for March 2026.

The Clerk had circulated the report prior to the meeting. Following payment of any outstanding invoices the bank balance stood at £6,010.24. Performance against budget had resulted in an underspend for the year £74.29. The Clerk congratulated councillors on their setting of this year's budget.

Resolved: The report was unanimously accepted.

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

5.2.26	DD K Pettitt (February)	Salary and related costs	£	192.73	Feb
17.2.26	DD HMRC	Salary and related costs	£	48.20	Feb
19.2.26	DD C Winterburn	Defibrillator	£	279.65	Feb
3.3.2026	DD K Pettitt (March)	Salary and related costs	£	193.73	
6.3.2026	DD HMRC	Salary and related costs	£	48.20	
19.3.26	DD Clerk's Expenses	Office expenses	£	52.00	

Resolved: The schedule of payments was unanimously accepted.

2526/082 To update the meeting on the co-option of a new councillor.

Cllr Orme had approached Kirstin Wood with a view to being co-opted on to the parish council. He reported that she was happy to be considered for the role.

Resolved: It was unanimously agreed that Kirstin Wood be co-opted as a councillor. The clerk would provide the necessary paperwork prior to the next meeting to allow her to take part in the meeting.

Action: The Clerk

2526/083 Planning Matters

No new planning applications had been received.

2526/084 To receive information on the following issues and to decide on further action where necessary:

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

The Clerk reported that he had raised the issue with Highways and that it was planned to send a camera down the drain at the junction with Orchard Road. Littlethorpe was also on a gully cleaning schedule which was due to take place in June. Cllr Laugher undertook to walk the area and provide a "what 3 words" location for any problem areas.

Action: Cllr Laugher

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

This was awaiting capital project funding.

C/F

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

This item was closed.

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

This item was closed.

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

The Clerk reported that the project was well underway and Highways were waiting for any objections, having published the plan.

C/F

f) To update the meeting regarding dog waste bins.
There had been no progress.

C/F

2526/085 Correspondence

a) To discuss the email received regarding the Ripon Triathlon and proposed meeting.

Resolved: Cllr Robinson would liaise with the committee to ensure there was no repetition of the problems that were experienced last year.

Action: Cllr Robinson

2526/086 Website and Email

a) To update the meeting on the website and the new email addresses for councillors and Clerk
This had been covered under item 2526/080

2526/087 To discuss items raised by Councillors

a) To discuss cyber security and the replacement of the Parish Council Laptop with a windows 11 compatible version.

Resolved: It was unanimously agreed to purchase a new laptop from Ripon Laptop Centre for £475.00 plus VAT. The Clerk was asked to ensure that the software licence was the correct one for a parish council and to confirm the additional fee.

Action: The Clerk

b) To discuss the decision-making process within the Parish Council and to delegate authority to the Clerk for small low-risk items under £100 outside formal meetings.

Resolved: It was unanimously agreed to delegate authority to the Clerk to agree services / purchases up to the value of £100.

c) To approve expenditure for Cllr Robinson to attend the "Off to a Flying Start" parts 1 and 2 course run by the YLCA

Resolved: The expenditure was approved. The Clerk would check whether the course was online or in person.

Action: The Clerk

d) To discuss representation of the Parish Council at external meetings, going forward.

Resolved: This would be agreed at the annual meeting of the parish council.

2526/088 To update the meeting on the Parish Emergency Plan.

It was agreed that this document would be published in its latest version once the new councillor had been co-opted.

2526/089 To receive a report from the Village Hall Committee.

The Village Hall Committee had met the previous evening. It was intended to use commuted sums to help pay for a new porch area and extension. It was also agreed to update the facilities in the ladies washroom. The AGM would be on Saturday 16th May following a coffee morning in the hall from 10-12.

2526/090 To receive a report from the Alderman Spence Committee

The Clerk read out an email he had received from representatives of the committee. It read as follows.

LUCT continue to make huge progress with clearing of bramble and die back in many areas including paths.

Work has taken place by Scotton Trees to remove and trim back a number of trees along properties in new park, the car park and some die back. All materials have been left on site for the habitat and natural composting.

A solution to refurbish or replace the hut is still being investigated.

Higher level agreement nearing completion.

Vandalism and dog fouling no longer visible maybe due to the help of NY police and dog warden input.

Plans are in place for an open day later in the year and plans to update the charity status and mission are ongoing.

The committee is now 12 comprising 6 voting member, 6 non-voting members and honorary member June Geddes who is Alderman T F Spence's granddaughter.

The site as a whole looks the best it has in years, we intend to continue with our hard work and partnership with LUCt and other organisations to hopefully provide further improvements in the coming months.

2526/091 To confirm arrangements for the Annual Parish Meeting on 14th April at 19:00 for 19:30 at the Village Hall

Resolved: The Clerk would contact the Village Website Editor, the Motorboat Club and Yorkshire Wildlife Trust. Cllr Orme would deliver the Church and Village Hall reports and contact the Entertainments Society and Appletrees Nursery for representation. He would also arrange for the wine.

Action: Cllr Orme / The Clerk

2526/092 To confirm the date of the Annual Meeting of the Parish Council and next meeting 19th May 2026 at 17:00.

Owing to the Clerk's unavailability the Annual Meeting of the Parish Council and next meeting would take place on 7th May at 17:00.

The meeting closed at 18:20.

Appendix 1
Cllr Felicity Cunliffe-Lister Parish Report
Littlethorpe: March 26

Ripon City Investment Plan

I attended a review of the draft headline proposals on this last week, from the perspective of how the Ripon hinterland's interests need to be considered. I suggested the following:

- That there is a shortage of skills training in the area, and the new development at Clothholme would be a suitable site
- That the wider area (including Fountains Abbey), as a place to visit, should be better represented within the county

Ripon LCWAIP cycle route (Ripon to Fountains)

The report is overdue, but a request has been submitted to the Public Rights of Way team to modify the Definitive Map so things are moving in the right direction.

Local Food & Drink Producers

For businesses that are based in North Yorkshire, NYC are holding an event on Tuesday 24th March at 7.00pm at the Harrogate Convention Centre. This is to present their proposals for a simplified procurement process which should make it much easier for SME's to supply their produce to NYC. Please email procurement@northyorks.gov.uk if you would like to attend.

Mayor's Active Travel Fund

This £1M fund has just been launched. It is aimed at community groups who want to improve active travel in their area. This could be an improved walking route, more dropped kerbs to improve accessibility, school streets, cycle storage etc.

Would the PC like to explore this? The deadline for submissions is 10th April. No match funding required if the project is under £30K, 10% required if above.

Highways

I note that the new speed limit zones have been advertised.

Nidderdale Greenway

I met with the Rhiannon Letman-Wade, the Mayoral Active Travel Commissioner, with Cllr Murday, to discuss the proposed extension to the Greenway. She is due to be convening a meeting with the various stakeholders such as Sustrans to discuss further. I have stressed to her the importance of the car park at Ripley to the Greenway.

Connectivity

I have met with Quickline who are delivering the Gigabit phase of fibre to the door broadband. I was hoping for a schedule showing the timescale for delivery of projects in the Ripon area, but I am still waiting for this.

I have also heard from Baroness Lloyd, via Julian Smith MP, advising that no further improvements to mobile coverage are currently planned. There are several Home Office masts being installed, but these are all in the Skipton/Settle area – this means that coverage in this area is not going to improve. Now that VOIP has been introduced this is of particular concern. Whilst 95% of the geography of the country as a whole might now have coverage, I suspect that more than 5% of the local geography is going without connection. I have asked Julian Smith to urge Baroness Lloyd to reconsider this position and to review where more Home Office masts could be installed.

I have now put several residents within my division in touch with Julian Smith MP, regarding their smart meters. He is the point of contact with DCC, who provide connectivity to the meters and are obliged to find solutions.

NYC Budget

The 26/27 Budget was approved at Full Council last month. Even after savings and a 4.99 per cent council tax increase, the decision was taken to use £17 million in reserves to balance the budget. The council tax rise equates to an increase of £96.78 per year for an average Band D property to a total bill of £2,036.32.

Clotherholme Social Value workshop

I attended a workshop last month with Homes England. This is to establish what commitments can be given by the contractors at the site to benefit local organisations and communities. It is proposed that skills training will be provided on site, and I asked that transport be subsidised for those travelling from outside of the area. I also suggested that contractors assist with works needed at Quarry Moor and the Wetlands, and I have asked both the Quarry Moor working group and Yorkshire Wildlife Trust to put forward their "wish list".

Community Led Housing

I am still involved in the early stages of setting up a CLH Trust with a view to purchasing redundant sites and buildings to convert into housing.

It has come to light that there is not adequate policy provision for CLH in the old Harrogate local plan, nor in what is proposed in the new national guidelines. I am on the Development Plan committee and will be raising this. I have also raised it with Julian Smith and he has forwarded my comments to the relevant Minister.

Learn, Earn, Apply, Progress (LEAP)

NYC (on behalf of the Combined Authority) is funding placements of three months to residents who are over 18 and economically inactive. The cost of wages and national insurance is covered by a grant. This provides work experience for those who want to get back into the workplace. For more information please visit <https://nyresourcing.co.uk/leap-programme/>

Mobile Slaughter Units

I visited one of these in the Cotswolds last week. This is an abattoir that is either mobile or fixed modular one. These are currently in use in areas where there is no local abattoir, the aim being to improve animal welfare, reduce food miles, and increase yields. I am looking into how these could be viable in this part of the world and will be asking Grow Yorkshire (from the Mayoral team) to support this.

Home to School Transport

The terms for the review of this policy were discussed recently at a members seminar. I have asked for members to be provided with the cost/pupil before and after the policy introduction, along with an account of any savings delivered, any additional journeys introduced since the policy and an assessment of the proportion of pupils on roll who travel by bus/car before and after. The policy was assessed to have a positive impact on climate change when it was introduced.

As part of the Post Implementation Review of the policy, there is an opportunity to give feedback on its impact. The deadline for contributions is 1st June, and the report will be published in October. The link to the form is here :

<https://online1.snapsurveys.com/v2rusa>

Ripon Mobility Hub

The latest draft proposal was discussed at the Area Constituency Committee this week. It was agreed that it should be more ambitious in its scope and consider the options which might not current be within reach in terms of budget. I was pleased to see that the scope included provision for an improved service to Thirsk station but stressed that it should also cater for improved services coming into Ripon from the hinterland, and for residents changing onto connected buses.

Local Transport Plan Consultation

York and North Yorkshire Combined Authority is developing a new Local Transport Plan that will set out a long-term vision for improving transport across the region. As part of this process, the combined authority is inviting stakeholders to participate in a consultation to help shape the priorities and proposals within the plan. Stakeholder insight is vital to ensuring the Local Transport Plan reflects the needs, challenges, and opportunities across York and North Yorkshire. The combined authority would appreciate you taking a few minutes to share your views by completing the survey below:

Survey link: [York & North Yorkshire LTP: Stakeholder Survey - Fill in form](#)

Closing date: Monday 30th March 2026

Please note that this survey is specifically intended for businesses, organisations, and community groups, rather than individual respondents.

Ousewem Catchment Modelling

I am told that the report is now complete and is being prepared for presentation. I have asked for this to be considered at the next Area Constituency Committee. It will establish the benefit of natural flood measures such as leaky dams and planting trees, in terms of the extent to which they each reduce downstream flooding (and helping prevent sewage treatment plants overflowing). Once published we will be able to assess the value of these measures, with a view to supporting a funding scheme for them. This covers the four rivers that flow into the Ouse.

Cllr Felicity Cunliffe-Lister

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