

## Littlethorpe Parish Council

Draft Minutes of the full council meeting of Littlethorpe Parish Council  
held on **Thursday 7th May 2026** at Littlethorpe Village Hall following the Annual Meeting at 17:00

**Attendees:** Cllr Orme, Cllr Laugher, Cllr Robinson, Cllr Wood, County Cllr Cunliffe-Lister, the Clerk and three members of the public.

### **2627/001 To receive apologies and approve reasons for absence.**

No apologies had been received.

### **2627/002 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.

### **2627/003 Chairman's Opening Remarks.**

The Chairman welcomed everyone to the meeting.

### **2627/004 To confirm the minutes of the meeting held on 19<sup>th</sup> March 2026 as a true and correct record.**

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

### **2627/005 Public Participation (to include an update on The Wetlands).**

A member of the public raised concerns about the recent activities at Littlethorpe Hall and the work that had been done in the adjacent field. Following a detailed discussion the Clerk was asked to check with the YLCA as to the powers of the Parish Council in these circumstances. Cllr Orme would also continue his dialogue with the landowner.

**Action: The Clerk, Cllr Orme**

Subsequent to this discussion, the landowner joined the meeting to confirm his intentions regarding the property. He confirmed there would be no further developments in his field and that "Guest Events" referred to on his sign would only be a few "private events"

### **2627/006 To receive an update from our Ward Councillor**

County Cllr Cunliffe-Lister had produced a report which she read out to the meeting. This is attached as Appendix One.

### **2627/007 To receive the Clerks Report**

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

"I am writing this following the Annual Parish Meeting which took place a couple of days ago. This was, unfortunately, not well attended, which was a shame. The draft minutes have been published and are on both the parish council and village websites.

Most of my time has been taken up with the preparations for the annual audit of the accounts for last year. As I type the books are with the Internal Auditor and I trust that they will be signed off when we meet on 7<sup>th</sup> May. Our financial status is excellent. Perhaps this is the time that we look at projects within the parish that are deserving of investment?

I would like to welcome Kirstin Wood to the parish council. This will bring us up to our full complement and add a new perspective to our deliberations.

The Parish Council has agreed to invest in a new laptop for the Clerk. We just need to clarify the type of Microsoft licence that is required and I will look to arrange this as soon as possible.

Councillor Robinson is acting as the liaison between the Parish Council and the organisers of the Ripon Triathlon. Hopefully this will result in greater publicity for this event and for us to be able to keep parishioners aware of what is happening on the day.

My monthly meetings with Highways continue; we are gradually seeing the fruits of these in the resurfacing of Pottery Lane and the plans to make the centre of the village a 20mph zone.

I look forward to working with you all in the new financial year, which is the run up to local elections in May 2027, with all the fun that those bring!"

The Clerk's Report was unanimously accepted

It was agreed that the offer by Cllr Robinson's daughter to present to organisations on strengthening community spirit and engagement in the village should be pursued.

### 2627/008 Financial Matters

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

The Clerk had circulated the report prior to the meeting. Following payment of any outstanding invoices the bank balance stood at £10,042.88. Performance against budget was as anticipated.

**Resolved:** The bank reconciliation and budget comparison was unanimously approved.

b) To approve the Schedule of Payments.

**Resolved:** The Schedule of Payments below was unanimously approved.

1.4.26	K Pettitt (April)	Salary and related costs		£	192.93	April
6.6.26	HMRC (April)	Salary and related costs		£	48.00	April
6.6.26	YLCA	Membership/Subscriptions		£	260.00	April
6.6.26	Village Hall	Room Hire	£	-	£ 36.00	April
7.5.26	Clerk's Expenses	Office expenses	£	-	£ 90.60	
1.5.26	K Pettitt (May)	Salary and related costs	£	-	£ 192.73	
6.5.26	HMRC (May)	Salary and related costs		£	48.20	
30.4.26	NYC	Precept	£	4,800.00	£ -	

c) To certify Littlethorpe Parish Council as exempt from external audit for fiscal year 2025-26

**Resolved:** This item was unanimously approved.

d) To receive and note the Annual Internal Audit Report for 2025-25 included at page 4 on the Annual Governance and Accountability Return 2025-26

**Resolved:** This item was unanimously approved.

e) To approve Section 1 - Annual Governance Statement 2025-26 for Littlethorpe Parish Council on page 5 of the Annual Governance and Accountability Return 2025-26

**Resolved:** This item was unanimously approved.

f) To approve Section 2 - Accounting Statements 2025-26 for Littlethorpe Parish Council on page 6 of the Annual Governance and Accountability Return 2025-26

**Resolved:** This item was unanimously approved.

g) To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.

**Resolved:** This item was unanimously approved.

h) To approve the Asset Register as of May 2026.

**Resolved:** This item was unanimously approved.

### **2627/009 Planning Matters**

As no planning applications had been received during the period, this item was carried forward.

### **2627/010 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.

As no meeting with Highways had taken place, this item was carried forward.

**C/F**

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

Owing to there having been no meeting with Highways, this item was carried forward.

**C/F**

c) To update the meeting on 20mph speed restrictions in the village.

Owing to there having been no meeting with Highways, this item was carried forward.

**C/F**

d) To update the meeting regarding dog waste bins.

Cllr Orme reported that he had been unable to progress this item.

**C/F**

### **2627/011 To receive a report on arrangements for the Ripon Triathlon.**

Cllr Robinson had met with the Triathlon representative, and she had shared her plans with him. It was agreed that a leaflet drop would be performed by the organisers, in the village, to ensure people were aware of the event and traffic considerations. This was to be done by 12<sup>th</sup> June. After discussion the Parish Council agreed to support the plans, as long as they were accompanied by good signage, cheerful marshalling and good communications with the public.

### **2627/ 012 To authorise the purchase of a new laptop for the Clerk.**

**Resolved:** The purchase of a new laptop with Windows pro was approved to include a subscription to Microsoft 365 Business Standard licence. The Clerk was to arrange for the old laptop to be shredded after a period of bedding in the new computer.

**Action: The Clerk**

### **2627/013 To update the meeting on the Parish Emergency Plan**

It was agreed that Cllr Luck should seek advice from organisations such as the YLCA on how we should include support for vulnerable people in the document.

**Action: Cllr Luck**

### **2627/014 To update the meeting on the Parish Website**

**Resolved:** It was agreed that minutes and agendas should be posted on the Village website, as well as the Parish Council's website. A link to the Parish Council's Website should be included on the Village Website, and vice-versa.

### **2627/015 To receive a report from the Village Hall Committee.**

The Village Hall AGM was due to take place on 16<sup>th</sup> May, and a report would follow that meeting.

### **2627/016 To receive a report from the Alderman Spence Committee**

A member of the Alderman Spence Committee reported on its activities. They now have an Admin Clerk and an enlarged committee including new Chief and Deputy Chief Officers. Discussions were ongoing on how the Committee was to be run. The actual moor is now in a much-improved state, having benefitted from the visit of tree specialists. It was planned to put benches at certain points on the walk. It was also planned to improve access for disabled visitors. A shipping container had been removed. It had been decided that the hut should be demolished although this would cost in the region of £17,000. The Committee were still awaiting approval from Natural England. There had been a delay due to a change in staff.

**2627/017 To confirm the dates of the meetings for the full year.**

The following dates were confirmed for 2026.

Thursday 9<sup>th</sup> July at 17:00

Thursday 3<sup>rd</sup> September at 17:00

Thursday 5<sup>th</sup> November at 17:00

The meeting closed at 18:50.

DRAFT

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

**North Yorkshire Parish Charter**

I am attaching to this report the updated Parish Charter which sets out how NYC will work with and support the Parish Councils. I would be grateful if you could review this and let me know if this is being delivered in practise and if not what needs addressing.

**Recycling Centres Registration Scheme**

A new system has come into effect that requires households to register their name, address and vehicle before you can visit a recycling centre. The purpose is to ensure that it is just North Yorkshire residents who are making use of them (currently one in six users are not from the County).

**Local Power Plan**

Funded by Great British Energy this is a scheme that has been set up to support community energy schemes which I hope is of interest.

**Public Transport**

It has recently been announced that NYC will continue with the provision of the bus services, meaning that there will be another 12 months before the mayor takes on the running of them. I have asked that the proposals that have been put forward for improved or new routes but the Uredale Transport & Connectivity Working Group continue to be considered and developed and I am taking this forward with NYC officers. The mayor is also currently reviewing the viability of rural franchising for bus services (where the local authority takes on the provision of the service rather than contract with a bus operator) which will be interesting to see.

**Connectivity**

I have been forwarded a response to Julian Smith from the Minister for Digital Connectivity about the lack of mobile connectivity in the area. Whilst the Home Office have installed additional masts in the Settle and Leyburn areas, this part of the world has not had any investment and there are a disproportionately high number of not-spot areas. I have raised further queries in response to the letter which refers to a Mobile Market Review and to further delivery in "populated areas", I am waiting for a response.

**CIL funds**

The Infrastructure Business Plan 25-30 has been published.

I am attending spending workshop at County Hall at the end of the month. I am chasing for a response to proposals I raised in July last year, for projects that might be suitable for CIL funding.

**Community Led Housing**

My concerns about the lack of provision for CLH in the Local Plan have not yet been resolved. The Development Plan committee is meeting in June and and I will be raising this then.

**Ripon Mobility Hub**

The current proposal was reviewed this week by the Uredale T&C Working Group, we have fed back our comments to the officer by way of informal consultation.

### **Ripon to Fountains Cycle Route**

I have now seen a copy of the report. It recommends the route that was supported by the Uredale Partnership Transport & Connectivity Working Group which is good news. There is reference to a bridge being required which we are not sure is needed and is an expensive element which we are checking on. We will now be pushing for this to be delivered, first working through the elements that are within easy reach.

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

Following publication of the third Roads Investment Strategy (RIS) on 26 March 2026, it has been confirmed that the A66 NTP scheme has been committed to by the government and is due to start main construction by the end of 2026.

During May, average speed cameras will be installed between M6 junction 40 and Temple Sowerby. This is in response to customer concerns over the existing 40mph speed limit not being adhered to by all drivers. The A66 will be closed, both east and westbound carriageways, overnight (12midnight-5am) between Kemplay roundabout and Temple Sowerby from 5-9 May 2026 inclusive (five nights).

The project ensures that households have access to competitive deals through a hassle-free process. Suppliers compete for the opportunity to offer households the lowest energy tariff, and there is no need to compare different tariffs as everyone registered receives a personal offer.

Since 2012, the Big Community Switch has seen more than 2.1 million people register their interest in switching energy contracts.

Cllr Felicity Cunliffe-Lister

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