

# **Whitley Parish Council**

**1.0** The meeting was opened at 7.00 pm by the Chair Cllr Cole.

## **2.0 Open Public Forum(OPF) 16<sup>th</sup> June 2026**

**2.1** A resident with an interest in agenda item 7.3 (Nature Reserve) was invited to address the Council and to share comments and raise questions during consideration of that item.

**2.2** The Chair closed the open public forum.

## **Minutes of the Whitley Parish Council Meeting held on 16<sup>th</sup> June 2026 at Whitley & Eggborough Primary School Building** **– 02/27**

**3.0 Record Councillors in attendance:** Cllr Cole (Chair), Cllr Paley (Vice Chair), Cllr Humphrey, Cllr Walton, Cllr White and Clerk to the Council J Hunter.

## **4.0 Apologies for absence**

**4.1** All councillors were present at the meeting,

## **5.0 Disclosure of interest:**

**5.1** There were no declarations of interest for items to be discussed at the meeting.

## **6.0 Minutes of the Whitley Parish Council Meeting held on 19<sup>th</sup> May 2026:**

**6.1** It was resolved the following minutes were a true record of the Whitley Parish Council meetings held on 19<sup>th</sup> May 2026.

- The Annual Parish Meeting
- The Annual Parish Council Meeting
- The Parish Council Meeting

**Action:** The Clerk to present to the Chair for signature.

## **7.0 Matters for information and action as required:**

**7.1 Harron Homes:** The Clerk reviewed the response received from the Planning Officer following the Parish Council's request for further information regarding the proposed Section 106 mitigation scheme. Councillors noted that the Planning Officer intends to present the planning application to the Selby and Ainsty Planning Committee for determination. It was reported that the developer is preparing amended plans, likely in response to objections raised by Yorkshire Water and North Yorkshire Council's Housing Strategy Team.

The Council noted that the Planning Officer proposes a Section 106 maintenance contribution of £991 per dwelling for off-site mitigation works. Concern was expressed that North Yorkshire Council's failure to update the baseline calculations since 2007 has resulted in a significantly reduced allocation of £45,586, which councillors considered inadequate to fund the scale of improvements likely to be required at the Daffodil Field.

The Clerk outlined the proposed next steps in advance of the planning application being considered by the Selby and Ainsty Planning Committee. Councillors agreed that the Parish Council would continue to engage with the planning process and monitor progress of the application.

**Actions:**

- The Clerk to write to the Planning Officer acknowledging that the application will be determined by the Selby and Ainsty Planning Committee and advising that the Parish Council intends to make representations when the application is considered. The Council will also await re-consultation on the developer's amended plans.
- The Clerk to monitor the North Yorkshire Council planning portal for submission of the amended plans.
- The Clerk to monitor notices and agendas for future Selby and Ainsty Planning Committee meetings and, when appropriate, submit a request for the Parish Council to address the Committee and make representations on the application.

**7.2 Allotment Association:** Cllr White advised that he would circulate to all Parish Councillors a copy of the most recent agreement between the Allotment Association and the Parish Council, originally agreed approximately three years ago and now due for renewal. Councillors noted that the terms and conditions of the agreement would be reviewed and amended if considered necessary.

**Actions**

- Cllr White to circulate the existing allotment agreement to all Parish Councillors.
- The Council to consider and discuss the renewal of the agreement and any revised terms at the July meeting

**7.3 Nature Reserve:** Councillors considered recent work undertaken within the Nature Reserve by the Community Payback Team. It was noted that the team had carried out substantial clearance and improvement works within the wildlife area, including digging over the ground. Councillors expressed appreciation for the quality of work undertaken and the positive contribution made. However, it was also acknowledged that reliance should not be placed on the Community Payback Team being available on an ongoing basis, and that future maintenance must be managed using internal Parish Council resources.

Councillors discussed the ongoing objective of developing the area as a wildlife-friendly habitat supporting birds, insects and biodiversity. Approval was considered for the purchase of wildflower seeds and the installation of a suitable boundary to clearly demarcate the wildlife patch. Options for boundary marking were discussed, including wooden sleepers and rope edging, with a view that a simple roped boundary may be sufficient. It was noted that expenditure would be funded from within the allocated Nature Reserve budget of £1,200.

Councillors also considered maintenance recommendations from the grass cutting contractor, including herbicidal treatment to manage bramble and dog rose infestation, followed by flail mowing later in the season. The combined cost of these works was noted as £800. Councillors acknowledged the significant challenge posed by the extent of bramble and dense vegetation across parts of the reserve.

The Council agreed that a Nature Reserve management approach would be led by Cllr Cole, who will oversee monitoring and maintenance within budgetary constraints. Cllr White reported discussions with the adjacent landowner, who confirmed that vehicular access to the Nature Reserve could be facilitated via the farm gate when required, upon request.

Cllr White also provided an update following discussions with the General Manager of the Mushroom Farm regarding the installation of two benches donated by the business and requested clarity on their intended siting.

Cllr Humphrey agreed to remove a damaged bolt from an existing bench.

Councillors further discussed the installation of a notice informing users that camping is not permitted within the Nature Reserve. It was agreed that a suitable notice board or signage would be installed at the entrance gate in an appropriate location.

The Council agreed to progress improvements to the Nature Reserve within the available budget, including vegetation management, habitat enhancement works, and basic boundary demarcation. Responsibility for ongoing oversight was assigned to the Nature Reserve management lead.

**Actions:**

- Cllr Cole to lead ongoing monitoring and management of the Nature Reserve within budget constraints.
- The Council to consider and progress the purchase of wildflower seeds and installation of boundary demarcation (rope or similar).
- Clerk to arrange implementation of contractor works; herbicidal treatment (£400) and flail mowing (£400) as recommended.
- Cllr White to clarify and confirm siting of donated benches with the Mushroom Farm.
- Cllr Humphrey to remove damaged bolt from existing bench.
- Council to arrange installation of appropriate signage at the entrance prohibiting camping within the Nature Reserve.

**7.4 Trees in the village:** The Clerk reported a request received from a resident of Whitley Farm Close, whose property adjoins Daffodil Park. The resident raised concerns regarding a group of three previously pollarded trees located on the park boundary, which have since regrown and are now causing obstruction and potential overhanging branches affecting the property. The resident also highlighted that the adjacent land is heavily overgrown, with vegetation encroaching through the boundary fencing.

Councillors discussed possible management options. It was noted that the Community Payback Team, scheduled to attend soon, would be asked to assist with clearance of the encroaching vegetation in the first instance.

In relation to the trees, Councillors acknowledged the ongoing issues arising from their proximity to the neighbouring property. It was agreed in principle that removal of the trees should be considered. A quotation would be sought to establish the cost of removal. Councillors further noted that there is no legal obligation on the Parish Council to remove the trees; however, given the circumstances and financial considerations, it was proposed that the Council would consider contributing 50% of the cost, with the remaining balance to be met by the adjacent property owner.

**Actions**

- Clerk to obtain quotations for the removal of the three boundary trees.
- Clerk to liaise with the resident regarding potential cost-sharing arrangements, with an indicative proposal of a 50% Parish Council contribution subject to final approval of costs

Cllr White raised concerns regarding trees and vegetation at the corner of Whitley Farm Close, adjoining the junction with the A19 (Doncaster Road). Members noted that the area extends from the corner down towards the care home and includes land in mixed ownership, including private property and Yorkshire Water land associated with the pumping station. It was reported that there is significant vegetation growth, including trees, contributing to an untidy appearance and potential maintenance concerns.

### **Actions**

- Clerk to contact Yorkshire Water, including photographic evidence, requesting that the vegetation and tree growth in the affected area be reviewed and addressed as appropriate.

**7.5 Location of waste bins in the village:** Cllr White raised the issue of waste provision at Blackthorn Close, specifically referring to two small, caged bins that were installed within the park by the original contractor. It was noted that these bins are in addition to the official North Yorkshire Council waste and dog waste bins located at the entrance to the park.

Cllr White referred to the proposed siting of a replacement waste bin in Templar Close. It was noted that North Yorkshire Council's Waste Department will confirm the cost of installation in due course.

### **Actions**

- Cllr Paley and Cllr Cole to inspect the bins at Blackthorn Close and report findings to the next Parish Council meeting in July
- Cllr White to consult with residents regarding the proposed location of the bin once cost information is received.

**7.6 Defibrillator Training:** Councillors discussed the offer from Yorkshire Ambulance Service to conduct a defibrillator training session during August.

### **Action**

- Cllr White to liaise with the landlord of the George and Dragon to schedule a suitably convenient date and time.
- Clerk to liaise with Yorkshire Ambulance to arrange the event.

**7.7 Notice Board near Silver Street:** Cllr White raised the issue of replacing the notice board on Silver Street. Councillors considered the financial position in relation to remaining funds held from the Eggborough Power grant, which currently stands at £1,200. It was noted that the estimated cost of a suitable replacement notice board is approximately £1,300.

Councillors discussed the proposal and agreed that the replacement should proceed, subject to final confirmation of costs and installation arrangements. It was further noted that a similar notice board installed at Daffodil Park may provide a suitable comparison for specification and pricing

### **Actions**

- Cllr White to confirm the price and specification of a similar notice board previously installed at Daffodil Park.
- Cllr White to liaise with Eggborough Power regarding the potential provision of installation support

**7.8 Dog Fouling Signage:** Cllr White raised the issue of the condition and age of the existing dog fouling notices currently installed within the village. It was suggested that, given their deterioration, it would be appropriate to replace them with new signage at suitable locations.

Councillors considered the proposal and noted and approved the cost of replacing a stock of 10 signs would be £60 including VAT.

### **Actions**

- Cllr White to arrange the purchase of 10 replacement dog fouling signs at a cost of £60 including VAT and organise their installation at appropriate locations within the village.

**8.0 Correspondence received:** The Clerk summarised the details of correspondence received by email or post.

#### **8.1 Emails and correspondence.**

**8.1..1** Email from Sarah Ward PC providing an update on local crime & Anti Social Behaviour within the village covering the month of May 2026.

**8.1..2** An email shared by the Clerk of Eggborough Parish Council from the North Yorkshire Council planning department, confirming that activities on the land opposite Templar Close are being monitored to establish whether any building development is being initiated that would require planning approval. It was noted that North Yorkshire Councillor J McCartney is taking an interest in the land with the intention of reporting any unauthorised building works.

**8.1..3** Cllr Humphrey questioned the progress of Vision ICT in their intention to upgrade the parish website, noting that the existing facility continues to function.

- Social media: Cllr Humphrey provided an update on activity on the Parish Council's social media pages.

**8.1..1** Details of the recent responses from the Northern Powergrid customer service team following enquires about recent power outages have been shared with the community on the parish Facebook page. The apologies were noted and their ongoing commitment to improvement was welcomed.

**8.1..2** The Councillors discussed the status of the completion of the newsletter. It was agreed that councillors would review the draft content, and reflect on any further that will be shared at the next meeting of the parish in July to agree a finalised publication ready for print and distribution,

**9.0 Planning matters:** The Clerk provided a summary of the planning applications made in the month for review and consideration by the Council.

**9.1 ZG2026/0495/PIP:** Land Adjacent The Firs Doncaster Road. Permission in principle for up to 4 residential dwellings. Councillors to reserve opinion on the merits of the development subject to the submission of detailed plans.

**9.2 2022/0997/OUTM:** Rosslyn, Doncaster. Outline application including construction of a new access for residential development following demolition of a dwelling and outbuildings (all matters reserved except access). Councillors noted the progress to reconsultation following the outline of a s106 agreement.

## 10.0 Council Finance & Administration:

### 10.1 RFO Report as at 16/06/2026:

| Bank/Account                          | Income since 1 <sup>st</sup> April 2026 | Expenditure since 1 <sup>st</sup> April 2026                                                                                                                                                                               |  | Current Balance                                      | Notes/Comment         |
|---------------------------------------|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------|-----------------------|
| Santander Deposit                     | 22.66                                   |                                                                                                                                                                                                                            |  | 15,732.45                                            | Interest paid monthly |
| Santander Current Account             | 6,750.00                                | 4,523.79                                                                                                                                                                                                                   |  | 14,955.36                                            | No interest           |
| <b>Total Bank Balances</b>            |                                         |                                                                                                                                                                                                                            |  | <b>30,687.81</b>                                     |                       |
| <b>Less following funds:</b>          |                                         |                                                                                                                                                                                                                            |  |                                                      |                       |
| Allocated Funds                       |                                         | Surplus from Crossing<br>Drainage Daffodil Field<br>Notice Board for Templar Close<br>CIL – Larth Close<br>Eggborough Power Fund                                                                                           |  | 1,798.71<br>8,000.00<br>518.74<br>7,067.46<br>878.00 |                       |
| Total Allocated funds                 |                                         |                                                                                                                                                                                                                            |  | 18,262.91                                            |                       |
|                                       |                                         |                                                                                                                                                                                                                            |  |                                                      |                       |
| Parish Council Bank Funds             |                                         | -Future Development and facility provision –Buildings, ROS & Nature Reserve<br>-Public Liability Insurance<br>-Clerk Remuneration<br>-Donations<br>-Management costs<br>-Repairs<br>-Unexpected/unforeseeable expenditure. |  | 12,425.00                                            |                       |
| VAT due for reclaim                   |                                         |                                                                                                                                                                                                                            |  | 5,598.54                                             |                       |
| <b>Total Unallocated Parish Funds</b> |                                         |                                                                                                                                                                                                                            |  | <b>18,023.54</b>                                     |                       |

The Clerk presented a cash flow summary, detailing actual receipts and payments up to June 2026 for the new financial year. Based on budget expectations and planned expenditure, the estimated year-end balance was noted to be £15,593.38 subject to the accuracy of ongoing budget assumptions. Councillors reviewed the anticipated expenditure for the forthcoming year.

### 10.2 Accounts Payable: The following payments were approved for settlement by cheque.

| Cheque No. | Payable to:                    | Amount: £ |
|------------|--------------------------------|-----------|
| 22691      | G H Fillingham Contractors Ltd | 660.00    |
| 22689      | J R Hunter – Clerk salary      | 494.50    |
| 22690      | HMRC - PAYE                    | 123.40    |
| DD         | Bank charges                   | 9.98      |

- 10.3 Accounts Payable retrospectively:** The following retrospective payments made by bank transfer since the last council meeting were approved.

| Cheque No. | Payable to: | Amount: £ |
|------------|-------------|-----------|
|            |             |           |
|            |             |           |

**10.4 Annual Governance and Accountability Reports (AGAR) 2025/26**

**10.4..1 Internal Audit.** The Clerk advised that the internal audit has reached its conclusion and will be presented to the council in the July meeting. Subject to the satisfactory completion of the Internal Audit and confirmation that no amendments are required the Annual Governance and Accountability Return (AGAR) was presented for review.

**10.4..2 Certificate of Exemption AGAR 2025/26 Form 2.** It was resolved that Whitley Parish Council approve the Certificate of Exemption AGAR 2025/26 Form 2.

**Action:** The Certificate of Exemption to be signed by the Chair and the Responsible Financial Officer for publication on the Whitley Parish Council website and submission to the External Auditors PKF Littlejohn.

**10.4..3 Approval of Section 1 – Annual Governance Statement 2025/26.** It is resolved that Whitley Parish Council approve section 1 Annual Governance Statement 2025/26 for Whitley Parish Council on page 5 of the Annual Governance and Accountability Return 2025/26

**Action:** The Annual Governance Statement to be signed by the Chair and the Clerk and a copy of the Section 1 of the Annual Governance Statement is published on the Whitley Parish Council website.

**10.4..4 Approval of Section 2 – Accounting Statements 2025/26.** It is resolved that Whitley Parish Council approve Section 2 – Accounting Statements 2025/26 for Whitley Parish Council on page 6 of the Annual Governance and Accountability Return 2025/26. Carried unanimously.

**Action:** The Accounting Statement 2025/26 to be signed by the Chair and the Responsible Financial Officer with insertion of the minute reference and a copy published on the Whitley Parish Council website

**10.4..5 Approval of the publication of documents required by Accounts and Audit Regulations;** It is resolved that, in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, SI 2020/404 The Accounts and Audit (Coronavirus Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities, Whitley Parish Council will publish the following documents on a public website.

- Section 1 – Annual Governance Statement 2024/25
- Section 2 – Accounting Statements 2024/25 page 6

## 11.0 Recreational Open Space in Whitley:

**11.1 Parks and Verges:** The following observations concerning various matters appertaining to the Open Spaces in the Village.

**11.1..1 Parks & Playground Maintenance:** Cllr White confirmed arrangements for the Community Payback Team to return during the forthcoming weekend and outlined the proposed programme of works. This will include general tidying and maintenance within Daffodil Park, together with cutting back the extensive bramble growth along the tree line between Blackthorn Close and Lee View.

Councillors also considered the location for the additional bench purchased using funds donated by Eggborough Power. It was agreed that the bench should be installed within the Blackthorn Close play area, with assistance from Eggborough Power staff.

Councillors further noted that the stone village sign at the southern entrance to the village is obscured by overgrown vegetation, making it difficult to read.

**Action:**

- Cllr White to coordinate installation of the new bench at Blackthorn Close Play Area with support from Eggborough Power staff.
- Cllr Paley to inspect the southern village stone sign and determine whether the encroaching vegetation can be cleared using a strimmer.

**11.1..2 Nature Reserve:** see previous agenda item.

**11.1..3 Community Payback:** The Councillors had nothing further to discuss on the matter.

**11.1..4 Verge Cutting:** Councillors further noted that the stone village sign at the southern entrance to the village is obscured by overgrown vegetation, making it difficult to read.

**Actions:** Cllr Paley to inspect the southern village stone sign and determine whether the encroaching vegetation can be cleared using a strimmer

**11.2 Other issues or matters to report:** Councillors noted that the standard of verge cutting has improved. However, it was observed that certain sections of the village verges continue to be omitted from the regular fortnightly maintenance programme.

**Action:** The Clerk to bring to the contractor's attention the areas that have been omitted to ensure the full agreed maintenance schedule is completed.

**12.0 A19 Safety:** Cllr White drew attention to the poor condition of the carriageway at the northern entrance to the village. Councillors noted that the road surface has deteriorated significantly, with numerous patch repairs resulting in an uneven surface, and considered that full resurfacing is now overdue.

**Action:** Clerk to report the condition of the road at the northern entrance to the village to North Yorkshire Council Highways, requesting that the carriageway be assessed for resurfacing.

**13.0 A.O.B:**

13.1 Cllr White advised that the Parish Councillor information published on the North Yorkshire Council website requires updating to reflect the current membership details.

13.2 Cllr White advised that the management team of Eggborough Power had expressed a wish to hold further update meetings with the Parish Council. It was noted that a provisional date has been arranged for such a meeting, and that all Councillors are welcome to attend.

**14.0 Confirm the date, time and place of next meeting: Next Parish Council Meeting:**

Tuesday 14<sup>th</sup> July 2026 at 7pm at Whitley & Eggborough Primary School.

**Closure of meeting:** 09:00 pm