

# Whitley Parish Council

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

## 2.0 Open Public Forum(OPF) 19<sup>th</sup> November 2024

2.1 There were no members of the public in attendance at the meeting.

2.2 The Chair closed the public forum and proceeded to the conduct of the Parish meeting.

## Minutes of the Whitley Parish Council Meeting held on 19<sup>th</sup> November 2024 at Whitley & Eggborough Primary School Annex Building – 06/25

3.0 **Present:** Cllr Walton (Chair), Cllr White (Vice Chair), Cllr Humphrey, Cllr Thompson, Cllr Barber and Clerk to the Council J Hunter.

### 4.0 Apologies for absence:

4.1 Apologies for absence were received from Cllr Paley and Cllr Cole.

### 5.0 Disclosure of interest:

5.1 There were no other interests registered.

### 6.0 Minutes of the Whitley Parish Council Meeting held on 15<sup>th</sup> October 2024:

6.1 The following amendments were requested; in agenda item 7.4 the onsite meeting was with Cllr Barber rather than Cllr Paley, and reimbursement of expenses to Cllr White covered paint materials rather than cleaning materials. Subject to these minor amendments it was resolved the minutes were a true record of the Whitley Parish Council meeting held on 15<sup>th</sup> October 2024.

**Action:** The Clerk to affect the minor amendments to the minutes and present to the Chair for signature.

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

7.1 **Park Land behind Tunstall Healthcare:** Cllrs White and Cllr Thompson met with representatives of the Tunstall Family, their land agent, and a team from Harron Homes to discuss the offer of a parcel of land for community use. The land, located at the north end of the village adjacent to the M62, forms part of the Tunstall Family estate and has been offered in accordance with the will of the recently deceased head of the family.

Harron Homes, which has an option on the full parcel of land to construct 80-90 homes, expressed interest in setting aside a sizable area behind Tunstall's Factory for community benefit. Past discussions with Harron Homes on community facilities like a centre or sports pitches were noted but had not progressed previously.

Several points of uncertainty were raised, including:

- Whether the Parish Council would own or rent the land.
- How the land could be used (e.g., cricket/football field).
- The implications of the land's Green Belt status.
- Its inclusion in the current Local Plan and potential impact from the government's new intentions regarding local planning amendments.

It was noted that Harron Homes intends to engage with the community about their planning intentions. Initial planning applications are expected in Q1 2025, with potential development beginning in 2026.

The Council agreed that the proposal should not be dismissed outright but requires further reflection on the pros and cons. Future engagement with Harron Homes will be necessary to clarify details and determine the viability and benefit of the land for community use.

**Actions:**

- Cllr Mo Thompson to formally invite Harron Homes to attend future Parish Council meetings.
- Harron Homes to provide further details about their proposals in advance of future meetings.

**7.2 North Yorkshire Highways Workshop:** Cllrs White and Cllr Walton reported on their attendance at a workshop organized by Selby Area 7 Highways Division. The workshop, presented by Sharon Fox (Communications Lead), provided an overview of the division's operations, including:

- The number of miles of roads maintained.
- The fleet of gritting lorries.
- Processes for road maintenance and resurfacing.

During the workshop, questions were raised, including: The criteria for selecting roads for resurfacing (e.g., why Templar Close, a dead-end road, was resurfaced). Details of broader programs involving major roads like the A19.

Specific issues affecting Whitley were highlighted:

- Poor road conditions from the canal bridge to the level crossing into Eggborough.
- Flooding at the end of Whitefield Lane.

Sharon Fox explained that highways officers inspect roads monthly, a legal requirement, and maintain gullies twice annually. She also noted that action could be taken against landowners if flooding is proven to result from inadequate field drainage.

Slides from the presentation were promised but have not yet been received.

The workshop provided useful insights into the operations of the Highways Division and raised awareness of local road maintenance and flooding concerns.

**Actions:** Follow up with Selby Area 7 Highways Division to obtain copies of the presentation slides. Monitor progress on addressing the highlighted road and flooding issues in Whitley

**7.3 Oak Tree at Lee View Park:** The Clerk provided an update on the process of obtaining quotations for the management of the Oak Tree in Lee View, which has been the subject of concern raised by a local resident. Additionally, the Clerk addressed comments about the state of trees in Blackthorn Close Play Area, particularly the stability and safety of the Oak Trees.

The legal position of the Parish Council regarding tree management was explained, emphasizing the duty of care under common law and statutory liability (Occupiers' Liability Acts of 1957 & 1954). The Parish Council is responsible for ensuring public safety in open spaces under its care, and is legally liable for damages caused by hazardous conditions. Public liability insurance is in place to cover such risks.

Key points discussed:

- Inspections of trees and vegetation would aid identification and mitigation of potential hazards.
- The Parish Council is obliged to act on reports indicating potential risks, but no action is necessary if qualified inspections confirm the trees are safe.
- Advice should be sought from qualified arborists to guide decisions and actions.

Councillors acknowledged their liability for tree management and emphasised the importance of proportionate action based on expert advice. The Council will await the receipt of quotations for the management of the Oak Tree in Lee View and any further recommendations or comments from the Clerk.

**Actions:** Clerk to share recommendations and comments with the Parish Council upon receiving quotations for the management of the Oak Tree in Lee View. Parish Council to engage qualified arborists as necessary and to act on their recommendations as appropriate.

**7.4 Grass Cutting Schedule for 2025:** The Clerk presented a detailed map outlining the areas in the village to be included in the grass-cutting programme for each growing season. The map specifies locations such as: Verges along the A19, Play areas in Blackthorn Close and Lee View, The Daffodil Park, and The Nature Reserve.

It was agreed this map will serve as the specification for grass-cutting operations and will be used to obtain quotations from ground maintenance contractors.

The proposed schedule and areas to be included in the grass-cutting programme were reviewed. Parish Councillors were encouraged to examine the schedule and suggest any additions or amendments.

**Actions:** Quotations to be obtained from maintenance contractors and prepared for review during the January 2025 Parish Council meeting. Parish Councillors to review the schedule and propose any modifications ahead of the January meeting.

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

**8.1** Emails and postage.

**8.1.1** Clerk presented the following details of emails or correspondence by mail relevant to the affairs of Whitley Parish Council:

**8.1.1.1** An email from Vision ICT confirming their intention to decommission the websites running V4 and V5 technology with effect from 31<sup>st</sup> January 2026. Noted.

**8.1.1.2** An email from Yorkshire Local Council Association sharing documents from Brunno Peek, Pageantmaster, about plans for the national commemoration of the 80<sup>th</sup> Anniversary of VE day to support the organisation of local events. Noted.

**8.1.1.3** An email from Sarah Ward the community police officer sharing her monthly newsletter for November 2024. Noted

**8.1.1.4** An email from North Yorkshire Council advising of the closure of the Parish Portal from 11<sup>th</sup> December 2024. Noted

**8.1.1.5** An email from Keir Mather MP advising of the organisation of a Seasonal Support clinic and coffee morning on Friday 22 November at 10am at Selby Town Hall. Noted

**8.1.1.6** An email from a resident on Doncaster Road was forwarded to Cllr Walton, expressing concerns about the lack of a footpath on the east side of the A19 heading north from Beech House. The absence of this footpath poses a significant barrier to disabled access to Daffodil Park, requiring pedestrians to cross the A19 twice to access the park safely.

Parish Councillors expressed sympathy for the resident's concerns and frustrations. However, they acknowledged that the management of highways falls outside the Parish Council's jurisdiction.

The Parish Council recognises the issue but lacks the authority to directly address it.

**Actions:** Residents are encouraged to voice their concerns collectively by submitting representations via North Yorkshire Council's website portal.

## **8.1.2** Social Media

**8.1.2.1** Cllr. Humphrey shared several updates on social media regarding local issues, which prompted community feedback. Moto X event on Lee Lane garnered some comment prior to the event, but no significant follow up discussion occurred afterward. Comments noted another accident at Balne Crossroads, continuing concerns over safety at this location. North Yorkshire Councillor J McCartney shared a post announcing that the contra flow on the A1 will be suspended over the Christmas Period.

Cllr Humphrey reported that a new Facebook page, "Whitley Local News", has been established focusing on village specific concerns and activities. This page will operate alongside the original "Whitley Community" page, with distinct purpose and content.

**8.1.2.2** Councillors recognised the importance of the community social media pages as an active forum for community discussion, highlighting ongoing concerns and providing updates on local events and issues.

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

**9.1.1** ZG2024/1106/HPA, installation of air source heat pump, 18 Lee View, Whitley. Noted no comments.

## 10.0 Council Finance & Administration:

### 10.1 RFO Report as at 19/11/2024:

Bank/Account	Income since 1 <sup>st</sup> April 2024	Expenditure since 1 <sup>st</sup> April 2024		Current Balance	Notes/Comment
Santander Deposit	94.29			15,486.77	Interest paid monthly
Santander Current Account (Cash Book)	15,031.67	9,825.27		7,091.27	No interest
<b>Total Bank Balances</b>				<b>22,578.04</b>	
<b>Less following funds:</b>					
Allocated Funds		Surplus from Crossing Drainage Daffodil Field		1,798.71	
		Notice Board for Templar Close		8,000.00	
				900.00	
<b>Total Allocated funds</b>				<b>10,698.71</b>	
Parish Council Bank Funds		-Future Development and facility provision –Buildings, ROS & Nature Reserve -Public Liability Insurance -Clerk Remuneration -Donations -Management costs -Repairs -Unexpected/unforeseeable expenditure.		11,879.33	
VAT due for reclaim				3,396.65	
<b>Total Unallocated Parish Funds</b>				<b>15,275.98</b>	

The Clerk presented a cash flow summary analysing, month by month, the actual receipts and payments up to March 2025. Notable expenditure during the month included £120 + VAT for the spraying of encroaching vegetation on path edges within Daffodil Park. An additional £40 + VAT covering the spraying of the Whitley Allotment and car park areas, which amount will be reimbursed to the Parish Council by the Allotment Association.

It was noted that, at the end of the financial year, after accounting for financial reserves allocated to specific projects the balance of unrestricted funds is expected to be approximately £12,000.

**Action:** Allotment Association to reimburse the Parish Council for the £40 related to spraying in their areas.

The Clerk advised Councillors that a grant of £1,070 from North Yorkshire Council Councillor McCartneys' Locality Budget has been awarded to Whitley Parish towards the provision of a new notice board on Templar Close.

The Clerk presented a forecast of expenditure for the year ending March 2026, estimating overhead costs at £16,000. This compares with anticipated final costs for 2024/25 of £11,000

with actual income for 2024/25 (before grants and donations) at £13,700, including a precept of £12,500.

It was highlighted that the £16,000 of budget projections included

- Recurring costs such as staffing, insurance, stationery and subscriptions
- An exceptional cost of £650 to cover the upgrade of the Parish Council website.
- Contingent expenditure for verge and ground maintenance, control of vegetation in the nature reserve, play areas and tree management.

Councillors debated the overhead requirement and whether the budget should include a significant provision for contingent expenditure versus focusing solely on known costs. It was considered important to remember that based on current year experience, income exceeds expenditure by approximately £2,000 with the consequence that Parish Council financial reserves have increased during the year.

Councillors reflected on the impact on Household Council Tax for given levels of precept.

- A precept of £16,500 would result in a 31% increase per household over the current charge.
- A precept of £13,000 would result in a 3% increase per household over the current charge.

Councillors explored the option of maintaining the precept at the current level of £12,500 while setting the budget at £16,000 resulting in a net deficit of £2,500. This deficit would be funded from surplus reserves.

Councillors noted that the largest area of expenditure is grass cutting and the management of recreational open spaces. Given that quotations from ground maintenance contractors are still pending, it was decided to defer the finalisation of the budget and precept requirement until the January 2025 Parish Council meeting.

**Action:** Councillors agreed to reflect on financial requirements and await receipt of comparative quotations before making a final decision on the budget and precept for 2025/26.

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

Cheque No.	Payable to:	Amount: £
	K Walton – Over 80's Christmas Hampers	500.00
	Complete Weed Control – Spraying of paths in Daffodil Park	192.00
	Vision ICT – website hosting	293.10
	Whitley & Eggborough School – room rental June 2024 to Nov 2024	97.50

**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: £

**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:** It was noted that quotations have been invited for verge maintenance and grass cutting in Parks and Open Spaces.

**11.1.2 Nature Reserve:** the management of the vegetation growth in the nature reserve is ongoing under the lead of Cllr Cole.

**11.1.3 Planter:** The management of the planters is continuing with clear plans set for the new growth in the Spring.

**11.1.4 Community Payback Team:** Cllr White reported that dates for visits of the payback team will be scheduled for the New Year.

**11.1.5 Verge cutting:** There was nothing further to report.

**12.0 A19 Safety:**

**12.1** Cllr White confirmed that the proposed roundabout at the Balne Cross Road is unlikely to proceed due to lack of funds.

**13.0 A.O.B.**

**13.1** Councillors expressed thanks to those members of the council who organised and attended the Remembrance Sunday event

**13.2** Cllr Humphrey requested the Clerk to forward copies of the Annual Accounts and Audit Reports for the year to March 2024 for upload onto the Parish Council website.

**13.3** Cllr. Humphrey requested the Councillors review the website and consider the content of pages currently presented in anticipation of the restructuring of the site following the update by the website host Vision ICT.

**13.4** Cllr Thompson noted her intention to move from the village and that she may be resigning from the Parish Council soon.

**13.5** Cllr White commented on the £100 donation received from a resident as a contribution to the improvements to the Nature Reserve, expressing gratitude for the sum and the volunteer work she has undertaken in clearance of the vegetation.

**13.6** Cllr White observed the George Fillingham had omitted to lock the gate at the rear of Daffodil Park.

**13.7** Cllr White advised that he had made further representations to the Leeds Diocese.

**13.8** Cllr White reported on his attendance at the recent surgery hosted by Keir Mather and commented on the new plans to the changes in bus service in the community.

**14.0 Confirm the date, time and place of next meeting:**

**Next Parish Council Meeting:** Tuesday 14<sup>th</sup> Jan 2025 at 7pm at Whitley & Eggborough Primary School.

**Closure of meeting:** 9:50 pm