

# Killinghall Parish Council

Chairman: Anne Holdsworth

Clerk & RFO: Robert Bareham

Email: [clerk@killinghallparishcouncil.org.uk](mailto:clerk@killinghallparishcouncil.org.uk)

Tel: 07935 378544



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## Minutes of the Parish Council Meeting of Killinghall Parish Council held at the Methodist Church, Killinghall on Monday 7<sup>th</sup> October 2024 7.30pm

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Attendees: AH = Cllr Anne Holdsworth (Chair), AB = Cllr Andrea Beal (Vice Chair), CD = Cllr Christopher Dunn, JM = Cllr John Moretta, MD = Cllr Margaret Donnelly, RB = Rob Bareham (Parish Clerk)

Members of the Public: 3

Key: BR = Bank Reconciliation, CPT = Community Payback Team, DoI = Declaration of Interests, ETC = English Tree Care, FB = Facebook, FLS = Farm and Land Services, HA = Housing Association, HBC = Harrogate Town Council, IA = Internal Auditor, IAY = Internal Audit Yorkshire, KPC = Killinghall Parish Council, MoP = Member of the Public, LWG = Live Wild & Grow, NAG = Nidd Action Group, NAS = National Alloment Association, NYC = North Yorkshire Council, NYP = North Yorkshire Police, PC = Parish Council, PRow = Public Right of Way(s), SLCC = Society of Local Council Clerks, VHT = Village Hall Trust, W3W = What 3 Words

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### Minutes

<u>Item</u>	<u>Record</u>	<u>Action By</u>
2024.162	<b>Welcome by the Chairman</b> The Chair welcomed everyone and opened the meeting at 7.30pm	
2024.163	<b>Absence and Apologies</b> a) To Receive Apologies Apologies from Cllr Trevor Dixon due to ill health  b) To approve the reason(s) for absence given by Councillors. <b>Resolved:</b> The council approved the reason for absence.	
2024.164	<b>Dispensations &amp; Pecuniary Interests</b> The Chair reminded councillors that they have a responsibility to withhold their personal views and not to make them known publicly prior to being discussed at a council meeting.  a) To receive, consider and decide upon any applications for dispensations. There were no requests for dispensations received.  b) To receive any declarations of interest not already declared under the Councillors Code of Conduct or a members Register of Disclosable Pecuniary Interests. CD declared interests in 2024.178 (g) & (h) and a non-pecuniary interest in 2024.174 (c).	

For item 2024.174 (c) CD asked for Standing Orders to be suspended to allow him to discuss the item as a MoP.  
After consideration the Chair ruled that CD should leave the room without participation or a vote on item 2024.174 (c).

**2024.165 Minutes for approval from Previous Meetings**

- a) To consider approving the minutes of the Parish Council meeting of the 2<sup>nd</sup> September 2024  
**Resolved:** AH proposed that the minutes be accepted as a true record. Four councillors were in favour. CD requested that it be recorded he objected to the motion.


**2024.166 Public participation Session** (for the public to talk to councillors about items on the agenda)  
There was no public participation.


**2024.167 To receive the Councillor's report**

- a) Report from Cllr M Harrison (See Appendix A)  
Cllr Harrison updated on planning that the Government Consultation had now closed, and it was expected that NYC's Local Plan will be impacted and change with an estimated fourfold increase per annum to house building quota.

**2024.168 Councillor Vacancies**

- a) RB to update on the vacancies.  
**Ongoing:** RB advised there was no update.
- b) For the council to consider ways to advertise the councillor vacancies.  
**Ongoing:** The council suggested advertising its vacancies on the notice boards, on Killinghall Local, Church magazine (CD to provide contact details to the clerk) and investigate advertising on The Stray Ferret.

 **2024.167** b) Report from Cllr P Lacey  
(Cllr Lacey arrived at 1955hrs)  
No report was received.

 **2024.176 King Edwin Park Allotments**  
(It was agreed to bring forward this item as the allotments are in the ward of Cllr Lacey)

- a) For the clerk to update the council on numbers of interested parties  
**Ongoing:** The clerk informed the council that approx 30 emails had been received and 8 comments on FB also received. **RB**

- b) For the council to consider the offer from Persimmon Homes to adopt the Allotments on King Edwin Park.

**Resolved:** Cllr Lacey did offer some information on the allotments. **RB**

- There was a legal requirement for PC's to provide allotments if there is land available and there was a demand.
- It was not expected that with the anticipated formation of HBC, there would be a "land-grab" on King Edwin Park or the allotments.

After deliberations, the council agreed that the clerk should inform Persimmon Homes that it would like to tentatively enter discussions with a view to adopting the allotments from Persimmon Homes

- c) In consideration of 2024.176 (b), for the council to consider the establishment of a working party to work on the allotments project (see also 2024.177 (e))

**Ongoing:** After deliberations it was agreed that the clerk would

**RB**

- Arrange for the council to facilitate a Public Meeting of any parishioner that is interested in an Allotment.
- From the Public Meeting, to form a Working Party and report back to council on developments.

- d) In consideration of 2024.176 (b), for the council to consider adopting the “King Edwin Park Allotments Working Party” terms of reference and to approve the expenditure of upto £100.00

**Resolved:** The Council agreed to adopt the “King Edwin Park Allotments Working Party” terms of reference.

- e) In consideration of 2024.176 (b), for the council to consider joining the National Allotments Society as a “Local Authority”. Cost £55.00 + Vat (plus one-off £1.00 share fee as a new joiner)

**Resolved:** The Council agreed for the clerk to arrange for the council to join NAS.

**RB**

#### **2024.169 To receive the Clerks report**

- a) To note the Precept arrangements for 2025/2026 (NYC to issue a Precept Calculator by 31<sup>st</sup> October 2024)

**Resolved:** The council noted the item.

- b) To note Information from Moss Healthcare regarding closure of Killinghall Medical Centre and the expansion of Jennyfield Health Centre.

**Resolved:** The council noted the item.

- c) For the clerk to update the Council on the “Community Payback Team” working in the parish.

**Ongoing:** The clerk informed the council that he had met with the CPT organiser and there was agreement that there was clearing work that could be done along Church Lane (15.65/7) and Public Footpath 15.65/18. The clerk will keep the council informed of further developments

**RB**

#### **2024.170 Correspondence Report** (Items received after publication of the agenda or for items needing discussion)

There was no Correspondence Report

#### **2024.171 Matters arising from previous meetings** (Items requested to remain on the agenda or to be resolved)

- a) AB to update on the War Memorial flower beds.

**Resolved:** AB informed the council that Daleside Nurseries had agreed to replant the troughs before Remembrance Sunday. CD reminded the council that some foliage already in the troughs was a good food supply for the birds and should not be totally removed. It was agreed that judgement should be left to Daleside Nurseries.

- b) JM to inform the council on available locations for the Christmas Tree and for the council to consider any further actions.

**Ongoing:** JM informed the council that the only reasonable place in the village for a tree was in front of St Thomas Church on Otley Road. It was agreed that AB would approach the church to see if they would agree and to report back at the next meeting.

**AB**

- c) JM to update the council on Church Lane and for the council to consider any further action.  
**Ongoing:** JM advised that there had been little movement on this matter, JM suggested the possibility for the CPT to scrape the gravel to a reduced level for the width of the right of way utilising a “free” service. The clerk will enquire with the CPT if this was a possibility.

RB/JM

**2024.172**

**Items for discussion from Councillors or a member of the public.**

(These are new items that have been requested to be included in the agenda)

- a) MD To update the councillors on the defibrillator training of the 19<sup>th</sup> September 2024.  
**Resolved:** MD informed the council that the training session was attended by 12 people. Another session has been booked for the 11<sup>th</sup> September 2025 at 7:00pm in the Village Hall.  
CD asked for a vote of thanks for MD arranging this valuable service. The council agreed and thanked MD accordingly.
- b) AH to propose the laying of the wreath at the War Memorial at 11am on the 11<sup>th</sup> November 2024  
**Resolved:** It was agreed that this proposal be adopted for this year and attended by those councillors available.

**2024.173**

**Area 6 Highways**

- a) To report on the recent meeting with Area 6 Highways  
**Ongoing:** The clerk informed the council that there had not been a meeting due to ill health.  
CD informed the council that he had met with Police Sgt Price. Sgt Price was liaising with Highways over the use of “rat runs” through the parish.

RB

**2024.174**

**Planning Matters**

- a) For the Council to consider Planning Application ZC24.02889.FUL  
Field House  
Skipton Road  
Killinghall  
Harrogate  
North Yorkshire  
HG3 2AN  
Closing 22<sup>nd</sup> September 2024 (extension requested.)  
**Resolved:** (C)The council agreed to neither support or object to the application with the following comments:
- The Access to the extension is on the corner of a roundabout junction causing access issues and there are no pavements for pedestrian refuge.
  - The development is within 1.5m of the property boundary.
  - The council has concerns that the annex will become a house separate from the original property rather than an annex to the property.
- b) For the Council to consider Planning Application ZC24.02953.FUL  
6 Comfrey Close  
Harrogate  
North Yorkshire  
HG3 2XB  
Closing 23<sup>rd</sup> September 2024 (extension requested.)  
**Resolved:** (C)The council agreed to neither support or object to the application with the following comments:
- The councils ask that consideration is given to the possible loss of light to the neighbouring property (No8).

RB

RB

- c) For the council to consider Planning Application ZC24.02987.TPO  
Killinghall Recreation Ground  
Killinghall  
Harrogate  
North Yorkshire  
England  
Closing 3<sup>rd</sup> October 2024 (extension requested.)  
(Cllr Dunn left the room at 2036hrs) **RB**  
**Resolved:** (D) The council supported the application  
(Cllr Dunn Returned to the room at 2043hrs)
- d) For the council to consider Planning Application ZC24/03258/TPO  
Land Comprising Field At 427972 457182  
Otley Road  
Killinghall  
North Yorkshire  
Closing 26<sup>th</sup> October 2024 **RB**  
**Resolved:** (B) The council objected the application for the following reasons:
- The council wishes to highlight that only 4 of the trees show signs of Ash dieback
  - T8 does not need felling – according to the applicants tree surgeon.
  - T13 only needs deadwood removing
- e) For the Council to note Planning Decision ZC24.02373.FUL  
20 Ribblehead Road  
Harrogate  
North Yorkshire  
HG3 2GW  
(Planning permission refused.)  
**Resolved:** The council noted the Planning Decision
- f) For the Council to note Planning Decision ZC24.02513.FUL  
Unit A Moorlands Farm  
Otley Road  
Killinghall  
Harrogate  
North Yorkshire  
HG3 2AS  
(Planning permission granted.)  
**Resolved:** The council noted the Planning Decision
- g) For the Council to Note Planning Decision ZC24.02421.AMENDS  
Persimmon Homes,  
King Edwin Park  
Pot Lane  
Harrogate  
**Resolved:** The council noted the Planning Decision
- h) For the Council to note Planning Enforcement 24.00301.PR15  
**Resolved:** The council noted the Planning Enforcement
- i) For the Council to note Planning Enforcement 24.00256.PR15  
**Resolved:** The council noted the Planning Enforcement

**2024.175****The Glebe**

- a) For the council to note that the replacement parts for the fitness equipment are on back order

**Ongoing:** The council noted the item and the clerk would continue to monitor.

**RB**

- b) For the Council to consider applying through Finding Fitness, a “Ninja Trail”.

**Resolved:** The council considered the item and agreed not to pursue the matter any further. The clerk will inform Finding Fitness.

**RB**

- c) For the Council to Note the Glebe Inspection Report dated 16<sup>th</sup> September 2024

**Resolved:** The council noted the report

- d) For the Council to Note the Glebe Inspection Report dated 30<sup>th</sup> September 2024

**Resolved:** The council noted the report

**2024.177****Policy Matters**

- a) For council to consider adopting the Staffing Committee Policy dated 7<sup>th</sup> October 2024

**Resolved:** The council agreed to adopt Staffing Committee Policy.

- b) For the council to agree the membership of the Staffing Committee

**Resolved:** Members of the staffing Committee were agreed as: Cllr Moretta, Cllr Beal and Cllr Donnelly.

- c) For the Staffing Committee to agree a date for its staff review.

**Ongoing:** JM will circulate some dates to the Staffing Committee and when agreed, invite the clerk for their review.

**JM/AB/MD**

- d) For members of the Staffing Committee to consider YLCA free training that is available.

**Resolved:** The Committee noted the availability of the free training.

**2024.178****Financial Matters**

- a) For the Council to note the bank reconciliation dated 30<sup>th</sup> August 2024

**Resolved:** The council noted the item.

- b) For the Council to note receipt of Part 2 of the Precept.

**Resolved:** The council noted the item.

- c) For the Council to consider the Clerks salary (£716.94)

**Resolved:** The council agreed to the clerks salary

**RB**

- d) For the Council to consider payment to HMRC (£173.20)

**Resolved:** The council agreed to the payment to HMRC

**RB**

- e) For the Council to consider payment to LWG £480.00 + Vat £96.00 (Inv 2686)

**Resolved:** The council agreed to the payment to LWG

**RB**

- f) For the Council to consider payment to Vision ICT £175.00 + Vat £35.00 (Inv 18970)

**Resolved:** The council agreed to the payment to Vision ICT

**RB**

- g) For the council to note the compensation of £250.00 from NatWest and to consider any further action.

**Resolved:** The council noted the item. Clerk will update when received.

RB

- h) For the Council to note the receipt of "hamper goodies" by CD from Nat West and to consider any further action

**Resolved:** The council noted the item.

- i) For the Council to consider an Extra Ordinary Meeting in November to discuss the budget, precept and actions arising from the auditor's report.  
**Ongoing:** The council agreed to an EOM in November to discuss financial matters. The clerk will check on the availability of the hall and offer some dates to the council.

RB

2024.179

**Payments to consider:**

	<b>Cheque</b>	<b>Payment to</b>	<b>Amount</b>
c)	1674	R Bareham (Sept Salary)	£716.94
d)	1675	HMRC (Month 6)	£188.12
e)	1676	LWG (Inv 2686)	£576.00
f)	1677	Vision ICT (Inv 18970)	£210.00
Total			<u>£1691.06</u>

**Resolved:** The council agreed to the cheque payments.

2024.180

**To confirm the date of the next Council meeting(s) and to consider a new starting time of 1900hrs:**

**Ordinary Meeting of the Parish Council 4<sup>th</sup> November 2024 @ 1900hrs**  
(Cut-off date for agenda items 28<sup>th</sup> October 2024 please)

**Resolved:** The council noted the date of the next meeting and agreed to the earlier start time of 7:00pm

2024.181

**Temporary exclusion of press and public: Pursuant to the Public Bodies (Admission at meetings) Act 1960. (The Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed)**

**Resolved:** The council agreed to exclude the press and public from items 2024.182 (a) & (b).

2024.182

**Employment Matters**

- a) To note the clerk's additional hours to be declared at the next ordinary meeting of the Parish Council

**Resolved:** The council noted the item.

- b) For the council to discuss any actions from the email to the clerk and circulated to councillors 30<sup>th</sup> September 2024 @ 1149hrs

**Resolved:** The council discussed the matter, and councillors were aware of further actions that they could take should they wish to pursue the matter.

**The Chair closed the meeting at 21:27hrs**

Signed: *A Holdsworth*

Dated: 4<sup>th</sup> November 2024

Item: 2024.187 (a)

## **Appendix A**

- New housing development: I have been following up with highways to see if they can give any indication of when both Cautley Drive and Mill Garth developments will be adopted, and they have advised that the developers are preparing the sites at present so they can be placed into 'maintenance'. However, there is a long list of work to do which includes the lack of Street Lighting Certificates, so they are unlikely to be adopted until 2026 at the earliest.
- B6161/A61 Junction: I have followed up with highways in view of their previous commitment to re-line the junction this financial year. They have reiterated that it is still in plan this financial year.
- Grainbeck Lane: Damage to the screen that is preventing debris from entering the drainage system underneath Grainbeck Lane at the junction with the new housing development. An order for repair has been raised.
- A59/B6161 Junction (Curious Cow): The works ongoing at present are to provide footways and widen some of the approaches to aid traffic flows.
- Proposed Planning Changes: I will give a verbal update at the meeting
- Waste Collection Changes: A consultation has recently completed into standardising the waste collection model across the county. A decision is expected soon and it is likely we will be adopting the model of 3 wheeled bins (landfill + 2 x recycling) plus optional garden waste. This is the model that is operating in Selby at the moment. The intention is to maintain the flexibility that currently exists where properties that are unable to accommodate wheeled bins have an alternative collection model (circa 10% of properties on average). This is expected to improve service resilience and recycling rates, and can be delivered at a lower financial cost.
- Bus Changes: Timetable changes to Transdev services #3, #24 and #36 are planned for October and have been published on the Transdev website.

Councillor Michael Harrison  
Killinghall, Hampsthwaite & Saltergate Division  
Executive Member for Health & Adult Services