

SHERIFF HUTTON PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD IN THE MISS WARD ROOM, METHODIST CHURCH, SHERIFF HUTTON ON THURSDAY 10th SEPTEMBER 2026 AT 7.30PM

PRESENT: Councillors: Penny Bean (Chairman), Sally Wright, Ed Stephenson, Dave Smith & Philip Lazenby.

ALSO PRESENT Clerk - Louise Pink. 5 members of the public (all part meeting only).
Kim Robinson & Tom Moorby - OCU Group (part meeting only).

1. APOLOGIES OF ABSENCE

Cllr M Oxendale & Cllr S Warriner.

2. DECLARATION OF INTERESTS

None.

3. MINUTES

The council resolved that the minutes of the meeting held on Thursday 13th August 2026 were agreed and as such, were signed by the Chairman.

4. PUBLIC FORUM

The meeting was attended by Kim Robinson, Customer Liaison Officer and Tom Moorby, Project Manager from Water Customer Support, OCU Group to advise the parish council about the forthcoming surface water separation scheme in Sheriff Hutton. The proposed works are expected to affect areas including North Garth Lane, Coble Lane, Church End and East End. The works are planned to start at mid to end of November and will stop for the Christmas period from the 23rd December until early January when the works will recommence.

One member of the public raised a query regarding the minutes that are shown on the website. The clerk advised that minutes are approved at the next available parish council meeting before being added to the website.

One member of the public raised the following:-

1. Thanks were given to the parish council for their contribution to the recent village fete.
2. A request was made for a small seat to be installed in front of the stocks on the village green. The resident advised that the seat would be fully funded, made from British green oak the same as the stocks and would be in memory of the late Peter Webb. The request was approved by the parish council.
3. A request was made to obtain a quotation from the joiner who made the stocks to restore the Jubilee bench that is next to the stocks on the village green, including preservation of the engraved panel. Approval was given by the parish council to obtain a quotation.

4A. EXCLUSION OF THE PUBLIC

Not Required.

5. MATTERS ARISING FROM THE MINUTES

- a) It was noted that the website is now back up and running.

Approved Chairman

b) The email from York & North Yorkshire Combined Authority regarding the X81 bus service was noted. The email advised that unfortunately, due to constraints with funding they would be unable to extend the service. Clerk to enquire as to whether the service will return next Summer.

6. CLERK'S REPORT

Nothing noted.

7. MATTERS ARISING

a) Future surface water separation scheme - Discussed under item 4, Public Forum.

b) Neighbourhood Plan - After discussion, it was agreed that the parish council would not like to see any further work to commence until the housing needs assessment is completed and the results received from CNB Housing.

It was agreed that a zoom meeting is required with representatives from the parish council and CNB Housing so that members of the parish council can see a draft of what is to be sent out. Clerk to arrange.

8. PLANNING

8.1 The following new planning applications were received this month:-

ZE26/00717/CAT Castle Farm Cottage, Main Street, Sheriff Hutton
Pollard 5no. Poplars to 4m.
Decision - No Objection.

ZE26/00723/OUT Land Adj To Halfway House, Main Street, Sheriff Hutton
Erection of a single dwelling.
Decision - The parish council OBJECT to the above planning application, on the following grounds:-
Poor access
Impact on the historic monument.

8.2 To note planning applications received in-between meeting - None.

8.3 The following new planning decisions were received this month:-

ZE26/00509/HOUSE 25 Castle Side, Sheriff Hutton
Erection of single storey rear extension and front porch.
APPROVED.

8.4 Any other planning matters - None.

9. VILLAGE REPAIRS

The Chairman noted that The United Churches Committee are going to paint the seat in the Square.

10. FINANCIAL MATTERS

10.1 The Clerk submitted the following accounts for payment by BACS:-

L Pink	Clerks Salary (Net)	£872.22
L Pink	Expenses	£29.49

Approved Chairman

HMRC	Tax & NI	£238.57
PKF Littlejohn	External Audit, Yr Ending 31 st March 26	£252.00
Osbalwick Parish Council	Storage Costs Aug 25-July 26	£500.00
Dave Smith	Reimbursement for gift purchased	£18.50

The accounts listed for payment were accepted. Clerk to make the payments via BACS using the online banking process.

10.2 No payments submitted by cheque.

10.3 No income was received.

10.4 No invoices were received after the production of the agenda.

10.5 The bank balances were noted from August 2026.

10.6 The actual vs. budget figures were noted.

10.7 Any other urgent request submitted to the meeting:-

- a) The conclusion of audit for the year ending 31st March 2026 was noted. The clerk advised that all necessary documentation has been added to the noticeboard and website.
- b) The 2026/27 national salary award for clerks was noted and the Autela change form was signed by the Chairman. Clerk to submit the change form to Autela.

11. CORRESPONDENCE

A list of correspondence since the last meeting was issued to all Councillors.

a) The email received from NYC regarding the York and North Yorkshire Combined Authority Local Transport Plan Consultation was noted. The clerk to request a paper copy of the questions. To be added to the November agenda.

b) The email from North Yorkshire Council Parish Liaison: Update on Call for Sites Map for Parish Councils was noted.

c) The email and information received from Spectrum regarding the Quickline works on the village green was discussed. After discussion, the start date of Monday 14th September was agreed. Clerk to add a post to the PC Facebook page and website advising of the commencement date. Note:- After the meeting, the commencement date was moved by Quickline to Wednesday 16th September.

d) The email from a member of the public regarding Meadowside on Finkle Street was discussed. After discussion it was agreed for Cllr Smith to respond to the requestor.

12. REPORT FROM COUNTY COUNCILLOR

Cllr Goodrick was not present at the meeting.

13. REPORTS FROM PARISH COUNCILLORS

Cllr Lazenby provided a traffic analysis report from the speed matrix sign.

Cllr Smith spoke of advice he has been given regarding the Christmas tree in the Square.

Approval was given to Cllr Smith to purchase a new stake for the tree on the little green.

14. MATTERS FOR INCLUSION IN THE VILLAGE NEWS

Nothing noted.

Approved Chairman

15. MATTERS FOR INCLUSION ON THE NEXT AGENDA

York and North Yorkshire Combined Authority Local Transport Plan Consultation.
Christmas tree lights switch on.

16. DATE AND TIME OF NEXT MEETING

The next parish council meeting is to be held on Thursday 8th October 2026 in the Miss Ward Room at the Methodist Church @ 7.30 pm.

The meeting closed at 8.50pm.

Approved Chairman