

SHERIFF HUTTON PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL HELD IN THE MISS WARD ROOM, METHODIST CHURCH, SHERIFF HUTTON ON THURSDAY 12th JUNE 2025 AT 7.30PM

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

ALSO PRESENT Louise Pink – Clerk. 2 members of the public (part meeting only). 2 members of the NYCC Rural Housing Group (part meeting only).

1. APOLOGIES OF ABSENCE

None.

2. DECLARATION OF INTERESTS

None declared.

3. MINUTES

The council resolved that the minutes of the meeting held on Thursday 8th May 2025 were agreed and as such, were signed by the Chairman.

4. PUBLIC FORUM

2 members of the public were present at the meeting, both who are members of the Neighbourhood Plan working group.

2 members of NYCC Rural Housing group were present at the meeting and spoke to the parish council and members of the Neighbourhood Plan working group regarding housing needs assessments. However, after discussion, the representative advised that they do not get involved in assessments or surveys for neighbourhood plans and deal with rural exception sites only.

4A. EXCLUSION OF THE PUBLIC

Not Required.

5. MATTERS ARISING FROM THE MINUTES

Nothing noted.

6. CLERK'S REPORT

Nothing noted.

7. MATTERS ARISING

- (a) Neighbourhood Plan - The neighbourhood plan team provided an update, including the following:-
- Written update provided on the recent site visit with NYCC Highways.
 - An application is to be made for funding from the village market team. Draft application to be issued to the clerk for review by all councillors prior to submitting.
 - Chairman and Cllr Lazenby to attend the next working group meeting.
- (b) The letter received from Gosschalks, regarding a wayleave request for fibre installation by Quickline Communications Ltd on the Green was discussed. After discussion, it was agreed for the clerk to reply advising that the parish council do not grant permission.

Approved Chairman

8. PLANNING

a. The following new planning application was received this month:-

ZE25/00633/HOUSE Stile Cottage, The Green, Sheriff Hutton
Erection of a single storey rear extension.
Decision - No Objection but a note regarding the property is within the Conservation Area.

b. The following results were received of applications decided – None.

c. Any other planning matters – Nothing noted.

9. VILLAGE REPAIRS

Clerk to advise the grass cutter that the banks can be cut now that the daffodils have died back.

10. FINANCAL MATTERS

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

Parish Council Invoices:-

L Pink	Clerks Salary (Net)	£641.57
L Pink	Expenses	£27.50
HMRC	Tax & NI	£214.34
M.A.H Garden Maintenance	Grass Cutting – April	£1440.00
North Yorkshire County Council	Streetlight maintenance 2024/25	£2,388.20
Marcus Oxendale	Plants for village sign	£23.50

Neighbourhood Plan Invoices

Sheriff Hutton Village Hall	Room Hire	£15.00
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The accounts listed for payment were accepted. Clerk to make the payments via BACS using the online banking process.

b. No payments submitted by cheque.

c. No income was received.

d. The following invoices were received after the production of the agenda and after discussion were agreed for payment:-

Parish Council Invoices

Account-ant (Yorkshire)	Internal Audit, yr ending 31 st Mar 25	£184.50	BACS
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Neighbourhood Plan Invoices

Chris O'Neill	Printing Costs	£68.52	BACS
Sheriff Hutton Village Hall	Room Hire	£18.75	BACS

e. The bank balances were noted from May 2025.

f. The actual vs. budget figures were noted.

g. Any other urgent request submitted to the meeting:-

(i) The Annual Internal Audit Report for 2024/25 was received and noted.

Approved Chairman

- (ii) The Annual Governance Statement (Section 1) on page 4 of the Annual Governance and Accountability Return for 2024/25 were approved and signed by the Chairman and clerk.
- (iii) To approve the Accounting Statements (Section 2) on page 5 of the Annual Governance and Accountability Return for 2024/25 were approved and signed by the Chairman and clerk.
- (i) Clerks annual pay review – After discussion, it was agreed for the clerk's salary to be increased by 1 SCP from SCP25 to SCP26. Autela change form signed by the Chairman, clerk to return to Autela.

11. CORRESPONDENCE

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

- (a) The email received from a resident regarding 2 x Oak trees was discussed. After discussion, it was agreed that the trees could be planted on the Glebe. Chairman to provide the contact details for the requestor to contact directly.
- (b) The letter received from the North Yorkshire Youth & Community Development Worker regarding supporting voluntary youth work in North Yorkshire was discussed. After discussion, it was agreed for the clerk to respond, advising that Sheriff Hutton does not currently have a youth group in the village due to insufficient volunteers.
- (c) The email received from North Yorkshire Average & Fixed Speed Cameras regarding speeding was noted.
- (d) The email received from the Chair of the Play Area Committee regarding an update on the play area refurbishment was noted.

12. REPORT FROM COUNTY COUNCILLOR

Cllr Goodrick was not present at the meeting

13. REPORTS FROM PARISH COUNCILLORS

Cllr Lazenby provided traffic analysis data from the speed matrix sign when positioned coming out of the village towards Daskett Hill.

14. MATTERS FOR INCLUSION IN THE VILLAGE NEWS

Nothing noted.

15. MATTERS FOR INCLUSION ON THE NEXT AGENDA

Nothing noted.

16. DATE AND TIME OF NEXT MEETING

The next parish council meeting is to be held on Thursday 10th July 2025 in the Miss Ward Room at the Methodist Church @ 7.30pm.

The meeting closed at 9.30pm.

Approved Chairman