

SHERIFF HUTTON PARISH COUNCIL

**MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD IN THE MISS WARD ROOM,
METHODIST CHURCH, SHERIFF HUTTON ON THURSDAY 14th MAY 2026 AT 7.30PM**

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

ALSO PRESENT Louise Pink – Clerk.
Caroline Goodrick, North Yorkshire Council
6 members of the public

A1. ELECTION OF THE CHAIRMAN

Cllr Penny Bean was appointed as Chairman.

A2. CHAIRMAN'S DECLARATION OF OFFICE

The Chairman signed the declaration of office.

A3. ELECTION OF THE VICE CHAIRMAN

Cllr Oxendale was elected as Vice Chairman.

A4. TO APPOINT PARISH REPRESENTATIVES TO OUTSIDE BODIES:-

- (a) YLCA -. No representative agreed, to be done collectively.
- (b) Sheriff Hutton Charities - Councillors Penny Bean & Sally Wright

A5. TO REVIEW ANY COUNCIL POLICIES.

The clerk advised that she is currently working on council policies and will bring any new policies or amendments to any existing policies to the June meeting.

1. APOLOGIES OF ABSENCE

Cllr Philip Lazenby.

2. DECLARATION OF INTERESTS

None declared.

3. MINUTES

The council resolved that the minutes of the meeting held on Thursday 9th April 2026 and the extra ordinary meeting held on Wednesday 29th April 2026 were agreed and as such, were signed by the Chairman.

4. PUBLIC FORUM

One member of the public raised a query on councillor register of interest forms not showing on the parish council website. The clerk advised that the register of interests should appear on the website but that the website has recently been updated so some information has not been transferred over correctly. The clerk advised that she would look at this.

4A. EXCLUSION OF THE PUBLIC

Not Required.

Approved Chairman

5. MATTERS ARISING FROM THE MINUTES

Nothing noted.

6. CLERK’S REPORT

Nothing noted.

7. MATTERS ARISING

a) Future use of Social Media - The future of social media was agreed. After discussion, it was agreed for the clerk to set up a parish council Facebook page. This page would be for information sharing only and comments will be turned off.

8. PLANNING

a. **No new planning applications were received this month.**

b. **The following result was received of applications decided:-**

ZE25/01060/FUL Land At Woodlands Farm Sheriff Hutton
Erection of 1no four bed workers dwelling.
APPROVED.

ZE26/00031/GPCOU Cavenagh House The Square Sheriff Hutton
Change of use to one dwelling house.
APPROVED.

ZE26/00025/HOUSE Lamb Hill Cornborough Road Sheriff Hutton
Erection of garden store for land maintenance equipment and supplies.
APPROVED.

c. **Any other planning matters**

a) Noted - The revised decision by the parish council, following the extraordinary meeting held on 29th April 2026 for planning application ZE25/01393/MFUL was noted, Land North Of North Garth Lane Sheriff Hutton - Erection of 12no. dwellings with associated works and infrastructure.

Sheriff Hutton Parish Council OBJECT to the above planning application, on the following grounds:-

- Inappropriate site for the development.
- Invasive of the village, not within the parish boundaries.

b) The email received from North Yorkshire Council regarding alleged multiple breaches of planning permission approval ZE23/01660/MFUL - Daskett Hill Sheriff Hutton was noted.

9. VILLAGE REPAIRS

It was noted that the issues with the road on Cornborough Road has still not been repaired.

The Chairman noted that work to the seat on the brow of Main Street will be started shortly.

It was noted that the grass cutters have not been cutting the grass at the top of Coble Lane, just past the village sign. Query also regarding the Square. Clerk to speak to the contractor.

Approved Chairman

10. FINANCAL MATTERS

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

L Pink	Clerks Salary (Net)	£680.00
L Pink	Expenses	£42.27
HMRC	Tax & NI	£231.37
North Yorkshire Council	Streetlighting Maintenance 25/26	£2,619.73
North Yorkshire Council	Streetlighting Energy Costs 25/26	£4,749.01
MAH Garden Maintenance	Grass Cutting – April	£1,440.00
Clare Smith	Internal Audit, Yr Ending 31 st Mar 26	£185.00
Zurich	Annual Insurance Renewal 26/27	£348.40

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

10.2 Internal Audit, for year ending 31st March 2026:-

a) The Annual Internal Audit Report for 2025/26 was received and noted.

b) The Annual Governance Statement (Section 1) on page 4 of the Annual Governance and Accountability Return for 2025/26 were approved.

c) The Accounting Statements (Section 2) on page 5 of the Annual Governance and Accountability Return for 2025/26 were approved.

10.3 No payments submitted by cheque.

10.4 The following income was received:-

20.04.26	North Yorkshire Council	Precept – 1 st Payment	£12,250.00	BACS
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10.5 The following invoice was received after the production of the agenda and after discussion was agreed for payment:-

Sheriff Hutton Methodist Church	Rent	£80.00	BACS
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10.6 The bank balances were noted from April 2026.

10.7 The actual vs. budget figures were noted.

10.8 Any other urgent request submitted to the meeting:-

a) The donation application form received from the Sheriff Hutton Village Fete was discussed. After discussion, the donation request was approved, subject to actual receipts being received. The payment to be made is to be based on actual spend only upto a maximum of £481.44. Payment not to be paid at stage, only once receipts are provided.

b) The Autela Change Form was signed by the Chairman in relation to the clerk's recent approved pay increase. Clerk to return to Autela.

11. CORRESPONDENCE

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

Approved Chairman

a) The email received from Zurich insurance regarding the stocks to be re introduced on the village green was noted.

b) The email received from a local resident regarding Almshouse was noted.

c) The email received from a local resident regarding quotations for a housing needs assessment as part of the Neighbourhood Plan project was discussed. After discussion, approval was given to the resident to try and obtain 3 quotations for a Housing Needs Assessment. Clerk to contact Terrington Parish Council to enquire as to who carried out their Housing Needs Assessment.

12. REPORT FROM COUNTY COUNCILLOR

Cllr Goodrick was present at the meeting.

13. REPORTS FROM PARISH COUNCILLORS

Cllr Smith noted that the 4 new trees have now been planted.

Councillors advised that they would plant up the village signs.

It was noted that the issues of parking on grass verges on Mill Lane are still very concerning.

14. MATTERS FOR INCLUSION IN THE VILLAGE NEWS

Nothing noted.

15. MATTERS FOR INCLUSION ON THE NEXT AGENDA

Dark sky project.

Biodiversity policy.

16. DATE AND TIME OF NEXT MEETING

The next parish council meeting is to be held on Thursday 11th June 2026 in the Miss Ward Room at the Methodist Church @ 7.30pm.

The meeting closed at 9.00pm.