

**Minutes of the Amotherby Parish Council Meeting held
on Monday 13th October 2025 at 7.00 pm**

Members Present: Cllr. Nigella Ballard
Cllr. P Wood
Cllr. R Brown
Cllr. R Welch

In attendance: The Clerk and two members of the public

1. Apologies were received from Cllr. Simpson and the reason approved.
2. Declarations of interest not already declared under the Council's Code of Conduct or members Register of Disclosable Pecuniary Interests – none received.
3. The Minutes of the meeting held on 11th August 2025 were confirmed as a true and correct record and signed by the Chairman.
4. To receive information on any ongoing issues and decide further action where necessary:-
 - 4.1. VAS sign – information has been sent to Cllr. Mason, awaiting response from him.
 - 4.2. Assertion 10 and Cllr. email addresses – The situation is still not clear and YLCA have asked for clarification from the external auditors. It is on the agenda for the Talking Tables event later this week that Chair is attending. Any update to be sent to Cllrs.
5. To consider and decide upon the following planning applications:-
 - 5.1. ZE25/00924/HOUSE – Church Cottage – Erection of first floor rear extension, removal of roof to the front to form a new open porch, part rendering to front, side and rear elevations and replacement of outbuilding – This was discussed and there were no objections. Planning to be notified.
6. To receive any planning decisions/information:-
 - 6.1. ZE25/00647/FUL – Malton Foods decision notice – approved.
 - 6.2. ZE25/00782/HOUSE – Bethel Cottage decision notice – approved.
 - 6.3. ZE25/00433/FUL – Lime Kiln Farm decision notice – approved.
7. Matters requested by councillors and other business.
 - 7.1. Suggestions for street names for King's Field site – Four street names are required by NYC with 3 options for each. Possible names were discussed and agreed on, Chair to send these on.
 - 7.2. NYC Election recharge policy – a new policy has been implemented which will result in Parish Councils being recharged for election costs. For uncontested elections the charges will apply from April 2026. Contested elections will continue as per existing arrangements. Implications to be worked out and included in the budget for next year.
 - 7.3. YLCA branch meeting report – Chair had attended the meeting on 7th October and raised the subject of Election recharges. YLCA are going to investigate but they imagine the recharges will go ahead as other councils have been charging for some time.
External auditors PKF have been asked for clarification on the requirement of gov.uk email addresses for all parish councillors given that the Council comprises Clerk & Cllrs. YLCA consider it best practise for all to have gov.uk email addresses. Email and IT policy also needs to be put in place.
YLCA will continue with 3 branch meetings per year, next on Wed 4 Feb 2026 on Zoom.
 - 7.4. NYC letter re. protection of the local aquatic environment with regard to planning application 21/01530/MFUL. Unclear whether responsibility lies with the developer and Yorkshire Water or the LPA to protect the aquatic environment – noted.
 - 7.5. Business Continuity planning – YLCA email received by Chairman asking if Amotherby Parish Council has a BCP. No formal one exists at present. Clerk requested to produce one from YLCA template and send to Chair for checking so it can be adopted at the next meeting.
 - 7.6. To discuss any item raised at the meeting –
 - Gate at the bottom of the Thorpe is falling apart, cost of new gate to be investigated – agreed.

- The hedge at Lime Kiln Farm is in need of cutting – owner to be contacted by Chairman.
 - Purchase of the Poppy wreath -agreed. Donation in addition - agreed to be in line with the amount given last year.
8. Financial matters
 - 8.1. To approve the following accounts for payment:- none due.
 - 8.2. To report any payments made which were previously approved or under delegated powers:-
 - 8.2.1. Clerk Salary – Chq. 985
 - 8.2.2. HMRC tax – Chq. 986
 - 8.2.3. YLCA for Chair to attend Talking Tables Training Day – invoice not yet received.
 - 8.3. To note any payments received:-
 - 8.3.1. VAT refund - £396.57
 - 8.3.2. Precept payment 2 – £2805.00
 - 8.4. To receive a current bank reconciliation – 31 July balance £10,127.21.
 9. To consider the following new correspondence received and decide action where necessary:-
 - 9.1. YLCA:- WRU, Training info, Law & Governance Bulletins; NALC:- Micro Councils Network info – noted.
 - 9.2. NYC:- Neighbourhood Governance review, Parish Update, Parish Briefing on election charges, Precept arrangements, notification of carriageway patching in Meadowfield 27 Oct for up to 7 days – noted.
Howardian Hills National landscape :- consultation of Draft Management Plan 2025-2030 - sent to Cllrs.
 - 9.3. Late correspondence – planning application ZE25/00202/FUL - Malton Grange Country Park – change of use of land to allow the siting of 12 static caravans.
Discussed and **agreed** that PC should object. Letter to be drafted and sent to Cllrs for approval before sending to NYC Planning.
 10. To notify the Clerk of matters for inclusion on the agenda of the next meeting:- meeting dates for 2026, budget and precept.
 11. The date of the next meeting was confirmed as Monday 8th December.