

**Minutes of the Amotherby Parish Council Meeting held
on Monday 7th April 2026 at 7.00 pm**

Members Present: Cllr. P Simpson (in the Chair)
Cllr. N Ballard
Cllr. P Wood
Cllr. R Brown
Cllr. R Welch

In attendance: The Acting Clerk.

1. All Cllrs. were present and no apologies were received.
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 9th February 2026 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 signs & speed limits – email received saying that Y&NY Combined Authority had approved a Road Safety Budget, including for Average & Fixed Speed cameras, at their meeting on 27 March. Cllr. Mason wants confirmation from us that we are willing to contribute towards the cost of shared VAS sign. PC agreed we still need to know figure expected, Clerk to contact Cllr. Mason.
 - 4.2. Cllr. email addresses – YLCA had been asked about format, there is none prescribed but the format needs to be consistent within the PC. Format **agreed** as cllr.initial.surname. The order to Vision ICT for these to be delayed until the PC has been transferred to their new email system and a new PC computer is in place.
 - 4.3. Stiles and hedges – stiles deferred as owner not yet seen.
Email requesting cutting of Lime Kiln Farm hedge was sent and this has been done. Email of thanks to be sent.
 - 4.4. Thorpe gate – a recent quote was discussed and decided expensive. Cllr.Simpson will look at repair to old gate, otherwise to keep looking.
 - 4.5. Drains – all gullies and drains have been cleared, including the one under the footpath. Report still awaited on possibilities to improve the system, to be chased up with Highways.
5. To consider and decide upon the following planning applications:-
 - 5.1. ZE26/00156/HOUSE - Eastleigh, Appleton – erection of single storey extension providing garaging & additional living accommodation following removal of existing storage barn - there were no objections raised. Planning Dept. to be notified of this.
6. To receive any planning decisions/information:-
 - 6.1. ZE25/01391/LBC – Newsham Bridge – decision notice received – approval.
7. Matters requested by councillors and other business
 - 7.1. Appointment of a Staffing Committee to deal with employment matters – following advice from YLCA a Staffing Committee is required to deal with the appointment of a new Clerk and any employment matters. **Agreed** this should comprise Cllrs.Simpson, Wood and Ballard.
Cllr.Welch to be a standby if any one of these unavailable.
 - 7.2. Advert for a new Clerk & RFO – the draft advert and person specification were discussed and **agreed** with a closing date of 30 May. **Agreed** that the advert to be sent to YLCA for display on their website and in White Rose Bulletins at a cost of £20. Cllr.Welch proposed that a performance review be carried out for evaluation and a further one at 6 months before the job is regarded as permanent, after that an annual appraisal should be carried out – these proposals were **agreed**.
 - 7.3. New computer – Budget for 2026-27 includes £1000 for equipment. Computer makes and prices have been researched locally and we will need to purchase new software and arrange set-up and transfer of website, email and data. Local computer company can do this for us.

Proposed and **agreed** that Cllr.Ballard be delegated to obtain the best option of computer up to a price of £500.

7.4. Street-light maintenance – 5 year maintenance is due this year, cost of this has been requested but no response yet. Deferred until cost known.

7.5. Items raised at meeting -

- Blackdale Farm Mill – Hovingham PC have been gathering advice to fight the proposed alteration to planning permission.
- Boundary stone near Manor Farm by Newsham Bridge has been reported as broken. This is a listed structure and should be protected. Highways to be contacted.
- A high fence has been erected at Brickyard Lakes by the double bends. The planning permission to be checked and Cllr.Mason to be contacted.
- Grass cutting – query on when first cut is due as grass is already getting long on visibility splays, Highways to be contacted.

8. Financial matters

8.1. The following accounts were approved for payment:-

8.1.1. Cllr.Ballard for paper, envelopes, stamps & plants for tubs bought - £22.18, chq.1000.

8.1.2. Late correspondence - YLCA inv.5754 for Membership 2026 - 27 - £176.00, chq.1001.

8.2. Any payments made which were previously approved or under delegated powers:-

8.2.1. Autela invoice 16841 for payroll charges Dec to March, HMRC Dec & EOY submissions & Pension regulator submission - £66.02, chq.999.

8.2.2. ICO Data Protection fee - £47.00, Direct Debit.

8.3. To note any payments received:- none.

8.4. Current bank balance and reconciliation – no statement yet received. In theory £11,098.27 in bank as 2 Poppy Appeal cheques not presented.

8.5. Un-audited accounts for 2025-2026 were presented and accepted. Accounts to go to internal auditor when bank statement received.

8.6. It was **resolved** that Amotherby Parish Council is exempt from external audit for 2025-2026. Certificate to be sent to External Auditor.

9. The following new correspondence has been received and action taken where necessary:-

9.1. YLCA:- WRU, Law & Governance, Training info - noted, all forwarded to Cllrs.

9.2. NYC:- Parish Liaison news and drop-in sessions dates; Church St. and Main St. road and pavement works; Thirsk & Malton Parish Liaison meeting, - noted, all forwarded to Cllrs.

9.3. NY Community Messaging – Emergency Services survey.

9.4. Vision ICT – service update & pricing changes info.

9.5. PKF Littlejohn – audit papers.

9.6. Late correspondence:- YLCA invoice (see 8.1.2.)

10. Matters for inclusion on the agenda of the next meeting:- overhanging trees in Cherry Tree Walk.

11. The date of the next meeting, the Annual Meeting of the Council, followed by an ordinary meeting, was confirmed as **Monday 11 May 2026** at 7pm.

Meeting closed at 8-20pm.