

ALDBROUGH ST JOHN PARISH COUNCIL DRAFT MINUTES

THE ORDINARY GENERAL MEETING OF ALDBROUGH ST JOHN PARISH COUNCIL HELD ON THURSDAY 9th October 2025 at 6.30pm in the Village Hall.

PRESENT: Councillor Mike Banks (MB)- Chair, Councillor Stephen Baddon (SB), Councillor Stuart Reed (SR), Councillor Kirstie Thornton (KT)

In attendance: J Pears (Clerk) Councillor Angus Thompson (AT) - NYC and Residents.

Minute	Item	Date raised	Summary	Detail/Action	Action/By Who
9/10-01	Apologies			RESOLVED - Councillor Antony Lewis (AL)– Vice Chair - ACCEPTED	
9/10-02	Declarations of Interest			RESOLVED - None recorded.	Completed
9/10-02a	Resignation			RESOLVED - MB shared with the Parish Council that the Clerk has resigned from her post as Clerk and RFO. The Clerk will work the Parish Council until a replacement is found. Clerk will put a post of the vacancy on Facebook.	Completed
9/10-03	Minutes of last meeting			RESOLVED - The 14 th July 2025 minutes were agreed as an accurate record and signed by MB. These were draft version 2 – this included an action for the bus shelter floor to be sealed to minimise dust when being swept out. This had been omitted from the initial draft minutes.	Completed
09/10-04	Councillor Report/Update		NYC Councillor Angus Thompson (AT)	RESOLVED - NYC Councillor Angus Thompson (AT) gave an overview. AT is working with the York Mayor to look at tweaking the public bus timetable and routes in surrounding villages to give school children access to the service to travel to and from school. The York Mayor is very supportive of this initiative. By adopting the new school to transport policy it will save £2.46 million. KT did ask if taxis had been considered as a number of school children are brought in by taxi and this cost is covered by the local authority. AT confirmed that this cost would already been factored in. The Parish Council asked why there are empty houses around the county when there is a housing shortage. Under new legislation houses need to be at a EPC C. When a house becomes vacant before it can be let out it needs to be up to this standard. By 2028 all houses will need to be EPC C compliant. AT confirmed the Cricket Club received £1000 from the locality budget to upgrade the windows and toilets. There is a national planning shortage. The planning department at NYC is unmanned. AT felt that a meeting with Parish Councils to discuss their issues/concerns would not be beneficial. SR felt a meeting would be beneficial and asked that AT help in getting a meeting date. The Parish Councils would like to understand the role of planning, is the work the Parish Council do considered and who heads up the department and how can the communication improve? Councillors asked why enforcement issues didn't appear to be dealt with. Why are there stipulations in	Completed Clerk

				applications if they are never followed up and appropriate action taken. It was noted that Stainwick Arms application have until 28 th February 2026 to take the stairs down. The issue of the wall is a civil matter. MB wrote to AT, Rishi Sunak MP and Carl Les at NYC as he was concerned frustrated, and felt unsupported by NYC. Carl Les has asked AT to liaise with the Parish Councils who would like to share their concerns issues and arrange a date to meet with him. It will be one date where local parishes can come along to NYC and have a chat. AT will arrange this and come back with a date. AT confirmed that if drastic cost saving measures aren't taken NYC could be bankrupt by 2028/29. He felt that a surcharge on properties of £500k or more will be implemented. AT left the meeting at 7.10pm.	
9/10-05	Update on current items and matters arising				
9/10-05-01	River Tees Trust			RESOLVED – The River Tees Trust will be coming to do another electro fish on Monday 27 th October. It was suggested that the hall could be booked and refreshments could be available afterwards. The River Tees Trust will share information on the project and residents can ask questions. MB will liaise with River Tees Trust and SR will book the hall and arrange refreshments.	MB/SR
9/10-05-02	Village Green to be re-instated		Village Green to be re-instated.	RESOLVED – The Village Green has been reinstated however poor-quality material has been used. There are plastic particles in the topsoil. MB will rake this out and re seed.	Completed
9/10-05-03	Speed Monitoring			RESOLVED – No reports have been produced. AL has had difficulty downloading the software onto his PC.	AL
9/10-05-04	Footpath			RESOLVED – The footpath has been laid. MB will do some further work when he has more materials. MB said the footpath up the lane requires some remedial work. SB and MB will look at this.	MB/SB
9/10-05-05	Tree Survey			RESOLVED – Tree Plan have completed the survey. There is nothing that is urgent, a copy of the plan is available to view on the Parish Council website. A willow tree has been identified of concerned and needs reshaping. Tree Plan have suggested that the tree is fenced. It was agreed that a post and rail fence is required. It was suggested that the post and rail fencing could cost approximately £450. Planning permission to carry out the work will be required. MB will submit an application to NYC. The Ash Tree that has been raised by Councillors as an issue was identified in the plan. The old branches need taking out however it could come down as its causing damage to the wall. Councillors agreed that this needs attention and the tree will need to be taken out to prevent any further damage. An application to remove the tree will be submitted.	MB
9/10-05-06	Clock Maintenance/ Restoration			RESOLVED –SR is looking into funding and grants to restore the clock. KT said that the Feast Committee could donate some money. Could the village do some fundraising?	SR/Clerk

				Clerk does have a grant that may be able to offer some funding towards the clock. Clerk will share this with SR. It's a grant managed by Grantscape on behalf of a local business called Ashcourt Group.	
9/10-05-07	To do list progress			RESOLVED - MB has put the to do list on the website. Councillors have made good progress with the list and are working through the list in order of priority.	On going
9/10-05-08	Ash Tree at Iron Bridge			RESOLVED – This was included in item 9/10-05-05	
9/10-05-09	Online banking and signatory on NatWest account			RESOLVED – The Clerk now has access to the on-line banking and is a signatory on the account. Clerk will now make bank payments. It has been agreed and written into the financial regulation's that a Councillor who has not requested the purchase will approve it; this can be done by email and the Clerk/RFO will make payment following approval. All payments will be recorded in the minutes of the meeting. All financial transactions are reconciled prior to the meeting and shared with Councillors for review and approval.	Completed
9/10-05-10	Encroachment fees and reasons for encroachment			RESOLVED – Clerk has invoiced all encroachment fees with the exception of Green Croft. Councillors agreed that the fee for Greencroft should be £45 for 2025/26. Councillors agreed that they need to be clear what the fee relates to and the wall is not a permanent structure and not part of the house. Clerk will raise an invoice and share with MB. Clerk has 2 outstanding fees. Councillors agreed that Clerk should follow these up.	Clerk/MB
9/10-05-11	Financial regulations			RESOLVED – The financial regulation document has been reviewed by Councillors and has been uploaded to the website.	Completed
9/10-05-12	Best Kept Village Competition 2025			RESOLVED – The judging feedback has been received and Councillors agreed that there were some areas for improvement. This was general feedback. Councillors felt from this, the areas to improve on in the village are the bus shelters at Kilton Court, footpaths, hedges, weeds around kerbs and the pub.	Completed
9/10-05-13	Plaque for bus shelter			RESOLVED – MB will get a plaque for the bus shelter for the Best Kept Village Competition 2024.	MB
9/10-05-14	Planning meeting with Melsonby Parish Council			RESOLVED – See item 9/10-04. This was discussed within AT's update. The Parish Council would still like a meeting with planning. A pre planning meeting took place on 11 th June 2025 with Melsonby, Stanwick, ASJ and Eppleby. SR represented ASJ. The collective issues/questions have been shared with NYC planning and are awaiting NYC's availability to meet.	SR/Clerk
9/10-05-15	Tree at St Johns Park			RESOLVED – The tree in question is a Fern tree as you enter the village from Melsonby at St Johns Park. Highways have confirmed that they do feel this of concern and no further action will be taken.	Completed
9/10-05-16	BT Phone box			RESOLVED –Clerk followed this up. BT responded confirming the repair would be carried out. Councillors were unsure if it had been done. MB will check.	MB

9/10-05-26	Wild flowers			RESOLVED – MB suggested that wildflowers are planted along the beck. Councillors agreed to wait till after River Tees Trust have been.	Councillors
9/10-05-27	Beck work			RESOLVED – A resident has asked if work to clear the beck could be carried out. Councillors agreed to wait till after the River Tees Trust have been and ask their advice. Councillors felt that the debris could be cleared and left at the edge of the beck. This will allow anything living to go back into the beck. MB will respond to the resident.	MB
9/10-05-28	Correspondence to AT, Carl Lees at NYC, and Rishi Sunak MP			RESOLVED – This was discussed in item 9/10-05-4 MB wrote to AT, Rishi Sunak MP and Carl Les at NYC as he was concerned, frustrated and felt unsupported by NYC. The issues were tree survey quote, play park inspection fee and changes and grass cutting contract. Carl Les has asked AT to liaise with the Parish Councils who would like to share their concerns issues and arrange a date to meet with him. It will be one date where local parishes can come along to NYC and have a chat. AT will arrange this and come back with a date.	AT
9/10-05-29	Precept arrangements 2026/27			RESOLVED – NYC have emailed the precept arrangements for 2026/27. This has been shared with councillors. The Parish Council are required to apply by the end of December 2025. Councillors suggested that a 4% increase should be applied to the current precept. Clerk and MB will look at the budget and share this before applying to NYC.	MB/Clerk
9/10-05-30	AGAR 2025/26 Assertion 10/gov.uk email addresses and domain name			RESOLVED – To be compliant the Parish Council is required to have a gov.uk domain name for their website and all Councillors and Clerk should have gov.uk email addresses. If we don't comply we will need to show this in the AGAR 25/26 and publicly. Councillors agreed that this needs to be actioned and remain compliant. MB shared quotes from 4 providers. The costs differed significantly. it was agreed to progress with Freethought as the fees were competitive. MB is progressing this.	MB
9/10-05-31	Additional defibrillator			RESOLVED - A resident asked SB if a defibrillator could be installed near Spenceley Place. Councillors agreed this could be a possibility but would need to investigate further. It was suggested that a defibrillator could be installed at the doctor's surgery. AL will look into this. Clerk thinks there are grants available.	AL
9/10-05-33	Bus shelter floor			RESOLVED - A resident asked if the bus shelter floor could be sealed as it creates a lot of dust when sweeping. SR will action this.	SR
9/10-06	Correspondence		Correspondence received and dealt with by Clerk since last meeting.	RESOLVED – Correspondence as per appendix. YLCA have shared correspondence requesting that the Parish Council confirm if a continuity plan is in place. If there isn't one this needs to be actioned. MB and Clerk are working on this and will share the plan with Councillors for review. NYC have emailed the elections fees for 2026 and 2027. The fees weren't clear and Clerk has asked for clarification. Clerk had received a request for a memorial match to take place on the village green football pitch. This will take place in March 2026. Councillors agreed for this to take place. Clerk will respond.	Clerk/MB/ Councillors Clerk Clerk

9/10-07	Planning Applications			RESOLVED – as per appendix.	Completed
9/10-08	Finance			RESOLVED - Clerk had shared the financials to 17th September 2025 with Councillors prior to the meeting. Councillors approved and ratified financial matters. The BACS payments were approved and signed off: Tree Plan - £680 YLCA training - £48.00 D & D Mole Control - £135.00 Reimbursement to MB for the following: Freethought gov.uk domain name - £38.50 Freethought domain registration - £72.00 Mileage to and from training - £44.00 Total to reimburse to MB is £154.50 Clerk will make all BACS payments going forward as part of her RFO role. Clerk confirmed the VAT return for 2024/25 has been received - £1598.55 The remaining 50% of the precept has been received - £3350.00 Clerk will invoice the encroachment fee for Green Croft and chase the outstanding payments.	Completed Clerk
9/10-09	To consider questions from the public			RESOLVED – Mole holes have appeared on the village green. MB contacted the D&D Mole control. He has been to the site but there are still mole holes. MB has contacted him. A resident felt that the information shared by the police about an incident was very limited and more information is required. Clerk will feed this back to PCSO Elliot Brown.	MB Clerk
9/10-10	Items for future agenda			None.	
9/10-11	Date of next meeting			The next Parish Meeting will take place on Monday 1st December 2025 at 7pm in the Village Hall. Clerk to make the hall booking. Councillors discussed changing the meeting to a Thursday evening however it was agreed to stick with a Monday evening. Councillors agreed that the meeting time should go back to 7pm as it works better for everyone. Clerk will amend the standing orders to reflect the new start time.	Clerk Clerk
	<u>Meeting ended at 8.08pm</u>				

Signature (Chairman) Date.....