

Baldersby and Baldersby St James Parish Council

DRAFT **MINUTES** of the Ordinary Meeting
held on **Monday, 21 September 2026, 6.30pm,**
in The Mission Room, Baldersby

Present: Cllr Hart, (Chair), Cllr Jones, Cllr Bramley, Cllr Butterworth, J Boulton (Clerk)
and six members of the public.

2627/124 Welcome and apologies: Apologies were received from Cllr Wilson and the reason for his absence was approved.

2627/125 Declarations of interest: there were none.

2627/126 The Minutes of the Ordinary meeting held on 13 July and the Extraordinary Meeting held on 22 July were approved as true and correct records. The Chair signed the Minutes.

2627/127 North Yorkshire Council: There was no report from the ward councillor. The next meeting of the Wathvale and Bishop Monkton Divisional Forum for Group B Parish Councils takes place on Thursday 15 October.

2627/128 Clerk's Report: Since the Ordinary meeting in July the Clerk has:

- Organised an Extraordinary Meeting to ensure that the parish council meets the requirements of the AGAR 2025-2026 including correcting the parish council's accounts for the tax year 2025-2026 and updating the website, plus liaising with the external and internal auditors. Thanks to the Chair for his invaluable support.
- Started a new spreadsheet for the parish council's accounts. This is one recommended by YLCA. It's work in progress and there is no budget comparison at the moment – this will be complete by November's Budget and Precept meeting.
- Gained access to the bank.
- Contacted YLCA and Roecliffe Parish Council for information on acquiring land as village green so the parish council can make an informed decision regarding Beech Close
- Liaised with Highways over several highways issues
- Responded to planning applications
- Contacted Yorkshire Water over the tank at Baldersby St James
- Updated website
- Sent approx. 80 emails.

2627/129 Public participation.

1. A couple said that a tree was encroaching on their property. The Clerk said it had been reported to Highways and had been passed to a trees officer. (See item 135 (j)).
2. A local farmer said that the parish council should not object to the proposed poultry farm at Melmerby. More British farms will reduce the chance that cheaper foreign (non-EU) meat which does not meet our standards will be sold in the UK. He also said he had removed ragwort from the roadside after Highways had failed to act quickly enough to prevent spread. Clerk to report back to Highways and escalate the problem to Natural England. (See item 134 (d)).

3. A local resident said he had applied to register the land at the entrance to Beech Close as village green. He had completed Form 44 and this had been lodged with North Yorkshire Council via his solicitor. (See item 135 (e)).
4. A representative from the group who are purchasing the recreation field reported that they had agreed a purchase price for the land but they were awaiting confirmation of that from the landowner. Their application for charitable status is pending.

2627/130 Financial matters:

- a) A payment of £84.60 to North Yorkshire Council for the playground inspection was approved. A payment of £236 to M Hullah for grass cutting was approved.
- b) The bank reconciliation was approved.
- c) The schedule of payments and receipts was approved.
- d) Purchase of equipment for the Clerk: the Clerk said she had found a website called refurbed.co.uk which supplies refurbished laptops with a year's warranty. A budget of £400-£500 for the purchase of a suitable laptop was approved.
- e) The Clerk's salary was noted. The Chair said he did not think it necessary for the Clerk's salary to be on the agenda as it was a regular payment.

2627/131 The following planning application was considered:

26/04494/FUL: Installation of new replacement septic tank, Brooms Farm Wide Howe Lane To The Brooms Baldersby St James YO7 4PT. The parish council neither supports nor objects to the planning application but seeks clarification on what will happen to the old septic tank. Clerk to contact Planning.

2627/132 The following planning notices, updates and decisions were noted:

26/02752/FUL Proposed single-storey extension to the rear. Beech Garth Baldersby Garth Baldersby (approved); **26/03827/PIP** Permission in Principle for the erection of up to 4 dwellings, land west of Baldersby Garth, Baldersby (update).

2627/133 There were no further planning matters to discuss.

2627/134 To receive information on previously reported Highways issues and decide further action where necessary.

- (a) Proposed sewage collecting tank installed in Baldersby St James. The Clerk read an email she had received from Yorkshire Water: "We are investigating two projects potential projects in Baldersby St James. Both of these are at the very early stages, including modelling, design and ground investigations. One is a phosphorous reduction scheme, at Baldersby Wastewater Treatment Works. The scheme will look to reduce the level of Phosphorous in the final treated effluent we return to the local watercourse. Phosphorous in small amounts is not harmful to the environment, however in larger quantities it can cause algae blooms that inhibit the growth of other riverine plants and can block light entering the watercourse harming the wildlife in the river. The second scheme (which is probably the one you are referring to) is to redevelop much of the wastewater treatment works to ensure the facilities can meet local flow levels and is a modern facility. This is likely to involve a new primary settlement tank, secondary treatment method as well as additional network ancillaries. When the schemes are further through the design progress, we have more certainty about timeframes and the nature of the works, we will get in touch with local stakeholders." Clerk to contact Yorkshire Water to ask for a timescale.
- (b) Update on missing manhole cover (reported 06/07/2026). This has been replaced.
- (c) Trees at the entrance to Beech Close (Highways case ref 101011516406, reported 6/07/2026): the Clerk had not been able to get an update from the trees officers and said they were not contactable by telephone, but she now had an email address and would email them, expressing the urgency of the matter.
- (d) Ragwort. Again, the Clerk had no new information other than it had been reported to Highways by her and it was on the Highways jobs list. Clerk to investigate.

2627/135 The following ongoing items were discussed:

- a) **Telephone box:** Cllr Bramley has organised the parish council's acquisition of the telephone box on the A61. The parish council acquired it for £1 on 23 July. Clerk to update the parish council's asset list. BT said that the unlocking of the telephone box would be prioritised. The intention is to use it as a book exchange. A local resident said he would look after it. Cllr Jones said the parish council would need a budget to maintain it.
- b) **Vehicle activated speed sign:** Cllr Bramley said it would be moved again in October. The Clerk said she intended to download speed data when she had instructions from the manufacturer. Cllr Jones said he would be happy to analyse data and respond.
- c) **Defibrillators:** Both have been checked and are working.
- d) **Playground equipment:** Cllr Butterfield said it is in good order. The Clerk said North Yorkshire Council would carry out the annual inspection in October.
- e) **Beech Close:** The Clerk shared information about the pros and cons of registering the land at Beech Close as village green. One of the disadvantages is that it would be difficult to make the land available in the future for other uses, for example, car parking. The Chair said he thought acquiring ownership of the land without the village green designation might be a better choice for the residents of Beech Close. Clerk to investigate.
- f) **Compost bin.** Cllr Bramley to organise a social media post inviting offers for the compost bin as it was now surplus to requirements.
- g) **Proposed new bench:** Cllr Bramley said he had researched details of several benches and favoured the Glasdon Lowther seat, which costs £657.05 ex VAT. The bench will be paid for with Locality Budget money from Cllr Brown and with Commuted Sums money. Clerk to progress. The Chair said that the memorial plaque for Colin Benson paid for by donation has now been fitted onto the existing bench.
- h) **Co-option of councillors:** Cllrs Bramley and Butterworth signed Declaration of Acceptance of Office papers.
- i) **Trees at Sycamore Close:** Clerk to contact trees officer and escalate as urgent.
- j) **Commuted sums.** Cllr Jones to revisit bulb planting. The Clerk said Commuted Sums cash had to be spent first and then claimed back.

2627/136 Update of Standing Orders. Deferred.

2627/137 Pavilion/recreation field and sports association; play equipment funds. (See also Item 129, Public Participation). The Clerk said there was approximately £900 Commuted Sums to spend on play equipment. Cllr Butterworth asked if this could be spent in smaller amounts or had to be spent all at once, as new football goal nets were needed. Clerk to investigate.

2627/138 North Yorkshire Local Plan: there is a briefing for councillors. Clerk to forward details.

2627/139 Waste bins: Cllr Jones said some people had complained about overflowing bins and asked if this could be reviewed by North Yorkshire Council. The Chair said the parish council's last request had been refused. Clerk to ask NYC how often the bins are emptied.

2627/140 Litter pick: it was decided to hold this on 31 October. Clerk to order equipment and organise collection by NYC. Litter pickers should meet at 9.30am in the Mission Room.

2627/141 Correspondence. The following correspondence was noted: a) York and North Yorkshire Combined Authority local transport consultation; b) YLCA training; c) digital skills grants; d) North Yorkshire Wider Partnership Conference; e) YLCA Joint Annual Meeting; f) Neighbourhood Plans consultation; g) quote for next year's internal audit (£204). It was agreed to accept this quotation. h) email from external auditor requesting further information about last year's audit. Clerk to follow up with internal auditor; h) YLCA Resolutions invited for the Joint Annual Meeting.

2627/142 The next meeting will be held on Monday 23 November. This will be the Budget and Precept meeting.

*The meeting closed at approximately 9.10pm.
Minutes to be approved at the next meeting.
J Boulton (Clerk/RFO)*