

Baldersby and Baldersby St James Parish Council

Draft Minutes of the Ordinary Meeting of
Baldersby and Baldersby St James Parish Council
held on **Monday, 23rd March 2026 at 18:30** at The Mission Room, Baldersby

Attendees: Cllr Hart, Cllr Wilson, Cllr Jones, Cllr Bramley, Cllr Witham, the Clerk and one member of the public.

Cllr Hart welcomed everyone to the meeting.

Agenda

2526/079 To receive apologies and approve reasons for absence.

Apologies were received and accepted from County Cllr Brown.

2526/080 To welcome Cllr Bramley as a new co-opted Councillor.

2526/081 Declarations of interest

a) To receive any declarations of interest not already declared under the council's code of conduct or members' Register of Disclosable Pecuniary Interests

b) To receive, consider and decide upon any applications of dispensation

No declarations of interest were made.

2526/082 To confirm the minutes of the meeting held on 19th January 2026 as a true and correct record. Councillors unanimously approved the minutes.

2526/083 To receive reports from our Ward Councillor and an update regarding the Parish Forum

No report was received. However, the parish confirmed that it has received £500 from the 2025 Locality Fund.

2526/084 To receive the Clerk's Report (Appendix 1).

The Clerk reported as follows: "Since the last meeting, I have focused on ensuring the parish's compliance with statutory governance documents. The parish is now compliant, and these governance documents have been uploaded to the parish website. They have provided the parish with updated guidelines and procedures for operating more effectively and in accordance with regulations.

Additionally, I have found a new auditor and scheduled the parish's internal audit for April. I have also confirmed that the parish has received up-to-date risk assessments from all contractors, and I have filed the Co-op documents for Councillor Bramley with North Yorkshire Council.

Finally, I have updated the website and ensured that information regarding grants is included on our online noticeboard."

The Clerk's report was unanimously approved.

Cllr Hart mentioned that the Internal audit fees are categorised according to parish income. The parish's income was higher last year due to the grant received for playground equipment. On that basis, next year's audit fees will be reduced.

Public participation

The parish heard from a resident representing the Residents Association, thanking Cllr Hart for mediating with the landowners. The next steps include valuing and assessing the land. The Association is working on a business plan and aims to establish a building on the site in the medium to long term to serve as a community centre. It also revealed its new name: Baldersby & Baldersby St James Community & Recreation Association.

Cllr Hart mentioned that the parish currently owns the Pavilion and will eventually transfer ownership to the association. Cllr Wilson pointed out the Commuted Sums received by the parish for land use. This indicates the parish council will stay involved with the association, particularly regarding Commuted Sums.

2526/085 Financial Matters

a) To approve the bank reconciliation and budget comparison for January 2026 (Appendix 2).

The clerk had circulated the reconciliation and budget comparison before the meeting. The bank balance stood at £8,337.88 following outstanding cheques being considered.

The performance against the budget was satisfactory.

b) To approve the Schedule of Payments and Receipts (Appendix 3).

The Schedule of Payments was unanimously approved, subject to the investigation of the standing order payment to Scottish Water. This payment was historical, but it should have stopped when the water was turned off.

Action: Clerk to draft email and share with Cllrs regarding the water bill situation.

c) To discuss the payment for the parish's share of the clerking and room hire expenses for the Wathvale and Bishop Monkton divisional forum in 2025-26 of £94.28.

Cllr Wilson stated that he acts as the secretary of the divisional forum. The Councillors reviewed the previous decision to refuse payment and concluded that the forum was unnecessary, as it duplicated the Ward Councillor's responsibilities. Councillors voted 3 against, 1 for and one abstention. The parish council will reject the payment.

Action: The clerk should draft an email to councillors regarding the payment decline.

d) To discuss access to the parish's internet banking.

Councillor Jones volunteered to be the second account holder for the internet banking account.

Action: Clerk to request a second internet banking login for Cllr Jones.

e) To discuss the Commuted Sums funds application for planting around the parish.

Councillor Jones mentioned that the proposal is underway, but would share the final version by the end of the week.

Action: Cllr Jones to prepare the application for Commuted Sums for planting.

2526/086 Planning Matters

a) To discuss planning application **DCPARISH 26/00686/OUT: Land Comprising Field At 435340 478552**

Baldersby Garth Baldersby: Outline application for the erection of 3no. Self-Build/Custom dwellings with all matters reserved except for access and layout. Diversion of footpath 15.8/3/1.

This application was approved without objection by Councillors on 21/02/26.6.

b) To discuss planning application **DCPARISH 26/01298/PIP: Land Comprising Field At 435379 478346**

Baldersby Garth Baldersby North Yorkshire: Permission in principle for the erection of up to 4 self/custom build dwellings.

Councillors voted to object on planning grounds regarding drainage, utilities, an unsuitable site entrance, and the expansion of the village boundary.

Action: Clerk to prepare a draft response to the application and share with Councillors for approval.

2526/087 To receive information on the following ongoing issues and decide further action where necessary, following the visit by Area 6.

a) To update the meeting on the proposed Bio sewage treatment plant installed by Yorkshire water services in Baldersby St James.

b) To update the meeting on the bollards which restrict the footpath width on Wide Howe Lane.

c) To update the meeting on the footpath from the Settling Pond, south to Wards Corner (between Humphrey Balk and The Hergill Lane), which is blocked by overgrowth.

d) To update the meeting on the flashing School signs for Darwin School.

e) To update the meeting on the Ragwort.

Clerk to circulate the update once received from the Highways team.

Action: Clerk to draft an email for Carrie Fraser to request the reinstallation of the school sign.

2526/088 To discuss the following ongoing items and to decide further actions.

a) To update the meeting on the operation and the positioning of the VAS equipment.

The VAS has been relocated from one end of the village (Ripon end) to the other (Thirsk end). Cllr Bramley will take responsibility for the VAS.

Cllr Witham advised that the VAS requires a special key to open, which has been lost. It will need to be reordered.

Action: Clerk to distribute VAS paperwork.

Action: Cllr Bramley to provide risk assessment and safety mitigation measures for relocating the VAS, for the clerk to add to the risk assessment register.

b) To confirm that both defibrillator batteries have been checked.

The defibrillator in Baldersby is showing half power. This requires a service.

Clerk to organise a service for the defibrillator.

c) To update the meeting on the bi-monthly check of the Playground Equipment.

No update has been received; however, Cllr Witham will supply an update shortly.

Action: Cllr Witham to give an update on the playground equipment inspection.

2526/089 Correspondence

a) There has been correspondence regarding the report of potholes on Beech Close.

Action: Clerk to include Beech Close potholes in the discussion with the Highways team.

Action: Cllr Hart and Cllr Bramley to walk through the parish to mark the potholes on a map.

2526/090 Items Raised by Councillors

a) Spring Parish litter pick.

Two litter picks took place, including a mini pick in Wide Howe Lane organised by Cllr Wilson. The main litter pick occurred on Saturday and saw a higher turnout, collecting 27 bags of litter. Cllr Hart would like to thank everyone who attended, as well as Cllr Wilson for collecting the equipment and Rosemary, who kindly provided refreshments.

Action: Cllr Hart to email Rosemary to thank her for the refreshments.

Action: Clerk to contact highways regarding the litter on the A1 East side slip road, which the litter pick could not safely reach.

b) Noticeboards in the parish.

The Baldersby St James noticeboard is in poor condition, but Darwin School has shown interest in sharing a noticeboard with the parish council. The Darwin School will ask their maintenance team whether it is feasible for them to assemble a shared Noticeboard. We await the outcome of that decision before determining our next steps.

c) Annual meeting.

The parish will continue with the current arrangement of holding the AGM, annual meeting, and parish meeting on the same day, simultaneously.

d) Chairs of North Yorkshire Council and Yorkshire Air Ambulance charity reception.

Regrettably, the parish is unable to attend the charity reception.

Action: Clerk to send apologies.

2526/091 The next meeting is scheduled for 11th May 2026. This will be the Annual Parish meeting, AGM, Parish meeting.

- 13/07/2026
- 21/09/2026
- 23/11/2026 (Precept meeting)

CLr Witham has stepped down from his position as parish councillor after four years. The parish expresses gratitude for his service and hopes he remains in contact.

The meeting closed at 8:11 pm.

DRAFT