

Irton Parish Council

Minutes of Ordinary Meeting of the Council held on Monday 23 March 2026 at 7pm in Seamer & Irton Memorial Hall

Present:

Irton Parish Council: Cllr. John Luckock (Chair)
Cllr. Shelley Luckock
Cllr. Denise Palmer-Jenkinson
Cllr. Charlene Joyce

In attendance:

Clerk: Emily Jewell
7 members of public were present

1) APOLOGIES FOR ABSENCE

To receive apologies and any reason for the absence of Councillors.

NOTED: No apologies received from Councillors of Irton Parish Council. Apologies received from NYC Cllr Phillips. 149/25

2) DECLARATIONS OF INTEREST

To receive declarations of interest in the business to be transacted below.

Councillors are reminded to update their Register of Interests (ROI) within 28 days of any material change.

NOTED: No members of the council had any declarations of interest or requests for dispensation. 150/25

3) PREVIOUS MINUTES

a) To confirm as a true record, the minutes of the meeting held on 19 January 2026.

RESOLVED: The minutes of the meeting of Irton Parish Council held on 19 January 2026 be approved as a true and accurate record and signed by the chair. 151/25

4) REPORT OF NORTH YORKSHIRE COUNCILLOR

To consider any report by Councillor Heather Phillips.

NOTED: No report from Cllr Phillips received. 152/25

5) PUBLIC PARTICIPATION

To consider questions raised by members of the public regarding items on the agenda.

A member of the public raised the footpath only sign at Grange Court explaining it has been obvious there has been some horses taken on the route which is not allowed. The building materials in the layby remain an issue.

RESOLVED: to send Cllr Phillips a note about the tarmac in the layby for her to continue investigating. 153/25

6) FINANCE

a) To approve the Bank Reconciliation to the end of February 2026.

RESOLVED: To approve the bank reconciliation 154/25

b) To approve the Payment Schedule - March 2026.

RESOLVED: To approve the payment schedule 155/26

c) To approve the Budget vs Actual to end of February 2026

RESOLVED: To approve the budget vs actual. 156/25

d) To finalise the 26/27 budget now the tender position has been confirmed.

RESOLVED: to agree that the budget would remain as it was discussed in November and that any additional money that would be left over from the village maintenance contract would be distributed into contingency or used under a

- different budget heading if required. 157/25
- e) To appoint an internal auditor for AGAR 25/26.
- f) **RESOLVED: To appoint Chris Mattinson at Asquith Accountants as Internal Auditor.** 158/25
- g) To consider and approve draft General Reserve policy.
The council considered the draft policy as prepared by the Clerk.
RESOLVED: To approve and adopt the General Reserve Policy. 159/25
- 7) **VILLAGE MAINTENANCE**
To consider any village maintenance that may need to be carried out including:
a) Potholes on Moor Lane
RESOLVED: to contact highways to report the potholes and the issues with the drain on Main Road. 160/25
- 8) **VILLAGE MAINTENANCE TENDER**
To review draft contract for Village Maintenance and to agree any amendments to be made.
The council considered the draft contract as prepared by the Clerk.
RESOLVED: that the contract wording is adequate and that provided the scope includes the visibility splays that the contract can be offered for signature by the selected contractor. 161/25
- 9) **BENCHES**
To consider replacing the two marble benches on Main Street with two wooden benches.
RESOLVED: to add this item to the agenda in May to be reconsidered. 162/25
- 10) **PLANNING**
a) To consider the following planning applications:
- 26/00327/FUL – Hagg House, YO12 5TG**
Proposal: Proposed rear extension
The application 26/00327/FUL for a proposed rear extension was considered by the Council. The Council considered the application in full and the impact the work would have on the village.
RESOLVED: to respond to the local planning authority that the Council has no objections to the application. 163/25
- 11) **GRANGE COURT SIGN**
To consider the 'footpath only' sign and discuss a clearer replacement.
RESOLVED: to take no further action as the sign is located on private property and is not the responsibility of the council. 164/25
- 12) **DATA AUDIT MAP**
To consider and approve the draft data audit map.
The council considered the draft data audit map prepared by the Clerk.
RESOLVED: to approve and adopt the data audit map. 165/25
- 13) **PARISH EMERGENCY PLAN**
To consider the draft emergency plan and to discuss any amendments to be made.
The council considered comments from Cllr Palmer-Jenkinson who is preparing the draft emergency plan.
RESOLVED: to add the item to the next agenda and the councillors will liaise to finalise the document for the next meeting. 166/25
- 14) **NEWSLETTER**
To consider a revised distribution timetable and contribution towards the newsletter
Cllr Luckock explained he has had limited time to prepare the newsletter. It was decided

that all councillors would contribute towards the content of the newsletter.

RESOLVED: to distribute the newsletter on 11 April by hand. The next newsletters will be published online in August and December. 167/25

15) COMMUNITY PAYBACK SCHEME

To re-consider any projects that may be suitable to be recommended to the Community Payback Scheme.

RESOLVED: to take no further action as there were no schemes to put forward. 168/25

16) OUTSIDE BODIES

To consider any reports from representatives on outside bodies:

a) Cllr Palmer-Jenkinson – Seamer & Irton Memorial Hall Management Committee

Cllr Palmer-Jenkinson explained *the boiler was repaired last week and the bookings were doing well. There would be no price increases.*

RESOLVED: to contact the Village Hall regarding the dance classes being held in the hall on Mondays which have been causing disruption to the council meetings. 169/25

17) ITEMS FOR THE NEXT MEETING

To receive items from the Council and members of the public for consideration at the next meeting of the Council including items for Annual Parish Meeting.

RESOLVED: to add the following items to the May agenda:

- Keep off the grass signs
- Benches
- Emergency Plan

170/25

18) NEXT MEETING

It was noted that in accordance with the agreed schedule, the next meeting of the Parish Council would be held on **MONDAY 18 MAY 2026**. The Annual Parish Meeting and the Annual Meeting of the Parish Council will also be held on this date.

There being no other business, the Chair thanked all for attending and closed the meeting closed at 20:12pm.

Signed.....
Cllr John Luckock (Chair)

Dated: 18 May 2026

Prepared by: Emily Jewell, Clerk and RFO

Date: 27 March 2026

Irton Parish Council

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Bank Reconciliation

Details	Expense	Income	Balance
OPENING BALANCE (Apr 2025 Bank Statement)			£ 8,496.30
Unpaid expenses from previous year	£ 11.99		
OPENING BALANCE (2025-2026 Fical Year)			£ 8,484.31
INCOME			
NYC Precept (1st Payment)		£ 4,150.00	
NYC - Model Agreement (1st Payment)		£ 233.65	
NYC - Other		£ 389.90	
HMRC VAT Reclaim		£ 541.45	
Friends of Irton Group - Donation		£ 268.50	
NYC - Locality Grant (Planters)		£ 300.00	
NYC Precept (2nd Payment)		£ 4,150.00	
NYC - Model Agreement (2nd Payment)		£ 233.65	
NYC - Locality Grant (Bins)		£ 400.00	
Total - Income		£ 10,667.15	£ 19,151.46
EXPENSES			
Accounts Passed for Payment (19 May 2025)	£ 1,395.83		
Accounts Passed for Payment (21 July 2025)	£ 1,483.92		
Accounts Passed for Payment (27 October 2025)	£ 1,797.40		
Accounts Passed for Payment (17 November 2025)	£ 705.49		
Accounts Passed for Payment (19 January 2026)	£ 1,244.30		
Hugofox - Jan Emails	£ 11.99		
Hugofox - Website	£ 11.99		
Clerk Salary (Net)	£ 277.12		
Tax and NI	£ 69.20		
Hugofox - Feb Emails	£ 11.99		
Total - Expenses	£ 7,009.23		£ 12,142.23
CLOSING BALANCE (Jan 2026 Bank Statement)			£ 12,142.23

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Accounts Passed For Payment**Date:** 16/03/2026

<u>Payee (Details)</u>	<u>Amount</u>	<u>Payment Type</u>
Accounts Paid		
HugoFox	£ 47.96	Debit
<i>Email Accounts - Jan 2026</i>	£ 11.99	
<i>Website Hosting - Feb 2026</i>	£ 11.99	
<i>Email Accounts - Feb 2026</i>	£ 11.99	
<i>Website Hosting - Mar 2026</i>	£ 11.99	
Clerk	£ 554.24	BACS
<i>Salary - Feb</i>	£ 277.12	
<i>Salary - Mar</i>	£ 277.12	
HMRC	£ 138.40	BACS
<i>Tax payable - Feb</i>	£ 69.20	
<i>Tax payable - Mar</i>	£ 69.20	
Irton Garden Centre	£ 43.51	Debit
<i>Emergency Plan Meeting</i>	£ 39.52	
<i>Emergency Plan Meeting</i>	£ 3.99	
Amazon	£ 65.16	Debit
<i>Dog Poo Signage</i>	£ 32.58	
<i>Dog Poo Signage</i>	£ 32.58	
Accounts Unpaid		
Seamer & Irton Memorial Hall	£ 50.00	BACS
<i>Village Hall Hire</i>	£ 50.00	
Hugofox	£ 11.99	Debit
<i>Email Accounts - March 26</i>	£ 11.99	
Total	£ 911.26	

Approved for Payment:

Irton Parish Council Budget and Reserves	Budget 2024-25	Actual 2024-25	Budget 2025-26	Actual Feb 2026
Income				
NYC - Taxation (Precept)	8,300	8,300	8,300	8,300
NYC - Model Agreement (Grass Cutting)	440	455	470	467
HMRC - VAT Reclaim (Previous Year)	0	454	450	541
Other	370	25	390	1,358
Total Income	9,110	9,234	9,610	10,667
Employment Expenses				
Salary	4,880	3,409	3,744	3,418
Holiday Pay	0	395	412	337
Expenses	0	262	0	0
Payroll Service	230	176	0	0
Other	130	4,061	0	121
Total - Employment Expenses	5,240	8,303	4,156	3,876
Administrative Expenses				
Stationery, Printing & Postage	600	34	150	72
Website		114	175	250
Insurance		520	520	241
Internal Audit	1,000	264	270	300
ICO Registration Fee		40	40	47
YLCA Membership Fee		143	145	158
Meeting Room Hire	180	125	150	125
Other	200	283	0	0
Total - Administrative Expenses	1,980	1,523	1,450	1,194
Operational Expenses				
Grass Cutting	1,800	2,160	2,300	0
Asset Maintenance	300	297	300	125
Defibrillator Sundries	200	187	200	0
Additions & Improvements	400	468	1,500	948
Other	200	191	200	865
Total - Operational Expenses	2,900	3,303	4,500	1,938
Reserves				
Opening Balance	12,500	12,379	8,484	8,484
Income	9,110	9,234	9,610	10,667
Expenses	-10,120	-13,129	-10,106	-7,008
Total - Reserves (Year End)	11,490	8,484	7,988	12,143
Cashflow (months of expenses)			9.5	