

## **Baldersby and Baldersby St James Parish Council**

Draft Minutes of the Ordinary Meeting of  
Baldersby and Baldersby St James Parish Council  
held on **Monday, 19<sup>th</sup> January 2026 at 18:30** at The Mission Room, Baldersby

**Attendees:** Cllr Hart, Cllr Wilson, Cllr Jones, the Clerk and two members of the public.

Cllr Hart welcomed everyone to the meeting.

### **Agenda**

**2526/065 To receive apologies and approve reasons for absence.**

**Apologies were received and accepted from County Cllr Brown and Cllr Whitham.**

**2526/066 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.**

**2526/067 To confirm the minutes of the meeting held on 11<sup>th</sup> November 2025 as a true and correct record.**  
**Councillors unanimously approved the minutes.**

**2526/068 To receive reports from our Ward Councillor and an update regarding the Parish Forum**

Cllr Wilson will be attending two forums in the coming weeks, which will provide an update for the next meeting. Regarding the Locality budget, Cllr Wilson has been assisting Ward Cllr Brown with applications, as North Yorkshire Council has a new process. Baldersby and Baldersby St James have been awarded £500 from 2025, in addition to the £500 received in 2024. Cllr Hart would like to record his thanks to Cllr Wilson for representing the parish and for assisting Ward Cllr Brown.

**2526/069 To receive the Clerk's Report (Appendix 1).**

The Clerk reported as follows: "Since the last meeting, I have overseen the parish's transition to .gov.uk email addresses to ensure regulatory compliance. Each councillor and the clerk now has a dedicated email address, which will be published on the parish website.

The parish is also undertaking its annual governance review to ensure it meets all statutory requirements and reflects best practice. This review covers the full range of policies and procedures that the parish council is required to follow.

In addition, I have reviewed additional planning applications and processed grant funding applications for the parish, including those for the Locality Fund and Commuted sums. I have liaised with the Highways team and North Yorkshire Council to resolve outstanding issues affecting parishioners.

Finally, I can confirm that the parish precept arrangements for the 2026/27 financial year have been received and will be in place for the forthcoming financial year."

**The Clerk's report was unanimously approved.**

### **Public participation**

The parish heard from a member of the public who asked whether details of the parish meetings should be posted on Baldersby Bladder. Councillors advised that the parish council would not post on Baldersby Blather; however, members of the public can freely share details of parish meetings or the parish website.

The parish also heard from Baldersby Recreation Association- Kevin Annakin: The association is awaiting the price of the land from the owner's communication with Cllr Hart. Cllr Hart confirmed that he had spoken with the

landowners and will now seek an update on the land price, which is required for the association's commission. The Recreation Association requires an indicative price for their intended application to the Charity Commission.

**Action: Cllr Hart to check the position of the land with the owners and where they have got to with the price.**

#### **2526/070 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 £8,411.61 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.**

c) To approve the payment for the use of the Mission Room.

**The payment was unanimously approved.**

d) To discuss the two Commuted Sums funds for the play park, as well as for the bench and bins.

The parish council has worked with both the recreation association and a parishioner to clarify how the Commuted Sums will be used.

**Action: Clerk to verify the deadlines for completing each Commuted Sums project.**

Councillor Wilson highlighted that the parish has access to a third commuted sums project fund for planting around Baldersby. It was suggested that the parish should confirm which areas of greenery it owns to ensure that the application can be verified. Additionally, it was proposed to use large, stationary planters to reduce the likelihood of theft. These planters could then be placed in green spaces around the parish to enhance its beauty.

**Action: Cllr Jones to create a Commuted Sums application for planting.**

e) To discuss the Locality Fund 2025.

The Locality fund has been discussed in the Ward Councillor's update, with the addition of confirmation that the £500 will arrive within the coming months.

The Locality Fund will be used to purchase a new noticeboard for Baldersby St James. It was mooted that the parish council, with the Church's permission, share a new noticeboard with the Church. Cllr Wilson advised that the Church council are unlikely to approve this. It was suggested that the parish council consider renting a section of the church's noticeboard instead.

**Action: Cllr Wilson to propose renting the church noticeboard.**

The parish council can also purchase a new noticeboard outright for circa £750, provided a new location is available.

**Action: Cllr Wilson and Cllr Jones to seek a new location for the parish noticeboard.**

f) To approve the garden waste collection charge of £52.

**The payment was unanimously approved.**

#### **2526/071 Planning Matters**

a) To discuss planning application **DCPARISH 25/04669/TDCMIN: Land Comprising Field At 435340 478552 Baldersby Garth Baldersby:** Technical Details Consent for 3 self and custom build dwellings following approval of Permission In Principle for a minimum of 3 and a maximum of 4 self / custom-build dwellings (Use Class C3).

- The parish council does not object to or support the application, but wishes to make comments or safeguards as set out: The parish council requests that the self-build properties are in keeping with other property styles in the parish to enable them to blend in.
- The parish council states that the technical details ensure that the layout of the site is sensitive to the narrow entrance and does not cause any issues for other residents.

- The parish council is concerned about the lack of street lighting on the road and asks that a contribution from the S106 go towards installing this for the benefit of the new property owners and existing residents.
- The parish council would like appropriate signage installed on the footpath with a contribution from the S106 for the benefit of the new property owners and existing residents.

**It was unanimously agreed that the parish council should neither object nor approve the application.**

**Action: Clerk to submit a response to the application.**

## **2526/072 Grass cutting**

- a) To discuss the Urban highway grass cutting payment offer from North Yorkshire Council.

**Councillors unanimously rejected the offer for urban grass-cutting payments.**

- b) To discuss a supplier for the grass cutting services in the parish.

The councillors unanimously agreed to continue working with M. Hullah, who has been providing grass-cutting services to the parish. However, the parish council will now require a risk assessment statement and a copy of the insurance certificate before any work begins.

**Action: Clerk to circulate previous grass cutting rates.**

**Action: Clerk to reappoint M.Hullah for local grass cutting based on the rates quoted for 2026. Clerk to request risk assessment and a copy of insurance as conditions of work.**

## **2526/073 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 gully cleaning and jetting at Wards Corner.

The Clerk reported that works were completed on the 2<sup>nd</sup> December 2025. This item will be removed from the agenda.

- b) To update the meeting on the merging of drainage, sewage, and surface water in Baldersby St James

The Clerk reported that works were completed on the 2<sup>nd</sup> December 2025. This item will be amended to reflect the status of the proposed sewage collecting tank installed by YCC.

- c) To update the meeting on the dropping of the road surface in Baldersby Garth.

The Clerk reported that this item is linked to the drainage issue, with no action to be taken on the carriageway, and the situation is to be monitored. This item will be removed from the agenda.

- d) To update the meeting on the blocked drain opposite Bretton House.

The Clerk reported that works were completed on the 2<sup>nd</sup> December 2025. This item will be removed from the agenda.

- e) To update the meeting regarding the signpost to Baldersby St James at Wards Corner.

The Clerk reported that the signpost was installed on the 4<sup>th</sup> December 2025. This item will be removed from the agenda.

- f) To update the meeting on the road safety issues entering and exiting the school car park in Baldersby St James.

The Clerk reported that this is to be monitored by engineers – No actions planned at this time. This item will be removed from the agenda.

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

The Clerk reported that this item is awaiting assessment, and once assessed, an update will be provided.

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

The Clerk reported that this item is due to be sided out and that an update will be provided once it is.

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

The Clerk reported that this item is awaiting assessment, and once assessed, an update will be provided.

j) To update the meeting on the Ragwort.

The Clerk reported that the location of the Ragwort is required for assessment, and contact needs to be made with the farmer to pinpoint this.

**Action: Cllr Hart to source details of the farmer who reported the Ragwort.**

**2526/074 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.

Councillors would like the VAS sign moved to the Thirsk end of the village by the next meeting. Cllr Witham will check that the VAS is monitoring the correct speed.

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

The batteries on both defibrillators have been checked and are satisfactory.

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

The playground equipment is all satisfactory.

d) To update the meeting on the parish noticeboards.

The noticeboards will be funded through the Locality Fund, as discussed previously.

**2526/075 Governance**

a) To approve the IT policy.

**Action: The clerk will resend the IT policy for the Councillors to review.**

b) To adopt the 2025 updated Standing Orders as circulated before the meeting.

**Action: The clerk will resend the other Standing Orders for the Councillors to review.**

c) To adopt the 2025 updated Financial Regulations as circulated prior to the meeting.

Cllr Jones suggested that the parish establish a financial reserve; no less than 6 months' operational cost of the council, or half of a year's precept, would be maintained in the financial reserve.

**Action: Clerk to add a financial reserve clause into the Financial Regulations and circulate for adoption.**

d) To re-adopt the Code of Conduct as circulated prior to the meeting.

Councillors unanimously adopted the Code of Conduct.

e) To readopt the Risk Assessment for Baldersby & Baldersby St James Parish Council as circulated prior to the meeting.

Councillors requested the clerk to update the existing risk assessment and circulate it once completed.

**Action: Clerk to update the risk assessment form.**

f) To confirm receipt of the Councillor's updated register of interests, if applicable.

Councillors agreed to complete a new register of interests and return it to the clerk.

**Action: Councillors to update their register of interests forms.**

g) To review and adopt any other Statutory required governance documents.

**Action: The clerk will resend the other statutory policies for the Councillors to review.**

## **2526/076 Correspondence**

a) There has been no correspondence.

## **2526/077 Items Raised by Councillors**

a) Spring Parish litter pick.

The Spring Parish litter pick will take place on Saturday, the 21<sup>st</sup> March.

**Action: Clerk to order the equipment and highlight that the collected litter will be located within a private car park, so it requires immediate collection.**

**Action: Cllr Hart to organise the collection of the equipment with Chris Brown.**

**Action: Cllr Jones to refresh the litter pick risk assessment, and the clerk will share the existing one.**

**Action: Clerk to update website with the litter pick details.**

**Action: Clerk to confirm litter pick date with NYC.**

b) Financial reserve policy- Target reserve and retained percentage to carry over to the following year.

Councillors unanimously agreed that no less than 6 months' operational cost of the council or half of a year's precept would be maintained in the financial reserve.

c) Adopting a GDPR policy.

Councillors unanimously agreed to adopt NYCC's GDPR policy.

## **2526/078 The next meeting is scheduled for the 23<sup>rd</sup> of March 2026. Further parish meeting dates for the remainder of the year will be set during this meeting.**

The Annual Parish meeting date and location will be discussed at the next meeting. Dates for the remainder of the year are as follows:

- 23/03/2026
- 11/05/2026 (AGM)
- 13/07/2026
- 21/09/2026
- 23/11/2026 (Precept meeting)

**The meeting closed at 8:18 pm.**