

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

Draft Minutes of the Ordinary Meeting of  
Baldersby and Baldersby St James Parish Council  
held on **Tuesday, 11<sup>th</sup> November 2025 at 18:30** at The Mission Room, Baldersby

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

Cllr Hart welcomed everyone to the meeting. He introduced the new Clerk and thanked Keith for his service to the parish council.

### **2526/051 To receive apologies and approve reasons for absence.**

Apologies were received and accepted from County Cllr Brown.

### **2526/052 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.

### **2526/053 To confirm the minutes of the meeting held on 2nd September 2025 as a true and correct record.**

**Councillors unanimously approved the minutes.**

### **2526/054 To receive reports from our Ward Councillor and an update regarding the Parish Forum**

Cllr Wilson advised that at the Parish forum on the 2<sup>nd</sup> October, Karl Battersby, the corporate director of North Yorkshire council, alongside Highways Area 6, provided an update regarding boundary changes. Baldersby and Baldersby St James will stay within the same district, but the district will change its name to Dishforth and Topcliffe. Cllr Nick Brown announced he would stand down in 2027. The following forum will be in January 2026.

### **2526/055 To receive the Clerk's Report (Appendix 1).**

The Clerk reported as follows: "Since taking up the position of Parish Clerk and Responsible Financial Officer, my focus has been on gaining a thorough understanding of the parish's operations and governance. My initial priorities have included becoming familiar with existing council procedures, statutory obligations, and financial regulations, and reviewing past minutes, correspondence, and policy documents to ensure a smooth and efficient transition from the previous Clerk, Keith. I want to express my gratitude to him for his valuable assistance and support during the handover period.

During my first month, I have visited the bank to update the account mandate, which all Councillors have now signed. I have also introduced myself to the Highways Team and raised several parishioners' concerns for further investigation. In addition, several major planning applications have been received and processed, alongside routine correspondence, information requests, and liaison with external organisations. These activities have provided a strong foundation for my ongoing work in supporting the Parish Council's objectives and ensuring effective administration."

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

### **Public participation**

The parish heard from Baldersby Recreation Association- Kevin Annakin: There had been an initial meeting of the association, with the Trustee and members showing interest. Accreditation is outstanding, and a business plan to secure charitable status is in place; however, the required tasks have not been disseminated. The Association is focused on upgrading the Pavilion by improving accessibility, making it eco-friendly, installing a generator for power, and fencing off the children's play area. Three quotes are required, along with sourcing suitable contractors to finalise the committee—part of the business plan details purchasing the land from the current owner, including the play area. It was recorded that on behalf of the Parish Council, Cllr Hart had written to KA as the representative of the new

Recreation Association to record our appreciation for the work conducted on the cricket pavilion for insurance purposes.

**Action: Cllr JH to contact the landowner to inform them that the Association has formed.**

The parish received a report from a member of the public: One of the new seats in the play area is damaged and split.

**Action: KA: to check the seat and send a photo to the clerk.**

#### **2526/056 Financial Matters**

a) To approve the bank reconciliation and budget comparison for November 2025 (Appendix 2).

The clerk had circulated the reconciliation and budget comparison before the meeting. The bank balance stood at £9,303.26 following outstanding cheques being considered.

**The performance against the budget was satisfactory.**

Reference was made to the Locality Fund and the amount available for use in the parish.

b) To approve the 2026/27 budget (Appendix 4) and set the 26/27 precept for next year.

Cllr Jones proposed adding a community development fund, with £1,000 allocated. The fund would be made available to support community projects or development activities, with applicants encouraged to apply directly to the clerk. The additional fund was agreed upon. This would increase to approximately 15%.

**The budget was unanimously approved.**

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

Councillors approved an outstanding invoice for £250 for path clearing. The Schedule of payments was approved.

**The Schedule of Payments was unanimously approved.**

d) To confirm that the bank mandate has been submitted with updated signatures.

The clerk reported that the bank mandate has been submitted and approved.

#### **2526/057 Planning Matters**

a) To discuss planning application 25/03367/PIP: Land Comprising Field At 435340 478552 Baldersby Garth Baldersby: Permission In Principle for a minimum of 3 and a maximum of 4 self / custom-build dwellings (Use Class C3).

The parish council objected to the application because it extends the village boundary, which is not stated in the Local Plan. This is in addition to the site's narrow entrance. In addition, the village lacks facilities to support growth, such as drainage systems and infrastructure to accommodate additional housing. It was also noted that the land is among the few untouched green agricultural areas in the parish. The parish acknowledges that an environmental impact assessment will be required and that there is a public right-of-way on the land. The land would be better used as allotment provisions for the parish. Furthermore, the site does not appear to be a suitable build.

**It was unanimously agreed that the parish council should object to the application.**

**Action: Clerk to submit an objection to the application.**

b) To discuss planning application 25/03770/PNG: Brooms Farm, Baldersby, St James, North Yorkshire, YO7 4PT: Change of use of agricultural buildings to flexible commercial use.

The parish council noted that the original application was for housing development, and this is for commercial use. The council objected to the application because it would increase traffic entering the village, and the site entrance is unsuitable, being opposite the farm-use entrance. The impact of noise from the commercial activities was also a concern. The council was concerned about the increase in heavy goods vehicles accessing the site via the village and the site's listed status. The site was considered unsuitable for the village.

**It was unanimously agreed that the parish council should object to the application.**

**Action: Clerk to submit an objection to the application.**

**2526/058 To update the meeting on the October litter pick.**

Cllr Hart thanked those who attended the litter pick, which the parish council appreciated, especially Chris Brown for his assistance and the refreshments provided by the Church. The next litter pick date will be in March 2026. In the future, the Clerk is to remind North Yorkshire Council that the bags need to be collected on the agreed date, as the Council did not collect them until reminded.

A member of the public raised the issue of Ragwort blowing onto their land and queried whether this could be included in the next litter pick. It was highlighted that Ragwort is poisonous, mainly when dry, and that animals that eat it can become ill. The primary location of the Ragwort is on the left of the village corner, where the wide verge is located. Cllr Hart requested the Clerk to contact the Highways team to report it. Cllr Jones enquired whether the verges could be reseeded with native flowers instead. Cllr Hart stated that, if numbers supporting our next litter pick are allowed, we could consider removing Ragwort as part of that activity, but this would be subject to the advice received. Cllr Jones highlighted the importance of consulting a specialised body before doing so.

**Action: Clerk to report Ragwort to the Highways team at North Yorkshire Council and request advice.**

**2526/059 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 situation regarding Marlpit Lane.

Cllr Hart informed that during the recent resurfacing works of the A61, Marlpit Lane was subsequently resurfaced. This item will be removed from the agenda.

b) To update the meeting on gully cleaning and jetting at Wards Corner.

The Clerk reported that seven gullies will be investigated and cleaned in December 2025.

c) To update the meeting on the condition of footpaths in Baldersby St James, Baldersby and Wards Corner.

Cllr Hart reported that this has been completed.

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

The Clerk reported that works are due to be completed in December 2025 to further clean the gullies and soakaway.

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

The Clerk reported that no update had been received.

**Action: The Clerk to chase an update on this.**

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

The Clerk reported that no update had been received.

**Action: The Clerk to chase an update on this.**

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

The Clerk reported that installation of a new sign is scheduled for December 2025.

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

The Clerk reported that North Yorkshire highways team suggest we monitor feedback from the school once term time begins. Cllr Wilson added that he wrote to North Yorkshire Council; however, they rejected his proposal and advised that the school should consider paying for additional measures.

**Action: Cllr Wilson to monitor the situation.**

**2526/060 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.  
This will be discussed further in the new year.

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 parish noticeboards could use an update. Cllr Jones reported that the noticeboard at Baldersby St James had damaged hinges, which he has now repaired. A new noticeboard is required as the existing board is failing. Whilst the noticeboard is being replaced, consideration should be given to its location to ensure it remains visible. Cllr Witham enquired whether North Yorkshire Council could provide noticeboards. Cllr Wilson advised that his neighbour specialised in joinery.

**Action: Cllr Witham to enquire with North Yorkshire Council. Cllr Wilson to ask his neighbour about the cost of making a new noticeboard.**

e) To update the meeting on the use of commuted sums concerning a fence around the play area.  
There are commuted sums allocated to the recreation area that are available for use. Cllr Hart highlighted that the play area will become adopted by the Recreation Association once the field is purchased.

#### **2526/061 Correspondence**

a) To discuss correspondence from a parishioner regarding the new Baldersby Recreation Association.  
This was discussed earlier during the public participation.

b) To discuss correspondence from a parishioner regarding bollards on the footpath on Wide Howe Lane.  
The Clerk reported that this has been passed to North Yorkshire Council's highways team, which has alerted an officer to attend the site. The bollards have been in place since 2021.

**Action: Clerk to add this to the monthly update call with the council's highways team.**

c) To discuss correspondence from a parishioner regarding Project Gigabit, where Quickline intends to install a pole in Beech Close.

The Clerk reported that they have been in correspondence with Quickline, who have confirmed that the land has been escheated to the Crown. Carter Jonas, the property agents, are managing the land; however, Quickline is seeking a point of contact to discuss this further. The Clerk will provide updates once this progresses.

d) To discuss correspondence from a parishioner regarding 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 has been passed to the Street Cleansing team at North Yorkshire Council for attendance as soon as possible.

**Action: Clerk to add this to the monthly update call with the council's highways team.**

#### **2526/062 Items Raised by Councillors**

a) Progress and status of Recreation Field/Committee  
This was discussed earlier during the public participation.

b) Potential purchase of VAS for Baldersby St James.

VAS stands for Vehicle Activated Speed Sign. This is accounted for in the budget; however, due to the substantial cost, additional funds would be required to purchase a VASS. Cllrs agreed to keep the existing VAS in Baldersby until the new year, then review its location.

c) Locality Fund held by Nick Brown. Use of funds for Baldersby.

The Locality Fund was identified as an unused funding source for the parish. Cllr Hart enquired when the parish last received the funding and how it was used. Cllrs agreed that the fund could be used to support the installation of new parish noticeboards.

**Action: Clerk to enquire about Locality Fund.**

d) Letter from Julian Smith regarding Activity, Movement Sports Investment Programme.

The Clerk informed the meeting of the fund and advised that grants of £3,000 or more are available to applicants. The application is via the website with details on the parish noticeboard or website.

e) Reviewing/creating the financial reserve policy

Cllr Hart stated that the financial reserve policy will be reviewed in January alongside the parish's governance documents.

f) If we are swapping to .gov emails, we should consider updating/changing the parish website to match.

The parish's new email addresses will be baldersby-pc.gov.uk. The parish's website provider is currently creating this. Cllr Jones stated that the parish's website name does not include "Baldersby," but rather "Hugo Fox," the website creator. Cllrs agreed that this could be improved. Cllr Jones added that the parish needed a policy for preserving historic emails once the migration to .gov emails is complete. This would need to be included in the governance review.

**Action: Cllr Jones to research alternative website options which we could replicate.**

g) Biomethane facility next to Grange farm.

Cllr Wilson advised that the application for this facility is at an early stage and is a scoping exercise. An environmental impact assessment is underway. Cllr Wilson added that he has requested to be kept informed.

**2526/063 The next meeting is currently scheduled for 19th January 2026.**

It has been unanimously agreed that this date is acceptable.

The meeting closed at 20:21.