

HUTTON LE HOLE PARISH COUNCIL

Minutes of the Ordinary Council Meeting

held on 10th February 2026 from 7.00pm in Hutton le Hole Village Hall.

Present: Cllr D Dangerfield (Chair),
Cllr J Thompson,
Cllr J Fudge

Emily Jewell - Clerk

0 members of the public.

1) ELECTION OF THE CHAIR

To elect a chairman for the meeting.

RESOLVED: Cllr Dangerfield was elected as chair for the meeting. 97/25

2) APOLOGIES FOR ABSENCE

a) To receive and note apologies from Councillors unable to attend the meeting.

b) To consider reasons for absence provided by Councillors and if felt relevant resolve to accept.

RESOLVED: Cllr Shephard sends his apologies as he is on holiday. These apologies were accepted. 98/25

3) DECLARATIONS OF INTEREST

a) To approve dispensation requests.

b) To note Declarations of Interest not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests.

NOTED: No Declarations of Interests were received. 99/25

4) PREVIOUS MINUTES

To approve the minutes of the meeting held on 25 November 2025.

RESOLVED: The minutes were agreed and approved. 100/25

5) PUBLIC SESSION - to allow members of the public to make representations, ask questions and give evidence in respect of any items of business on the agenda (Maximum 3 mins each).

NOTED: No members of the public in attendance and so no public participation received. 101/25

6) FINANCIAL MATTERS

a) To receive and agree the Bank reconciliation from January 2026

RESOLVED: The bank reconciliation was agreed and approved. 102/25

b) To receive and approve accounts passed for payment up to January 2026

RESOLVED: An invoice from the caretaker for £304 was received and added to the schedule. The payment schedule was approved. 103/25

c) To receive the Budget vs Actual to end of January 2026

RESOLVED: The Budget vs Actual was approved. 104/25

d) To consider and approve the updated General Reserves Policy

RESOLVED: The General Reserves Policy was agreed and approved. This will be uploaded to the finance section of the website. 105/25

HUTTON LE HOLE PARISH COUNCIL

7) CLERKS REPORT

To receive and note any updates from the clerk:

- a) Assertion 10 - .gov.uk domain and .gov.uk email addresses
- b) ICO Renewal

NOTED: Clerk confirming that the new website is now live at www.huttonlehole-pc.gov.uk and that Clerk and councillors all now have individual email addresses which correspond to the new website address and information for that can be found on the website. The ICO registration has also renewed for the year. 106/25

8) PLANNING

- a) To consider any Planning Applications/Decisions received from NYMNPA.

NYM/2025/0578 – Halfway Barn, Hutton le Hole

Update: Pending Consideration

NYM/2025/0764 – Greystones, Hutton le Hole

Update: Pending Consideration

- b) To consider any Planning Applications received from NYMNPA since the circulation of the agenda.

NOTED: No planning applications received.

107/25

9) VILLAGE

- a) To receive a report from Cllr Dangerfield regarding work undertaken by the Caretaker since the last meeting and correspondence undertaken with NYMPA;
Report received from Cllr Dangerfield in respect of the work carried out by the caretaker since the last meeting including mole control and work to be carried out on the beck. Cllr Dangerfield remains in contact with NYMPA and will continue correspondence regarding the replacement of the bins.

RESOLVED: Clerk to update spreadsheet of caretaker hours and to review Caretaker Contract for this year. This is to be added to the next agenda. Cllr Dangerfield to continue to liaise with NYMPA to request that the replacement of the bins to be expedited and to try and arrange a litter pick to improve the look of the village.

108/25

- b) To consider and agree further remedial actions to repair damaged dry-stone wall from damage caused in December.

Dave Bentley has made some repairs to the wall previously and will make further repairs as required.

RESOLVED: Council voted to retrospectively authorise the repairs carried out.

109/25

- c) To receive an update from the Clerk in respect of damage caused to the Bird Mouth Fencing in November by BT Contractors.

Work was carried out by contractors for BT in November which resulted in significant damage to the heritage bird mouth fencing. A claim has made with Keogh's who manage the complaints for Openreach. A claims handler has been appointed and we are awaiting to hear back further from them in respect of next steps.

NOTED: No action to be taken at this stage. This item will remain on the agenda whilst the claim is ongoing.

110/25

- d) To discuss and consider letter received from North Yorkshire Council regarding Urban Grass Cutting.

Council will continue to cut the visibility splays in exchange for the payment from NYC.

RESOLVED: Clerk to respond to NYC regarding the payment for cutting the

10) BUSINESS CONTINUITY

To consider and agree business continuity moving forward following the departure of Cllr Bentley as a councillor and chairman along with procedure for co-option of a new councillor to replace him.

RESOLVED: The Council discussed the Business Continuity Plan. Cllr Dangerfield has been elected as chair and will chair until the May meeting when the chair is re-elected. The Councillors considered the various tasks that need to be undertaken and allocated roles to each councillor to be responsible for.

112/25

11) MEETINGS 26/27

To consider and agree meeting dates for 26/27 period on a bi-monthly basis.

RESOLVED: The calendar of meetings for 26/27 will be as follows:

- 25th March
- 12th May
- 14th July
- 8th September
- 25th November
- 19th January
- 9th March 2027 (TBC)

113/25

12) To notify the clerk of any items for agenda of the next parish meeting

RESOLVED: Clerk to add caretaker contract and continued correspondence with NYMPA and Openreach.

114/25

13) Date of Next Meeting – 25th March, 7pm at Hutton le Hole Village Hall (Kitchen).

There being no further business to be transacted, the meeting was declared closed at 20:05

Signed.....
Cllr David Dangerfield (Chair)

Dated: 25 March 2026

Prepared by: Emily Jewell, Clerk and RFO

Date: 11.02.26

Hutton le Hole Parish Council

huttonlehole-pc.gov.uk

Bank Reconciliation

<u>Details</u>	<u>Expense</u>	<u>Income</u>	<u>Balance</u>
OPENING BALANCE (Apr 2025 Bank Statement)			£ 9,817.68
OPENING BALANCE (2025-2026 Fical Year)			£ 9,817.68
INCOME			
George Winn Darley - Donation		£ 500.00	
NYC - 1st Precept Payment		£ 4,075.00	
HMRC VART Reclaim		£ 211.17	
NYC - Grass Cutting Grant		£ 184.78	
NYC - 2nd Precept Payment		£ 4,075.00	
Court Leet		£ 300.00	
NYMPA		£ 2,750.00	
Total - Income		£ 12,095.95	£ 21,913.63
EXPENSES			
Accounts passed for payment (Apr - Aug)	£ 7,884.33		
Accounts passed for payment (Oct)	£ 1,852.19		
Accounts passed for payment (Nov)	£ 11.99		
Hugofox - Dec	£ 11.99		
P&A Gospel	£ 368.00		
Dave Bentley - Chq	£ 60.00		
Poppy Wreath	£ 22.25		
Clerk Salary	£ 1,017.23		
HMRC - Tax	£ 91.00		
Hugofox - Jan	£ 11.99		
Hugofox Emails - Jan	£ 11.99		
SGW - Payroll	£ 105.00		
ICO	£ 47.00		
Total - Expenses	£ 11,494.96		£ 10,418.67
CLOSING BALANCE (Jan 2026 Bank Statement)			£ 10,418.67

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Accounts Passed For Payment

Date: 02/02/2026

<u>Payee (Details)</u>	<u>Amount</u>	<u>Chq. No.</u>
<u>Accounts Paid</u>		
HugoFox	£ 35.97	Debit
Website Hosting	£ 11.99	
Website Hosting	£ 11.99	
Emails - Jan	£ 11.99	
Dave Bentley	£ 60.00	Cheque
Wall Repairs	£ 60.00	706
P&A Gospel	£ 368.00	BACS
Caretaker	£ 368.00	
Steve Bentley	£ 22.25	BACS
Poppy Wreath	£ 22.25	
Clerk	£ 1,017.23	BACS
Clerk Salary - Q3	£ 1,017.23	
HMRC	£ 91.00	BACS
Tax Payable	£ 91.00	
Smailes Goldie Watson	£ 105.00	BACS
Payroll	£ 105.00	
Information Comissioners Office	£ 47.00	BACS
ICO Fee	£ 47.00	
<u>Accounts Unpaid</u>		
Total	£ 1,746.45	

Approved for Payment:

Budget vs Actual 2024-25

Budget vs Actual

2025-26

Budgeted **Actual** **Variance** **Variance %**
(Apr 2025) *04/01/2026*

Last Updated 04/01/2026

Carried Forward	£9,817.68	£9,817.68	£0.00	0.0%
INCOME				
NYC Precept	£8,150.00	£8,150.00	£0.00	0.0%
NYMPA	£2,750.00	£2,750.00	£0.00	0.0%
Court Leet	£300.00	£300.00	£0.00	0.0%
NYC Grass Cutting	£184.78	£184.78	£0.00	0.0%
VAT Recovery	£195.00	£211.17	£16.17	8.3%
Donation - Dry Walls	£500.00	£500.00		
Total Income =	£12,079.78	£12,095.95	£16.17	0.1%

Expenditure

Clerk - Salary - assuming 4hrs pw including holiday pay	£3,781.35	£4,022.97	-£241.62	-6.4%
<i>Clerk - Allowances</i>				
Working from Home	£181.00	£181.00	£0.00	0.0%
Clerk – Expenses	£150.00		£150.00	100.0%
HMRC		£361.40		
Payroll	£440.00	£420.00	£20.00	4.5%
Internal Audit	£180.00	£330.00	-£150.00	-83.3%
Caretaker	£5,400.00	£4,851.00	£549.00	10.2%
Village supplies	£400.00	£489.93	-£89.93	-22.5%
Insurance	£320.00	£304.00	£16.00	5.0%
YLCA Membership	£70.00	£70.00	£0.00	0.0%
Poppy Wreath	£20.00	£22.25	-£2.25	-11.3%
Info Commissioner	£47.00	£47.00	£0.00	0.0%
Village Hall Wi-Fi	£60.00	£60.00	£0.00	0.0%
Salt Provision	£300.00		£300.00	100.0%
Website	£199.00	£246.96	-£47.96	-24.1%
Training	£50.00	£68.45	-£18.45	-36.9%
Recruitment costs	£20.00	£20.00	£0.00	0.0%
Total projected budget spend	£11,618.35	£11,494.96	£484.79	4.2%

Surplus/Deficit to date

£461.43	£600.99	£468.62
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Assigned Reserves

Designated reserves	£0.00
Contingency fund	£450.00
Total =	£450.00

Carried Forward to Qtr 3

£9,829.11	£10,418.67	£589.56	6.0%
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