

Baldersby and Baldersby St James Parish Council

Draft Minutes of the Ordinary Meeting of
Baldersby and Baldersby St James Parish Council

held on **Monday 19th May 2025 following the Annual Meeting of the Parish Council at 18:15** at The Mission Room,
Baldersby

Attendees: Cllr Hart (Chair), Cllr Shaw, Cllr Whitham, Cllr Wilson, The Clerk and 8 members of the public

2526/001 To receive apologies and approve reasons for absence.

County Cllr Brown had sent his apologies. They were unanimously accepted. The Clerk informed the meeting of the next steps to be taken to find a replacement and would notify NYC.

Action: The Clerk

2526/002 Declarations of interest

- a) To receive any declarations of interest not already declared under 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 and applications for dispensation were raised.

2526/003 To confirm the minutes of the meeting held on 25th March 2025 as a true and correct record.

Resolved: The minutes were unanimously approved as a true and fair recording of the meeting and signed by the Chair.

2526/004 To receive reports from our Ward Councillor and an update regarding the Parish Forum

Owing to the absence of our Ward Councillor there was no report. Cllr Wilson reported that the next forum was due to take place on 28th May. The major items up for discussion were the proposed boundary changes and issues with sewage and highways.

2526/005 Public Participation

Several residents reported issues with sewage, with particular reference to Beech Close and Downe House. It was suggested that, in order to get Yorkshire Water to act, it may be best if these were raised via the Environment Agency.

Concern was raised regarding the increase in traffic and speeding on the A61 that the proposed biomethane facility at Skipton-on-Swale may result in. The Clerk shared the email response that he had sent to the representative of Skipton-on-Swale highlighting the Parish Council's concerns. The Clerk was asked to check with the representative on the latest position regarding the application.

Action: The Clerk

A member of the public raised the question of the A61 being closed for resurfacing work. The Clerk would check with Area 6 Highways.

Action: The Clerk

A parishioner raised the issues of tractors speeding in the parish and being driven dangerously. It was suggested that this should be reported to the police.

A parishioner reported success in the lottery application for new playground equipment. It was agreed that Cllr Shaw would meet with the parishioner to discuss the exact location of the new equipment at the current play area site. The Clerk reported that the monies had been transferred to the Parish Council bank account. It was felt by the meeting that a formalised agreement for the use of the land should be investigated, to secure the investment in the equipment.

Action: Cllr Shaw

Resolved: It was agreed that the Parish Council would pay 50% of the invoice for the equipment up front, with the second half of the invoice to be paid on installation.

A lengthy debate took place regarding the future of the cricket pavilion and the provision of a recreational area in the parish. It was agreed that representatives of the Recreational Committee (which had the interest of 19 people in the parish, but had yet to be formally set up), would detail the major discussion points in a letter to the Parish Council. In addition it was agreed that Cllr Hart would approach the owners, acting as a “go-between” for the owners and the village, to discuss the future use of the field and to clarify ownership.

Action Cllr Hart

A parishioner reported that the Christmas lights had caused issues with them being situated so close to his house and shining into it. It was agreed that this subject would be discussed at the September Meeting.

C/F

2526/006 To receive the Clerks Report.

The Clerk had circulated his report prior to the meeting. It read as follows.

“Welcome Everyone to the new financial year!

As you can see from the various documentation that has been circulated, we have passed the internal audit, and everything is ready to be signed off and sent to the external auditors after tonight’s meeting. May I express my thanks to Sue Welch, our internal auditor for the completeness of her work and the time taken in going through both our accounts and also our governance papers to ensure that we are maintaining our high level of compliance in all the relevant areas.

I can also confirm that we have received a VAT rebate for the amounts claimable last year and that is safely ensconced in our accounts.

We have been notified of the decision regarding the Baldersby Gardens Planning Application. Sadly that has not gone the way that the Parish Council wished, but we put forward a reasonable case against approval.

I am investigating insurance companies to see if we can get more value for our premium, now that the pavilion will no longer be insured by us from June 1st.

Finally, I was delighted to be able to share the good news of our lottery application for new play equipment being approved. Congratulations to Katie and the team for putting such a strong case and gaining the necessary funding!”

Resolved: The Clerk’s report was unanimously accepted.

2526/007 Financial Matters

a) To approve the bank reconciliation and budget comparison for May 2025.

The clerk had circulated the reconciliation and budget comparison prior to the meeting. The bank balance stood at £8,712.15 following outstanding cheques being considered. The performance against budget was satisfactory. It was noted that we had yet to receive an invoice for grasscutting from NYC.

Resolved: The bank reconciliation and budget comparison were unanimously approved.

b) To approve the Schedule of Payments as follows.

1.4.25	DD Overpayment	Salary and related costs	£ 51.00	£ -	April
3.4.25	DD YLCA	Membership/Subscriptions	£ -	£ 156.00	April
6.4.25	DD Hugo Fox	IT		£ 11.99	April
9.4.25	DD VAT	VAT Refund	£ 271.45	£ -	April
28.4.25	DD K Pettitt	Salary and related costs	£ -	£ 204.00	April
28.4.25	DD HMRC	Salary and related costs	£ -	£ 51.00	April
30.4.25	DD NYC	Precept	£ 4,377.50	£ -	April
7.5.25	DD M Hullah (060)	Grasscutting		£ 401.00	May
7.5.25	DD Hugo Fox	IT		£ 11.99	May
19.5.25	DD Clerk Expenses	Office expenses		£ 19.80	
19.5.25	DD S Welch	Audit Fees		£ 65.00	

Resolved: The schedule of payments was unanimously approved.

c) To certify Baldersby & Baldersby St James Parish Council as exempt from external audit for fiscal year 2024-25.

Resolved: This item was unanimously approved.

d) To receive and note the Annual Internal Audit Report for 2024-25 included at page 4 on the Annual Governance and Accountability Return 2024-25.

Resolved: This item was unanimously approved.

e) To approve Section 1 - Annual Governance Statement 2024-25 for Baldersby & Baldersby St James Parish Council on page 5 of the Annual Governance and Accountability Return 2024-25.

Resolved: This item was unanimously approved.

f) To approve Section 2 - Accounting Statements 2024-25 for Baldersby & Baldersby St James Parish Council on page 6 of the Annual Governance and Accountability Return 2024-25.

Resolved: This item was unanimously approved.

g) To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.

Resolved: This item was unanimously approved.

h) To approve the Asset Register as of May 2025.

Resolved: This item was unanimously approved.

2526/008 Planning Matters

a) To discuss the decision regarding the planning application at Baldersby Gardens.

The decision was noted with disappointment by the Parish Council.

b) To update the meeting regarding the proposed biomethane facility at Skipton on Swale.

This item had been discussed under 2526/005.

2526/009 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.

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

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

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

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

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

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

The Clerk reported that following his meeting with Area 6 Highways that morning, no progress had been made on any of the above longstanding issues. He was asked to write to Melisa Burnham, detailing the disappointment of the Parish Council on the lack of progress.

Action: The Clerk

2526/010 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.

Cllr Whitham reported that he had moved the equipment in May 2025. During the operation, he had broken his step ladder. It was agreed that he should replace them, and the Parish Council would pay for the new set. He would also share the code for the combination locks with other councillors.

Action: Cllr Whitham

b) To confirm both defibrillator batteries have been checked.

Resolved: Both batteries had been checked.

Cllr Shaw would take over the duty of checking the Baldersby defibrillator.

Action: Cllr Shaw

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

Cllr Shaw confirmed that the playground equipment had been checked. The Clerk would chase up NYC on the annual equipment check.

Action: The Clerk

d) To confirm the purchase of play equipment following the successful application for funds to the National lottery. This item had been covered under 2526/005

e) To update the meeting on the parish noticeboards.

Cllr Wilson would contact the joiner again to arrange for the work to be completed.

C/F

f) To discuss the potential areas of responsibility that could be allocated to a parish caretaker.

Resolved: This item was to be removed from the agenda.

g) To update the meeting on the use of commuted sums.

This item was to be carried forward once the new playground equipment had been installed. The Clerk would check on whether any commuted sums would be allocated from the recently agreed Baldersby Gardens application.

C/F

2526/011 To update the meeting on the future of the cricket pavilion.

This item had been covered under 2526/005

2526/012 To discuss the purchase of the Baldersby St James Telephone Kiosk

Resolved: The contract was signed by the Chair and a cheque for £1 was issued.

2526/013 To discuss the Mission Room

This item was carried forward to the next meeting.

C/F

2526/014 Correspondence

a) To note the letter the letter received from Community & Engagement Officer regarding concerns raised over speeding in Baldersby St James.

The letter was duly noted.

2526/015 To discuss the quotation received from Gallaghers Insurance Brokers regarding the annual insurance premium.

Owing to concerns regarding the pavilion and the Parish Council's liability for any accidents on the property, the Clerk was asked to investigate adding it to the insurance schedule, and to understand whether we were covered by the existing public liability insurance.

Action: The Clerk

2526/016 To confirm the dates for the next meeting and those in 2025/26.

The following dates were set for meetings in the current financial year. All meetings were to be at the Mission Room and would commence at 18:30.

Monday 28th July 2025

Wednesday 17th September 2025

Monday 24th November 2025

Monday 19th January 2026

Monday 23rd March 2026

The meeting closed at 21:00.