

Reighton and Speeton Parish Council

**Minutes of Ordinary Meeting of the Council
held on Monday 30th March 2026 at 7.00pm in Reighton Village Hall, Reighton.**

Present:

Reighton Parish Council: Cllr. John Grimshaw (Chair)
Cllr. Joanne Johnson-Roberts
Cllr. John Richards
Cllr. Mandy Gibbons-Phelan
Cllr. Mark Gibbons-Phelan
Cllr. Alan Foster

5 members of the public

Clerk: Emily Jewell

1) APOLOGIES FOR ABSENCE

- a) To receive and note apologies from Councillors unable to attend the meeting.
NOTED: There were no apologies received however Cllr Coleman, Cllr Rogerson and Cllr Harrison were absent without apologies.
- b) To consider reasons for absence provided by Councillors and if felt relevant resolve to accept.
NOTED: There were no reasons for absence provided to accept.

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.

RESOLVED: To receive a declaration of interest from Cllr Richards in respect of Item 13 as he is on the Speeton Parish Church Committee.

3) PREVIOUS MINUTES

To confirm as a true record, the minutes of the meeting held on 26 January 2026.

RESOLVED: To accept as a true record of the meeting held on 26 January 2026 and Chairman signed and initialled the minutes.

4) REPORT OF NORTH YORKSHIRE COUNCILLOR

To consider any report by Councillor Michelle Donohue-Moncrieff.

NOTED: No report received and Cllr Donohue-Moncrieff was not in attendance to provide a verbal report.

5) PUBLIC PARTICIPATION

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

RESOLVED: MOP wanted to raise the issue of traffic on St Helens Lane. The Council resolved that it be added to the agenda for the next meeting. Another MOP explained there had been a survey in Speeton in support for bus route. The Clerk explained that the Parish Council is not involved in the bus routes and that any decision to add a bus route would be up to the bus company however the Parish Council can assist with writing a letter of support to the bus company on behalf of the Parish Council and it will be added as an agenda item for the next meeting. Residents were encouraged to write to the bus company individually too.

6) CLERK REPORT

To receive an update from the Clerk from matters arising from the previous minutes.

NOTED: The Clerk provided an update that the bin requested for Speeton on Wide

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Lane had been paid for and installation is to be confirmed in due course.

7) PLANNING

a) To receive the following planning decisions/information:

26/00571/PNT56 – Land adjacent to A165 Dotterel Roundabout

To consider and formalise decision of behalf of the Council

RESOLVED: to raise no objections in respect of the application. The Clerk will respond to the Planning Authority.

8) GOVERNANCE

To consider and approve for adoption the following documents:

- a) Code of Conduct
- b) Data Audit Map
- c) General Reserves Policy

The Council reviewed the draft policies provided by the Clerk

RESOLVED: To approve and adopt the above policies. The Clerk will add these to the website.

9) INSURANCE

To consider the renewal of the insurance provider and agree new provider for 26/27

RESOLVED: to appoint Zurich as the insurance provider for 26/27.

10) VILLAGE MAINTENANCE

To receive updates and agree actions to be taken to upkeep the village:

- a) To consider repair and replacement of Church Hill Noticeboard

RESOLVED: Cllr Mark Gibbons-Phelan and Cllr Foster will look to repair the noticeboard with a budget of £100 for materials.

- b) To consider any other maintenance required throughout the village.

NOTED: No maintenance raised.

11) GRASS CUTTING CONTRACTOR CONTRACT

To consider and approve the contract for All Seasons Groundcare for the 26/27 season.

The council considered the draft contract prepared by the Clerk.

RESOLVED: To approve the contract for signature by the Chairman and the Contractor. The Clerk will liaise with All Seasons Groundcare for signature.

12) REIGHTON VILLAGE HALL DEFIBRILATOR CABINET

To consider the removal of the existing cabinet and replacement with new cabinet.

RESOLVED: To take no further action at this stage in respect of the cabinet however, this will be monitored and should the condition deteriorate further, the item can be added back to the agenda for consideration again.

13) SPEETON CHURCH MEETING CONTRIBUTION

To consider and agree an acceptable level of donation to contribute to Speeton Church for meeting use.

RESOLVED: To pay a £15 donation to St Leonard's Church in Speeton per meeting held. The Clerk will liaise with the Church to make payment.

14) FINANCE

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

- b) To approve the Payment Schedule - March 2026.

- c) To receive the Budget vs Actual – March 2026

The Council considered all financial items listed above.

RESOLVED: To approve all financial documents as a true and accurate record of the

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Council's financial accounts.

15) 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.

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

- **Moving to Unity Trust Bank**
- **Setting up internal control and staffing committees**
- **Defib training & guardian**
- **Traffic in St Helen's Lane**
- **Bus Service for Speeton.**
- **Seat at Church Hill**
- **Village Hall Committee**
- **SLCC membership**

16) NEXT MEETING

- a) To agree the date of the next meeting: **MONDAY 11 MAY 2026 at Reighton Village Hall**

As there was no further business to be transacted, the chair closed the meeting at 19:35.

Signed:.....

Cllr John Grimshaw (Chair)

Dated: 13 April 2026

Prepared by: Emily Jewell, Clerk and RFO

Date 4.4.26

Reighton and Speeton Parish Council

Bank Reconciliation

<u>Details</u>	<u>Expense</u>	<u>Income</u>	<u>Balance</u>
OPENING BALANCE (Apr 2025 Bank Statement)			£ 14,338.78
OPENING BALANCE (2025-2026 Fical Year)			£ 14,338.78
INCOME			
NYC Precept (1st Payment) / Model Agreement		£ 6,493.80	
NYC		£ 248.56	
HMRC - VAT Reclaim		£ 135.61	
NYC Precept (2nd Payment) Model Agreement		£ 6,493.81	
Total - Income		£ 13,371.78	£ 27,710.56
EXPENSES			
Accounts passed for Payment (Apr - Aug)	£ 4,167.11		
Accounts passed for Payment (Sept)	£ 2,313.40		
Accounts passed for Payment (Nov)	£ 1,642.32		
Accounts passed for Payment (Jan)	£ 1,530.76		
Clerk Salary	£ 386.40		
Virgin Money Bank Charges	£ 7.40		
Hugofox - Emails	£ 20.99		
YLCA - Councillor Training	£ 109.50		
Hugofox - Website	£ 11.99		
Virgin Money Bank Charges	£ 8.60		
Total - Expenses	£ 10,198.47		£ 17,512.09
CLOSING BALANCE (Feb 2026 Bank Statement)			£ 17,512.09
Earmarked Reserves			£ 4,500.00

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Accounts Passed For Payment

Date: 23/03/2026

<u>Payee (Details)</u>	<u>Amount</u>	<u>Payment Type</u>
<u>Accounts Paid</u>		
Clerk Salary	£ 772.80	BACS
<i>Clerk Salary - Jan</i>	£ 386.40	
<i>Clerk Salary - Feb</i>	£ 386.40	
Virgin Money	£ 8.60	BACS
<i>Bank Charges</i>	£ 8.60	
HugoFox	£ 65.96	BACS
<i>Website- Feb</i>	£ 11.99	
<i>Website- Mar</i>	£ 11.99	
<i>Emails - Feb</i>	£ 20.99	
<i>Emails - Mar</i>	£ 20.99	
YLCA	£ 109.50	BACS
<i>New Councillor Training</i>	£ 109.50	
North Yorkshire Council	£ 561.60	BACS
<i>New Bin</i>	£ 561.60	
<u>Accounts Unpaid</u>		
Zurich	£ 264.00	BACS
<i>Insurance</i>	£ 264.00	
Total	£ 1,782.46	

Approved for Payment:

Reighton and Speeton Parish Council Budget and Reserves	Budget 2025-26	Actual 2025-26	Budget 2026-27	Actual Apr 2026
Income				
NYC - Taxation (Precept)	10,365	10,365	10,365	5,183
NYC - Model Agreement (Grass Cutting)	2,622	2,622	1,001	501
HMRC - VAT Reclaim (Previous Year)	0	135.61	600	0
Other	0	249	0	0
Total Income	12,987	13,371	11,966	5,683
Employment Expenses				
Salary	4,800	4,154	3,859	322
Holiday Pay	0	0	466	39
Expenses	0	0	0	0
Payroll Service	0	210	420	0
Other	0	136	312	26
Total - Employment Expenses	4,800	4,499	5,057	386
Administrative Expenses				
Stationery, Printing & Postage	0	0	100	0
Website	0	177	290	24
Insurance	375	264	280	0
Internal Audit	250	288	300	0
ICO Registration Fee	0	47	47	0
YLCA Membership Fee	0	161	165	0
Bank Charges	0	89	120	10
Meeting Room Hire	200	48	200	0
Other	900	217	0	0
Total - Administrative Expenses	1,725	1,290	1,502	34
Operational Expenses				
Grass Cutting	3,200	3,780	3,200	0
Asset Maintenance	1,000	0	300	0
Defibrillator Sundries	200	0	200	0
Additions & Improvements	0	862	1,500	0
Other	1,500	748	0	0
Total - Operational Expenses	5,900	5,390	5,200	0
Reserves				
Opening Balance	8,155	14,338	12,931	12,030
Income	12,987	13,371	11,966	5,683
Expenses	-12,425	-11,179	-11,759	-420
Earmarked Reserves	-4,500	-4,500		
Total - Reserves (Year End)	4,217	12,030	13,138	17,292
Cashflow (months of expenses)	4	13	13.4	