

Minutes of a meeting of Ingleby Arncliffe Parish Council held on:

Wednesday, 30th July 2025 - starting at 7:30 pm, at the Village Hall

Chairman: County Councillor David Hugill

Councillors: Jack Bell (JB), David Cook (DC), Hazel Warhurst (HW), Clive Walley (CW)

Clerk: Vacancy being covered by HW & CW (RFO CW)

Members of the Public: 7

Min No:		Resp.
07251	<u>To Receive and Approve Apologies for Absence by an Elected Member</u> There were no apologies necessary, all members attended	
07252	<u>To Approve and Sign the Minutes of 26th of June 2025 meeting.</u> The minutes were duly voted on with HW proposing, CW seconding and being approved were signed by the Chairman.	
07253	<u>To Note Any Declaration of Business (or other) Interests by Elected Members</u> JB duly noted his interests on agenda items, 07259, 072510, and 072515. The Chairman said that as considered necessary, individual councillors with an interest would deal with that as considered proper at the time subject to other members and attending resident views.	
07254	<u>Police Report</u> No report had been received. The Chairman mentioned that a new sergeant had been appointed at Stokesley.	
07255	<u>Neighbourhood Watch Report</u> A report had been circulated by email prior to the meeting, nothing to note from the report.	
	<u>Opportunity for Public Participation</u> The Chairman welcomed members of the public and explained that he wished their questions and contributions to be restricted to this agenda item only. A resident asked whether the opportunity for public participation may be better at the end of the meeting, rather than at the start. The Chairman said this was something to consider for the future.	
	<u>Business Items brought forward:</u>	
07256	<u>Progress on the Co-option of Mr Cook outstanding from the June Council meeting.</u> DC signed his acceptance form and was provided with the Register of Interests form for completion.	
07257	<u>New Parish Councillor Training</u> <u>To note training day booked</u> Training date had yet to be booked, and HW would advise both JB and DC of dates when dates were advised by YLCA. <u>To note a schedule of supporting information provided or to be provided to new Councillors. (Good Councillors Guide, reference to policies on website, (Standing Orders, Financial Regulations, Risk Assessment, Councillor's Code of Conduct), Transparency Code, Budget included in IER)</u> The meeting noted the information provided to JB.	

Chairmans Signature 

Date 24.9.25

	To arrange with WJPS to meet the FOI and transparency obligations, with a new email address to each new councillor. Cost of provision to be agreed. The meeting agreed that each new Councillor should have a unique email address provided for their parish council work. WJPS would be asked to set that up with an expected cost of £50 per new email account. To set up logins for the new Councillors to the NALC and the YLCA HW would send the logon details for YLCA to JB and DC. The NALC website can be accessed by Councillors directly by Councillors setting up their own accounts.	HW HW
07258	<u>Beyond Housing Development</u> To note any update from Beyond (incl. <i>Community Meeting, Front of Site, Community project assistance</i>) Beyond had not produced a communication specifically for the community but had agreed once their letting policy was finalised to join with the Rural Housing Enabler (RHE) in a community meeting. Residents interested in the houses were reminded that they should register their interest with North Yorkshire Home Choice, Home - North Yorkshire HomeChoice. Beyond were intending to put up a site notice with further contact details. Beyond had made it clear that there would be no parking at the front of the site. There would be a footpath coming down from the site at the side of the development's entrance and then joining the carriage way at the site of the Council's present noticeboard. The present parking area would be grassed or paved. Beyond and their building contractor were committed to assist in community projects. Beyond were already aware of the cycle track, and they expected attending a meeting on the project later. Beyond were also reminded of the residents' intentions to plant trees at the bottom of the site and their aid with the planting and ground preparation would be appreciated. DC made a constructive suggestion to Beyond that by extending the fencing at the rear of the development it would be possible to create more parking particularly to accommodate recreation ground visitors. Beyond considered the idea and replying by email, could not support the idea on the grounds of having to seek planning and the need for the space for the pumping facility.	
07259	<u>Recreation Ground</u> To note the Annual Inspection report and consider what (if any actions) should be taken. The Chairman felt that it was important to keep the recreation ground's equipment both up to standard, and indeed if funds allowed to better that standard.	

	The meeting agreed that the following items should be actioned from the annual inspection. The Chairman asked that the proposed actions be costed for the next meeting's consideration: Shelter – replace timber, investigate the survey cost of timber inspection. Cable Runway – Main cable and fixing security inspection Top up chippings to 500mm Basket Swing – Type 1 – Keep under review and report at least monthly. Swings – 1 Bay 2 seats – Replace corroded bolts. Activity Equipment – Climbing Frame – Additional Chipping, again to 500mm and extend the frame's surface area. To note the status of existing maintenance jobs and the need for any other jobs. Not considered at the meeting.	
072510	<u>Cycle Way Project</u> To note the update (15/7/25) from the project group including the provision of banking facilities The Chairman proposed a resolution which CW seconded, and the Council voted on which agreed that the cycle way's project group could use the parish council's current account bank details in making grant funding applications.	
072511	<u>Defibrillators</u> To note any issues arising from the Guardians. No issues or reports were received from the Guardians. HW confirmed that the monitoring of the Guardians weekly checks by Restarting Hearts, (a charity), was still taking place. HW stated that the charity undertook checks on the defibrillator pads and no problems or a need for replacements had been found. Confirm if the defibrillators remain under Restarting Hearts charity maintenance. HW had made contact with the charity, and they had confirmed that monitoring was still in place. The Charity understood delays had taken place in respect of invoicing their monitoring and maintenance services.	
072512	<u>Bank Mandate</u> To note the finalisation of the previously agreed changes to the Parish Councils mandate CW passed across to HW blanks of Santander's bank mandate forms for HW to complete and provide to the Bank along with a copy of June's Council minutes.	
	New Business Items:	
072513	<u>To consider the arrangements for the overdue annual meetings (Parish and Annual Meetings of Parish Council)</u> Annual Parish Meeting The meeting agreed that it would be appropriate to hold a Parish Meeting when Beyond and the RHE were ready. Annual Meeting of the Parish Council	



	The meeting agreed that the Annual Meeting could be held prior to the start of the next Parish Council meeting.	
072514	<u>Parish Clerk replacement</u> To agree on the necessary steps for a new Parish Clerk's appointment The meeting agreed to hold the matter over until its next meeting. CW mentioned that if the Clerk was to be employed, it was important to avoid the Council's earlier mistakes, documented policies were necessary, management of the Clerk and a post audit were amongst the factors that he mentioned.	
072515	<u>Community Message</u> To consider the need for and content of Community Messages with regard to unauthorised access to the pheasant pens and the legitimate use of NYC waste bins. It was resolved after a discussion that there was no need now for a notice with regard to the unauthorised access to the pheasant pens. After discussion it was agreed that no notice was needed in respect of NYC waste bins.	
	Planning Applications:	
072516	To note any new planning applications sent None had been received.	
072517	Correspondence and Meetings:	
	Report on Correspondence Received and Meetings attended by Councillors on behalf of the Parish Council Emails had been sent as received from YLCA.	
	Finance:	
072518	<u>To consider and approve the Parish Councils reserves as of 31st March 2025</u> The meeting agreed the reserve levels of £5,303 which included the figure of £500 earmarked for the cycle track.	
072519	<u>To complete the Parish's Council Annual Accounts and Governance Schedules and accompanying reports for year ended 31st March 25</u> The Chairman and RFO signed the certificate of exemption following on from the Council's approval of their June 2025 minutes. The approved document would be emailed to the external auditors. The Council approved and signed Sections 1 and 2 of the AGAR statements, the end March 25 bank reconciliation, variance report and the listing of fixed assets as at the end of March 25. The approved documents would be uploaded to the Parish's website by HW. It was noted that following the approval of Section 1 of the AGAR, all responses with "No" would require both an explanation and what steps could be taken to avoid "Nos" in the future. The next meeting would consider those responses along with any proposed changes to the Councils risk assessment policy. The period for the inspection of the accounting records was agreed.	
072520	<u>Bank account reconciliation and review of income and expenditure (IER) versus budget for current financial year.</u>	

Chairmans Signature

Date.....24.9.25



	To receive the bank account reconciliation and IER. It was circulated by email prior to the meeting it was noted that projected expenditure was expected to show a further decline to just over £9,100.	
072521	<u>To approve payments of accounts falling due</u> To receive details of any amounts incurred and approve for payment: Grass Cutting £814.00p WJP Software Ltd £388.80p Village Hall hire cost £20. The meeting approved the above amounts for payments; it noted that the grass cutting invoice was approved retrospectively. The Chairman signed the invoices as evidence of the meetings approval.	
072522	<u>Amount of VAT to be recovered (or recovered)</u> To receive a report on any VAT recovered or to be recovered. The vat was noted at £227.84p and repayment would be applied for shortly.	
072523	<u>North Yorkshire Council's Councillor Report</u> To receive a report on any matters relating to the Parish – July's report will be attached to the minutes. The Chairman expanded on his report that increased internet speeds may be coming to the Parish, and he suggested that a meeting with Quick line may be right if they are making changes to the Parish's internet speeds.	
072524	<u>Chairman's closing Remarks</u> The Chairman thanked residents for attending, it was nice to see how many residents had attended. The Chairman (and CW) intended to stay on until a new Clerk was appointed and then they both were expected to leave.	
072525	Date of Next Meeting: Wednesday, 24th September at 7:30pm	

Issued by on behalf of Ingleby Arncliffe Parish Council by Parish Councillors
Attached to the minutes the Council's Income and Expenditure Report and the North Yorkshire Councillors July Report

Chairmans Signature

Date 24.9.25

Income and Expenditure Accounts

Parish of Ingleby Arncliffe Income and Expenditure

Budget for 2025/2026		Actual Todate for 2025/26	Projected for the Full Year 2025/26	Budget versus Projected	Actual for 2024/25	Actual for 2023/24	Actual for 2022/23	Actual for 2021/22
	Income:							
£ 7,900.00	Precept	£ 3,950.00	£ 7,900.00	£ -	£ 7,525.00	£ 7,150.00	£ 6,695.00	£ 6,375.00
£ 90.00	Bank Interest	£ 32.05	£ 100.00	£ 10.00	£ 97.62	£ 84.14	£ 18.98	£ 1.29
£ -	Ingleby Village Recreation Area	£ -	£ -	£ -	£ -	£ 430.20	£ 1,102.02	£ -
£ -	Time to Remember Donations & N.Y.C.C Grant	£ -	£ -	£ -	£ -	£ -	£ -	£ -
£ -	Open Garden (for Recreation Ground expenditure)	£ -	£ -	£ -	£ -	£ -	£ -	£ -
£ -	Neighbourhood Plan - Grants and reclaimed costs	£ -	£ -	£ -	£ -	£ -	£ -	£ 2,300.00
£ 80.00	Other receipts	£ 74.17	£ 74.17	£ 5.83	£ 500.00	£ 1,010.00	£ 2,025.00	£ 60.00
£ 600.00	Vat Reclaim	£ -	£ 163.04	£ 436.96	£ 810.79	£ 903.00	£ 144.90	£ 994.04
£ 8,670.00	Total Income	£ 4,056.22	£ 8,237.21	£ 432.79	£ 8,933.41	£ 9,577.34	£ 9,985.90	£ 9,730.33
	Expenditure:							
£ 4,706.00	Clerk's Salary	£ 490.14	£ 2,590.14	£ 2,115.86	£ 3,016.00	£ 567.53	£ 2,556.97	£ 2,101.18
£ 600.00	Insurance	£ 648.54	£ 648.54	£ 48.54	£ 541.72	£ 409.70	£ 384.59	£ 347.35
£ -	Audit (Int. and Ext.) Fees & Expenses	£ -	£ 20.00	£ 20.00	£ -	£ -	£ -	£ -
£ 150.00	YCLA Fee	£ 156.00	£ 156.00	£ 6.00	£ 143.00	£ 136.00	£ 135.00	£ 133.00
£ -	Rural Action Yorkshire Membership	£ -	£ -	£ -	£ -	£ -	£ -	£ -
£ 200.00	Use of Village Hall: Donation	£ 440.00	£ 600.00	£ 400.00	£ -	£ 200.00	£ 200.00	£ -
£ 660.00	Web Site & Mail Chimp Cost	£ 401.24	£ 631.24	£ 28.76	£ 406.77	£ 400.00	£ 1,017.98	£ 10.49
£ 35.00	Information Comm. Registration	£ 47.00	£ 47.00	£ 12.00	£ 35.00	£ 35.00	£ 70.00	£ 35.00
£ -	Newsletter	£ -	£ -	£ -	£ -	£ -	£ 162.24	£ -
£ 3,600.00	Grass Cutting	£ 814.00	£ 2,500.00	£ 1,100.00	£ 3,858.00	£ 3,690.00	£ 3,744.00	£ 2,528.00
£ 180.00	Grit Bins	£ -	£ 150.00	£ 30.00	£ 150.00	£ 150.00	£ 150.00	£ 150.00
£ -	Other Winter Provision	£ -	£ -	£ -	£ -	£ -	£ -	£ -
£ 220.00	Councillor Training Fees	£ 20.00	£ 300.00	£ 80.00	£ 236.50	£ -	£ 130.05	£ 142.50
£ 25.00	Poppy Wreath	£ -	£ 25.00	£ -	£ 20.00	£ 25.00	£ 25.00	£ 25.00
£ 100.00	Christmas Tree	£ -	£ -	£ -	£ -	£ -	£ -	£ -
£ -	IVRA Rent	£ -	£ 100.00	£ -	£ 200.00	£ -	£ 100.00	£ 100.00
£ 420.00	IVRA Inspection, Maintenance & Purchases of either new or replacement items	£ 170.00	£ 800.00	£ 380.00	£ 209.00	£ 3,486.00	£ 3,297.14	£ -
£ -	IVRA Sports Day	£ -	£ -	£ -	£ -	£ -	£ -	£ -
£ -	Election Costs	£ -	£ -	£ -	£ -	£ -	£ -	£ -
£ 75.00	Donations Made	£ -	£ 75.00	£ -	£ 75.00	£ -	£ -	£ -
£ -	Time to Remember Expenditure & Donation	£ -	£ -	£ -	£ -	£ -	£ -	£ -
£ 50.00	Defibrillator Costs	£ 18.95	£ 170.00	£ 120.00	£ -	£ 17.95	£ 11.90	£ -
£ 100.00	Other Expenditure	£ 23.19	£ 253.00	£ 153.00	£ 96.45	£ 37.96	£ 301.48	£ 140.98
£ -	Walkers Signage and Dog Signage Posts	£ -	£ -	£ -	£ -	£ -	£ -	£ -
£ -	Neighbourhood Plan	£ -	£ -	£ -	£ -	£ -	£ 2,112.50	£ 226.00
£ 11,121.00	Total Expenditure	£ 3,229.06	£ 9,065.92	£ 2,055.08	£ 8,987.44	£ 9,155.14	£ 14,398.85	£ 5,939.50
-£ 2,451.00	Surplus or Shortfall (-)	£ 827.16	-£ 828.71	£ 1,622.29	-£ 54.03	£ 422.20	-£ 4,412.95	£ 3,790.83
	Closing Balances (Cash Book Figures, includes cheques to be written)							
	(Annual cash balances include for Vat spent/reclaimed)							
	Current Account	-£ 304.50			£ 356.30	£ 886.56	£ 552.49	£ 1,005.33
	Deposit Account	£ 9,201.73			£ 7,819.70	£ 7,387.68	£ 8,110.34	£ 12,989.44
		£ 8,897.23			£ 8,176.00	£ 8,274.24	£ 8,662.83	£ 13,994.77
Notes:								

Bank Reconciliation as at: 25/07/25

Current Acc. Balance as per the Bank	£ 104.30
Deposit Acc Balance as per the Bank	£ 9,201.73
	£ 9,306.03

Unpresented Cheques, Expense Claims & Amounts for approval (assumed approved)

Village Hall Hire Fee	-£20.00
Website Charges	-£388.80

Sub-Total -£408.80

Cash Book Balance as at 25/07/25

£ 8,897.23

Check
£ - Must be zero

Vat Unrecovered

£ 227.84

Councillors Report July

Broadband

The fourth and final element of the pioneering Superfast North Yorkshire (SFNY) project has come to an end. A company called NYNET 100 was created to oversee the project and the procurement of broadband providers to supply the improved connections. This week members of the Executive will be asked to wind up the company now that the project has come to an end. The Government is now overseeing the National Project Gigabit programme. We still have 11000 properties in the county without efficient internet connections. I know only too well that some of those 11,000 are in my division. I am meeting with Quickline, a company who involved in the fourth and final phase of the (SFNY) programme. This company are shortly to commence work in outlying areas of parishes on the Northallerton side of the division and want to tell me about their plans. Following on from that meeting I will feedback to the affected Parish Councils when I attend their next meeting.

Local Plan update

The Issues and Options Consultation which opened in mid-May will close on Tuesday 15th July. The call for sites is ongoing and although will not officially close there is no guarantee that sites submitted after the end of November will be considered. Most of the villages (outside of The National Park) will have sites that have been submitted. It is my intention to circulate details of sites already submitted to residents and will welcome any feedback. Please be aware that a call for sites consultation is just the start of the development process and does not necessarily mean they will ever reach the planning application stage.

Nature Recovery

As one consultation closes another will open. The local nature recovery strategy seeks to drive a collaborative, coordinated action for nature by setting out the most beneficial measures and actions to enhance and create habitat and identify where they could be carried out to have the greatest positive impact. Visit the NYC website explore the Local Habitat Map and complete the online survey.

Cllr David Hugill