



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

Wednesday, 29th October 2025 - starting at 7:30 pm, at the Village Hall

Chairman: North Yorkshire Councillor David Hugill (DH)
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: 6

Min No:		Resp.
102501	<u>To Receive and Approve Apologies for Absence by an Elected Member</u> JB did not attend, and no apologies were received	DH/JB
102502	<u>To Approve and Sign the Minutes of 24th of September 2025 meeting.</u> The Councillors proposed (HW) and seconded (CW) the draft minutes and following a unanimous vote, the minutes were approved and duly signed by the Chairman	
102503	<u>To Note Any Declaration of Business (or other) Interests by Elected Members</u> None to declare in addition to those already noted by the Council in the case of DC and DH.	
102504	<u>Police Report</u> Report for September was circulated by email. The only incident to report was of making off from the fuel station.	
102505	<u>Neighbourhood Watch Report</u> Report for October was circulated by email. No incidents were noted.	
102506	<u>Opportunity for Public Participation</u> <i>Note that subject to the Chairman's discretion, members of the public may participate on agenda items</i>	
	<u>Business Items brought forward:</u>	
092507	<u>Progress on the Co-option of Mr Cook outstanding from the June Council meeting.</u> The declaration of acceptance of office was received from DC. DC would contact CW to complete the remaining form.	
092508	<u>New Parish Councillor Training</u> <i>To note training day(s) undertaken and any additional requests for training.</i> No training had been booked to HW's knowledge. DH stressed the importance of training and asked whether there are any additional training needs.	
102507	<u>Beyond Housing Development</u> <i>To note any updates from the Beyond's Project Manager in respect of the development. To consider Beyond's email of the 24/09/25 and agree upon a response and any actions arising.</i> The Chairman stated that an invitation had gone out to Beyond and the Rural Housing Enabler inviting them to attend the Parish Council's meeting on the 26 th of November. The three questions outstanding on the proposed revisions to the S106 were:	

	<ol style="list-style-type: none"> 1. Definition of the parishes in the sub-category – Parish Council's position remains unchanged that parishes nearer to and with links to the Parish should take precedence over more distant parishes. 2. Length of exclusivity period for saleable properties – the Council wishes to see a longer period of exclusivity and a weighting of any exclusivity in this parish's favour. 3. Level of rebate for discount for market sale properties. The Council wishes to understand why a previously agreed figure of 45% now needs to be revised downwards to 20%. <p>Chairman stated that the changes to the S106 would be called in for full consideration by NYC's Council members.</p>	
102508	<p><u>Recreation Ground</u></p> <p><i>To agree to the tasks and costs of the maintenance work arising from the Annual recreation ground inspection.</i></p> <p>It was agreed that an approach be made to Playdale to establish when the maintenance check of the Zip Wire could take place.</p> <p><i>To note the status of existing maintenance jobs and the need for any other jobs.</i></p> <p>No new jobs have come forward.</p> <p><i>To reactivate the weekly/monthly inspection reports</i></p> <p>It was agreed that CW would contact LSH on the whereabouts of the reports.</p>	HW CW
102509	<p><u>Cycle Way Project</u></p> <p><i>To note any update from the Cycle Track project group including the meeting with Beyond on the 7/10/25.</i></p> <p>The meeting resolved after discussion that moving any soil (including clay) was not to be allowed.</p> <p>The Chairman expressed the Council's thanks for the volunteers' continued work on the project.</p>	
102510	<p><u>Defibrillators</u></p> <p><i>To note any issues arising from the two Defibrillator Guardians</i></p> <p>No issues from the Guardians were noted.</p> <p>A resident raised a concern that the defibrillator at the Atkinson's Depot was not adequately signposted from the main street. The Council might also consider some signposting to the one at the Village Hall.</p>	
102511	<p><u>Bank Mandate and Banking provision.</u></p> <p><i>To note the present status of the previously agreed changes to the banking mandate/</i></p> <p>It was reported that we were still waiting for the required personal information from a Councillor to enable the banking mandate application to be completed.</p> <p><i>Clarification on the monthly charge of £4.99p on whether it arises solely based on the Councils use of cheques.</i></p> <p>The Bank had confirmed the monthly charge was not related to the use or otherwise of cheques.</p> <p><i>To consider whether in the light of account charges and the standard of service received from Santander whether a change in banking arrangements would be appropriate to pursue.</i></p> <p>The meeting did not consider the matter.</p> <p><i>To resolve to introduce electronic banking and consider what procedural checks would be required.</i></p>	

	It was reported that Santander's banking application did look to offer the two-stage verification process and that a worked proposal would be put forward for consideration at the next meeting	CW
102512	<p>Parish Clerk replacement</p> <p>To agree on the Parish Council's vacancy advertisement (pay range, employed or self-employed, job brief RFO role?) and where the vacancy should be placed.</p> <p>Aware of the AGAR requirement in relationship to employment, the meeting decided that self-employed was the desired status. The wording of an advertisement would be agreed and posted on, the Yorkshire Local Council Association (YLCA) website, the parish noticeboards and on the parish website.</p>	HW
092506	<p>Village Hall Hearing Assistance Provision</p> <p>Report on the cost of the Church system and its functionality.</p> <p>Report on the outcome of an approach to the Village Hall Committee on setting up a joint working group to consider options.</p> <p>After clarification that the Village Hall Committee were already actively engaged on agreeing on a Village Hall hearing system. HW would arrange a meeting with Ken to discuss further. DC may attend the meeting,</p>	
092516	<p>King Charles III Tree</p> <p>To report on progress in finding an appropriate location for its planting</p> <p>The meeting discussed the alternatives again – recreation area, Green Lane, top corner of the cricket field and the former football field. The Chairman suggested moving further consideration to the next meeting</p>	
092517	<p>North York Moors National Park Authority (NYMPA) Priority Right of Ways (ROW)</p> <p>To agree on the two ROWs to be submitted to NYMNPA</p> <p>CW will follow up the selection of the proposed paths with JB.</p>	JB/CW
092517a	<p>NYMPA Tire Bank</p> <p>Report back on the outcome of the discussions with NYMPA on addressing the remaining steep section of the path.</p> <p>The Chairman would take up the matter with those individuals responsible for the C2C path/trail.</p>	
095218	<p>Email Policy</p> <p>To consider and if agreed to resolve to approve the draft email policy.</p> <p>It was agreed to leave it till the next meeting.</p>	
	New Business Items	
	<p>Remembrance Day Arrangements</p> <p>To consider and agree the arrangements for this year's Remembrance Day:</p> <p>Wreath laying</p> <p>A resident attending the meeting agreed to lay the wreath of the Parish's behalf.</p> <p>Agree on the Amount to be paid to British Legion for wreath – £20 or £25.</p> <p>It was agreed to pay £25.</p>	
	<p>Ingleby Cross Notice Board</p> <p>To consider the condition of the Notice Board and whether maintenance or replacement is appropriate.</p> <p>It was agreed that Les would be asked to see inspect the noticeboard on the Council's behalf.</p>	
	North Yorkshire Councillor/Conservative Survey	

	<p><i>To decide whether any representation and resident communication need to be made considering the Neighbourhood Plan's policy on housing.</i></p> <p>It was agreed that a community notice would be circulated reminding residents of our Neighbourhood Plan in relation to any new housing development. The draft version of a notice would be circulated for consideration by all Councillors.</p>	
	<p><u>Coast to Coast Path</u></p> <p><i>To note the Green Lane diversion and that the A19 preferred crossing was a bridleway bridge.</i></p> <p>The Chairman informed the meeting that making the bridge a multiuser bridge was estimated to cost an additional £2m. He expressed surprise that there was no additional funding to cover the extra cost of the bridge. The meeting agreed to express its disappointment on not being advised of the change, but it was noted by the Chairman that the Parish was not a statutory consultee. DC drew the meeting's attention to the Neighbourhood Plan's reference to the Coast-to-Coast Path and suggested that Natural England should be made aware of the Parish's position.</p>	
	<u>Correspondence and Meetings:</u>	
092522	<p><u>Report on Correspondence Received and Meetings attended by Councillors on behalf of the Parish.</u></p> <p><i>Regular circulation of emails from Rural Service Network, Community First Yorkshire, Parish Liaison (from North Yorkshire Council (NYC)), and YLCA</i></p> <p>Circulations noted. The Chairman noted his attendance at the Western Parish Forum which included a presentation on affordable housing.</p>	
	<u>Planning Applications</u>	
092523	<p><u>To comment as agreed necessary on planning application(s): Hambleton /ZB20/01189/DCN02</u></p> <p><i>Link Below, Beyond have been contacted about this.</i></p> <p><u>ZB20/01189/DCN02 Application for approval of details reserved by Condition 17 (Energy Scheme) for previously approved application 20/01189/FUL Former Ingleby Arncliffe Church Of England VC Primary School Ingleby Arncliffe North Yorkshire DL6 3NA</u></p> <p>The meeting noted that the Parish was not a statutory consultee and no comment was necessary. It related to windows proposed for installation which had to be rejected since they failed to meet the required specification.</p>	
	<u>Finance:</u>	
092524	<p><i>To consider and if agreed to approve the Parish Councils responses to Section 1 of the AGAR for 24/25 for publication on the Council's website.</i></p> <p>The meeting approved the responses (they will be uploaded to the Parish's website).</p> <p><i>To allocate responsibility for reviewing the Risk assessment Policy in the light of approval of the above.</i></p> <p>The meeting did not consider this item.</p>	CW
092525	<p><i>To receive an update on the full year's projected expenditure and income and to consider its implications on year-end reserves and the 26/27 precept.</i></p>	



	The update had been circulated by email, and it was projecting a cash surplus above March 25 reserves of £1,300. The cash surplus was necessary to cover the expected shortfall in 26/27 expenditure over income. The implications on March 26 reserves levels had yet to be assessed.	
092526	<u>To approve payments of accounts falling due</u> <i>To receive details of any amounts incurred and approve for payment:</i> <i>British Legion £25.</i> <i>Inside Outside Services: £352</i> The meeting approved the invoices for payment	
092527	<u>Amount of VAT to be recovered (or recovered)</u> <i>To receive a report on any VAT recovered or to be recovered £17.39.</i> It was noted that £17.39p was available for recovery.	
092528	<u>North Yorkshire Councillor's Report</u> <i>To receive a report.</i> No report had been completed on this occasion.	
092529	<u>Chairman's closing Remarks</u> The Chairman thanked residents for attending.	
092530	<u>Date of Next Meeting: November 26th at 7:30pm</u>	

Issued by on behalf of Ingleby Arncliffe Parish Council by Parish Councillors

Attached Income and Expenditure dated 27/10/25 as presented and reviewed at the meeting.

Income and Expenditure Accounts

Parish of Ingleby Arncliffe Income and Expenditure for October Parish Council Meeting

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	£ 7,900.00	£ 7,900.00	£ -	£ 7,525.00	£ 7,150.00	£ 6,695.00	£ 6,375.00
£ 90.00	Bank Interest	£ 54.62	£ 98.00	£ 8.00	£ 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	£ -	£ -	£ -	£ -	£ -	£ -	£ -
£ 80.00	Other receipts	£ 74.17	£ 74.17	£ 5.83	£ 500.00	£ 1,010.00	£ 2,025.00	£ 2,300.00
£ 600.00	Vat Reclaim	£ 218.33	£ 218.33	£ 381.67	£ 810.79	£ 903.00	£ 144.90	£ 994.04
£ 8,670.00	Total Income	£ 8,247.12	£ 8,290.50	£ 379.50	£ 8,933.41	£ 9,577.34	£ 9,985.90	£ 9,730.33
Expenditure:								
£ 4,706.00	Clerk's Salary	£ 490.14	£ 1,249.64	£ 3,456.36	£ 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	£ -	£ -	£ -	£ -	£ -	£ -	£ -
£ 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: Hire Charge	£ 480.00	£ 580.00	£ 380.00	£ -	£ 200.00	£ 200.00	£ -
£ 660.00	Web Site & Mail Chimp Cost	£ 453.24	£ 763.24	£ 103.24	£ 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	£ 1,650.00	£ 2,090.00	£ 1,510.00	£ 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 & Clerk Training Fees	£ 20.00	£ 160.00	£ 60.00	£ 236.50	£ -	£ 130.05	£ 142.50
£ 25.00	Poppy Wreath	£ -	£ 25.00	£ -	£ 20.00	£ 25.00	£ 25.00	£ 25.00
£ -	Christmas Tree	£ -	£ -	£ -	£ -	£ -	£ -	£ -
£ 100.00	IVRA Rent	£ -	£ 100.00	£ -	£ 200.00	£ -	£ 100.00	£ 100.00
£ 420.00	IVRA Inspection, Maintenance & Purchases of either new or replacement items	£ 170.00	£ 3,150.00	£ 2,730.00	£ 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	£ 53.90	£ 203.90	£ 153.90	£ -	£ 17.95	£ 11.90	£ -
£ 100.00	Other Expenditure	£ 23.19	£ 281.19	£ 181.19	£ 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	£ 4,192.01	£ 9,679.51	£ 1,441.49	£ 8,987.44	£ 9,155.14	£ 14,398.85	£ 5,939.50
£ 2,451.00	Surplus or Shortfall (-)	£ 4,055.11	£ 1,389.01	£ 1,061.99	£ 54.03	£ 422.20	£ 4,412.95	£ 3,790.83
Closing Balances (Cash Book Figures, includes cheques to be written)								
<i>(Annual cash balances include for Vat spent/reclaimed)</i>								
	Current Account	£ 334.84			£ 356.30	£ 886.56	£ 552.49	£ 1,005.33
	Deposit Account	£ 12,442.63			£ 7,819.70	£ 7,387.68	£ 8,110.34	£ 12,989.44
		£ 12,107.79			£ 8,176.00	£ 8,274.24	£ 8,662.83	£ 13,994.77
Notes:								

Bank Reconciliation as at: 27/10/25

Current Acc. Balance as per the Bank	£ 57.16
Deposit Acc Balance as per the Bank	£ 12,442.63
	£ 12,499.79

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

Village Hall Hire Fee	-£20.00
Inside Outside Services	-£352.00
Village Hall Hire Fee	-£20.00

Sub-Total -£392.00

Cash Book Balance as at 27/10/25

	£ 12,107.79
Vat Unrecovered	£ 17.39

Check
£ - Must be zero

DA