

Dear Councillor

You are summoned to attend the **ANNUAL MEETING OF NORTH DUFFIELD PARISH COUNCIL** to be held on **Thursday 7<sup>th</sup> May 2026 at 7pm** in the **Methodist Chapel Schoolroom**. Meetings are open to the Press and Public except for when agenda items resolved as confidential under the Public Bodies (Admission to Meetings) Act 1960 (Part 2).

## AGENDA

26066. **Meeting formalities:**
- Apologies. To receive apologies for absence and to consider the approval of reasons for absence given by councillors.
  - Declarations of interest. To receive any declarations of interest not already declared under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary Interests.
  - Co-option of new councillor. To confirm any new applicants to fill the casual vacancy.
26067. **Statutory Annual Parish Council meeting business:**
- Councillors to elect a Chairman of the Parish Council. Chairman to sign the acceptance of office, clerk to witness signature and countersign form.
  - Councillors to elect a Vice Chairman. Vice Chairman to sign the acceptance of office, clerk to witness signature and countersign form.
26068. **Consider the election of Parish representatives to various groups and committee:**
- Nominate PFA representatives (2)
  - Nominate Village Hall Committee representatives (2)
  - Nominate YLCA representatives (2)
26069. **Agree the schedule of meetings for the coming year.**
- Proposed dates: 11th June 2026, 2nd / 9th July 2026, (no August meeting), 3rd September 2026, 1st October 2026, 5th November 2026, 3rd December 2026, 7th January 2027, 4th February 2027, 4th March 2027, 1st April 2027, 6th May 2027. Annual Parish meeting and Annual Parish Council meeting 13th May 2027 (due to election being held on 6th May 2027).
26070. **Minutes:**
- To confirm the minutes of Parish Council meeting held on Thursday 2nd April 2026 as a true and correct record.
26071. **Receive Divisional Councillor and PCSO report.**
26072. **To receive information on the following ongoing issues and decide further action where necessary:**
- To receive an update on the village mapping facility.
  - Update on Annual meeting attendees and agenda.

## Public time

- 24199. Public session:** (Members of the public will adhere to the rules set by the council for this session)
- Clerk to note any items sent prior to the meeting for discussion.
  - Members of public in attendance.

## Highways and planning matters

26073. **Highways update:**

The Openness of Local Government Bodies Regulations: Recording is allowed at Council, committee and sub-committee meetings which are open to the public, subject to: - the recording being conducted with the full knowledge of the Chairman of the meeting. Anyone wishing to record must contact the Clerk using the details above prior to the start of the meeting. Any recording must be conducted openly and not in secret.

- a. To receive any further update on the Community Speedwatch programme.
  - b. To receive any update from the chairman on Highways concerns discussed at last meeting.
  - c. To receive an update from Highways on the 'Please Drive Slowly' signage request.
  - d. To receive an update on the statistics from the new VAS Sign on the A163.
  - e. Report of the condition of Menthorpe Lane and the soft verges (reported to Highways).
  - f. Request for low level lighting on Priest Lane.
  - g. Report of streetlight no.2 on permanently on Ash Close (reported to Streetlighting).
26074. **To consider and decide upon the following planning applications:**
- a. ZG2025/1295/FULM. Oakwood Lodges Greengate Lane South Duffield. Erection of 5no. one-bed lodges and 1no. four-bed lodge. Comments deadline 28th April 2026. No comments raised.
  - b. ZG2026/0155/FULM. Blackwood Hall, Cornelius Causeway, North Duffield. Change of use of land from the siting of tourers to the siting of lodge style static caravans, wardens lodge, pub/restaurant and spa facilities at Blackwood Hall Caravan Park. Amended Site Plan & Additional Lodge Plan. Comments by 29 April 2026. No comments raised.
26075. **To consider any further action regarding the following ongoing planning and enforcement matters:**
- a. To receive any update on the NYC Local Plan. Enforcement reference; 2024/0201/LCOND. Planning ref: 2021/1353/FUL/ ZG2023/0559/DOC. Land Adjacent A163 Market Weighton Road. Planning enforcement notified that path is not complete despite houses being occupied.
  - b. ZG2023/0719/FUL. Land Off Selby Road North Duffield. Construction of a field access and gate. Planning query regarding dropped kerb requirements at the pavement.
  - c. Springfield House Farm development planning breach. Enforcement notice served to the developer on 16th April taking effect 23rd May 2025. The notice requires them to implement the approved scheme in relation to the footpath and bin store within 6 months from the date the notice takes effect.
26076. **To receive and note the following planning decisions/information:**
- a. ZG2026/0164/OHL. Redmoor Farm, Skipwith Common Road. Install additional poles to existing lines to improve ground clearances and accommodate protection equipment. APPROVED.
  - b. ZG2025/1264/HPA. Ivydene, Main Street, North Duffield. Erection of single storey oak framed single garage. APPROVED.
26077. **Village Green and maintenance:**
- a. To receive any updates or issues raised with the Village Maintenance contract.
  - b. To consider quote received for reducing the allotment hedge from the vehicle access car park to the beck.
  - c. To receive an update on the wildflower turf for the village green.
  - d. To confirm dates for the Spring village jobs / electrical work on the village green.
  - e. To confirm if the Christmas lights have been tested and a log has been made of all the items that need replacing / upgrading.
  - f. To receive an update on purchasing a new smaller boat for the village green pond.
  - g. Update on the summer fete arrangements.
26078. **Village Representatives update:**
- a. To receive any update from the Village Hall reps.
  - b. To receive any update from the Playing Field Association reps. To note correspondence received from the PFA thank you the Parish Council for their support.

## Finance and Governance

### 26079. **Financial matters:**

The Openness of Local Government Bodies Regulations: Recording is allowed at Council, committee and sub-committee meetings which are open to the public, subject to: - the recording being conducted with the full knowledge of the Chairman of the meeting. Anyone wishing to record must contact the Clerk using the details above prior to the start of the meeting. Any recording must be conducted openly and not in secret.

- a. Confirmation of the year end accounts. As the gross annual income and expenditure is above £25,000 in the financial year 2024/25, North Duffield Parish Council will be external audited.
- b. To note Annual Internal Audit Report for 2025/26.
- c. Councillors to approve Section 1 – Annual Governance Statement 2025/26.
- d. Councillor to approve Section 2 – Accounting Statements 2025/26.
- e. Councillors to approve the publication of the documents required by the Accounts and Audit Regulations 2015.
- f. Finance report and consider transactions for approval and payment:

Account balance and reconciliation:

		Current Account	Savings Account
i	<b>Account balances 25<sup>th</sup> March 2026</b>	<b>£3737.11</b>	<b>£31,766.52</b>
ii	Transactions made since last meeting (approved at the last meeting):		
	YLCA membership	-£512.00	
	Unity; March monthly service charge	-£7.00	
iii.	Payments made since the last meeting under clerks delegated powers:		
	Glasdon; new benches	-£1520.33	
	Scottish Power; village green electricity	-£92.28	
	S Look; April salary	As agreed	
	HMRC; clerks April salary payment	-£23.36	
iv.	Receipts since the last meeting:		
	Unity; Credit interest		£169.95
	Summer fete stall holder receipts	£100.00	
v.	Internal transfer:		
		£3000.00	-£3000.00
vi.	<b>Account balances 29<sup>th</sup> April 2026</b>	<b>£4109.37</b>	<b>£28,936.47</b>
vii.	To approve the following payments:		
	Unity; April monthly service charge	-£7.00	
	S Look; April expenses	-£60.40	
	North Yorkshire Council; Streetlight Maintenance 2025-26	-£235.57	
	North Yorkshire Council; Streetlight energy 2025-26	-£1257.50	

26080. **Correspondence:**

- a. YLCA update and training dates.
- b. Parish Liaison update.

26081. **Meeting close to the public:**

- a. To confirm the date for the Annual meeting of the Parish to be held on **Thursday 14<sup>th</sup> May 2026** at 7pm in the Village Hall and the next monthly meeting to be held at 7pm on **Thursday 11<sup>th</sup> June 2026** in the Schoolroom of North Duffield Methodist Chapel.