

NORTH DUFFIELD PARISH COUNCIL
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MINUTES of the ANNUAL Parish Council meeting held on 3rd September 2026
Chapel Schoolroom, North Duffield

Part 1

26112. Meeting formalities:

- a. Attendance: Cllrs R Arrand, S Brown, S Donoghue, R Hemingway (Chair), L Richardson, J Taunton, M Walton. S Look (Clerk). Divisional Cllr Arthur. Members of the public.
Apologies: Cllr D Wint.
- b. Declarations of interest: No declarations of interest.
- c. Co-option of new councillor. It was resolved to coopt Sam Myers onto the Parish Council.

26113. Minutes of the Parish Council meeting held on Thursday 9th July 2026 were proposed by Cllr Walton and seconded by Cllr Donoghue and unanimously agreed as a true and accurate record.

26114. Receive Divisional Councillor and PCSO report:

- a. Cllr Arthur confirmed that a locality grant has been approved for £750 towards the Produce Show. Councillors thanked Cllr Arthur for attending and presenting the awards.
Cllr Arthur to arrange a meeting with all the neighbouring parish council representatives to discuss the proposed new bus service to Selby. Date TBC. There is currently a Local Transport Plan consultation being developed by York and North Yorkshire Council with a deadline of 4th November 2026.
Cllr Arthur reported on the new National Scheme of Delegation relating to Planning issues. This means whether an application will be decided via a Planning Officer or the Planning Committee. This new scheme is being imposed by National Government and will affect all Local Authorities at Unitary, County or District level from 31st October 2026. Applications will be split into two types, Schedule 1 and Schedule 2. Schedule 1 applications will be determined at officer levels and Schedule 2 applications will be delegated to officers to determine unless the nominated officer and the nominated member agree the application should be referred to the planning committee. Concerns raised that it would give officers more power at the expense of elected members. The deadline for implementation is 31st October 2026.
- b. No report or update received from PCSO Gaskell for August.

26115. Matters arising:

- a. It was resolved to not renew the village mapping subscription due to its underuse and limited time councillors have got to commit to manage it.
- b. Update given on the Produce and Handicraft show held on 29th August. This was the first produce show in a number of years and was reported as a great success. There were lots of positive comments from residents with requests to do it again next year. The event generated 33 entries and independent judges from outside the village came. An article has featured in the Selby Times praising its success and thankyou's have been sent to the sponsors and volunteers who helped. Thanks, given to Cllr Brown who organised the trophies. The event made a profit which will be earmarked for future expenditure related to the event.
- c. Christmas Lights Switch on and Santa Parade to take place on 29th November 2026. Clerk to contact stall holders. Cllr Hemingway to purchase a Santa suit. Father Christmas still to be confirmed. Cllr Myers to join the Events working group. Replacement Christmas string lights required, clerk to get a quote. It was noted that the Nativity donkey needs refurbishing again – volunteer required to do this. Clerk to order 3 new gazebos in white.

26116. Public time:

- a. Member of the public expressed concerns about the grass cutting contractors work (see item 26121a).
- b. It has been reported that somebody has vandalised a residents fencing on the cut through on Westfield Road and Westend Close. A request has been made for CCTV to be installed by the Parish Council. Concerns were raised about the implications for this due to GDPR rules and legislation due to it being on highways land. The clerk has made initial enquiries with NYC and the PCSO. Awaiting a response.

26117. Highways:

- a. The Lead of the Community Speedwatch team has stepped down due to other commitments. An existing member has agreed to take the lead and be responsible for the equipment however, for this group to do any further monitoring, a new member is required. Clerk to advertise it again.

- b. Highways updates to be carried forward to next month as a Highways representative has not been able to meet with Cllr Hemingway over the summer. Village walk around to be arranged for September. Cllr Taunton to attend if available.
- c. Clerk has followed up with Highways the request for 'Please Drive Slowly' signage. No progress.
- d. Highways are investigating the deep verges that have been left on Menthorpe Lane and the road deterioration. As a long-term measure, Highways have requested that several deep core samples be undertaken to determine the underlying cause of the carriageway defect.
- e. No update on the VAS sign statistics this month. Cllr Taunton to take over doing the updates going forward and get the instructions from Cllr Wint.
- f. No further update on the lighting options on Priest Lane. Councillors to cut back trees in the autumn.
- g. Report received from a member of the public about an overgrown hedge at the blind 90degree bend at the NE end of Back Lane and at the field hedge on the north side of Back Lane that has been allowed to cover the grass verge and encroach on the roadway, making a pinch point whilst trying to take a wide berth on the corner. Resident has reported it to NYC who are writing to the properties concerned. Cllr Arrand is arranging to cut back some of the hedging on the corner and outside the allotments.

26118. Planning applications:

- a. 26/04404/FUL. Erection of side and rear extension with new roof. Rose Cottage Market Weighton Road W North Duffield. No comments raised by councillors.

26119. Ongoing planning matters:

- a. The North Yorkshire Council Plan for 2026-2030 has been published. The Plan sets out North Yorkshire Councils vision, ambitions, and priorities for the next four years, and the approach NYC will take to achieve them. Visit the [Council plan web page](#) to learn more. The latest 'Call for Sites' map can be viewed at [Call for sites June 26](#). This now includes 10 sites that have been put forward for North Duffield.
- b. 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. The developer should have now submitted a Section 63 application to the Highways section. Clerk has contacted planning for an update. No progress to date.

26120. Planning decisions:

- a. ZG2025/1295/FULM. Oakwood Lodges, Greengate Lane, South Duffield. Erection of 5no. one-bed lodges and 1no. four-bed lodge. Permission granted.

26121. Village Green and maintenance:

- a. Village Maintenance contractor update. It was reported to York Landscapes that a tree has been damaged when the contractors have been strimming on the village green. They have checked the tree and there is still some flexibility to it which means it is not dead; but will keep an eye on it. With less of a drought they said it should flourish again. Clerk has instructed the contractors to cut back the pond hedge. The contractors also have reported that the hedges on Green Lane outside the new houses on Walbut Close are overgrown meaning that they cannot cut the verge easily. Clerk to contact Yorvik Homes. It was resolved to look at amending the contract before next financial year in order to be more proactive with regards to the changing seasons due to climate change. To look at the frequency of the grass cutting and the contractors being more flexible in times of drought etc. To get further feedback from more residents about how they would like to see the village green maintained before confirming the new arrangements.
- b. Update on the wildflower turf for the village green. Cllr Richardson has met with Linden Turf and it was agreed to have wildflower turf at the three end points of the village green. Cllr Richardson to arrange. Clerk to inform the grass cutting contractor when this has been marked out and scheduled in.
- c. Cllr Hemingway has updated the village jobs list. Maintenance day to take place on 12th September with a contingency of 19th. It was agreed to install the cable on the village green on 12th weather permitting. Cllr Wint to purchase the cable in advance.
- d. The Christmas lights have been PAT tested. It was resolved to purchase 3 x 100m string warm white lights.
- e. Cllr Hemingway to order a small dinghy for the pond.
- f. It was resolved to consider options for replacing the fencing surrounding the water pump on Main Street in the Spring next year.
- g. Cllr Hemingway to coordinate with the primary school regarding getting the children to design a new flag for the village green.

- h. No update on the overgrown hedges obstructing the footpath adjacent to the A163 that belong to 1,3 and 5 Ash Close. Reported to Highways in June.
- i. The 'Brian Burgess' memorial bench has been installed on the village green. Awaiting finalised wording for the plaque.
- j. The village hanging baskets contractor has reported that he has had to water the baskets a lot more this year due to the intense heat (the work cost £624 last year as opposed to £684 this year). Also, he reported that the wall near the allotments has deteriorated further and has so many leaks it's very hard to get any water to stay in it.
- k. Over the summer the pond was extremely low due to the prolonged drought. This made the pond area very dangerous due to the amount of silt and the risk of people getting stuck if they went in. It was reported that children were seen playing close to the edge. A warning was put on Facebook to try and make parents / carers aware of the risks if their children do go in but as a precaution the Parish Council did get some water delivered by two local companies as an interim measure. The pond silt still needs dredging however due to cross contamination risks it would need to be tested prior to disposal. Clerk to investigate options.
- l. It was resolved to purchase some new plastic containers for the storage of the Produce Show materials.
- m. It was noted that a litter bin has been replaced near the Kings Arms.
- n. A request was made for a semi-circle bench to be installed at the far end of the village green. Clerk to look at options to bring back to the next meeting. To consider options for a bench outside the surgery and at the end of Priest Lane next year.

26122. Village representative update:

- a. Village Hall committee update.
Bird Auction Parking. The village green committee has reported that everyone has been reminded about the parking issues and the VH are monitoring for further complaints. However, they can only act on it if people complain to them.
There is a small pothole at the car park entrance, on the cusp of where the VH starts and Highways ends. Highways have been made aware of it.
By the gate into the village hall, there is a tree on the Village Hall side on School Lane that is encroaching quite a lot onto the lane. Request made if the PC can get it tidied up on the lane side as part of the village maintenance.
- b. PFA. No update. Meeting w/c 5th September.
- c. Nature Recovery. Group to contact the school to try and get to work more closely with them and get the children involved.

Finance and Governance:

26123. Financial matters:

- a. Councillors noted the completion of external audit with no issues raised.
- b. Councillors noted the NALC nationally agreed clerks pay scale increase and note the new pay rate should be backdated to 1 April 2026.
- c. Finance report noted and transactions approved for payment as follows:
Account balance and reconciliation:

		Current Account	Savings Account
i	Account balances 3rd July 2026	£4805.45	£38121.38
ii	Transactions made since last meeting (approved at the last meeting):		
	York Landscapes; June maintenance	-£585.60	
	Tiger Print; Village Produce show flyers	-£51.00	
	R Hemingway; Summer fete expenses	-£148.75	
iii.	Payments made since the last meeting under clerks delegated powers:		
	Scottish Power; Village green electrics	-£86.45	
	Information commissioners annual fee	-£47.00	
	Unity; July monthly service charge (D/D)	-£7.00	
	S Look; July salary	As agreed	
	HMRC; July payment	-£23.36	
	S Look; July expenses	-£68.47	

	Autela; payroll April to July 2026	-£72.00	
	TJ Nicholson; Hanging baskets 2026	-£684.00	
	PKF Littlejohn; External Audit	-£252.00	
	Burgess Ice Cream Ltd (summer fete)	-£278.85	
	Tiger Print; summer fete flyers	-£109.00	
	York Landscapes; July maintenance	-£585.60	
iv.	Receipts since the last meeting:		
	Hedgehog; Summer fete stall	£20.00	
	R Hemingway; Summer fete income	£592.00	
	Escrick Park Estate; Produce Show sponsorship	£100.00	
	Yorvik Homes; Produce Show sponsorship	£250.00	
v.	Internal transfer:	£3000.00	-£3000.00
vi.	Account balances 28 August 2026	£5195.60	£35121.38
vii.	To approve the following payments:		
	Unity; August monthly payment	-£7.00	
	S Look; August salary	As agreed	
	S Look; August expenses	-£54.61	
	HMRC; August payment	-£23.36	
	North Duffield Village Hall; Produce Show room rental	-£90.00	
	Pennine Trophies; Produce Show trophies	-£224.35	

It was resolved to approve the above payments.

26124. Correspondence:

- a. YLCA White Rose updates and training dates noted.
- b. Parish Liaison April update noted.
- c. Local Plan update briefings held in August for councillors and clerks.
- d. Letter from Keir Mather MP regarding campaigning for road safety priorities in the area Consultation on the renewal of local bus subsidised contracts in Selby. No comments to submit.

26125. Items for the next meeting and meeting close:

- a. Confirmed the date for the monthly meeting of North Duffield Parish Council to be held on **Thursday 1st October 2026** at 7pm in the Schoolroom of North Duffield Methodist Chapel.
- b. A suggestion was made to consider options for doing something different at next years summer fete such as a Re-enactment weekend. Agreed to look into this early next year.

Meeting closed at 20.55hrs

Signed:

(Chairman)

Date: