

NORTH DUFFIELD PARISH COUNCIL
Clerk/RFO: Mrs S Look, 72 Main Street, Wheldrake, York, YO19 6AA
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MINUTES of the ANNUAL Parish Council meeting held on 1st October 2026
Chapel Schoolroom, North Duffield

Part 1

26126. Meeting formalities:

- a. Attendance: Cllrs S Brown, S Donoghue, R Hemingway (Chair), S Myers, L Richardson, J Taunton, D Wint. S Look (Clerk). Member of the public.
Apologies: Cllr R Arrand and Divisional Cllr Arthur.
- b. Declarations of interest: No declarations of interest.
- c. Co-option of new councillor. Councillors noted the resignation of Cllr Walton and resolved to advertise the vacancy to coopt a new councillor.

26127. Minutes of the Parish Council meeting held on Thursday 3rd September 2026 were proposed by Cllr Brown and seconded by Cllr Richardson and unanimously agreed as a true and accurate record.

26128. Receive Divisional Councillor and PCSO report:

- a. Cllr Arthur has applied for a £1200 locality grant on behalf of the Parish Council to put towards the Christmas lights and new nativity donkey. He is also progressing with arranging a meeting with the interested parties involved in improving the bus service. Cllr Taunton to attend on behalf of North Duffield Parish Council.
- b. Clerk has notified PCSO Gaskell about recent anti-social behaviour in the village and she has increased patrols in the area. She also hopes to arrange a visit to speak to concerned residents in the Kings Arms towards the end of October. Very few incidents in North Duffield are actually getting officially reported to the police so justifying a higher police presence in the area is difficult. More residents need to report incidents on 101 rather than just reporting them on social media.

26129. Matters arising:

- a. Christmas Fair/Santa Parade planning meeting took place in September. The event will take place on the Village Green on Sunday 29th November 2026. The Christmas Market will be from 1pm until 5pm (with set up from 11am), the Santa Parade will be from 4.30pm followed by the Lights Switch On. Three new gazebos, new Christmas lights and a new donkey have now been delivered. Cllr Wint to order new tent pegs. Volunteer needed to be Santa for the parade. Cllr Hemingway to order a new Santa suit to be ordered. Cllr Richardson to organise a raffle. Collection buckets for cash donations to be purchased. Proceeds will go towards the Christmas lights.
- b. Reports of antisocial behaviour in the village. To request all residents report incidents directly to the police. To update residents in Round Up.
- c. Clerk has contacted NYC and put in a request for CCTV for the cut through on Westfield Road and Westend Close. The Parish Council do not own the footpath so they cannot install CCTV. A request has been put into NYC Highways but no response received to date.

26130. Public time:

- a. No further comments raised at this point in the agenda.

26131. Highways:

- a. Community Speedwatch. No update. To advertise around the village.
- b. Highways updates. Cllr Hemingway to meet with a representative from Highways in October to discuss areas of concern in the village.
- c. No further update from Highways on the request for 'Please Drive Slowly' signage.
- d. Highways are still investigating the deep verges that have been left on Menthorpe Lane and the road deterioration. Core samples have been taken.
- e. No update on the VAS sign statistics this month. Clerk has sent Cllr Taunton the instructions for completing the checks. Cllr Taunton to liaise with Cllr Wint for further instructions.
- f. No further update on the lighting options on Priest Lane. Councillors to cut back trees in the autumn.
- g. Clerk has reported to Highways the overgrown hedges on the A163 belonging to 1,3 and 5 Ash Close. They have confirmed necessary action will be taken to contact the residents to request they are cut back. However, no action has been taken to date. Quote received to complete the work from Village Maintenance contractor. To obtain a further quote.

26132. Planning applications:

- a. No new planning applications received.

26133. Ongoing planning matters:

- a. The draft North Yorkshire Council Plan for 2026-2030 has been published. No further information to share at this stage.
- 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.
- c. 26/05591/SCOPE - Land South Of Stillingfleet Road And West Of The A19, Approximately 1km South-west Of Escrick (NGR SE 61740 41392) Environmental Impact Assessment Scoping Opinion for outline planning permission, all matters reserved except access, for a multi-phased sustainable new settlement comprising: up to 3,500 dwellings; employment floorspace; settlement centre and neighbourhood centre retail and commercial uses; public and social uses including community centre, sports pavilion and health centre; 1 no. 3-form entry primary school; 1 no. 2-form entry primary school; 1 no. secondary school; 1 no. senior living/care home facility; 1 no hotel; a new Country Park; park and ride facilities, comprising up to 150 spaces; associated landscaping work highways work including new roundabout junctions on the A19 and priority junction improvements on Stillingfleet Road; associated active and sustainable travel improvements; and associated infrastructure including Sustainable Urban Drainage Scheme (SuDs), utilities and enabling works. No objections raised by councillors.

26134. Planning decisions:

- a. No new decisions received.

26135. Village Green and maintenance:

- a. Village Maintenance contractor update. The clerk has contacted Yorvik Homes to ascertain who is responsible for the overgrown hedge on Green Lane outside the new houses on Walbut Close but has not received a response to date. To request that the pond hedge is cut back at the end of October as per the contract. Contract up for renewal in 2027. To add to the agenda for the next meeting to discuss any amendments required to the contract.
- b. Cllr Richardson is progressing with the wildflower turf for the village green.
- c. Cllr Hemingway has updated the village jobs list. Maintenance day to took place on 19th September with a great turn out of volunteers. It was agreed to delay starting the electric works on the village green until the Spring due to other commitments. Flag pole to be done in October.
- d. Cllr Hemingway to order a small dinghy for the pond in October.
- e. Cllr Hemingway to coordinate with the primary school regarding getting the children to design a new flag for the village green in the Spring due to other commitments at the school.
- f. The 'Brian Burgess' memorial bench has been installed on the village green. Awaiting finalised wording for the plaque.
- g. Options discussed for a new bench to be installed at the far end of the village green. It was agreed to purchase another Phoenix® Recycled Material Seat (Slats: Brown Enviropol Material, Fixing: Concrete surface fixing bolts, Supplied as: Fully assembled bench from Glasdon to match the others.

26136. Village representative update:

- a. Village Hall committee update. Cllr Richardson gave an update from the Village Green Association. They are currently getting quotes to fix a damp issue. The committee thanked the PC for fixing organising the maintenance of the pothole and cutting back the trees. AGM to take place on 24th November.
- b. PFA meeting to take place on Monday 5th October. There has been some vandalism on the playing field with a bench damaged. It was noted that the matter should be reported to the police.
- c. Nature Recovery. Clerk to contact the Parish Liaison Nature Recovery team at the Lower Derwent Valley National Nature Reserve for information on the mapping facility they offer.

Finance and Governance:

26137. Financial matters:

- a. The annual insurance has been renewed. Premium is £769.76 for 2026-27.
- b. Confirmed and signed the Locality Budget offer letter of £750 towards the Village Produce & Handicraft Show.
- c. Request for a donation received from the Citizens Advice. It was resolved to donate £50.

- d. Resolved to purchase of a fully automatic defibrillator and lockable temperature controlled external heated case for the telephone box.
- e. Finance report noted and transactions approved for payment as follows:

Account balance and reconciliation:

		Current Account	Savings Account
i	Account balances 28 August 2026	£5195.60	£35121.38
ii	Transactions made since last meeting (approved at the last meeting):		
	Unity; August monthly payment	-£7.00	
	S Look; August salary	As agreed	
	S Look; August expenses	-£54.61	
	HMRC; August payment	-£23.36	
	York Landscapes; August maintenance	-£585.60	
	ND Village Hall; Produce show room hire	-£90.00	
iii.	Payments made since the last meeting under clerks delegated powers:		
	Pennine Trophies; Produce show trophies	-£224.35	
	J Hubbard; produce show expenses	-£170.35	
	S Look; Christmas Lights	-£1212.82	
	HMRC; September payment	-£62.40	
	S Look; Easyspace domain	-£50.47	
	Art animals; Donkey for the nativity	-£1320.00	
	J Hubbard; produce show expenses	-£36.00	
	Gazebo shop; 3 x events gazebos	-£3889.27	
iv.	Receipts since the last meeting:		
	ND Under 5's; Produce show donation	£50.00	
	ND Dragons; Produce show donation	£50.00	
	D Ward; Christmas market stall	£20.00	
	K Patrick; Christmas market stall	£20.00	
	Daniel Gath Property; Produce show donation	£100.00	
	ND Bowling Club; Produce show donation	£50.00	
	R Hemingway; Skipwith PC donation	£50.00	
	NYC urban grass cutting payment		£416.00
v.	Internal transfer:	£7000.00	-£7000.00
vi.	Account balances 23 September 2026	£4236.60	£28,537.38
vii.	Approved the following payments:		
	Unity; September monthly payment	-£7.00	
	S Look; September salary	As agreed	
	S Look; September expenses	-£54.61	
	Zurich Annual Insurance Premium	-£767.76	

It was resolved to approve the above payments.

26138. Correspondence:

- YLCA White Rose updates and training dates noted.
- Parish Liaison April update noted.
- NYC request for an inventory of attachments on NYC owned Streetlight posts. This does not include the Parish Council owned lights on Main Street, Green Lane, Menthorpe Lane, Prist Lane, School Lane and Back Lane.

26139. Items for the next meeting and meeting close:

- Confirmed the date for the monthly meeting of North Duffield Parish Council to be held on **Thursday 5th November 2026** at 7pm in the Schoolroom of North Duffield Methodist Chapel.

Meeting closed at 8.10hrs

Signed:

(Chairman)

Date: