

HUTTON LE HOLE PARISH COUNCIL

Minutes of the Ordinary Meeting held on 18th February 2025 at 7.30pm in Hutton le Hole Village Hall.

Present: Cllrs S Bentley (Chair), J Thompson, D Dangerfield, J Fudge and A-M Benson (Clerk)

1) Non-attendance of Councillors

Apologies were received from Cllr T Shephard.

RESOLVED: Apologies and their reasons were accepted and approved.

2) To note any declarations of interest

Noted: No Declarations or Dispensations were received.

3) Previous Minutes

- a) **RESOLVED:** The minutes of the Meetings held on 26th Nov 2024 were agreed and signed by Cllr Bentley.
- b) No matters arose not covered elsewhere on the agenda.

4) Public Session – No members of the public were present.

5) PLANNING

To consider any Planning Applications/Decisions received from NYMNP.

NOTED: No applications or decisions received

6) VILLAGE

- a) To receive a report from Cllr Dangerfield regarding work undertaken by the Caretaker since the last meeting. Cllr Dangerfield reported on the hours and work the Caretaker has completed since the last meeting in November, all within budget.
- b) To receive comments from councillors regarding work completed since the last meeting and to consider requests for specific items over the next month. There is a gully to be cleared before the end of this contract in March. Also, a footpath stone has slipped and needs fixing on the public footpath opposite the Village Hall. Two trees have fallen, but it was reported that NYMNP and NYC are dealing with them respectively. **RESOLVED:** Clerk to write to NYMNP South Area rangers to request a meeting to walk round the hazardous footpath and talk about issues.
- c) To consider what actions to take regarding the replanting of the Memorial Tree **RESOLVED:** Cllr Dangerfield and Caretaker to arrange the removal of old and purchase and planting of a new tree before summer.
- d) To consider changing the litter bins within the village, to accommodate larger and easier to maintain bins. **RESOLVED:** deferred to next meeting, Clerk to chase up.
- e) To consider the cost of the Wall maintenance repairs within the Village this year and decide what action to take. Cllr Thompson has talked to Landowner Winn-Darley about the cost of wall repairs that are not the responsibility of the Parish Council. **RESOLVED:** Cllr Thompson to chase up a response.
- f) To consider the condition of the concrete slabs for benches within the Village and decide what action to take. Cllr Thompson has raised this with Landowner. **RESOLVED:** once agreed Cllr Dangerfield and Caretaker to arrange for them to be laid.

7) NYC Grass Cutting Payment

To consider the offer from NYC to pay the Parish Council £184.78 to cut the required areas of grass within the Village for 2025-26. **RESOLVED:** Clerk to confirm we want NYC to pay us to do this. Clerk to ensure successful tenderer for Caretaker contract invoices the Parish Council separately for these areas, to compare income and expenditure on this.

8) FINANCIAL MATTERS

- a) To receive and agree an update in respect of funds held and money movement since the start of the financial year.
- b) To receive and agree the Bank reconciliation of February 2025
- c) To receive and agree the Payment Schedule February 2025
RESOLVED: 8a) – c) All Bank documents were agreed and approved.
- d) Internet Banking situation – Clerk reported that NatWest do not allow online payments to have dual authorisation. **RESOLVED:** To remain with online banking, but Clerk to email all councillors if paying an invoice for transparency prior to Parish Council authorisation. Clerk to check Financial Regulations regarding this and bring to next meeting if necessary.
- e) Payroll services. **RESOLVED:** To remain with Smailes Goldie Watson for payroll and Audit for 2025-26, but to review if charges increase considerably.

9) Annual Risk Assessment of Council Assets

To consider the carrying out of the Annual Risk Assessment and decide what actions to take next. **RESOLVED:** Clerk to provide a blank Asset Risk Assessment for 2025-26. Cllrs Dangerfield and Fudge to carry out the risk assessment and report to March meeting.

10) Village Maintenance Contract tender

- a) The Parish Council considered the applications submitted for this tender exercise.
- b) Cllrs considered a request from a resident regarding a monetary contribution to expenses relating to voluntary grass cutting. It was unanimously agreed that PC funds should only be used for contracted services to ensure that the associated insurance and licence requirements were satisfied. **RESOLVED:** Clerk to advise the resident of the outcome
- c) To decide which, if any tenders, to accept, and actions to be taken thereafter.
RESOLVED: After careful consideration and evaluation of the four tenders submitted it was unanimously voted and agreed to award the contract to P & A Gospel Landscapes. Clerk to notify contractors and provide a contract. Clerk and Cllr Dangerfield to organise a meeting with Phil to discuss new approach and ways of working. Following the tender process, it was agreed that the clerk would review and if necessary, update the current procedures to reflect the way in which tenders are now submitted. The revised procedures would be provided to the PC at a future meeting

11) Speed Calming measures

To consider the issues raised in the Village Maintenance survey and decide whether to take any action. **RESOLVED:** Clerk to contact Highways and/or police to see if they will do a speed survey of Hutton le Hole, or if residents can? Invite them to come and discuss the matter at a Parish Council meeting. Parish Council agreed to sign up to the NY Parish Council speed reduction campaign.

12) Information from and questions to the Chair:

- Cllr Bentley received an email from a resident about the reintroduction of sheep to Hutton le Hole. The Parish Council has reported the outcome of the Village Survey to the Court Leet, and for them to take this matter forward.
- Some reports of Contractors working at residents' homes have been parking in such a way that is making it difficult to walk past on the pavement. **RESOLVED:** Clerk to email Maddy for the Village newsletter to ask everyone to please make sure their contractors are parking considerately.
- Cllr Bentley advised that for personal reasons he would not be available for council business or be able to attend any meetings during April and May.

13) Information from the Clerk: None

14) To notify the Clerk of any items for agenda of the next Parish Meeting Councillors to email if items come up.

15) Dates of Meetings

To consider and decide the dates of meetings for 2025-26, including the Annual Parish Meeting and the Annual Parish Council meeting.

RESOLVED: it was agreed that meetings would stay as the second Tuesday of the month, with no meetings in July, August, December and January.

Meeting closed at: 8.30pm

Date of next Meeting: **11th March 2025 at 7.30pm at Hutton le Hole Village Hall.**

Cllrs Bentley and Fudge gave their apologies in advance for March's meeting.

Approved by Council and signed by the Chair

(signed)

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(date)