

KEARBY WITH NETHERBY PARISH COUNCIL

DRAFT

MINUTES OF THE ANNUAL MEETING OF THE PARISH HELD AT SICKLINGHALL VILLAGE HALL ON WEDNESDAY, 21ST MAY 2025 AT 7.30PM

Present: Guy Townsend (Chair), Graham Swires, Robin Irwin, Siobhan Park (Councillors) and Julie Clegg (Clerk)

In attendance: 5 residents and Cllr Andy Paraskos (North Yorkshire Council)

1. Election of Chairman

It was proposed (by Robin Irwin), seconded (by Siobhan Park) and agreed that Guy Townsend be re-elected as Chairman.

2. Election of Vice Chairman

It was proposed (by Guy Townsend), seconded (by Siobhan Park) and agreed that Graham Swires be re-elected as Vice Chairman.

3. Note apologies and reasons for absence

Apologies were received from Jackie Kilbane.

4. Approve and sign the minutes of the previous Ordinary Meetings of the Parish Council of 19th March 2025 and 2nd April 2025

The minutes of the meetings held on 19th March 2025 and 2nd April 2025 were agreed and signed by the Chair as a true and accurate record of the meeting.

5. Note matters arising from the minutes of the previous Ordinary Meetings of the Parish Council of 19th March 2025 and 2nd April 2025

None noted.

6. Note any declarations of interest

None declared.

7. Planning applications

a. To consider new applications

- i. ZC25/01114/PNA: Agricultural Pole barn for the storage of hay, animal feed and secure storage of equipment at Land Comprising Field at 433887 447104 Kearby Cliff Park - the Parish Council considered this application and **RESOLVED** to respond to the Planning Department that it objected to the application on valid planning grounds

- ii. ZC25/01325/PNA: Erection of an agricultural storage building at land off Gill Lane - PNA REQUIRED - Parish Council to consider further.
- b. To note updates
 - i. ZC25/000782/FUL: change of use of touring caravan and camping pods area to siting of holiday lodge accommodation, removal of existing service building, and relocation of Bowling Green at Maustin Park Caravan Park – no further update at this time.

8. Finance report

- a. To note bank balances and bank reconciliations
The Clerk noted that the bank balance at 31st March 2025 was £2,704.46.
- b. To approve the following invoices for payment:
 - i. £50 – Lower Wharfedale Village News – donation
 - ii. £24 – Vision ICT - website
 - iii. £461.67 – Clear Insurance Management Limited – annual insurance premium
 - iv. £23 – Village Hall – venue hire
 - v. £343.98 – Julie Clegg – wages
- c. The accounts for year ended 31st March 2025 were considered and APPROVED by the Chair.
- d. It was RESOLVED that the internal audit will be carried out this year by Ian Smithson (an Approved Panel member) who carried out this PC's accounts last year.
- e. **IT WAS RESOLVED**
 - i. that Kearby with Netherby Parish Council is exempt from external audit for the year 2024/25 as its annual turn-over does not exceed £25,000;
 - ii. that Annual Internal Audit Report for 2024/25 included at page 4 of the Annual Governance and Accountability Return 2024/25 be noted;
 - iii. that Kearby with Netherby Parish Council approve Section 1 Annual Governance Statement 2024/25 for Kearby with Netherby Parish Council on page 5 of the Annual Governance and Accountability Return 2024/25;
 - iv. that Kearby with Netherby Parish Council approve Section 2 Section 2 - Accounting Statements 2024/25 for Kearby with Netherby Parish Council on page 6 of the Annual Governance and Accountability Return 2024/25;
 - v. that, in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, [SI 2020/404 The Accounts and Audit \(Coronavirus\) \(Amendment\) Regulations 2020](#) and the Transparency Code for Smaller Authorities, Kearby with Netherby Parish Council will publish the following documents on a public website:
 - 1. Certificate of Exemption,
 - 2. Annual Internal Audit Report 2024/25,

3. Section 1 – Annual Governance Statement 2024/25,
4. Section 2 – Accounting Statements 2024/25, page 6
5. Analysis of variances
6. Bank Reconciliation to 31st March 2025
7. Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

- f. IT WAS AGREED that the insurance from 1st June 2025 should be taken out with Clear Insurance Management Limited and a cheque be issued.

9. To consider highways issues

Regarding the nuisance caused by Park traffic travelling through the village to reach the Park, instead of carrying on to the next junction and turning left toward the entrance of the Park, considering, as well as requesting additional signage to direct visitors away from the village, whether there is potential to alter the satnav coordinates?

ACTION: Clerk to report potholes on Swindon Lane near to Cllr Swires farm

ACTION: Clerk to look at engaging a contractor for carry out an annual maintenance programme on benches throughout the parish

10. To note correspondence received

None received.

11. Other matters

For information, it was noted that NYC has closed the bridge over Baffle Beck on the public footpath off Wharfe Lane until further notice, since it is in need of repair.

12. Open Forum

A serious fire broke out at Springmoor Lodge last weekend and a property was destroyed. It was noted that there is no dedicated fire hydrant on the park?

13. To note agenda items for next meeting

Land at Kearby Cliff

14. Date of next meeting

Ordinary Meeting of the Parish Council: Wednesday, 17th September 2025 at 7.30pm at Sicklinghall Village Hall.

The meeting closed at 8.00pm. These are draft minutes of the Annual Meeting of the Parish Council held on 21st May 2025 which are due to be approved at the next meeting on 17th September 2025.

Guy Townsend
(Chairman)