

Flaxton Parish Council

Minutes of the Parish Council Meeting held on Thursday 20th March 2025 at 7.30pm in Flaxton Village Hall

Parish Councillors Present: Steve Axford (SA)
Ian Craven (IC) Chair
Grace Mook (GM)
Derek Leetham (DL)

North Yorkshire Councillor Present: Councillor Goodrick

In Attendance: Anna Jackson (AJ) – Parish Clerk

Public Present: 2

30/25 To receive apologies for absence and approve reasons given

None.

IC reported that he had received a resignation email from Councillor Juliet Waters on 17th March 2024.

The council expressed their gratitude for the time and effort Juliet had put into serving Flaxton Parish as a councillor over the past three years.

RESOLVED: AJ to contact North Yorkshire Council Electoral Service to report the resignation and initiate the process of election or co-option of a councillor once the notice of vacancy is received from the Monitoring Officer.

RESOLVED: AJ/IC to ensure necessary actions are taken to remove access rights and to update website.

31/25 To receive declarations of interest and dispensations

- To receive declarations of interest from councillors on items on the agenda
Declarations of interest were received from SA regarding agenda item related to Green Gait.
- To receive written requests for dispensations for disclosable pecuniary interests
None
- To grant any requests for dispensation as appropriate
None

32/25 To confirm the minutes of the Parish Council meeting held on 20th February 2025

RESOLVED: The minutes for the Parish Council meeting on Thursday 20th February 2025, having been prepared and circulated, were agreed to be a true and fair record.

33/25 To receive information about the following ongoing initiatives and decide further action where necessary:

- Letter re HSBC freezing bank account - DL visited HSBC to inquire about signature requirements and collected a bank closure form. It was agreed to transfer funds into the current account before considering an alternative savings account.
- RESOLVED: IC/DL to sign necessary forms to close the account and transfer funds to the current account.

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- Actions required to obtain a bank payment card for the Clerk - It was agreed that AJ should be associated with the account and linked to the Council's address before proceeding with the request for a bank card.
- RESOLVED: To complete necessary forms to name AJ on account, transfer address attached to account and request a bank card.
- Quarterly internal audit report - AJ presented the records of the quarterly internal audit to all members, highlighting one amendment. The records, along with the amendment, were approved by all members.
- Internal audit of the year end 2024/2025 arrangements:
 - Agree internal auditor appointment
 - RESOLVED: AJ to notify Adrian Lawrence of his appointment as the internal auditor.
 - Discuss and agree actions required to prepare for the internal audit – AJ to determine internal auditor's information requirements, complete year end reconciliations to April meeting and check if Adrian Lawrence is available to complete the audit by the end of April. IC to work with AJ to prepare consolidated financial summary.
- Risk assessment for grass cutting arrangements for 2025 – It was confirmed that the insurance policy covers public and councillor/employee/volunteer liability for projects and maintenance activities. Confirm specific cover to allow work on common land during insurance renewal process in May.
- Set target dates for the village maintenance activities and agree on responsibilities:
 - Benches - DL and IC to complete work by the end of April.
 - Gateway painting - SA to complete by the end of April with assistance from DL regarding equipment.
 - Defibrillator telephone box painting – the matter to be followed up by IC.
- Confirm the date for the annual meeting and decide whether to have a speaker, and if so, what will be the topic - The Annual Meeting on 15th May 2025 was confirmed, with potential topics including:
 - Environmental Group Initiatives
 - Speeding concerns.
 - Community Hall redevelopment.
 - IC to speak to potential speakers and report back.

34/25 Public Session – The Parish Council will, time permitting, adjourn the council meeting for a short time to allow for public comment and questions

Members of the public raised concerns about speeding in the village. Residents had been in contact with North Yorkshire Council and North Yorkshire Police, who sent a speed enforcement van. However, it was noted that the van did not stay for long and is not present during peak times. The possibility of installing a vehicle-activated speed sign was suggested. This has been investigated previously and found to be too expensive to be met from council funds.

35/25 To receive an update from North Yorkshire Councillor Goodrick if appropriate

Councillor Goodrick provided an update on the NYC budget constraints, noting the loss of the government's rural funding allowance and a reduction in her locality funding to support local

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initiatives from £10,000 to £5,000 per year. Key areas of focus include statutory social care and education requirements and household waste management harmonisation across all the former districts. The latter will involve providing households with two new wheelie bins, one for paper and a second for glass, plastics and cans, each to be collected monthly. The new approach is being 'rolled out' in Ryedale first.

36/25 To consider and decide upon any planning applications received:

Applications:

None

Decisions:

None

Updates:

None

37/25 To discuss matters raised by the Parish Clerk/Responsible Financial Officer

- AJ had circulated a bookkeeping spreadsheet to 1st March 2025, which showed the Bank Account balance together with the income and expenditure report including variances to budget. The bank statement was duly signed by the Chair and will be fully checked during the next internal audit. The balance of the current account (less any grant monies held for the table tennis club) is £ 4,238.01. The balance of the frozen savings account is £ 2,127.08
- RESOLVED: To approve the purchase of a replacement defibrillator battery (approx. £230 + VAT available from several places), scheduled for replacement in April 2025
- APPROVED: To note for payment the recurring website and hosting expense (£248.40 – unchanged from previous year), to be paid by AJ.
- NOTED: To note the salary payment (February 2025) for the Parish Clerk and HMRC contribution.

38/25 To consider and decide further action, if any, on the current policies, and if any need renewing

RESOLVED: AJ was tasked with identifying policies needing review and delegating responsibilities for review to individual councillors as required. Updates need to be agreed before or in the May Annual Meeting when policies are adopted for the following year..

39/25 To report and decide further action, if any, on new correspondence received by the council

- Speeding in the village (Emailed) – Numerous residents have raised concerns about speeding, particularly around the nursery. NY Police and the Community Speed Watch initiative were contacted regarding potential solutions, including a matrix sign. However, funding is unavailable. IC to investigate possible options for assessing the issue ideally starting with a speed and traffic volume survey to quantify the problem.
- Dog fouling in the village – Increased instances of dog fouling on Back Lane were noted. A public awareness campaign will be launched via the website and community channels, encouraging residents to report offenders via North Yorkshire Council 'report dog fouling' service.

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- Verge damage outside Cherry Tree Cottage (Emailed) – SA filled in the holes. A meeting of SA/IC and John Dickens was agreed upon to discuss options for protecting this area of the Green including the bollards suggested in his email.
- Skip placement on York Lane – The skip has now been removed.

40/25 To receive matters raised by members:

- Concerns regarding potholes in the Village Hall car park were raised, with potential safety hazards noted. Community Hall Trust to be contacted by AJ.

41/25 To note agenda items for the next meeting

- Finalisation of audit information.
- Discussion on the resignation of a council member.
- Risk assessment for grass cutting and insurance renewal in May.
- Grass cutting arrangements for the upcoming season.

42/25 To confirm the dates of the future meeting(s) of Flaxton Parish Council to be held in the Village Hall starting at 7.30 p.m.

17th April 2025, 15th May 2025, 19th June 2025.

The meeting closed at 21:00