

**Flaxton Parish Council
Minutes of the Parish Council Meeting held on Thursday 16th April 2026 at
7.30pm in Flaxton Village Hall**

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

North Yorkshire Councillor Present: Councillor Goodrick

In Attendance: Anna Jackson (AJ) – Parish Clerk

Public Present: None

26/26 To receive apologies for absence and approve reasons given

27/26 To receive declarations of interest and dispensations

- To receive declarations of interest from councillors on items on the agenda
- To receive written requests for dispensations for disclosable pecuniary interests

None

- To grant any requests for dispensation as appropriate

SA declared interest in any Green Gait matters

28/26 To confirm the minutes of the Parish Council meeting held on 19th March 2026

RESOLVED: The minutes for the Parish Council meeting on 19th March 2026 having been prepared and circulated, were agreed to be a true and fair record.

29/26 To receive information about the following ongoing initiatives and decide further action where necessary:

- Speeding:
 - IC has drafted an invitation to tender for the supply, installation, and maintenance of a VAS and will circulate it for comments.
 - Discussion took place regarding potential locations, including consideration of residents' views.
 - A site meeting will take place on 17 April 2026 at 2:00 p.m. to review possible locations.
- Camera van locations:
 - Having discussed locations with affected residents IC has written to the deployment officer (Jamie) to confirm the additional locations.
- Village emergency plan – No further update.
- Annual Meeting:
 - IC confirmed that several individuals and groups have agreed to contribute a brief update on their activities including:
 - Environment Group
 - Flaxton Social Group

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- Potentially Flaxton Community Hall Trust (now confirmed)
 - AJ to prepare an event note for the website
- Quarterly internal audit review:
 - The review was completed successfully by DL and GM with no issues raised apart from the need for the Chair to countersign an invoice.
- Possible change of land use on York Lane:
 - It was agreed to write to the Enforcement Officer to raise concerns regarding a potential change of use.
- Flaxton sign damage:
 - DL will inspect the sign and determine required works. A risk assessment will follow.

30/26 Public Session – The Parish Council will, time permitting, adjourn the council meeting for a short time to allow for public comment and questions

No public in attendance

31/26 To receive an update from North Yorkshire Councillor Goodrick if appropriate

An update was received, including discussion regarding the roads budget, which remains a key issue as funds have been directed from North Yorkshire Council to York Council. A legal challenge may follow.

32/26 To consider and decide upon any planning applications received:

Applications:

None

Decisions:

None

Updates:

None

33/26 To discuss matters raised by the Parish Clerk/Responsible Financial Officer

- AJ had circulated a bookkeeping spreadsheet to 31st March 2026, 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 is £ 6,900.70
- Annual audit preparation to be conducted by AJ with support from IC:
 - The independent annual internal audit is scheduled for 28 April 2026 at 6:00 p.m.
 - AGAR form to be obtained from PKF email or website
 - AJ and IC to meet on 22 April 2026 at 6.30 p.m.
- NOTED: The promotion (effective 1 April 2026) of the Clerk and RFO to SCP Level 7 and increase in salary as per the contract of employment. There will be a further increment when the LGA settlement concludes later in the year.
- To note/approve payments as follows:
 - APPROVED: Salary payment (March 2026) for the Parish Clerk and HMRC contribution subject to an adjustment being made to the April 2026 payment.
 - APPROVED: Payment of £248.40 (including £41.40 VAT) to BWP Creative Limited for website hosting and support (Billed annually).

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- RESOLVED: To renew the insurance policy with Zurich Insurance (£214) as the premium is unchanged from previous years. Authorise payment at the May meeting as the renewal date is June 1st, 2026.
- APPROVED: The payment of £173 to YLCA for Membership Subscription 1 April 2026 to 31 March 2027

To report and decide further action, if any, on new correspondence received by the council (circulated):

Resignation of the Clerk and Responsible Finance Officer (dated 1 April 2026):

- The resignation was received.
- Discussion took place regarding recruitment of a replacement.
- It was agreed to circulate the previous job application and advertise the vacancy on the website and with YLCA
- Members to consider potential candidates.

34/26 To receive matters raised by members

None

35/26 To note agenda items for the next meeting

- Addition of fenestration at barn on Cross Lane
- Zurich insurance renewal
- Footpath clearing (Annual meeting)
- Litter picking (Annual meeting)

36/26 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.

21st May 2026, 18th June 2026, 16th July 2026.

The meeting closed at 8:27pm