

Flaxton Parish Council
Draft Minutes of the Parish Council Meeting held on Thursday 20th August 2026
in Flaxton Village Hall

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

North Yorkshire Councillors Present: None

In Attendance: Jon Treacy Parish Clerk/RFO

Public Present: None

87/26 To receive apologies for absence and approve reasons given

None

88/26 To receive declarations of interest and dispensations

- To receive declarations of interest from councillors on items on the agenda
DH declared an interest in ZE26/00576/73A (Neighbour of applicant)
GM/SA declared an interest in item 4.3 grass cutting/Common matters
- To receive written requests for dispensations for disclosable pecuniary interests
None
- To grant any requests for dispensation as appropriate
None

89/26 To confirm the minutes of previous meetings

RESOLVED: The minutes of the Parish Council meeting on 16th July 2026, having been prepared and circulated, were agreed to be a true and fair record and were signed by the Chair.

90/26 To receive information about the following ongoing initiatives and decide further action where necessary:

- Speeding/ Vehicle activated signs
 - Discussions were had to review tenders put forward and a preferred supplier was decided on. Further discussions and a visit to the preferred supplier are to be arranged before a final decision on the type of sign to be purchased. IC to arrange, SA and DL to attend if available.
- Camera Van locations
 - Nothing to report
- Village emergency plan
 - Nothing to report
- Grass cutting
 - Discussions were had around responsibilities for certain areas and issues around grass cutting the collection of cuttings. This will be deferred to the next meeting as an agenda item for joint discussions with FPC, Green Gait owners and residents to decide on a grass cutting strategy for next year.

Flaxton Parish Council

Draft Minutes of the Parish Council Meeting held on Thursday 20th August 2026 in Flaxton Village Hall

- Village footway clearance
 - It was agreed that a local resident would be approached to address the clearance of the footways in the parish. Enquiries to be made regards grip cutting along York Lane with NY Highways.
- IC/DL gave an update on the recent complaint regards furniture on the common land near the Blacksmiths pub and the informal conversation with the proprietors. It had been noted that there had been an improvement and that the situation would continue to be monitored and allow enforcement at NYC to follow its own process. The owners are to raise a retrospective application for the kitchen extraction system.

91/26 Public Session – The Parish Council will, time permitting, adjourn the council meeting for a short time to allow for public comment and questions

- No members of the public present

92/26 To receive an update from North Yorkshire Councillor Goodrick if appropriate Not present.

93/26 To consider and decide upon any planning applications received:

ZE26/00585/CAT | Fell 1no. Eucalyptus Gunni, approx. 30ft high. | Cherry Tree Cottage Main Street Flaxton YO60 7RT

The Tree Officer has no objection

ZE26/00576/73A Removal of condition 06 of planning approval ZE23/06969/FUL dated 27.11.2024 to allow for the personal occupancy restriction be removed, allowing the property to be utilised as a standard commercial office space, thereby unlocking the necessary bank finance to complete construction and fitting out Woodlands Farm York Lane Flaxton North Yorkshire YO60 7QZ

It was decided that an objection for this matter would be logged with NYC planning as the condition in question had been proposed by the applicant to obtain the retrospective planning application which would likely otherwise have been rejected.

ZE26/00640/CAT | Fell 1no. dead Lime tree to ground level | Appletrees Barney Lane Flaxton North Yorkshire YO60 7RS

The Tree Officer has no objection

A further application ZE26/00518/LBC | Listed building consent for conversion of roof space into a habitable space with 2no. bedroom, bathroom and addition of 3no. rooflights | Gennell Farm Gennell Lane Flaxton North Yorkshire YO60 7QT had been inadvertently missed from the agenda and so no council comments could be logged. However, councillors can comment on the application as individuals.

Decisions/Determinations:

Determined: ZE26/00524/NOTA *Notification under Class R of the GPDO 2015 of change of agricultural buildings (Class R B8) to general industrial (Class R B2) as listed under Class R* has been determined.

Flaxton Parish Council

Draft Minutes of the Parish Council Meeting held on Thursday 20th August 2026 in Flaxton Village Hall

This matter had been determined prior to the meeting on 20.08.2026 but it was noted some clarification had been sought from the planning officer regards what the reasoning behind this was, in particular the industrial use determined for the premises.

Updates:

None

94/26 To discuss matters raised by the Parish Clerk/Responsible Financial Officer

- The clerk/RFO had provided the bank statement, reconciliation paperwork and budget monitor to members up to 31st July 2026.
- The record of electronic payments was accepted and duly signed by GM
- A bookkeeping spreadsheet and bank reconciliation had been circulated to 31st July 2026, which showed the Bank Account balance and the income and expenditure report including variances to budget. The balance of the current account showed £9548.86.
- The bank statement and bank reconciliation were duly signed by GM and will be fully checked during the next internal audit.
- To note/approve payments as follows:
 - APPROVED: Expense claim from IC for HP ink subscription / £4.49
 - APPROVED: Clerk salary for July/August 2026 and HMRC contribution
 - NOTED: Upcoming direct debit for £47 to ICO for data protection services payable on the 15.09.2026
- The outstanding invoice for grass cutting had been chased and will be paid in due course for the amount of £878.21. Clerk/RFO to monitor until payment goes into the account.
- Resolved: Agreed that the address change be made with the bank for the new clerk/RFO. The form was duly signed by SA and IC.
- Resolved: The new clerk/RFO be registered with the bank. Process to be initiated by IC.
- Resolved: A visa card be acquired with the bank for sundry expenses/regular payments for use by the Clerk and RFO. The form was duly signed by SA, IC and the clerk.
- Resolved: Councillors (SA, DL, GM) to check app access for the bank which has already been granted
- Resolved: The clerk to investigate options for a possible savings account and to bring back to council for discussion in the November meeting

95/26 To receive updates from members regarding the review undertaken of council policies and procedures:

- Code of conduct: SA reported there were some minor alterations required and would pass details to the clerk
- Financial regulations: IC reported no update required
- Health and safety: DH reported no update required
- ICO publication: DL to report at next meeting
- Privacy notice: GM reported that there needed to be further review around GDPR terminology and provided a report for the clerk to look through and implement

Flaxton Parish Council

Draft Minutes of the Parish Council Meeting held on Thursday 20th August 2026 in Flaxton Village Hall

- Standing orders: SA reported and provided a report for the clerk to look through and implement
- Records management: IC reported no update required
- Transparency code: DL to report at next meeting
- Equality: GM highlighted an update was required around terminology in reference to pronouns. The clerk to review and update as required.
- Resolved: The clerk to review highlighted review points and amend policies where necessary

96/26 To receive update from DH about the acquisition of a mobile phone for the clerk to help with banking and verification purposes

- To be deferred to the next meeting and the clerk and DH to look at options for approval at the next meeting

97/26 To discuss any correspondence received and decide on next action:

- To discuss the recent interim polling district review and consultation-Noted that the polling booth arrangement for Flaxton is satisfactory

98/26 To discuss and agree next actions on Local Area Recovery Strategy

- SA provided a report to members around biodiversity in the area, how it should be taken into account when addressing planning matters, the duty to promote biodiversity as a council and to generally factor this matter into all pertinent council decision making.
- Resolved: A policy update will be suggested by SA to be implemented with the clerk

99/26 To receive matters raised by members:

- DL reported incomplete grass cutting to York Lane and it was agreed to add this to the agenda point for grass cutting in the area for the next meeting.
- An update was provided by IC regards a site visit to where Spectrum Broadband had been working and that the area was recovering and was to be re-seeded by SA
- It was discussed that there was a potential water leak on the corner of York Lane and that this would be investigated by members (GM/DL) and reported if needed

100/26 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.

17th September 2026, 15th October 2026 and 19th November 2026

The meeting closed at 8.36pm