

Clerk to the Council: Jessica Bedford
Email: clerk@towtonpc.org.uk

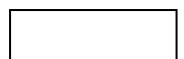
Minutes of the Annual Parish Council Meeting held at The Rockingham Arms, Towton on Tuesday 20th May 2025 at 7.30pm.

The meeting opened at 7.42pm

Present: Cllr T Fielden (Chairman), Cllr C Gallagher, Cllr H Matthews, Cllr G Barlow, Cllr D Goodrick and Mrs J Bedford, Clerk to the Council.
Two members of the public present.

MINUTES

- 01/26** Apologies and approve reasons for absence
Apologies were received from Cllr P Fletcher and Cllr D Wheeler
Resolution: To accept the reasons for absence.
- 02/26** Declarations of Interest and to approve any Dispensation Requests *It is a requirement in law, Localism Act (2011s31) that Council members declare any Disclosable Pecuniary Interest.*
None
- 03/26** Election of Chair of the Council
Resolution: To appoint Cllr T Fielden as Chair of the Council.
- 04/26** Election of Vice Chair of the Council
Resolution: To appoint Cllr H Matthews as Vice Chair of the Council.
- 05/26** Election of Committee Chair:
a) Village Field Committee **Resolution: To appoint Cllr H Matthews as Chair.**
b) Allotment Committee **Resolution: To appoint Cllr C Gallagher as Chair.**
c) KWFG – representative to the Group **Resolution: To appoint Cllr G Barlow as Chair.**
- 06/26** Receipt of new Councillors' Acceptance of Office Forms and updated ROI (if required)
Cllr T Fielden signed the acceptance of office for Chair of the Council.
- 07/25** To approve the Minutes of the Ordinary Council Meetings held on the 6th February and 27th March 2025.
Resolution: To approve the minutes as a true and accurate record.
- 08/26** Matters of Public Participation
A resident brought forward the following issues for consideration:
- **Road Markings on Raw Lane:** Concerns were raised regarding the current condition of road markings on Raw Lane and the associated disruption caused by ongoing road works, which appear to be unpermitted and lack any published details or timelines.
 - **Prolonged Road Works on New Road:** The resident expressed frustration with road works that have been in place for approximately 18–24 months. Clarification was requested on the expected duration of these works. It was noted that the lights frequently malfunction and numerous motorists run red lights.
 - **Increased HGV Traffic:** The resident highlighted the significant increase in heavy goods vehicle (HGV) traffic on both Raw Lane and New Road. This was attributed to access routes to the airport and nearby industrial areas, which contributes to road surface damage and elevated traffic volumes.
Resolution: It was agreed that the Clerk will contact North Yorkshire Council Highways to seek clarification regarding the road works on both roads. Additionally, the Clerk will reach out to the Clerk of Ulleskelf Parish Council to explore the possibility of a joint approach in



addressing the concerns related to increased traffic and HGV usage. The matter will be included on the next agenda.

09/26 Reports from other Authorities - County Councillor, Police.
None

10/26 Planning
a) Applications to be considered since the last meeting; acknowledged if date passed for consultation
None
b) To consider any planning enforcement issues
None

11/26 To receive Representative Reports - To receive updates and consider any further action:
1 Allotment Committee
Resolution: To purchase a secure cover for the tap.
2 Village Field Committee - to include approval of annual petrol costs.
Resolution: To approve £130.00 in petrol costs for grass cutting and a budget of £50.00 for planting.
3 Kirkby Wharfe Flood Group Committee
The Council received an update confirming that the second phase of the flood defence works is scheduled to commence on 30th June 2025.
4 Defibrillator Guardians
The Council received confirmation that both defibrillators are fully operational

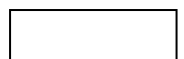
12/26 To confirm final arrangements for previous actions – Northern PowerGrid meeting and salt bin.
It was agreed to stand down Northern Powergrid with regard to a proposed community meeting for the time being. The matter will be revisited as and when necessary.
Resolution: The Council approved the cost of £122.89 for the purchase of a salt bin.
However, the Clerk will first enquire with North Yorkshire Council to determine if one can be obtained through them, free of charge, before proceeding with the order. The Clerk will also provide Northern Powergrid with an update accordingly

13/26 To consider the removal of the 30mph repeater sign at Towton.
Resolution: The item was deferred to the next meeting

14/26 Annual Financial Matters

1. To receive and consider the internal audit report 2024/25.
Resolution: The Council received and noted the internal audit report 2024/25
2. To authorise the completion of Section 1 of the Annual Governance and Return statement 2024/25. To be completed, signed and dated by the Chairman and the Clerk of the Council.
Resolution: The Council considered and completed the annual governance statement 2024/25 which was signed by the Chairman and Clerk.
3. To authorise the completion of Section 2 of the Annual Governance and Return Statement 2024/25. To be completed, signed and dated by the Chairman.
Resolution: The Council approved the accounting statement 2024/25 which was signed by the Chairman.
4. To approve the publication of documents required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015.
Resolution: The Council approved the publication of the bank reconciliation and explanation of variance forms 2024/25.
5. To confirm the dates for the Exercise of Public Rights for 24/25.
Resolution: The Council confirmed the dates for the exercise of public rights as 3rd June 2025 to the 14th July 2025.

15/26 Regulatory & Financial Matters



The Parish Council for Towton, Grimston and Kirkby Wharfe with North Milford

1. To note receipts, bank reconciliation, authorise payments and confirm DD/SOs.

The Council noted the receipt of the first precept payment in the amount of £3,722.64. The net financial position as of 28th April 2025 was reported as £51,492.58.

2. To approve the Schedule of Payments to 14 May 2025

Date	Cost centre	Payee	Net	Gross
27/03/25	Lighting	North Yorkshire Council – lantern upgrade (To note as previously paid)	£944.62	£1133.54
20/05/2025	Audit	Internal Audit	£55.00	£66.00
20/05/2025	Admin	YLCA Annual Subscription		£158.00
20/05/2025	Salaries	Clerk Salary		£344.76
20/05/2025		Saltbin		£147.47
20/05/2025	Village field	Fuel		£130.00

Resolution: To approve the payments presented for authorisation.

3. To consider the approval of nationally updated NALC model financial regulations and standing orders.

Resolution: To approve the NALC model financial regulations and standing orders.

4. To receive an update on the bank account address and member change

The Council received an update on the bank account updates.

16/26 To note Correspondence received not discussed elsewhere on this agenda.

The Council noted the Local Plan consultation.

17/26 To note agenda items: confirm date and time of next meeting.

The next meeting was agreed as the 23rd September 2025 at 7.30pm

The Meeting closed at 8.33pm

Chairman's signature: _____

Date: 23rd September 2025

