

EAST WITTON PARISH COUNCIL

Sarah Sayer - Clerk to the Parish Council, Meadow Lea, Hillfoot, Harmby, Leyburn, DL8 5PH



Distribution:

Mr R Wells Chairman
Mr A Fullerton Councillor
Mrs C Dent Councillor
Mrs A Cooper Councillor
Mr A Whitbread Councillor
Cllr K Sedgwick NYC Councillor
Mrs J Brown Elizabeth Barnett Charity Parish Representative
Ms C Whitbread Elizabeth Barnett Charity Parish Representative
East Witton Notice Board

Our Ref: AG 20/05/2

05 May 2026

NOTICE IS HEREBY GIVEN that a meeting of the PARISH COUNCIL will be held on WEDNESDAY 20 May 2026 at 7.30pm in The Parish Room, East Witton

Members of the public and press are invited to attend and may address members of the Council during the item set aside for public participation - Item 3 - Public Participation

Protocol on audio/visual recording and photography at meetings: Recording is allowed at Parish Council Meetings; subject to: (i) Compliance with the Council's protocol on audio/visual recording and photography at meetings and (ii) Any recording should be clearly visible to anyone at the meeting and be non-disruptive.

Agenda for said meeting is shown below.

S L Sayer

05/05/26
SARAH SAYER
(CLERK/RFO)

PARISH COUNCIL MEETING OF EAST WITTON PARISH COUNCIL

AGENDA

Annual Meeting

- Item 1 Introduction and apologies
- Item 2 Minutes of the last annual meeting held on 07 May 2025 – Already signed off 25/09/24
- Item 3 Public Participation
- Item 4 Chairman's report
- Item 5 Report from the Elizabeth Barnett Trust
- Item 6 To certify East Witton Parish Council as exempt from external audit for fiscal year 2025/26
- Item 7 To note the Annual Internal Audit Report for 2025/26 included at page 4 of the Annual Governance and Accountability Return 2025/26.
- Item 8 To approve Section 1 - Annual Governance Statement 2025/26 for East Witton Parish Council on page 5 of the Annual Governance and Accountability Return 2025/26.
- Item 8a) To sign off the annual accounts spreadsheet for 2025/26.

- Item 9 To approve Section 2 - Accounting Statements 2025/26 for East Witton Parish Council on page 6 of the Annual Governance and Accountability Return 2024/2024.
- Item 10 To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, and the Transparency Code for Smaller Authorities.
- Item 11 To adopt the IT Policy 2026.

Parish Council Meeting

- Item 1 Apologies
a. To note apologies and approve reasons for absence.
- Item 2 Re-Election of Councillors
To re-elect the Parish Council.
& 2a) To elect the YLCA Parish Representative.
- Item 3 To note any Declarations of Interest
a. Members are asked to declare any personal or prejudicial interests they may have in the business on this Agenda.
- Item 4 Public Participation
Members of the public who wish to raise an issue which is not on the Agenda, may do so. PLEASE NOTE: Total time limit for this item is 15 minutes.
- Item 5 Minutes
To approve minutes of the last meeting held on 11 March 2026.
- Item 6 Matters arising from the minutes and Items noted to discuss from March meeting
- Trees on the village green
 - Communication lines for PC and Community
 - White lines – Lowthorpe
 - Dog mess on the village green
 - Speed of slurry tankers up the village
 - Grass outside the bus shelter
 - Yorkshire Water pipes
 - Road verge near the church
- Item 7 Grass Cutting Contract
To consider and approve the grass cutting contract for 2026/27 - GCH Garden Maintenance. (last year's costs - 01 Apr 2025 – 31 March 2026 was 14 x £160 = £2240. We can claim back VAT of £346.66, therefore annual sum is £133.34 per cut). Confirmed that prices will not increase for 2026/27.
- Item 8 Planning
a. To consider planning applications received (Appendix 1)
b. To consider any other planning related issue
- Item 9 Accounts
a. To approve payments as detailed in Appendix 2
b. To note current budget situation as detailed in Appendix 3
- Item 10 Correspondence
a. To note correspondence received.
- Item 11 To note matters for information and items for next meeting agenda

Item 12

To confirm date and time of next meeting

Miss Sarah Sayer

Clerk to East Witton Parish Council

Tel: 01969 624804 clerk@eastwittonparishvcouncil.co.uk

Appendix 1
May PC meeting 2026

Planning Consultations

Reference No.	Proposal	Comments
ZD25/00746/FULL	Revised details to proposed dog kennels at Angram Cote Farm Stark Bank Road Ellingstring HG4 4PN	No comments

Planning Decisions

Reference No.	Proposal	Decision	Date
None			

Appendix 2 & 3

May PC meeting 2025

To approve payments and receipts as detailed in Appendix 2

Appendix 2		Sum
Payments since last papers	<u>Payments 2025/26</u>	
02/03/26	S Sayer - Domain Renewal	£9.59
21/03/26	S Sayer final quarter	£351.60
21/03/26	HMRC	£87.80
		<u>£448.99</u>
	<u>Payments 2026/27</u>	
06/04/26	East Witton Parish Room	£40.00
06/04/26	TP Jones & Co LLP	£80.52
06/04/26	YLCA Subscription	£147.00
14/04/26	GCH Garden Maintenance	£160.00
04/05/26	Adam Curtis Web Design	£210.00
04/05/26	Zurich Municipal	£277.00
04/05/26	GCH Garden Maintenance	£320.00
		<u>£1,234.52</u>
2026/27	<u>Receipts</u>	
20/04/26	Parish Precept	<u>£4,450.00</u>

To note budget situation as detailed in Appendix 3

Appendix 3 - On-going 2026/27	Budget Situation
Income to date (£4450.00) plus balance b/f from 2025/26 of £988.46	£ 4,438.46
Expenditure to date 2026/27	£ 1,234.52
Balance	£ 4203.94

Correspondence received from 03/03/26 to 05/05/2026

From	Description	Action
Community First	Rural News	Circulated
YDMT	Wild Little Spaces – call for sites	Circulated and R Wells forwarded it to the Parish Room Committee.
Gillian Taylor	Road Safety Budget and fixed speed cameras campaign.	Budget approved.
YDNPA	Northern Spring Parish Forum invitation	R Wells to attend.
YDNPA	Design Guide Consultation	Circulated
YDNPA	Local Plan Modifications Consultation	Circulated
Leyburn Police	Monthly crime reports	Circulated
NYC Highways	Road works/closures	Circulated when relevant
NYC	Latest News	Circulated
NYC/Cllr Sedgwick	Local Transport Plan – Stakeholder Survey	Circulated
NYC	NY Parish Liaison – Charity Reception invitation	Circulated
NYC	NY Parish Liaison – Allerton Park Recovery Centre Open Day	Circulated
NYC	NY Parish Liaison – Updated Parish Charter	Circulated
NYC	NY Parish Liaison – Monthly Parish updates	Circulated
YLCA	Joint Annual Meeting papers	Circulated
YLCA	Richmondshire Branch Meeting Topics for June/July	Circulated
YLCA	Training Bulletins	Circulated
YLCA	White Rose Bulletins	Circulated
YLCA	Law & Governance Bulletin	Circulated

Recipient	Description	Comments
Strutt & Parker	Braithwaite Lane – culverts unblocked	Letter of thanks
YDNPA Ranger	Reported footpath gates	Will be added to list of jobs for the Area Ranger
NYC	Urban Grass cutting	Confirmed we will do this again in 2026/27
Gareth Hastie GCH Garden Maintenance	Query regarding grass cutting for 2026/27 and a thank you for work undertaken in 2025/26	No increase in cost per cut.
Rotary Club	Letter to say we are not entering the competition this year.	Letter sent via email