

Skeeby Parish Council DRAFT MINUTES.**Extraordinary Meeting held in Skeeby Jubilee Village Hall Thursday 2nd April 2026 at 7.00pm****(Public Open speaking - 10 mins before the meeting at 6.50pm)****PRESENT:** Cllr J Frankland (Chairman), Cllr Carl Les, Cllr Angus Thompson**IN ATTENDANCE:** C Liversedge-Gell (Parish Clerk) and 27 members of the public

Minute	Item	Summary	Detail/Action	Action/By Who
02/04-01-01	Apologies		None	Completed
02/04-01-02	Consider approval for the reasons for absence		N/A	Completed
02/04-02-01	Temporary Parish Councillors		RESOLVED JF Introduced NYC District Councillors Angus Thompson (AT) & Carl Les (CL) to the meeting. Thanks were extended to them both for attending the meeting as temporary Parish Councillors thus enabling the meeting to be quorate. It was noted that should a Councillor be co-opted onto the Parish Council (PC) then either of them may resign if they so wish.	Completed
02/04-03-01	Declarations of Interest		RESOLVED - None recorded.	Completed
02/04-04-01	Minutes of last meeting		RESOLVED - The Minutes of the Meeting of the Council held on Thursday 6th March 2026 were approved and signed by JF as a true record of that meeting.	Completed
02/04-05-01	Resignation of current Parish Clerk		RESOLVED - The Council received the resignation of Clare Constantine (CC), Parish Clerk, dated and effective from 07/03/2026. The Council formally accepted the resignation and expressed its thanks to CC for their hard work and perseverance during their appointment.	Completed
02/04-06-01	New Parish Clerk recruitment		RESOLVED - One application received for the Proper Officer & Responsible Financial Officer (RFO) position. Following circulation & review of the application, JF proposed Charlotte Liversedge-Gell be appointed as the new Parish Clerk and (RFO) for Skeeby Parish Council, effective immediately. Proposer: Cllr John Frankland. Seconder: Cllr Angus Thompson	Completed
02/04-07-01	To consider casual Parish Councillor vacancies		RESOLVED - The Council considered the co-option of a new member to fill one of the casual vacancies on Skeeby PC. The proper notices of the vacancies had been advertised, and the statutory period had passed without a by-election being requested. Mr Neil Morton (NM) applied to the PC. JF proposed, AT & CL seconded resulting in an absolute majority. JF declared that NM was successful and duly co-opted onto the PC with immediate effect. NM signed their Page 1 of 4 Declaration of Acceptance of Office and joined the meeting. NM to complete Declaration of Interests to be submitted to NYC and published on the PC website. JF read out a letter from Mr Joe Ayre asking to be considered for Councillor. It was agreed that JF will send an application form to him for formal consideration at the next meeting.	CLG JF NM

02/04-08-01	Variation to the Public speaking format in future PC meetings		RESOLVED - The PC considered a change to include Public Speaking within the meeting agenda. The PC have had feedback of Public disconnect with meetings and aim to be more inclusive to residents and reconnect with them. JF proposed the variation of moving the public speaking section to within the meeting itself, as is the case in neighbouring Parish Councils, NM seconded it. CL suggested the item be one of the first Agenda items. The public speaking session is limited to 30 minutes total, with individual speakers allowed a maximum of 5 minutes to ensure the opportunity is given to everyone attending. More complex items should be requested as an Agenda item to the Clerk 7 clear days before the meeting.	Completed
02/04-09	To receive information on the following matters & decide on further action where necessary			
02/04-09-01	Consider updates to SPC Policies & Procedures		RESOLVED – The requirement of the adoption of necessary policies and procedures needs to be considered. JF suggested this be carried over to the next PC meeting due to the time required for this matter to be fully considered. All agreed.	CLG/JF/NM
02/04-09-02	Water leak outside Halfe Hill Farm		RESOLVED - JF explained that Yorkshire Water are aware of the issue. To be added to the next meeting Agenda.	CLG
02/04-09-03	Damage to fencing/badger damage Linden Road playpark.		RESOLVED - To be added to the next meeting Agenda.	CLG
02/04-10	Correspondence received (emails)			
02/04-10-01	Harmony Energy		RESOLVED - email received from a neighbouring Parish Clerk asking for clarification on the process to apply for donations for local projects from Harmony Energy and what the grant limits were. JF has updated the enquirer with this information.	Completed
02/04-10-02	Stile safety at the top of Canada Banks Public Footpath		RESOLVED - Concerns re the safety of the stile on public footpath top of Canada Banks. JF confirmed this was part of Gilling PC and not Skeeby PC.	Completed
02/04-10-03	Repair works at Barnacres		RESOLVED - The scheduled repair works to the footpath/bridge at Barnacres has not taken place. To be added to the next meeting Agenda	CLG
02/04-10-04	Parking issues outside Travellers Rest		RESOLVED –JF explained that the Government carried out a survey in 2020 regarding pavement parking issues nationwide. A policy is expected to be adopted later this year for local Councils to have more authority to deal with pavement parking issues locally – the PC shall monitor this. JF has updated a resident who had contacted the PC regarding the parking problems. As the road is alongside the only footpath through the Village, pavement parking is an offence if it is causing an obstruction to the footpath. The PC is conscious of seeking a sensible & sensitive solution to this ongoing issue, whilst maintaining safe passage for all users – it was suggested a notice on the door	JF / CLG

			of the Travellers Rest asking customers to park considerately in the road and to leave the pavement unobstructed may help. The PC will continue to press NYC to monitor the situation.	
02/04-10-05	VMAS Installation Position		RESOLVED - Email received ref the installation site of VMAS and why that position was chosen. JF spoke to the resident and clarified that the PC took NYC guidance on its placement. Some finance remains from the Solar Farm Grant, and this could potentially be used to get a second post installed for the VMAS. A resident expressed concern that the main speeding issues derive from drivers coming over the Bridge and up the hill into the Village. JF explained that an appropriate Android device is yet to be acquired to facilitate the download of data from the matrix to enable further analysis.	JF
02/04-10-06	Planning assistance at The Old Shop		RESOLVED - Planning information/assistance request received regarding turning The Old Shop, Richmond Road into a cottage. It was agreed to invite the enquirer to a PC meeting to discuss further.	CLG
02/04-11-01	Banking arrangements		RESOLVED - Consider all necessary changes to bank mandates, receipt of statements – Clerk to contact Barclays to inform them of new Clerk details, along with new signatories for the bank account.	CLG
02/04-11-02	Year-end accounts & AGAR preparation		RESOLVED - Year end accounts & AGAR preparation were discussed. Bank balance for 31/03/2026 required. Clerk to prepare AGAR and accounts.	CLG
02/04-12-01	Finance		RESOLVED – To agree to the following payments: SPC Insurance Policy – Zurich Municipal £786.56 NYC – Playparks inspections £402.36 Village Hall Hire£217.50 Previous Clerk’s final wage & holiday pay £403.34 Cheques were signed by previous Councillors KR & JB. They remain legally able to be signatories for PC cheques until the changes to the new banking mandate are completed by Barclays bank. Community Parks Account Balance as of 26/03/2026 £12031.25 Business Premium Account Balance as of 26/03/2026 £3856.71	Completed
02/04-13-01	To resolve that the Public and Press be excluded from the meeting in accordance with section 1(2) of the Public Bodies Admission to		RESOLVED – The Council considered a report & correspondence from a resident regarding unresolved formal complaints concerning former members. As those individuals are no longer in post, and the composition of the Council has substantially changed, the Council unanimously agreed and resolved that no further action can reasonably be taken, and considers the matter closed. The matter was reviewed in regard to the Council’s Vexatious and Unreasonable Requests Policy in considering both the proportionality of any further action and the appropriate use of limited Council resources. Following discussion, it was further resolved that a first warning letter	CLG

	Meetings Act 1960 – by reason of the confidential & sensitive nature of the business to be transacted		would be sent to the complainant in accordance with that policy, and by way of explanation of the decisions taken.	
02/04-14-01	Items for future agenda		14.1 Archiving 14.2 Memberships and password access for YLAC/SLCC/NALC 14.3 Playpark report received after the agenda was submitted 14.4 Staffing committee 14.5 Clerk mobile phone 14.6 Android device for the Matrix Board 14.7 White posts and No Parking signs 14.8 Corner kerb stone at the Travellers Rest 14.9 Follow up on the VG reinstatement at the new builds at 42 Richmond Road	CLG
02/04-15-01	Date of next meeting		The next meetings will be held in the Jubilee village hall as below: Annual Parish Meeting (Public) - Thurs 28th May 2026 (time tbc) Annual Parish Council Meeting & Ordinary PC Meeting - Thursday 28th May 2026 (time tbc)	Completed
<u>Meeting ended at 8.55pm</u>				

Signature (Chairman) Date.....