

Skeeby Parish Council DRAFT MINUTES.**Meeting held in Skeeby Jubilee Village Hall Thursday 28th May 2026 at 7.00pm****PRESENT:** Cllr J Frankland (Chairman), Cllr N Morton, Cllr Ayre, Cllr Angus Thompson**IN ATTENDANCE:** C Liversedge-Gell (Parish Clerk) and 1 member of the public

Minute	Item	Summary	Detail/Action	Action/By Who
28/05/-01	Apologies & consider approval for the reasons for absence		RESOLVED - Apologies had been received from Cllr Carl Les & the (private) reason for absence was approved	Completed
28/05/-02	Declaration of Interest – to receive & consider then decide upon any applications for dispensation		None	Completed
28/05/-03	Consider casual Parish Councillor vacancies		RESOLVED – no new application received. If you would like to find out more information about becoming a Parish Councillor or to apply, please contact clerk@skeeby-pc.gov.uk	Completed
28/05/-04	Minutes of last meeting		RESOLVED - The Minutes of the Meeting of the Council held on Thursday 20th May 2026 were approved and signed by JF as a true record of that meeting.	Completed
28/05/-05	Public Participation		RESOLVED 1) The possibility of flower baskets for the Village was raised by a resident. What type of planters, the quantity required and who would tend to them was discussed. It was agreed to obtain 7 smaller, more cost-effective planters initially with NM proposing and JA seconding. Two for the bus shelter and five at the bottom of the Village. Resident to source and purchase and the PC shall reimburse. 2) The issue of PC payment contribution towards the cost of electricity for the Defib & clock was raised. JF requested a letter to be sent to the Clerk, and it will be added to the next Agenda	CLG, JF VHC
28/05/-06	To receive information on the following matters & decide on further action where necessary			
28/05/-06-01	Closure of footpath/bridge at Barnacres		RESOLVED – This matter is still on NYC list to action but do not know when it will be considered. This matter is in abeyance pending further enquiries	CLG

28/05/-06-02	Old Shop Change of use enquiry		RESOLVED - Planning information/assistance request received regarding turning The Old Shop, Richmond Road into a cottage. The enquirer was invited to a PC meeting to discuss further. No response – item closed.	Completed
28/05/-06-03	Archiving		RESOLVED – Filing cabinet of documents in the VH to be considered for archiving. Key to be obtained and liaise with NYC on which documents to archive/securely dispose of.	CLG
28/05/-06-04	Play Park Inspection Report		RESOLVED – Discussion around the PC taking part in YLCA onsite Play Area Inspection training and whether the PC have the capacity to inspect and maintain the two Play Areas. It was unanimously agreed to carry on with monthly NYC inspections and receiving the reports bi-monthly. Clerk to circulate the latest inspection report.	CLG
28/05/-06-05	Staffing Committee		RESOLVED – The PC should ideally have several people on a Staffing Committee to deal with Clerk appraisals/issues. YLCA recommend 3 Councillors to be on it. JF proposed that this could be revisited when the PC gets back to full Council (5 Councillors) . JA seconded.	Completed
28/05/-06-06	Water leak outside Halfe Hill Farm		RESOLVED – North Yorkshire Water are aware of the water leak. No further action for the PC.	Completed
28/05/-06-07	Memberships/pass words for YALC/SLCC/NALC		RESOLVED – Clerk has access to the various bodies. Cllrs to contact YLCA for their own logins.	Completed
28/05/-06-07 i	Village Green		RESOLVED - The Leek Club have offered to donate a rose to the Village, to be planted at the stone Bus Shelter. It was confirmed that it shall be planted and tended to with no cost to the PC. Unanimously agreed to accept the donation. NM to inform the Leek Club and the PC would like to pass on thanks for the kind donation	Completed
28/05/-06-07 ii	Village Green		RESOLVED - Hanging tree limb at Springfield becoming an obstruction. Clerk to contact Martyn Goldsbrough to look evaluate it and quote for works.	CLG
28/05/-06-07	Village Green		RESOLVED - 40A & 40B Richmond Road new builds have still not had the VG reinstating works carried out following a site meeting in December. Clerk to contact the developers to establish their intentions to carry out these works.	CLG
28/05/-06-07	Village Green		RESOLVED - 12 No White Marker Posts and 3 No ‘No Parking on Village Green’ signs to be purchased by the Clerk as per item 20/05-07-01 I from 20/05/2026 Meeting.	CLG
28/05/-06-07 v	Village Green		RESOLVED - The Corner Stone at The Travellers Rest – NM investigated the stone being chamfered to make safer and can have the works carried out free of charge which was proposed at the meeting. JA seconded it – NM to arrange for the works to take place	NM

28/05/-06-07	Bus Shelter water inspection cover protruding above ground level		RESOLVED – reports of an inspection cover protruding above surrounding ground level – potential hazard – situated behind the stone Bus Shelter. Clerk to report to North Yorkshire Water	CLG
28/05/-07	Correspondence received (emails)			
28/05/-07-01	YLCA updates		RESOLVED - Various YLCA updates circulated to the PC via email	Completed
28/05/-07-02	NYC Parish Liaison Charter		RESOLVED - North Yorkshire Council Parish Liaison: The Updated Parish Charter circulated to the PC via email	Completed
28/05/-07-03	NYC Area 1 Parish workshops		RESOLVED - NYC Area 1 Parish workshops dates circulated to the PC via email. JF & NM to attend	Completed
28/05/-07-04	NYC Area 1 Streetworks Coordination		RESOLVED – NYC Area 1 Streetworks Coordination circulated to the PC via email	Completed
28/05/-07-05	VMAS Installation Position		RESOLVED – Following previous resolution to purchase a second mounting post & solar panel for the Matrix sign – NYC Highways contacted regarding siting of same near Springfield junction.	Completed
28/05/-07-06	NYC Call for Sites		RESOLVED - NYC Re-opening of Call for Sites for 6 weeks circulated to the PC via email. If you would like to view the latest information/map on Call for Sites please follow this link: Call for sites North Yorkshire Local Plan	Completed
28/05/-07-07	Crime Report		RESOLVED - Rural Crime Report circulated to the PC via email. Two crimes within the Parish – 1 criminal offence and 1 violence.	Completed
28/05/-07-08	Defib Guardianship		RESOLVED - Defib Guardianship change request circulated to the PC via email. The present defib guardian has been in place for 7 years and would like to withdraw. NM volunteered and will contact the current guardian to establish a handover of duties.	NM
28/05/-08	Planning		RESOLVED - Decision Notice ZD25/00629/LBC REFUSED by NYC Proposal: Listed building consent for replacement of five windows to ground and first floor of South Elevation Location : Hill House 24 Richmond Road Skeeby Richmond DL10 5DS	Completed
28/05/-09	NYC Update		RESOLVED – Cllr Thompson Report previously circulated to the PC. Most recent bi-monthly report scheduled to be available	Completed

28/05/-10	Financial Matters		RESOLVED – To agree to the following payments: Clerk Salary – £459.80 HMRC – £114.80 YLCA subs – £188 Blue Stream water – £89.45 TP Jones payroll services – £79.20 NYC Grass cutting/beck clearance £2456.81 Income: NYC Bi-annual Precept £4677.50 Community Parks Account Balance as of 28/05/2026 £15302.33 Business Premium Account Balance as of 28/05/2026 £ 3856.71	Completed
28/05/-11	Confidential Matter		RESOLVED – The Council considered correspondence from a resident regarding the lawfulness of the Council's Vexatious and Unreasonable Requests Policy and addressed an outstanding Subject Access Review (SAR) request. Following research and then discussion, it was agreed that the Policy is indeed lawful as the Agenda Item concerned a number of emails/letters from a resident & was broad enough for the adoption of the Policy to be viewed as reasonably incidental to that item. Importantly, Councillors understood they were making a formal policy adoption and the resolution was properly minuted. It was unanimously agreed for the Clerk to carry out the SAR request and submit it within 28 days of the meeting whilst also to establishing if the PC is required to report itself to the ICO for the breach in timescale of delivering the SAR. Clerk to contact the requester of the SAR outlining the PC actions and timescales.	CLG
28/05/-12	Items for future agenda		12.1 ICO Model Policy to be reviewed and adopted at the July meeting	CLG
28/05/-13	Date of next meeting		To confirm the date Parish Council meetings is due to be held on Thursday 30th July 2026 in the Village Hall	Completed
<u>Meeting ended at 9.24pm</u>				

Signature (Chairman) Date.....