**DATE: Wednesday 30 April, 2025**

**TIME: 19.00 hrs**

**LOCATION: West Tanfield Village Hall**

**PRESENT:** Councillors Mark Hilton (Chair), Judi Horner and Anthony Mainprize.

**IN ATTENDANCE:** Alison E Carter (Clerk)

**PRESENT:** Brenda Raw and from North Yorkshire Council Janine Ledger and Amanda Madden.

1. **WELCOME FROM THE CHAIRMAN OF THE PARISH COUNCIL**

Councillor Hilton welcomed all to the meeting.

1. **DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA AND REQUESTS FOR DISPENSATIONS**

There were no declarations of interest or request for dispensation.

1. **PUBLIC QUESTIONS OR STATEMENTS – See below.**
2. **APOLOGIES TO BE RECEIVED AND REASONS FOR ABSENCE ACCEPTED**

Apologies received from Parish Councillor Peter Hull, North Yorkshire Council Councillor David Webster, North

Yorkshire Police and Mr C Bourne-Arton.

1. **MINUTES OF PREVIOUS MEETING –** The minutes of the meetings held on 26 March, 2025 were approved and signing by

the Chairman.

1. **ITEMS CARRIED FORWARD FROM PREVIOUS MEETINGS**
   1. Community Infrastructure Levy (CIL) – Application received from VE DAY 80 Celebrations.

New CIL applications sent to West Tanfield Tennis Club and West Tanfield Sports Committee.

* 1. Rural Housing Needs Survey – The North Yorkshire Rural Housing Enablers (RHE) attended the Parish Council meeting with regards to questions the Parish Councillors had following the last meeting with regards to the survey/letter being distributed in the Parish to ascertain affordable housing needs. The Rural Housing Enablers outlined that the survey once completed is confidential and the data will be ammonised before being shared with the Parish Council. From the data gathered it will not be possible to identify individuals. It was stated to the Parish Council that once built, the property is rented out at an affordable rate but not sold to individuals. Depending upon the outcome of the survey if a need is identified, the Parish Council will be consulted/informed throughout the process. The RHE confirmed the questions of the survey will highlight the difference in want

and need. The outcome maybe that there is no demand in the Parish. The RHE will keep in touch with the Parish Council

during the process and before the letters/survey are distributed.

The Parish Councillors were interested in the existing numbers of Broadacres properties in the Parish as well as the number of

active housing applications on the North Yorkshire Home Choice housing register. Plus, details of holiday homes in the Parish.

The RHE offered to obtain the data.

The Survey/letter will be distributed mid-June and details will also be placed on noticeboards and in newsletters where possible.

* 1. Grass Cutting West Tanfield Village Green and riverbank from the Marmion Tower Steps, West Tanfield – This matter was brought to the Parish Council some while ago and the Parish Council were advised to contact YLCA who advised seeking guidance from the Parish Insurance Company for guidance. The Parish Clerk to seek guidance from the insurance company. No contactors have been contacted for the work this will depend on the insurance comments.

1. **REPORTS FROM PARISH REPRESENTATIVES**
   1. Report from North Yorkshire Police – North Yorkshire Police gave their apologies on the evening, however a report was issued

in advance. The report highlighted one report of anti-social behaviour and one of violence against a person in the Parish in January,

2025. In February one report of Fraud was reported in the Parish and in March no reports received by the police on crime in the

Parish. The Police are reminding residents that they can sign up for the North Yorkshire Community Messaging Service. Details

will be included in the next Parish newsletter.

* 1. Brenda Raw, Chair of the Village Hall Committee attended the Parish Council meeting and gave a verbal update as to the hire/use

of the hall. The Hall is doing well at the moment there are a lot of one-off bookings for adult and children’s parties. The regular

bookings are doing well, with the badminton/soft skating/art classes and dog training. The honesty box for the carpark is being

used. The Hall will be closed from 19 May to 26 May for re decorating. The Pétanque Club is up and running and North Stainley

Club is coming to use the facilities at West Tanfield.

1. **COMMUNITY INFRASTRUCTURE LEVY(CIL) REPORT –** Annual report outlining income and expenditure re the

CIL funds were shared with the Parish Councillors before being sent to North Yorkshire Council.

1. **FINANCIALS**
   1. The Parish Council approved the bank balance as at 31 March, 2025.

|  |  |  |
| --- | --- | --- |
| **Bank Balances as at 31/03/2025** | | |
| NatWest Current a/c - \*\*\*\*4884 |  | £4,958.45 |
| NatWest Business Reserve a/c - \*\*\*\*2668 | | £8,280.22 |
| **TOTAL** | | **£13,238.67** |
|  | | |
| **Payments to be approved and recorded:** | | |
| *Payee* | *Details* |  |
| AECarter | Clerks Wages March | £292.90 |
| AECarter | Clerks Expenses March | £60.80 |
| HMRC | PAYE March | £73.40 |
| Stainton Construction | Grass Cutting One | £384.00 |
| Ryman | Printer Ink Cartridges | £117.99 |
| **TOTAL** |  | **£929.09** |
| **Receipts to be recorded:** |  |  |
| *Received From* | *Details* |  |
|  |  |  |
| **TOTAL** |  | **£0.00** |

* 1. No payments made or monies received prior to or at this meeting.
  2. To confirm the renewing of membership subscription fees to YLCA for 2025/26 -

The Parish Council agreed to pay the cost of £377.00 to renew the membership of the YLCA.

* 1. To confirm the renewing of the subscription for the Society of Local Council Clerks, for 2025/26 –

The Parish Council agreed to pay the cost of the subscription of £80.

1. **END OF YEAR ACCOUNTS 2024/25 –** To note the Parish Council cannot register itself as except from the external

audit review as gross budgeted income and/or expenditure were more than £25,000 per annum.

1. **PLANNING AND DEVELOPMENT**
   1. To consider any applications and agree responses to the consultations being carried out by the planning authority:

Planning Application ZB25/00602/FUL Hill House, Binsoe, West Tanfield, proposal a two-storey side extension,

single storey orangery and new porch. It was agreed the Parish Council had no objections to the above planning

application.

11.2 No updates or decisions on applications, appeals and enforcement investigations received since the last meeting.

1. **THORNBOROUGH VILLAGE ROAD SIGN –** A resident of the Parish has brought to the attention of the Parish Clerk

the maintenance/state of a village sign for Thornborough, on Fore Lane one of the roads into and out of Thornborough. The

matter was deferred to a later Parish Council meeting. The Parish Council is responsible for the maintenance and repair of

village signs. The Parish Clerk has contacted North Yorkshire Council for details with regarding the replacement of

village signs in general, for information on the processes and costs required. There are approved contactors who make street

furniture and approved contractors who can install the village signs. There is also a need for a furniture licence and for

works to be carried out to ensure there are no utilities equipment in the vicinity of the sign being replaced. The Parish Clerk will

liaise with Yorkshire Local Councils Associations (YLCA) to seek guidance from other Parish Councils who have replaced

road signs.

1. **CORRESPONDENCE –** The Parish Clerk reported on items received, in April,2025, as previously circulated to the Chair and Councillors.

Correspondence received included The White Rose Bulletin, Cllrs Discussion Forum, and Training Programme from the YLCA, details of

the road surfacing, in the Parish from North Yorkshire Council. As well as details re the North Yorkshire Boundary Reviews, draft

recommendations, and the outcome of the Casual Vacancy for the Parish Council.

1. **NEXT MEETINGS -** The next Parish Council Meetings are The Annual Parish Meeting and Annual Parish Council Meeting, Wednesday

28th May, 2025 and Parish Council Planning Meeting, to be held at West Tanfield, Village Hall. Note the Annual Parish Meeting will

commence at 6 pm.

**15. ITEMS TO BE CONSIDERED AT THE NEXT MEETING**

Village Bench – Thornborough

Meeting closed at 19:48 hrs.

These minutes were recorded and prepared by Alison E Carter, Clerk to the Parish Council.

**SIGNED: (Chairman)**

**DATE: …………………………………………………………………….**