

Kirkby Fleetham with Fencotes Parish Council

Minutes of meeting – 16 October 2025 at 7:00 pm.

Present: Parish Councillors: C Walker (Chair), A Edwards-Heathcote, J Lamperd, M Wall and R Henderson. Parish Clerk/RFO: N Lowe. Public in attendance: Two.

Residents didn't raise any issues before the meeting

1. Apologies

County Councillor Wilkinson. The Council accepted these apologies.

2. Minutes of the Parish Council Meeting held on Thursday, 18 September 2025, were accepted as an accurate record of the meeting proceedings and signed.

Acceptance was proposed by Cllr Walker and seconded by Cllr Henderson.

3. Matters to Report

Waste Bin, Kirkby Fleetham

North Yorkshire Council replied to the Clerk, explaining that the litter bin has been logged at the waste office and will be emptied as soon as possible. The primary reason for the disruption in litter bin servicing is the recent operational shift to a four-day working pattern across our refuse and recycling rounds. This change, while designed to improve long-term efficiency, has coincided with a period of significant staff sickness. As a result, several staff members have been temporarily redeployed from street scene duties to support waste and recycling collections, ensuring statutory services are maintained.

North Yorkshire Council has apologised for any inconvenience caused and reassured the community that it is working to restore normal service levels as quickly as possible.

New Assertion 10 In The Annual Governance And Accountability Return For Year Ended 31 March 2026

The Clerk is continuing with collecting quotes for an authority-owned email account.

Waste

In response to the letter the Clerk sent regarding the concerns raised by local residents. The owner addressed the concerns by confirming that the waste in question is Bio Solids. Bio-solids are a by-product of the wastewater recycling process. The landowner has advised that the earlier spillage on Low Street was not Bio Solids; it was residue from the delivery of farmyard manure. Once the mess on the road was created, they acted quickly and responsibly to clean it up.

Collaborative Spirit Award

The subcommittee will meet the Collaborative Spirit Award assessment panel on Wednesday, 29th October 2025. The plan is for everyone involved in the National Lottery Heritage Grant to attend.

4. Burial Grounds

a) Parish Cemetery

There are still a number of mole hills in the Cemetery, and the Councillors agreed to continue to monitor the situation. Some wildflower seed has been sown, and all the grass has been raked.

b) St Mary's Churchyard

Most of the grass has been cut. The church remains open while urgent work has started on it using the church's contingency fund. The church is continuing to raise funds for the church repairs.

c) St Andrew's Churchyard

There is no further news on the sale of the Church. The Council will consider adding a sign with contact details so visitors can view graves.

5. Correspondence

YLCA Training (0110/25), YLCA Weekly News and Notifications (0210/25), S106/Commuted Sums (0310/25), Proposed Battery Energy Storage System on Land at Fence Dike Lane (0410/25).

These were all circulated via email.

Resident Letter

A resident has verbally advised the Council that they consider the new fence erected at Oak Tree House on Low Street has resulted in restricted views of oncoming traffic at the point where the road curves. The resident reported a near-miss with an oncoming car.

6. Finance

a) It was resolved to pay the following, and the payments were signed accordingly:

Chq	Amount	Payee	Service
BACS		N.Lowe	Wages for October
BACS	£252.00	PKF Littlejohn LLP	Limited assurance review of the Annual Governance & Accountability Return for the year ended 31 March 2025 - Inv SB20252581
BACS	£170.40	CE & CM Walker Limited	Parish Grasscutting - Inv 25663
BACS	£48.00	J. Lamperd	Imprint Services for a charity event
BACS	£29.98	C.Walker	Teak oil for restoring the Great Fencote bus shelter

This was proposed by Cllr Walker and seconded by Cllr Edwards-Heathcote.

b) Income:

The Parish has received £6,727.38 in income this month. £829 in the Burial Authority, and the rest in the Parish Council Account.

7. Planning

a) Proposed Battery Energy Storage System on Land at Fence Dike Lane

A consultation event has been organised on 22 October. The intention is to present accompanying exhibition boards of materials already offered on the project website, with the project team in attendance to answer any questions. This will be a walk-in event, with the project team available between 3-7 pm at Coore Memorial Hall, Station Road, Scruton, DL7 0QN. There will also be an FAQ document and a comment form.

The Councillors will attend. The Clerk has advertised the event on InfoNet. The Councillors will arrange a time to attend with Scruton Parish Council.

b) Black Horse Inn Leisure Development

There is no further news. The planning application hasn't gone in.

c) Application

ZB25/01736/TCC: Application for prior notification of proposed development to upgrade to mast/tower.

Location: Telecommunication Mast Cellnet Site 1906, Tickergate Lane, Little Holtby, North Yorkshire.

Applicant: M Ntori

The Parish Council has no comments on this planning application.

d) Outcomes

ZB25/01439/FUL: Application for single-storey rear extension, replacement of flat roof with pitched roof and alterations to external openings.

Location: 19 Forge Lane, Kirkby Fleetham, Northallerton, North Yorkshire.

Applicant: Mrs. K Smith.

The application was granted.

ZB25/00409/FUL: Application for removal of single storey lean to and construction of new two storey extension to rear of existing dwelling.

Location: Ingleside 13 Kirkby Lane Kirkby Fleetham Northallerton.

Applicant: Mr & Mrs Sturdy.

The application was granted.

8. Community Transport and Social Care

Community Transport

Updates on proposed improvements to the village bus service are still awaited from the Combined Authority of the Mayor of York and North Yorkshire.

A meeting of Harbus representatives, covering more than 30 bus services across North Yorkshire, was held at the Hambleton Community Action offices on the morning of 17th October. A key complaint from the meeting was the lack of bus services in the area.

Social Care

At the October meeting of the Kirkby Fleetham WI, Cllr Lamperd attended to outline the services provided by the local charity Hambleton Community Action (HCA) and how these can support villagers, particularly older residents.

Hambleton Community Action requested permission to visit the Village Hall on a Hub day to speak directly with residents about their services. This initiative was later expanded to include four additional local charities, MIND, Carers Plus, Dementia Forward, and Citizens Advice, offering free support and guidance. The event was promoted through the Village InfoNet, and a flyer was distributed to every home in the parish. The event took place on the Hub day of 15th October..

The next outing of the Fleetham & Fencotes Outings Group will be on Tuesday, 21st October, with a visit to Durham Cathedral and Museum. A hired guide will lead the tour, including a viewing of the three original versions of the Magna Carta, sealed by King John in 1215, 1225, and 1230.

9. Community Solar Farm Grants

In 2022, the Council granted £5,000 to develop the parking area at St. Mary's church. The grant was not drawn down.

The applicants have requested that the £5,000 grant be repurposed to fund urgent repairs to St. Mary's, allowing the church to remain open while further grant funding is sought.

The Councillors all agreed to the request, but require a new application with an overview of the project.

10. Kirkby Fleetham Village School

The nomination of Kirkby Fleetham Village School as an Asset of Community Value was successful. The decision was made on 3 October 2025, with an expiry date of 2 October 2030.

11. Review of the Council's policies, procedures and practices

The following had all been circulated for consideration before the meeting:

- a) **Disciplinary and Grievance Arrangements** – Cllr Walker proposed that the updated Disciplinary and Grievance Arrangements as of October 2025 be accepted and adopted by the Parish Council immediately, and Cllr Henderson seconded this. It was resolved to adopt the Disciplinary and Grievance Arrangements.
- b) **Internet Banking Policy** – Cllr Walker proposed that the updated Internet Banking Policy, effective October 2025, be accepted and adopted by the Parish Council immediately, which Cllr Henderson seconded. It was resolved to adopt the Internet Banking Policy.
- c) **GDPR General Privacy Notice** – Cllr Walker proposed that the updated GDPR General Privacy Notice as of October 2025 be accepted and adopted by the Parish Council with immediate effect, and Cllr Henderson seconded this. It was resolved to adopt the GDPR General Privacy Notice.
- d) **GDPR Privacy Notice, Staff, Councillors, Role Holders and Volunteers** – Cllr Walker proposed that the updated GDPR Privacy Notice, Staff, Councillors, Role Holders and Volunteers as of October 2025 be accepted and adopted by the Parish Council with immediate effect, and Cllr Henderson seconded this. It was resolved to adopt the GDPR Privacy Notice for Staff, Councillors, Role Holders, and Volunteers.
- e) **Freedom of Information and Publication Scheme** – Cllr Walker proposed that the updated Freedom of Information and Publication Scheme, as of October 2025, be accepted and adopted by the Parish Council with immediate effect, and Cllr Henderson seconded this. It was resolved to adopt the Freedom of Information and Publication Scheme.
- f) **IT Policy** – Cllr Walker proposed that the updated IT Policy as of October 2025 be accepted and adopted by the Parish Council with immediate effect, and Cllr Henderson seconded this. It was resolved to adopt the IT Policy.

12. Any Other Business

Mystery Tree

Someone has planted a couple of young conifer trees on the verge near the village sign going into Great Fencote from Little Fencote. They are not on Parish Council land and look to be far enough back from the road to cause no harm.

The meeting closed at 8:52 pm.

Date of Next Meeting: 20 November 2025.