Kirkby Fleetham with Fencotes Parish Council

Minutes of meeting – 18 September 2025 at 7:00 pm.

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

Residents raised the following issues before the meeting:

Black Horse Development
A group of residents intends to conduct a poll after the Black Horse Development planning application has been submitted to gauge support for or against the planning Application. The group will canvas houses within the 30 mph speed limit signs of Kirkby Fleetham.

1. **Apologies**

   County Councillor Wilkinson and Cllrs Wall and Lamperd. The Council accepted these apologies.

2. **Minutes of the Parish Council Meeting held on Thursday, 17 July 2025,** were accepted as an accurate record of the meeting proceedings and signed.

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

3. **Matters to Report**

   Kirkby Fleetham Village Sign, Lowfield Lane
   Highways has advised that village name plates are the responsibility of the Parish Council; Highways has no objections to the Parish Council arranging replacements where necessary. An approved contractor with Traffic Management must carry out any work undertaken within the extent of the public highway.

   30-mph Sign, Lumley Lane, Kirkby Fleetham
   All speed limits are subject to a legally binding Traffic Regulation Order. To extend any limits, a full review of the location is required, followed by a public consultation if the location is deemed suitable. The residents' query has been forwarded to the Traffic Engineering team, who will review it further and then contact the Parish Council.

   GF Bus shelter
   The Parish Council has paid the bill for the damage, and the Clerk has posted the invoice directly to the person responsible.

   Waste
   The Clerk has posted the letter to the farm about the large piles of what is believed to be sewage waste in a field off Low Street.

   Overgrown hedge
   The owner of the field, which had an overgrown hedge encroaching on the left-hand corner of Lowfield Lane and the bottom end of the Village Green, has cut it.

4. **Burial Grounds**

   a) **Parish Cemetery**

      The meadow grass in the Cemetery has been cut. A Working party has kindly raked and removed the waste.

   b) **St Mary's Churchyard**

      The maintenance of the churchyard continues. A Church tidy-up is to be organised.

The Parochial Church Council has appointed a project manager to raise funds for the church's repairs. The underground drainage has been cleared of silt that accumulated over time. The floor of the Lady Chapel is sagging due to rot in the floor joists. This part of the Church is cordoned off.

c) St Andrew's Churchyard

The estate agency acting for the owner of St Andrew's has advised that it wasn't bought at auction but hopes it will sell in a subsequent one. A group viewing recently took place, and the building will be put up for auction again.

5. Correspondence

YLCA Training (0111/25), YLCA Weekly News and Notifications (0211/25), North Yorkshire Council Parish Liaison: Met Office Weather Warning for significant rainfall - Saturday 19th July (0311/25), Kirkby Fleetham Village Hall request (0411/25), North Yorkshire Council Parish Liaison: Parish Update July 2025 (0511/25), YLCA Law and Governance Bulletin August 2025 (0611/25), Increased activity RAF Leeming (0711/25), Introduction - Balance Power - Proposed Battery Energy Storage System on Land at Fence Dike Lane (0811/25).

These were all circulated via email.

Waste Bin, Kirkby Fleetham

Several residents have reported that some of the dog waste bins are full. The residents have contacted North Yorkshire Council on several occasions, but the bins continue to overflow.

Residents have also raised concerns that they have noticed motorhomes leaving the Black Horse pub after staying overnight and emptying their waste into the bins on the green as they leave the village, which exacerbates the issues.

People staying at the pub, whether in accommodation or motorhomes, are using the Village Green to exercise their dogs, but are not picking up after them.

The Council agreed for the Clerk to contact the pub and ask patrons to use their facilities and remind dog owners to pick up waste after their dogs.

The Council also agreed to renew its earlier attempt to secure one or two new dog waste bins at a more reasonable price for placement on Kirkby Lane.

Citizens Advice & Law Centre

Over the last 12 months, North Yorkshire Citizens Advice & Law Centre has helped 14 clients with 23 issues in Kirkby Fleetham with Fencote. The most common issues have been related to welfare benefits, community care, and taxation.

Residents can visit Citizens Advice in Northallerton at 277 High Street, Northallerton, DL7 8DW, or in Bedale Market Place on the second Tuesday of each month between 10 am and 12 pm. CitizensVisit has a free advice line on 0808 278 7900, Monday to Friday, 9.00 am—4.30 pm (except bank holidays).

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

In March 2025, the Smaller Authorities Proper Practices Panel released the 2025-2026 Practitioner's Guide, which advises parish sector councils on the proper practices for the governance and accounting of smaller authorities. The guidance must be adhered to for a parish council.

Part of the Guide explains that all councils should use an authority-owned email account, which will include the council providing councillors with an email account for council business, owned by the council.

Additionally, the Practitioner's Guide states that all councils should have an IT policy. The Parish Council does not already have this policy. The Clerk will include the adoption of the IT policy in the next meeting agenda.

Fence Dike Lane Proposed Project
A resident wrote to the Parish Council regarding the proposed Fence Dike Lane Battery Energy Storage project to express their objections.
Concerns were raised regarding the potential impact of the proposed development. Specific points included the negative effect on the rural landscape, the unsuitability of the location off a single-track lane regularly used by residents, and the dangers posed by both construction and site traffic.

Additional concerns highlighted were the potential increase in traffic flow on Low Street, which is already affected by the proposed Black Horse development, and the environmental impact of a site entrance cutting through woodland, with risks to trees, vegetation, and wildlife. Further issues noted were the potential for hidden effects of the installation, such as electromagnetic emissions over its projected 40-year lifespan, and the possibility of residual noise.

Collaborative Spirit Award
The subcommittee of the National Lottery Heritage Grant prepared and submitted an application for the North Yorkshire Community Awards 2025.

The prizes per category are £1000 for the winner and two runner-up prizes of £250. As the school children played a key role in the collaborative element of the heritage part of the project, they have been nominated to pass any prize money onto the Langton on Swale Educational Foundation to help them in their efforts to secure an ongoing educational role for the School Cottage.

The application has been nominated for the Collaborative Spirit award. The nomination was reviewed by an independent panel, who were extremely impressed by your work, and the application has been shortlisted for the next stage of the process.

As part of this stage, two members of the assessment panel would visit to learn more about the work that has been done. They aim to schedule these visits during September and October, depending on availability.

6. Finance

a) National Joint Council salary increase for the year 1 April 2025 to 31 March 2026

The National Joint Council for Local Government Services (NJC) has agreed on and published the new rates of pay, effective April 1, 2025. The Parish Council is to implement the pay awards immediately and to pay the Clerk's due back pay for the period from April to August.

b) Note the reconciliation of the Financial Statements 2024/25

The Parish Council duly notes that the financial statements and bank reconciliations have been verified and duly signed.

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

Chq	Amount	Payee	Service
BACS		N.Lowe	Wages for August and September, plus backpay
BACS	£175.00	A.Dick	Burial ground cut. Cut the entrance hedges and remove cuttings
BACS	£170.40	CE & CM Walker Ltd	Parish Grasscutting - Inv 25570
BACS	£90.00	R.Richards	Mowing and strimming St Mary's churchyard
BACS	£340.80	CE & CM Walker Ltd	Parish Grasscutting - Inv 25617
BACS	£62.32	C.Walker	Fix the bus shelter in Great Fencote - Inv 90.00
BACS	£169.40	HMRC	Income Tax (Apr-June 2025)

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

d) Income:

The Parish has received zero income this month.

7. Planning

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

Plans have been submitted to the Parish Council regarding the proposed energy storage system located on land at Fence Dike Lane. The plans have been sent to residents via InfoNet and the post.

The Parish Council received a proposal from a PR firm on behalf of the developers, requesting a Zoom meeting to discuss the proposal. The same proposal was sent to Scruton Parish Council, which rejected it in favour of a face-to-face meeting with local residents.

The Councillors agreed for the Clerk to echo Scruton's rejection and to press for a joint meeting with both Parish councils together.

The proposed development was submitted to NYC Planning in December 2024 as a "Screening Application". Should a meeting be successfully arranged, the developer will be asked to clarify when it will be submitted for full approval.

b) Black Horse Inn Leisure Development

The Council intends to start producing a response to the proposal, taking into consideration the views of residents and Councillors.

c) Application

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 Parish Council has no objections to this planning application.

d) Outcomes

None

8. Community Transport and Social Care

Community Transport

There has been little progress in recent months regarding improvements to local bus services. No further updates are expected until the next Harbus committee meeting, scheduled for October 16th at the Hambleton Community Action offices in Northallerton, where Cllr Lamperd will be in attendance. In the meantime, bus services continue to operate according to the agreed timetable.

Social Care

At the last Parish Council meeting, each councillor was provided with a set of Hambleton Community Action leaflets outlining the services available to villagers and local residents. Councillors were encouraged to review the information and consider whether any neighbours or contacts may benefit from these services. Further advice can be obtained directly from Hambleton Community Action or through Cllr Lamperd.

Cllr Lamperd will also be briefing members of the local WI at their meeting on 9 October. In addition, Hambleton Community Action plans to arrange for a small team of advisors to attend one of the village Hub mornings, where they will be available to discuss topics of local interest, such as dementia. The timing and final details of this session are still to be confirmed.

Egg Box

Following the theft of boxes of eggs and cash from the village egg box during the evening of the Annual Feast, arrangements were made to install a solar-powered CCTV camera, complete with a yellow sticker advertising the camera on the inside of the lid.

No further thefts have taken place, and next year the Egg box will be locked throughout the Feast Day and the following night.

9. **Kirkby Fleetham Village School**

   The Kirkby Fleetham Village School Asset of Community Value nominations are pending a decision, which is due to be made on 3 October 2025.

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

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

    a) **Complaints Procedure** – Cllr Walker proposed that the updated Complaints Procedure as of September 2025 be accepted and adopted by the Parish Council immediately, and Cllr Henderson seconded this. It was resolved to adopt the Complaints Procedure.

    b) **Health, Safety and Welfare Policy** – Cllr Walker proposed that the updated Health, Safety and Welfare Policy as of September 2025 be accepted and adopted by the Parish Council immediately, which Cllr Henderson seconded. It was resolved to adopt the Health, Safety and Welfare Policy.

    c) **Financial Regulations** – Cllr Walker proposed that the updated Financial Regulations as of September 2025 be accepted and adopted by the Parish Council with immediate effect, and Cllr Henderson seconded this. It was resolved to adopt the Financial Regulations.

11. **Any Other Business**

    No other Business was raised.

The meeting closed at 9:11 pm.
Date of Next Meeting: 16 October 2025.