

# Kirkby Fleetham with Fencotes Parish Council

**Minutes of meeting – 15 May 2025 at 7.30 pm.**

**Present:** Parish Councillors: C Walker (Chair), A Edwards-Heathcote, R Henderson and M Wall. Parish Clerk/RFO: N Lowe.

Members of the public didn't raise any issues before the meeting.

**1. Apologies**

County Councillor Wilkinson and J Lamperd. The Council accepted these apologies.

**2. Election of Chairman**

Cllr Well proposed Cllr Walker, which was seconded by Cllr Edwards-Heathcote and agreed upon unanimously.

The Councillors thanked Cllr Walker for his excellent work.

**3. Election of Vice-Chairperson**

For the time being, the Councillors have decided against appointing a Vice Chair, although this situation will be reconsidered in the coming months.

**4. Minutes of the Parish Council Meeting held on Thursday, 17 April 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.

**5. Matters to Report**

**Community Policing**

The advert to set up a WhatsApp group for landowners has been published. Residents have contacted the Clerk with their interest in joining the group. The Clerk will create the group and invite all the interested parties.

**Signatories**

Natwest have cancelled the Council's request to update the banking mandate. NatWest have sent the Clerk a mandate application, which the Clerk will complete.

**Damaged Kerb**

The clerk has not received an update, but the damaged kerb has been marked with spray paint, indicating possible works shortly.

**6. Review of the Council's Policies, Procedures and Practices**

The Kirkby Fleetham with Fencotes Parish Council Policy and Procedure Action Plan was reviewed. The plan outlines the current policies in place, when each policy was first published, the current author/owner and the impending review dates of policies.

The Councillors all agreed to the plan and the upcoming phased review dates. The reviewer of the policies will be updated.

**7. Burial Authority Committee**

The Council voted to keep the Burial Authority Committee comprised of all members of the Parish Council and two representatives from the Church. A local resident will also be added to the committee.

**8. Burial Grounds**

**a) Parish Cemetery**

The maintenance of the Parish Cemetery is ongoing. The Councillors discussed the maintenance rota and the duties expected of each Councillor.

**b) St Mary's Churchyard**

The contractor has now fully cut the hedge.

**c) St Andrew's Churchyard**

No Information.

**9. Correspondence**

YLCA Training (0105/25), YLCA Weekly News and Notifications (0205/25), North Yorkshire Council Parish Liaison: Parish Update April 2025 (0305/25).

These were all circulated via email.

**Goal Posts on the Village Green**

A resident wrote to the Council to inform them that children have been climbing up the netting and sitting on top of the goalposts.

A notice was sent via InfoNet to notify parents, and laminated signs were also created and attached to the goal posts to ask children to refrain from climbing the goalposts.

**Flagpole Duty**

The volunteer who kindly changed the flags during the year has stepped down. The Council would like to thank the volunteer for their help over the years.

The Clerk has circulated the yearly routine, and the Council will share the flag-raising responsibilities.

The flagpole hoisting and lowering mechanism is sticking and the operation is proving difficult. The councillors will agree a date to attend and lower the pole, remove the top finial and see if it can be freed up. If it remains a problem, the flagpole maintenance company may need to be called.

**Parking Around Village Green**

A resident has raised their concerns about the high number of vehicles parking around the village green and particularly the availability of spaces on Forge Lane.

To try to overcome the problem, the Council will, once again, contact the Village Green owners to enquire into the possibility of reinforcing a small section of the green. This could then act as an additional parking strip when necessary.

**10. Solar Farm Grants**

A new application has been received to purchase a new Yorkshire flag, as the previous one flown over the Village Hall has deteriorated.

The Council discussed the application, and the Councillors agreed to support the application and award the applicant £188.34.

**11. Finance**

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

Chq	Amount	Payee	Service
BACS		N.Lowe	Wages for May + £21.79 for ink cartridges
BACS	£511.20	CE & CM Walker Limited	Parish Grasscutting - Inv 25430
BACS	£188.34	C Walker	Yorkshire Flag - Order #137576
BACS	£100.00	AW Dick	Burial ground cut and strimmed x 2

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

**b) Income:**

The Parish received £5,200 of income this month. That is £4,200, the first payment of the precept, and a £1,000 grant for the new defibrillator in Little Fencote.

**c) Financial Statements 2024/2025**

The internal auditor has the Annual Governance and Accountability Return (AGAR) forms, and work remains ongoing. The Annual Internal Audit Report 2024/25 will be complete by the June Parish Council meeting.

The default submission deadline for the 2024/25 reporting season is Tuesday, 1 July 2025.

## **12. Planning**

**a) Application**

**ZB25/00739/FUL:** Proposed construction of a porch over the front door and conversion of the existing outbuilding to create a kitchen with a pitched roof to replace the existing flat roof.

**Location:** 2 Penfold Terrace Fleetham Lane Kirkby Fleetham Northallerton

**Applicant:** Mr And Mrs R And R Fairbairn

The Council raised no objections.

**b) Outcomes**

**ZB24/01068/REM:** Application for Approval of Reserved Matters (appearance landscaping and scale) following outline approval 21/00582/OUT for the construction of 5. residential dwellings.

**Location:** Friars Garth Lumley Lane Kirkby Fleetham Northallerton

**Applicant:** Loxley Homes

The application has been granted.

## **13. Community Transport and Social Care**

### **Community Transport**

An email received from Councillor Keane Duncan, Chair of Transport for North Yorkshire Council, confirmed that responsibility for rural bus services across North Yorkshire has now transferred from North Yorkshire Council to the newly appointed Mayor and Combined Authority. This marks the first official notification of this significant change, and further information is expected to be shared shortly with all parties involved in bus operations.

### **Social Care**

The recent Village InfoNet bulletin confirmed the Fleetham & Fencotes Outings Group's successful visits to Preston Park Museum and Butterfly World. The next outing is scheduled for 25th June and will be to Thornton Hall Gardens.

## **14. Any Other Business**

### **NLHF Grant**

The project evaluation report and a final summary of receipted expenditure has been submitted to NLHF, together with the final payment request form. The amount requested has now been assessed as £0, and no further payments are necessary.

The Heritage Fund has confirmed that their records have now been closed, and the project has been recorded as complete.

The NLHF Project Evaluation team may contact the group in the near future to discuss the outcomes and impact of the project.

**The meeting closed at 9:20 pm.**

**Date of Next Meeting: 19 June 2025.**