



Minutes of the Ordinary Parish Council Meeting held on Wednesday 30<sup>th</sup> July 2025  
at 7.00pm.

Venue: Church Cottage, Main Street, Wheldrake

Present: Cllr White (Chairman), Cllr Southern, Cllr Surtees, Cllr Batchelor, Cllr Wood, Cllr Sneesby, Cllr Elsey-Jeffree, Cllr Reed, Cllr Brown and the Clerk.

Four members of the public.

The meeting opened at 7.00pm

**MINUTES**

<b>25/48</b> .	<b>Welcome</b> Cllr White welcomed everyone to the meeting.
<b>25/49</b> .	<b>Apologies</b> <b>To receive apologies and consider accepting the reasons for absence.</b> Apologies were received from Cllr Myers. <b>Resolution:</b> To accept the reasons for absence.
<b>25/50</b> .	<b>Declarations of interest</b> a. <b>To receive and consider any declarations of interest not already declared under the Council's code of conduct or member's register of disclosable pecuniary interests.</b> None b. <b>To receive and consider upon any applications for dispensations.</b> None
<b>25/51</b> .	<b>Minutes</b> <b>To confirm the minutes of the Parish Council meeting held on the 25<sup>th</sup> June 2025 as a true and accurate record.</b> <b>Resolution:</b> To approve the minutes of the meeting as a true and accurate record.
<b>25/52</b> .	<b>Public participation</b> <b>Any resident may speak for up to 3 minutes on any matter on the agenda with the session lasting no longer than 20 minutes.</b> A resident informed the council that Elvington Parish Council has invited Ward Cllr Vassie to their next meeting to discuss the York to Elvington cycleway, and suggested that the Parish Council also express interest in being involved.
<b>25/53</b> .	<b>Co-option</b> a. <b>To consider applications from eligible residents for the vacant seat on Wheldrake Parish Council.</b> Three applications were received. One applicant attended the meeting to present themselves to the council. b. <b>To approve the co-option of an eligible councillor to the vacant seat and to receive the appropriate documentation.</b> <b>Resolution:</b> That Sue Nelson be co-opted to Wheldrake Parish Council. Cllr S. Nelson duly signed the Declaration of Acceptance of Office.
<b>25/54</b> .	<b>Reports</b> <b>To receive reports from the following:</b> a. <b>Proper Officer to include CYC updates on councillors register of interest forms.</b>

	<p>The Clerk informed Council about a current CYC consultation on the introduction of CIL (community infrastructure levy) to future housing developments.</p> <p><b>Resolution:</b> The Clerk to respond to the consultation.</p> <p>The Clerk reminded Cllrs White, Brown, Cranfield, Sneesby, Wood and Elsey-Jeffree of the lawful requirement to complete their register of interests.</p> <p><b>b. Ward Councillor</b></p> <p>Ward Cllr Vassie provided updates on the following matters:</p> <ul style="list-style-type: none"> <li>• <b>Valley View flooding:</b> City of York Council (CYC), Yorkshire Water, and the Internal Drainage Board are working to identify the owner of the ditch to help resolve the issue.</li> <li>• <b>Poor Communication within CYC</b></li> <li>• <b>Dalton Hill bus stop:</b> In response to the Parish Council's request, Cllr Vassie is pushing for a shelter to be installed and is also following up on the promised real-time display boards.</li> <li>• <b>Ward committee funding:</b> Funding is available this year, and Cllr Vassie encouraged it to be fully utilised.</li> <li>• <b>Broad Highway:</b> Repairs are planned.</li> <li>• <b>Women and girls' sports:</b> Funding is currently available. Suggestions for eligible areas should be sent to Cllr Vassie.</li> <li>• <b>S106 funds:</b> An update was given on CYC's handling of Section 106 money.</li> <li>• <b>Cycle path:</b> Cllr Vassie is meeting with combined authority leaders later this month and is pressing both the Mayor and MP on the matter.</li> </ul> <p><b>c. Community Police Officer, including monthly crime statistics report</b></p> <p>No community police officer was present. One incident of criminal damage was recorded in the June report.</p>
<p>25/55</p>	<p><b>Groups and Committees</b></p> <p><b>To receive and consider for decision reports and recommendations from:</b></p> <p><b>a. Playpark</b></p> <p><b>Playpark Group Update (following recent site visit):</b></p> <ul style="list-style-type: none"> <li>• Totem pole removed.</li> <li>• Tractor area gate latch will not be replaced.</li> <li>• Hedges trimmed.</li> <li>• Far-end gate to be completed this week.</li> <li>• Loose stones in tractor area to be removed next week; alternative surfacing may be considered if issues persist.</li> </ul> <p><b>Matters Noted by the Council:</b></p> <ul style="list-style-type: none"> <li>• The original installer of the tractor area surfacing will carry out remedial repairs free of charge.</li> <li>• School trees will be cut in late August; MUGA fencing will need to be secured afterward.</li> </ul> <p><b>Resolution:</b></p> <ul style="list-style-type: none"> <li>• To purchase a replacement strap for the accessible swing (£134); options for permanent fixing to be explored.</li> <li>• Noted: Replacement cradle swings (£578) approved between meetings under Financial Regulation 5.15.</li> <li>• Clerk to discuss surfacing concerns with the contractor.</li> </ul> <p><i>Cllr Vassie arrived at the meeting. The Council returned to item 54b before continuing with the agenda order.</i></p> <p><b>b. Village Maintenance</b></p> <p>The Council noted that a potentially dead tree has been reported and that the village phone box has now been painted. The summer planters are currently in good condition, and the newly installed wildflower turf is performing well despite the hot weather. The Council expressed thanks to the resident who has been supplying and applying water regularly.</p>

	<p>It was noted that the planting contract from spring 2026 will be reviewed at a future meeting.</p> <p><b>c. Defibrillators</b> All units are in good condition. However, the new sticker is already peeling off; the supplier will be contacted.</p> <p><b>d. Community speed watch</b> Resident feedback remains positive. Recent sessions have focused on Main Street and North Lane due to roadworks. It was agreed that Cllr Batchelor will send the statistics to the Clerk for inclusion on the website and social media.</p> <p><b>e. WRA representative</b> Cllr Reed confirmed that the response received from the Charity Commission has been circulated to all councillors. Cllr Reed will attempt to make contact with the WRA.</p>																																												
25/56	<p><b>Planning</b></p> <p><b>a. To consider and decide upon the following planning applications:</b></p> <table><tr><th>Status</th><th>Reference</th><th>Location</th><th>Description</th></tr><tr><td>NEW</td><td>25/01156/FUL</td><td>9 Church Lane Wheldrake York YO19 6AP</td><td>Dropped kerb and hardstanding to front</td></tr><tr><td>NEW</td><td>25/01140/TCA</td><td>25 Back Lane South Wheldrake York YO19 6DT</td><td>Fell 1no. Birch (T4), crown reduce 2no. Birch (T1, T2) and 1no. Hazel (T3) - trees in a conservation area</td></tr><tr><td>NEW</td><td>25/01405/TCA</td><td>The Lilacs 24A Main Street Wheldrake York YO19 6AF</td><td>Reduce 1no. Willow by 50% - tree in a conservation area</td></tr><tr><td>NEW</td><td>25/01314/FUL</td><td>5 Church Close Wheldrake York YO19 6DP</td><td>First floor front extension, single storey rear extension and partial conversion of attached garage to habitable space</td></tr></table> <p><b>Resolution:</b> To submit no comments on the above applications.</p> <p><b>b. To note the following planning decisions:</b></p> <table><tr><th>Status</th><th>Reference</th><th>Location</th><th>Description</th></tr><tr><td>WITHDRAWN</td><td>25/00978/FUL</td><td>32 Derwent Park Wheldrake York YO19 6AT</td><td>First floor side and rear extension</td></tr><tr><td>APPROVED</td><td>25/01107/TCA</td><td>11 Church Close Wheldrake York YO19 6DP</td><td>Cut back overhanging branches of 1no. Hawthorn and mixed vegetation overhanging from 72 Main Street - tree in a conservation area</td></tr><tr><td>APPROVED</td><td>25/00628/FUL</td><td>39 Courtneys Wheldrake York YO19 6BR</td><td>Extension and conversion of existing garage to habitable space</td></tr></table> <p><b>Resolution:</b> The Council noted the decisions.</p> <p><b>c. To consider the following planning enforcement matters:</b></p> <table><tr><th>Status</th><th>Reference</th><th>Location</th><th>Description</th></tr><tr><td>APPROVED</td><td>21/02283/FUL</td><td>Land To The East Of Millfield Industrial Estate Main Street</td><td>Erection of 139no. dwellings – Construction traffic management plan</td></tr></table> <p><b>Resolution:</b> The Clerk will contact CYC regarding ongoing construction traffic and will investigate planning conditions relating to the use of flagpoles and Saturday working.</p>	Status	Reference	Location	Description	NEW	25/01156/FUL	9 Church Lane Wheldrake York YO19 6AP	Dropped kerb and hardstanding to front	NEW	25/01140/TCA	25 Back Lane South Wheldrake York YO19 6DT	Fell 1no. Birch (T4), crown reduce 2no. Birch (T1, T2) and 1no. Hazel (T3) - trees in a conservation area	NEW	25/01405/TCA	The Lilacs 24A Main Street Wheldrake York YO19 6AF	Reduce 1no. Willow by 50% - tree in a conservation area	NEW	25/01314/FUL	5 Church Close Wheldrake York YO19 6DP	First floor front extension, single storey rear extension and partial conversion of attached garage to habitable space	Status	Reference	Location	Description	WITHDRAWN	25/00978/FUL	32 Derwent Park Wheldrake York YO19 6AT	First floor side and rear extension	APPROVED	25/01107/TCA	11 Church Close Wheldrake York YO19 6DP	Cut back overhanging branches of 1no. Hawthorn and mixed vegetation overhanging from 72 Main Street - tree in a conservation area	APPROVED	25/00628/FUL	39 Courtneys Wheldrake York YO19 6BR	Extension and conversion of existing garage to habitable space	Status	Reference	Location	Description	APPROVED	21/02283/FUL	Land To The East Of Millfield Industrial Estate Main Street	Erection of 139no. dwellings – Construction traffic management plan
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25/57	<p><b>Policy &amp; Procedure</b></p> <p><b>a. To consider a revised grant application policy.</b> <b>Resolution:</b> To approve the revised grant application policy.</p>																																												
25/58	<p><b>Community Matters</b></p> <p><b>a. To receive an update on the status of the VAS signs.</b> The Clerk provided an update on the VAS signs. The Church Lane order has been delayed pending clarification of costs compared to neighbouring authorities. CYC has advised there is currently no budget information for 25/26 to confirm whether they can fund a sign at the Main Street end. The Clerk also noted that CYC does not currently use the data capture function of the signs, but has requested that the Parish Council be permitted to do so, should it agree to take responsibility for the data.</p>																																												

25/59 .	<b>Grants</b> <b>a. To consider a grant request from Wheldrake Preschool.</b> <b>Resolution:</b> To approve a grant of £1000 to Wheldrake Preschool under section 137 of the Local Government Act 1972.																		
25/60 .	<b>Financial Matters</b> <b>a. To receive and note the bank reconciliation for June 2025 and current bank balances.</b> <b>Resolution:</b> The Council noted the bank reconciliation for June 2025 and the net bank balance of £57,591.00 on the 28 <sup>th</sup> July 2025. <b>b. To receive an update on the bank account transfer.</b> <b>Resolution:</b> To approve a transfer of £20,000 from the old to new bank account. <b>c. To consider budget versus spend for quarter 1 25/26.</b> The Council considered the spend to date. <b>d. To approve the payments presented for authorisation up to the 18<sup>th</sup> July 2025 and any other invoices that come in prior to the meeting:</b> <table border="1"> <thead> <tr> <th>Description</th><th>Expenditure</th></tr> </thead> <tbody> <tr> <td>Salaries</td><td>747.40</td></tr> <tr> <td>Stationery</td><td>12.38</td></tr> <tr> <td>Postage</td><td>4.31</td></tr> <tr> <td>HMRC Paye</td><td>94.41</td></tr> <tr> <td>Village planting</td><td>335.75</td></tr> <tr> <td>Wildflower turf</td><td>817.20</td></tr> <tr> <td>Wheldrake Primary School Grant (section 137)</td><td>500.00</td></tr> <tr> <td><b>Total</b></td><td><b>2511.45</b></td></tr> </tbody> </table> <b>Resolution:</b> To approve the schedule of payments presented.	Description	Expenditure	Salaries	747.40	Stationery	12.38	Postage	4.31	HMRC Paye	94.41	Village planting	335.75	Wildflower turf	817.20	Wheldrake Primary School Grant (section 137)	500.00	<b>Total</b>	<b>2511.45</b>
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25/61 .	<b>To receive an update from Cllr Urwin.</b> <b>Resolution:</b> To exclude the press and public due to the confidential nature of the business to be transacted for item 61. Cllr Urwin submitted his resignation to the Council. The Council expressed its gratitude to Cllr Urwin for his hard work and dedication during his tenure.																		
25/62 .	<b>Correspondence</b> <b>To consider correspondence received and decide upon any necessary actions.</b> The Council noted the correspondence received. <b>Resolution:</b> The Clerk to deal with the following: <ul style="list-style-type: none"> <li>• The fixed bollards on Beck Lane/The Courtneys which should be removable for emergency access.</li> <li>• Encroachment onto the pavement on Broad Highway.</li> <li>• The school hedge encroaching onto the road/path.</li> </ul>																		
25/63 .	<b>To note any agenda items for the next meeting.</b> <ul style="list-style-type: none"> <li>• To add Cllr Batchelor as bank signatory</li> <li>• To discuss a Council newsletter.</li> </ul>																		
25/64 .	<b>Date of the next meeting 24<sup>th</sup> September 2025 at 7.00pm</b>																		

The meeting closed at 8.27pm

Signed .....

Cllr J White, Chairman  
24<sup>th</sup> September 2025