



Minutes of the Annual Parish Council Meeting held on Wednesday 28<sup>th</sup> May 2025 at  
7.00pm.

Venue: Church Cottage, Main Street, Wheldrake

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

No members of the public.

The meeting opened at 7.20pm

### MINUTES

25/16.	Welcome <b>The meeting opened with a minute's silence in memory of Cllr Aidan Nelson. Tribute was paid to Cllr Nelson for his outstanding contribution to the Parish Council and the community. He was remembered as a dedicated councillor, whose hard work, integrity, and commitment left a lasting impact. Members spoke of the high regard in which he was held and the significant difference he made both as a councillor and as an individual.</b>
25/17.	<b>Apologies</b> To receive apologies and consider accepting the reasons for absence. <b>Apologies were received from Cllrs Myers and Southern</b> <b><u>Resolution:</u> To accept the reasons for absence</b>
25/18.	<b>Declarations of interest</b> a. 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>
25/19.	Election of Chair, to include signing the declaration of acceptance of office. <b><u>Resolution:</u> To appoint Cllr J. White as Chair to the Council for the municipal year 25/26.</b>
25/20.	<b>Election of Vice Chair</b> <b><u>Resolution:</u> That no Vice Chair be appointed at this time.</b>
25/21.	<b>To appoint any committees, working groups or representatives for the following year, confirm the number of members and appoint members.</b> <ul style="list-style-type: none"><li>• Playpark group <b><u>Resolution:</u> Cllrs Myers, Southern, Batchelor and Eley-Jeffree</b></li><li>• Village Maintenance group <b><u>Resolution:</u> Cllrs Myers, Surtees and Southern</b></li><li>• Defibrillators group <b><u>Resolution:</u> Cllrs Eley-Jeffree and Batchelor</b></li><li>• Speedwatch group <b><u>Resolution:</u> Cllrs Batchelor, Wood, Surtees and Eley-Jeffree</b></li><li>• WRA representative <b><u>Resolution:</u> Cllr Reed</b></li><li>• Staffing committee <b><u>Resolution:</u> Cllrs Urwin, Batchelor, Southern, Sneesby and Brown.</b></li><li>• Internal control <b><u>Resolution:</u> Cllr Brown</b></li></ul>

25/22.	<p><b>Public participation</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>None</b></p>
25/23.	<p><b>Minutes</b> To confirm the minutes of the meeting held on the 30<sup>th</sup> April 2025 as a true and accurate record. <b>Resolution: To confirm the minutes as a true and accurate record.</b></p>
25/24.	<p><b>Reports</b> To receive reports from the following:</p> <ul style="list-style-type: none"> <li>a. Proper Officer <b>The proper officer informed the Council of the following:</b> <ul style="list-style-type: none"> <li>• <b>Support for local businesses that have had to remove litter bins due to new recycling regulations is still being pursued with CYC.</b></li> <li>• <b>A proposal from City of York Council to implement a one-way system on Walker Lane, with a consultation deadline of 13 June 2025, was presented.</b> <b>Resolution: The Council noted the proposal and resolved not to submit comments, instead encouraging residents to respond directly.</b></li> </ul> </li> <li>b. Ward Councillor <b>None in attendance</b></li> <li>c. Community Police Officer, including monthly crime statistics report <b>None in attendance. The statistics report was noted.</b></li> </ul>
25/25.	<p><b>Groups and Committees</b> To receive and consider for decision reports and recommendations from:</p> <ul style="list-style-type: none"> <li>a. Playpark to include a decision on the monkey bar design and confirm price increase <b>The Council noted receipt of the recent safety inspection.</b> <b>Resolution: To accept the price amendment from £16,385 to £15,772. To install green, steel monkey bars.</b> <b>The Clerk was instructed to obtain quotes for the remedial works identified in the recent inspection, including the potential removal of the totem pole. The Clerk will liaise with the playpark group and is authorised to appoint a contractor if the quote falls within the approved budget.</b></li> <li>b. Village Maintenance <b>The Council received an update that the phone box is scheduled for repainting next month, with the box to be emptied beforehand. The Clerk was requested to confirm that the village planters will be filled for the summer.</b></li> <li>c. Defibrillators <b>All units are functioning properly. New pads are scheduled to be ordered in mid-June.</b></li> <li>d. Community speed watch <b>Several sessions in May were cancelled due to weather and illness. On the last Thursday of May, four vehicles were reported speeding on Church Lane. Dates for weekly sessions in June and July have been issued. Additionally, four new volunteers are scheduled for training tomorrow evening.</b></li> <li>e. WRA representative <b>The WRA representative reported that they have not been notified of any upcoming meetings.</b></li> </ul>

25/26.	<p><b>Planning</b></p> <p>a. To consider and decide upon the following planning applications:</p> <table border="1" data-bbox="236 208 1388 504"> <thead> <tr> <th>Status</th> <th>Reference</th> <th>Location</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>NEW</td> <td>25/00823/FUL</td> <td>2 Brinkworth Bungalows Wheldrake Lane Elvington York YO41 4AY</td> <td>Single storey side and rear extensions</td> </tr> <tr> <td>NEW</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> <tr> <td>NEW</td> <td>25/00978/FUL</td> <td>32 Derwent Park Wheldrake York YO19 6AT</td> <td>First floor side and rear extension</td> </tr> </tbody> </table> <p><b>Resolution:</b> The Council noted the applications and had no comments</p> <p>b. To note the following planning decisions:</p> <table border="1" data-bbox="236 575 1388 808"> <thead> <tr> <th>Status</th> <th>Reference</th> <th>Location</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>APPROVED</td> <td>25/00146/FUL</td> <td>63 The Ruddings Wheldrake York YO19 6BP</td> <td>Single storey front/side extension following demolition of garage</td> </tr> <tr> <td>APPROVED</td> <td>23/00256/FUL</td> <td>T And TA Park Low Well Farm Crockey Hill Road Wheldrake York</td> <td>Extension to existing agricultural storage building</td> </tr> </tbody> </table> <p><b>The Council noted the decisions</b></p> <p>c. To consider the following planning enforcement matters:</p> <table border="1" data-bbox="236 880 1388 1025"> <thead> <tr> <th>Status</th> <th>Reference</th> <th>Location</th> <th>Description</th> </tr> </thead> <tbody> <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> </tbody> </table>	Status	Reference	Location	Description	NEW	25/00823/FUL	2 Brinkworth Bungalows Wheldrake Lane Elvington York YO41 4AY	Single storey side and rear extensions	NEW	25/00628/FUL	39 Courtneys Wheldrake York YO19 6BR	Extension and conversion of existing garage to habitable space	NEW	25/00978/FUL	32 Derwent Park Wheldrake York YO19 6AT	First floor side and rear extension	Status	Reference	Location	Description	APPROVED	25/00146/FUL	63 The Ruddings Wheldrake York YO19 6BP	Single storey front/side extension following demolition of garage	APPROVED	23/00256/FUL	T And TA Park Low Well Farm Crockey Hill Road Wheldrake York	Extension to existing agricultural storage building	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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25/27.	<p><b>Community Matters</b></p> <p>a. To receive an update on the status of the VAS signs. <b>The Council received an update that CYC will provide VAS images and pricing in time for the June meeting. CYC has not yet confirmed whether they will be able to contribute funding.</b></p> <p>b. To consider a proposal from a resident in relation to Sandholes Wood. <b>The Council discussed a resident’s request to purchase a section of woodland. Considerations included the presence of local wildlife, limited vehicle parking, access and safety concerns, and questions regarding ownership of the access track. The Council also noted the legislative requirements that apply to parish councils when disposing of land, and the fact that the land is registered as common land.</b> <b>Resolution:</b> The Council resolved not to sell the woodland.</p>																																				
25/28.	<p><b>Grants</b></p> <p>a. To consider grant requests. <b>Resolution:</b> To defer the grant request from Wheldrake Primary School until a response is received to the Councils enquiry. <b>To approve a grant of £440 to Wheldrake Youth Club.</b></p>																																				
25/28A	<p><b>Annual Finances</b></p> <p>a. To receive and consider the internal audit report 24/25 <b>Resolution:</b> The Council considered and noted the internal audit report 24/25</p> <p>b. To consider responses to the annual governance statement 24/25, the Chair and Clerk to sign. <b>Resolution:</b> The Council considered their responses to the annual governance statement 24/25. The Chair and Clerk signed the statement.</p> <p>c. To consider approval of the accounting statements 24/25, to include signing by the Chair (if approved). <b>Resolution:</b> The Council considered the accounting statements 24/25. The</p>																																				

	<p><b>Chair signed the statement.</b></p> <p>d. To receive and consider documents for publication on the website.  <b>Resolution: The council approved the bank reconciliation and explanation of variance documents for publication on the website.</b></p> <p>e. To confirm the period for the exercise of public rights for 24/25 as the 3rd June 2025 to the 14th July 2025.  <b>Resolution: The Council approved the period for the exercise of public rights as the 3<sup>rd</sup> June 2025 to the 14<sup>th</sup> July 2025.</b></p>												
25/29.	<p><b>Financial Matters</b></p> <p>a. To receive and note the bank reconciliation for April 2025 and current bank balances.  <b>The Council noted the bank reconciliation for April 2025 and the net position on the 24<sup>th</sup> April 2025 as £47,668.62.</b>  <b>Resolution: To add Cllr Sneesby as a bank signatory.</b>  <b>To transfer £10,000 between Parish Council bank accounts.</b></p> <p>b. To approve the payments presented for authorisation up to the 22<sup>nd</sup> May 2025 and any other invoices that come in prior to the meeting:</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Expenditure</th> </tr> </thead> <tbody> <tr> <td>Salaries</td> <td>725.00</td> </tr> <tr> <td>HMRC</td> <td>116.81</td> </tr> <tr> <td>Internal Audit</td> <td>270.00</td> </tr> <tr> <td>Postage</td> <td>4.31</td> </tr> <tr> <td style="text-align: right;"><b>Total</b></td> <td><b>1116.12</b></td> </tr> </tbody> </table> <p><b>Resolution: The council approved the schedule of payments presented for authorisation.</b></p>	Description	Expenditure	Salaries	725.00	HMRC	116.81	Internal Audit	270.00	Postage	4.31	<b>Total</b>	<b>1116.12</b>
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25/30.	<p><b>Correspondence</b>  To consider correspondence received and decide upon any necessary actions.  <b>The Council noted correspondence in relation to the following matters:</b></p> <ul style="list-style-type: none"> <li>• <b>Order on the footpath between Main Street and North Lane (with CYC)</b></li> <li>• <b>Roadworks on Main Street blocking pedestrian access</b></li> <li>• <b>Litter picking at the playpark</b></li> <li>• <b>Advertising signage around the village</b></li> <li>• <b>Speeding and traffic levels</b></li> <li>• <b>Routine tree and hedgerow maintenance by Northern Powergrid</b></li> </ul>												
25/31.	<p>To note any agenda items for the next meeting.  <b>Village parking issues.</b></p>												
25/32.	<p><b>Date of the next meeting 25<sup>th</sup> June 2025 at 7.00pm</b></p>												

The meeting closed at 8.47pm

Signed .....

Cllr J White, Chairman  
25<sup>th</sup> June 2025

