



Minutes of the Ordinary Parish Council Meeting held on Wednesday 29th April 2026
at 7.00pm.

Venue: Church Cottage, Main Street, Wheldrake

Present: Cllr Nelson (Chairman), Cllr Wood, Cllr Elsey-Jeffree, Cllr Reed, Cllr Brown, Cllr Batchelor, Cllr Surtees, Cllr Cranfield, Cllr McCaie and the Clerk.
Two members of the public.

The meeting opened at 7.00pm

MINUTES

26/48. Welcome

Cllr Nelson welcomed everyone to the meeting

26/49. Apologies

To receive apologies and consider accepting the reasons for absence.

Apologies were received from Cllr Sneesby, Myers and Atkinson

Resolution: To approve the reasons for absence

26/50. Declarations of interest

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.

None

b. To receive and consider upon any applications for dispensations.

None

Cllr McCaie arrived at the meeting

26/51. Minutes

To confirm the minutes of the Parish Council meeting held on the 25th March 2026 as a true and accurate record.

Resolution: To approve the minutes of the meeting as a true and accurate record

26/52. Public participation

Any resident may speak for up to 3 minutes on any matter on the agenda with the session lasting no longer than 20 minutes.

A resident interested in the councillor vacancy introduced himself and spoke about what he could offer the Council and community.

26/53. Reports

To receive updates from the following: *(information only)*

a. Parish Clerk

- **The Clerk reported difficulties advertising defibrillator training through village Facebook groups, as posts currently have to be made via a personal account. Council agreed the Clerk should investigate changing to a Facebook page to allow posts on behalf of the Council.**
- **No response has yet been received following two requests for a Highways site meeting.**
- **Further requests have been made for quotations for the wildflower area and cherry tree works, but these have not yet been received.**

- **The Clerk advised that Xero is currently used for accounts but is not tailored to parish councils. A three-month free trial of EasyPC Accounts has been arranged, with any future costs to be brought to Council for consideration.**
- b. Chair
Cllr Nelson provided an update following a neighbourhood walkaround with the CYC Public Realm team. Matters discussed included maintenance of Braithegayte Green and Moor Lane, weed and hedge maintenance, play park hedging, litter and dog fouling concerns, wildflower areas, and other village environment issues. Appropriate follow-up actions are being progressed by CYC.
- c. Ward Councillor
Cllr Vassie updated on;
- **Cycle path discussions with the Combined Authority, noting positive engagement and an agreement to meet every eight weeks. He encouraged the Parish Council and local businesses/organisations to submit a letter of support.**
Resolution: The Clerk to draft a letter for submission.
 - **Bus display issues remain unresolved.**
 - **Hedgehog signage was discussed; Highways confirmed recorded sightings via national data.**
 - **The Boundary Commission review was noted, with a “super ward” proposal. Members were encouraged to respond by mid-July.**
- d. Community Police Officer, including monthly crime statistics report
None

26/54. Groups

To receive updates from the following working groups: *(information only, unless specified)*

- a. Playpark and Village Maintenance
- To consider the working group’s proposals for boundary repairs and resolve to accept a preferred quote
The Lengthsman advised that, following a site visit, fencing is not recommended. Instead, a long-term solution of Hawthorn hedging with wire support was suggested.
Cllr Nelson is liaising with Public Realm, who have indicated they will fund the works.
 - To consider quotes for a memorial options at the Broad Highway/North Lane verge
Members discussed bench and tree options, noting existing village planting and potential alternative sites.
Resolution: To proceed with a bench. The Clerk will obtain quotes for composite benches which will be placed with a stone plaque (kindly offered by Cllr Myers). Cllr Nelson will confirm the location with Public Realm.
- b. Defibrillators
All equipment is in good order. Cllr Elsey-Jeffree is liaising with White Rose House regarding room hire.
- c. Community speed watch
- **A quieter period was reported, with two sessions missed due to sickness and weather.**
 - **One session recorded 104 vehicles on Church Lane, with 4 reported, including one exceeding 40mph.**
 - **Four further sessions are planned before the end of May, at which point the scheme will have been running for two years.**
 - **The scheme has grown from 4 to 8 sites, although some volunteers have been lost, recruitment will be considered over the summer.**
 - **Thanks were recorded to Claire Tonks and Cllr Batchelor for their contribution.**
- d. WRA representative
Cllr Reed provided the following updates:

- The AGM was held a few weeks ago with approximately 30 attendees. A resident was appointed as a new trustee, and Cllr Reed was confirmed as the Parish Council representative in accordance with the constitution.
- Cllr Nelson has joined as a trustee in a personal capacity, separate from her role as a councillor. Existing trustees were confirmed on the committee.
- The first committee meeting has been arranged, and a trustee request has been made for an Extraordinary Meeting in six months to review arrangements.

26/55. Planning

a. To consider and decide upon the following planning applications:

None

b. To note the following planning decisions:

Status	Reference	Location	Description
APPROVED	26/00427/TCA	The Hawthorns Church Lane Wheldrake YO19 6AW	Reduce the canopy height and spread of 3no. Mountain Ash trees by approximately 1 metre, crown lift to 3 metres - tree works in a Conservation Area
APPROVED	26/00543/TCA	The Laurels 32 Main Street Wheldrake York YO19 6AE	Crown reduce 1no. Laburnum by approximately 15% - tree works in a Conservation Area
APPROVED	26/00502/TCA	Chestnut House North Lane Wheldrake York YO19 6BB	Fell 1no. Silver Birch in a Conservation Area
APPROVED	26/00493/TCA	99 Back Lane South Wheldrake York YO19 6DT	Reduce the canopy height of 1no. Lime tree back to previous pruning points; Trim all over hanging material hard back to the boundary fence line to 1no. Lawson Cypress tree; Reduce the canopy height of 1no. Silver Birch tree back to previous pruning points - tree works in a Conservation Area

Resolution: The Council noted the planning decisions

c. To consider the following planning enforcement matters:

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

Resolution: The enforcement matter was noted, with no discussion required

26/56. Policy & Procedure

a. To review and approve the following policies and procedures:

- Staffing Committee Terms of Reference
- Scheme of Delegation
- Email & internet use policy
- Privacy notices
- Complaints policy
- Business Continuity plan

Resolution: To approve the policies and procedures listed

b. To consider and approve the Council's data protection policy and procedures

Resolution: To approve the Data Protection Policy

The Council delegated responsibility for data protection compliance to the Clerk with the Council acting as data controller and data processor

c. To receive and consider the Councils Risk Management Review 2025-26

Resolution: To approve the Councils Risk Management Review 2025-26

d. To consider the format and venue for the annual parish meeting

Members discussed the format and venue for the Annual Parish Meeting in May with wider publicity to encourage participation. Light refreshments were proposed. Members supported a more focused approach to the meeting, potentially centred around a key local theme, with examples noted from other parish meetings. Suggestions included input from local organisations and other local interest areas to improve engagement.

Resolution: To hold the meeting at White Rose House at 6.00pm on the 27th May 2026

26/57. Council Governance & Administration

- a. To receive an update on whole council training

It was noted that responses are required from Cllrs Atkinson and Sneesby before booking can be confirmed.

26/58. Highways, Traffic & Community Liaison

- a. To receive an update on vehicle activated speed signs and gateway measures

Resolution: The Clerk will copy Cllr Vassie into all recent correspondence regarding VAS. Evidence relating to gateway measures will be forwarded to the Executive Member, with Cllr Vassie copied in.

- b. To consider an update from Cllr Myers following the Broad Highway site meeting with the CYC Traffic Project Officer

The update was deferred to the next meeting.

Discussions included concerns regarding pedestrian safety for children walking to school, visibility issues on Dalton Hill, parking in the vicinity, potential traffic management measures, use of signage, and wider parking concerns in the village

- c. To consider a school crossing patrol for Wheldrake Primary School (Cllr Myers)

It was noted that safety signage previously funded by the Parish Council is held by the school and it was suggested this could be used more actively.

Resolution: The Clerk will write to the school regarding concerns raised and the use of the signage

26/59. Finance

- a. To receive and note the bank reconciliation for March 2026 and current bank balances

Resolution: The Council received the bank reconciliation and noted the bank balance as £46,987.94 on the 31st March 2026

The Council noted receipt of £6614.61 in double taxation, £21,591.50 in precept instalment and £272 in council tax support grant

- b. To appoint a Councillor to conduct internal control for 2026/27

Resolution: To appoint Cllr Brown to conduct internal control 2026/27

- c. To approve the payments presented for authorisation up to the 23rd April 2026 and any other invoices that come in prior to the meeting:

Description	Expenditure
Salaries	770.40
HMRC – PAYE	106.39
Autela Payroll Services	126.00
YLCA Annual Subscription	692.00
Clerk – Stationery	8.10
Total	1702.89

Resolution: To approve the schedule of payments

26/60. Correspondence

To consider any correspondence received and decide upon any necessary actions

- **Church Lane speed communications were noted.**
- **Following correspondence from residents, it was agreed that the Clerk will write to Joseph Rowntree and Barratt Homes regarding concerns raised, including oil on the road and surrounding public areas, requesting that the matter be addressed. Cllr Vassie will be copied into the correspondence and refer the matter to enforcement.**

26/61. To note any agenda items for the next meeting

- **Parking in the village generally**
- **Boundary commission**
- **To consider an update from Cllr Myers following the Broad Highway site meeting along with consideration of the CYC refusal for speed buffer zone on Broad Highway**

26/62. Date of the next meeting: 27th May 2026 at 7.00pm to be preceded by the Annual Parish Meeting at 6.00pm

The meeting closed at 8.21pm

Signed

Cllr S Nelson, Chairman
27th May 2026