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Wheldrake Parish Council

Official Minutes of an Ordinary Council Meeting of WHELDRAKE PARISH COUNCIL
Date: Wednesday 30th September 2026
Time: 7.00pm,
Venue: Church Cottage, Main Street, Wheldrake

Present: Cllr Nelson (Chair), Cllr Sneesby, Cllr Surtees, Cllr Wood, Cllr Major, Cllr Elsey-Jeffree, Cllr Reed, Cllr McCaie and Cllr Brown
Ward Cllr Vassie
Three members of the public
Officer – J Bedford, Clerk

Meeting started: 7.00pm

MINUTES

26/119. Welcome
Cllr Nelson welcomed everyone to the meeting

26/120. Apologies
To receive apologies and consider accepting the reasons for absence
Apologies were received from Cllrs Batchelor, Atkinson and Myers
Resolution: To approve the reasons for absence

26/121. 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

26/122. Vice Chair
To consider the election of a vice chairman
Resolution: To appoint Cllr Reed as vice chairman

26/123. Minutes
To confirm the minutes of the Parish Council meetings held on the 29th July 2026 and 18th August 2026 as a true and accurate record
Resolution: To approve the minutes as a true and accurate record

26/124. 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.
No comments were received.

26/125. Reports
To receive updates from the following: *(information only)*
a. Parish Clerk
The Clerk reported that CYC had confirmed the order for the two VAS signs had still not been placed, despite several follow-ups.
Resolution: Council resolved to write to Luke Charters, MP and Cllr Ravillious regarding the delay, copying in Cllr Vassie.
Action: Clerk to draft the correspondence and share with the Chair prior to issue.
b. Chair
The Chair advised that there were no updates to report.
c. Ward Councillor
No report was received from the Ward Councillor. Cllr Reed raised concerns regarding recent comments on social media and the tone of the discussion. Council noted the comments.
d. Community Police Officer, including monthly crime statistics report

No Community Police Officer was in attendance. Council noted the August crime statistics report, which recorded two reported crimes.
Action: Clerk to contact the Community Police Officer regarding attendance at future meetings.

26/126. Groups

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

a. Playpark and Village Maintenance – to include consideration of the annual playpark inspection, gate repairs and planter specification
Council noted that the annual playpark inspection is scheduled for the 21st October and discussed the playpark gates, hedge/tree gap and planter specification.
Resolution: Council approved the planter specification for tender.
Actions: Clerk to contact the lengthsman regarding the playpark gates.
Chair to chase CYC Public Realm regarding the hedge/tree gap.

b. Defibrillators
Council noted that all defibrillators are operational, with replacement pads required for the Millfield Industrial Estate location which will be ordered later in October. Council noted receipt of thanks for the donation towards defibrillator training.
Action: Cllr Elsey-Jeffree to order the replacement pads.

c. Community speed watch
The Council noted that 250 vehicles had been monitored, with 5 speeding offenses recorded. Two sessions were affected by adverse weather, with future sessions planned.

d. WRA representative
Cllr Reed reported that the next WRA meeting is scheduled for the following Sunday. The previous meeting covered financial matters and health and safety.

e. Christmas lighting/decorations – to include consideration of installing three additional lamppost connections and additional lighting
Council considered the arrangements for Christmas 2026 and agreed that Christmas trees would be used instead of lamppost lighting this year due to the timescales. Council also considered establishing permanent electrical connections to three lampposts for future Christmas lighting.
Resolution:
- **Purchase and install three Christmas trees and provide electrical connections to three lampposts for future use, at an estimated total cost of £5,000; and**
- **Purchase two additional sets of Christmas lights, matching those purchased last year, at an estimated cost of £375 per set.**

Actions:
- **Clerk to progress the purchase and installation of the Christmas trees and electrical connections.**
- **Clerk to arrange purchase of the additional Christmas lights.**
- **Clerk to contact Luke Charters MP regarding attendance at the switch-on on 29 November.**
- **Christmas working group to progress arrangements for the switch-on, including carol singing and volunteers.**
- **Clerk to publicise the Christmas light competition, with a £100 prize donated by T Elsey Tyres Ltd.**
- **Clerk to write to residents to thank them for their support and inform them of the future permanent Christmas lighting arrangements.**

26/127. Planning

a. To consider and decide upon the following planning applications and any others that come in before the meeting:

Status	Reference	Location	Description
NEW	26/01675/TCA	Lilac Cottage 26 Main Street Wheldrake York YO19 6AF	Fell 1no. Thuja occidentalis tree in a Conservation Area

NEW	26/01666/TCA	The Old School House 38 Main Street Wheldrake York YO19 6AE	Fell 1no. Silver Birch tree in a Conservation Area
NEW	26/01374/FUL	16 Valley View Wheldrake York YO19 6AJ	Single storey rear extension and external alterations
NEW	26/01417/TCA	The Old School House 38 Main Street Wheldrake York YO19 6AE	Up to 1.5m crown reduction of 1no. Oak - tree in a conservation area
NEW	26/01411/FUL	2 Church Close Wheldrake York YO19 6DP	Two storey front and single storey rear extensions
NEW	26/01393/TCA	Willsford North Lane Wheldrake York YO19 6BB	Crown reduce and shape 1no. Hawthorn tree to previous cut points and slightly lift the lower branches - tree works in a Conservation Area.
NEW	26/01282/FUL	30 Church Lane Wheldrake York YO19 6AS	Single storey extension to existing garage

Resolution: Council considered the planning applications received and had no comments to make.

b. To note the following planning decisions:

Status	Reference	Location	Description
APPROVED	26/01172/FUL	11 Moor Close Wheldrake York YO19 6TA	Two storey side extension and single storey rear extension
APPROVED	26/01416/TPO	Fernby 47 Church Lane Wheldrake York YO19 6AX	T1 - Beech - To trim back the branches of the beech tree overhanging the driveway and provide clearance from the telephone lines. Reduction will be at a maximum of 2 metres along the widest branches

Resolution: Council noted the planning decisions

c. To consider whether any action is required in relation to the Light Valley Solar Project planned construction traffic route plan

Council discussed the proposed construction traffic route and associated concerns, including road issues around Pool Bridge.

Resolution: Cllr Nelson to liaise with the Chair of Riccall Parish Council and Deighton Parish Council regarding the proposed route and associated road issues.

26/128. Playpark

To consider quotations for the repair or replacement of the nest and flat swings, agree a course of action, and determine the budget/reserve from which the expenditure will be funded.

Council considered the quotations and technical information provided for the repair or replacement of the nest and flat swings. A revised quotation was also presented following further discussions with a contractor.

Resolution:

- **Accept the quotation from Playscheme for replacement of the nest swing beam at £465 plus VAT, subject to confirmation of the warranty; and**
- **Accept the revised quotation from Streetscape for replacement of the flat swing at £6,650 plus VAT, subject to confirmation that the specification is like-for-like with the existing equipment.**

Council agreed that the new equipment should be woodland green.

26/129. Council Governance & Administration

a. To consider changing the date of the October Council meeting from the 28th October to the 29th October 2026

Resolution: To change the date of the October meeting to Thursday 29th October 2026

b. To consider the adoption of a Co-option Policy and application form

Resolution: Council resolved to approve and adopt the Co-option Policy and application form with the addition of a missing bracket on the form.

c. To consider the adoption of a Social media and communication policy

Council considered the policy and agreed that the wording be amended to allow Councillors already approved by Council as administrators of the Parish Council's social media accounts to respond to communications where required.

Resolution: Council resolved to adopt the Social Media and Communication Policy with the agreed amendment.

d. To consider amendments to the Grant Policy and application form, and the introduction of a Grant Evaluation Form

Council considered the proposed amendments to the Grant Policy and application form, including the introduction of a requirement for community consultation in respect of grant applications of £5,000 or more. Council also considered the proposed Grant Evaluation Form.

Resolution: Council resolved to approve the amendments to the Grant Policy and application form and to adopt the Grant Evaluation Form.

e. To note the receipt of the external audit certificate and publication of the notice of conclusion of audit

Resolution: Council noted the external auditor's certificate and publication of the notice of conclusion of audit

f. To note the National Joint Council annual inflationary pay award for 2026/27

Resolution: Council noted the NJC annual inflationary pay award 2026/27

g. To consider a contribution towards the Clerks printer

Resolution: To approve a contribution of £30.00 towards the Clerks printer

26/130. Matters for Consideration

a. To receive and consider an update on Sandholes Wood from Cllrs Nelson and Major

Cllrs McCaie and Myers had visited Sandholes Wood.

Action: Clerk to send the Sandholes Wood risk assessment to Cllrs Nelson and Major to support their annual asset inspection.

b. To confirm arrangements for the Remembrance Day service, including the purchase of a wreath

Council noted that the Remembrance Service will take place at 10.30am on Sunday 8 November. Cllr Nelson will lay the wreath, and Councillors were invited to attend and participate in the wreath-laying. Council agreed to the purchase of a medium solid-centre wreath at £27.

Actions: Cllr Surtees to ask Cllr Myers to clean the memorial before the service. Clerk to purchase the wreath.

c. To consider advice received from City of York Council regarding the proposed 30mph extension on Church Lane and the option of a village-wide 20mph scheme, and to determine the way forward

Council considered the advice received from CYC regarding the proposed Church Lane 30mph extension and the alternative of a village-wide 20mph scheme. Concerns were raised regarding the potential impact of a 20mph scheme on the Community Speed Watch initiative. Cllr Surtees reported that CYC may be considering a slight extension to the 30mph limit at the Main Street end.

Resolution: Council resolved to pursue the proposed 30mph extension on Church Lane rather than a village-wide 20mph scheme.

Action: Clerk to add the Church Lane 30mph extension to the next agenda in light of the forthcoming visit by the MP.

d. To agree the final location for the new bench

Council noted that confirmation from CYC Public Realm regarding underground services at the two proposed locations remained outstanding.

Action: Cllr Nelson to follow up with CYC Public Realm to agree the final location.

26/131. Section 106 monies

To receive expressions of interest for Section 106 sports contribution monies and decide upon nominations to City of York Council

Council received expressions of interest from Wheldrake Junior Football Club for £92,006.22 and Wheldrake School PTA for £7,500.

Resolution: Council resolved to nominate both applications to City of York Council for consideration.

26/132. Finance

a. To receive and note the bank reconciliation for August 2026 and current bank balances
Resolution: The Council received the bank reconciliation for August 2026 and noted the net position as £60,335.84 on the 31st August 2026

b. To receive and consider a report on expenditure against the approved budget to date.
Resolution: Council considered the report on expenditure against budget without comment

c. To consider any proposed plans, ideas or projects for inclusion in the preparation of the 2027/28 budget

Council noted the following items for consideration during preparation of the 2027/28 budget:

- **Christmas lights**
- **Grants**
- **Defibrillators**
- **Community Speed Watch**
- **Planters, including possible replacement**
- **Playpark investment**

Council queried whether the bus subsidy had been requested or paid in recent years.
Action: Clerk to check with Thorganby and North Duffield Parish Councils whether they have paid towards the bus subsidy.

d. To note the payments made in between meetings

Description	Net Expenditure	Gross Expenditure
Clerk Salary – August (Standing order)		Net Salary
Unity Bank – Service Fee	7.00	7.00
White Rose House – Annual Meeting & Training (outstanding payment)	125.00	125.00

Resolution: Council noted the payments made in between meetings

e. To approve the payments presented for authorisation up to the 24th September 2026 and any other invoices that come in prior to the meeting:

Description	Net Expenditure	Gross Expenditure
Clerk Salary – September (Standing order)		Net Salary
Clerk Salary – manual adjustment (manual adjustment)		Net Salary
HMRC – PAYE August & September	269.30	269.30
PKF Littlejohn – External Audit	210.00	252.00
St Johns Ambulance – First Aid	369.00	442.80
Paul Batchelor – Batteries (speedwatch)	7.08	8.50

Resolution: To approve the schedule of payments

26/133. Correspondence

To consider any correspondence received and determine whether any matters require any further Consideration.

- **Reported dead tree on land not owned by the Parish Council**

Council considered concerns regarding a reported dead tree near the entrance to Millfield Industrial Estate.
Action: Clerk to make reasonable enquiries to establish responsibility for the land and, if possible, contact the relevant party regarding the reported hazard.

- **Overgrown hedge alongside a Public Right of Way**

Council considered concerns regarding an overgrown hedge alongside a village path.
Council noted that the land is understood to be owned by Taylor Wimpey and that no maintenance agreement is in place.
Action: Clerk to advise the resident to contact Taylor Wimpey regarding the hedge.

- **Proposal for a village show in 2027**

Council considered an enquiry about organising a traditional village show and the availability of Parish Council grant funding.
<u>Action:</u> Clerk to encourage the enquirer to attend a Council meeting to discuss the proposal and provide information about the grant policy and application process.

- **Possible relocation of a metal bench**

Council considered a suggestion to relocate a metal bench outside the Vicarage to a more suitable location.
<u>Action:</u> Clerk to ask the enquirer to suggest an alternative location. Any relocation would be subject to confirming ownership and obtaining the necessary permissions.

26/134. Co-option

a. To consider applications from eligible residents to fill the current vacancy
Two applicants addressed Council and briefly outlined their reasons for wishing to join. A third candidate attended but placed their application on hold.

b. To consider an approve the co-option of an eligible applicant and to receive the statutory documentation
<u>Resolution:</u> To co-opt Beverley Southern to the vacancy on Wheldrake Parish Council

Cllr Reed left the meeting

26/135. To note any agenda items for the next meeting

- **Village litter-picking sessions, including frequency and use of Council equipment.**
- **York Local Plan.**
- **Light Valley Solar construction plan update.**
- **Wildflower area fencing and completion of the remaining side.**

26/136. To confirm the date of the next meeting
Thursday 29th October 2026 at 7.00pm

The meeting closed at 21.03 pm

Signed ……...

Cllr S Nelson, Chairman
29th October 2026

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