

ASKHAM BRYAN PARISH COUNCIL

MINUTES of a meeting of the PARISH COUNCIL (PC)

held on Thursday 26<sup>th</sup> June 2025 starting at 7:30pm in the Village Hall.

**PRESENT:** Councillor Helen Dawson (Chair)  
Councillors Jason Boakes Mark Walker David Wiseman  
Kathryn Smith

**In attendance:** Ward Cllr. Hook and the Clerk.

**1. ELECTION OF THE CHAIR OF THE PARISH COUNCIL**

No one was in a position to take on this role on a permanent basis and therefore, it was **resolved** that Cllr. Dawson (as vice chair) chair the meeting. Cllr. Dawson would chair future meetings when available but was clear that her availability was limited. There was a discussion about how to fill the vacant position (with the hope that someone could be found who was willing to take on responsibility for chairing the meetings). Appeals would be made via social media, WhatsApp and the newsletter and Councillors were challenged to make one personal approach each. The Clerk had followed up an email received earlier in the year where someone had expressed an interest at a time when there were no vacancies but this person was no longer in a position to become a Councillor.

**2. ELECTION OF THE VICE-CHAIR OF THE PARISH COUNCIL**

It was **resolved** that Cllr. Dawson be elected as Vice-Chair, all in favour.

**3 COUNCILLOR SPECIFIC ROLES**

It was resolved that Cllrs. Boakes and Wiseman become the voting representatives for the Yorkshire Local Councils Associations. There was discussion about who would represent the PC on the Village Hall Management Committee. It was felt that this role be stood down and instead, there would be a standing agenda item to allow representatives of the Village Hall Management Committee to come to the PC meeting with any matters requiring PC involvement.

**4. APOLOGIES.**

Cllr. Barber. It was noted that notice of the vacancy due to the resignation of Simon Peers has been displayed and that the deadline for ten or more local government electors to submit a written request that this be filled by election was 18<sup>th</sup> June 2025 and that as the number of requests received by the deadline was below this threshold, the Parish Council could now fill this vacancy by co-option.

**5. DECLARATIONS OF PECUNIARY INTEREST: None.**

**6. PUBLIC PARTICIPATION**

There were no members of the public in attendance.

**7. MINUTES OF THE ANNUAL MEETING OF THE PC HELD ON 22<sup>nd</sup> MAY 2025.**

It was **resolved** that the minutes of the ANNUAL meeting of the PC held on 22<sup>nd</sup> May 2025 (195-197) be approved (subject to the name of the person chairing the meeting being changed from Simon Dawson to Simon Peers) and that as the Chair was not at that meeting, that Cllr. Smith be authorised to sign.

**8. PLANNING**

**a. Planning Applications Received**

- i. 25/00832/TCA - Hjem 99 Main Street - Removal of epicormic growth (side shoots) up to height of 5m on T1 Sycamore and T2 Oak - trees in a conservation area.  
The above application had already been determined by the Local Planning Authority (see below) and as such, there was no longer any opportunity for the PC to comment.

- ii. 25/00970/TCNOT - Water Tower, Askham Bryan College, Mill Lane - Notification under section 5 of The Electronic Communications Code (Conditions and Restrictions) Regulations 2003 for the following equipment; replacement of 3no. antennas, installation of 18 no. ERS units, and ancillary development required thereto.  
The above application had already been determined by the Local Planning Authority (see below) and as such, there was no longer any opportunity for the PC to comment.
- iii. 25/01064/TCA - Cherry Tree House, 68 Main Street - Remedial pruning of 6no. trees to clear garage and driveway - trees in a conservation area.  
It was **resolved** to raise No Objection to this application.
- iv. 25/01149/FUL - 9 Saint Nicholas Croft - Hipped roof to existing garage.  
It was **resolved** to raise No Objection to this application.

## **b. Planning Decision Notices Received**

There were six planning decisions to report since the last meeting.

- a. 25/00619/FUL - The Willows 155 Main Street - Pitched roof to existing conservatory.
- b. 25/00561/FUL - The Little House 133 Main Street - Two storey and single storey rear extension, solar panels to east and west roofslopes, pitched roof to outbuilding, replacement cladded carport, reinstate door to side, new driveway entrance from Chapel Lane, replacement portico to front, replacement stairs and railings to front.  
Both of the above had been approved by the Local Planning Authority.
- c. 25/00645/FUL - West View, 21 Askham Fields Lane - Two storey side and single storey front/side extensions.  
The applicant for the above had withdrawn their application.
- d. 25/00970/TCNOT - Water Tower, Askham Bryan College, Mill Lane - Notification under section 5 of The Electronic Communications Code (Conditions and Restrictions) Regulations 2003 for the following equipment; replacement of 3no. antennas, installation of 18 no. ERS units, and ancillary development required thereto.
- e. 25/00768/TCA - 20 Askham Fields Lane - Fell 1no. Ash tree; crown lift 1no. Lime tree to 3 metres and thin by 20%; remove dead wood from 1no. Oak - tree works in a Conservation Area.
- f. 25/00832/TCA - Hjem 99 Main Street - Removal of epicormic growth (side shoots) up to height of 5m on T1 Sycamore and T2 Oak - trees in a conservation area.

There were no objections from the Local Planning Authority for the above three applications.

## **9. CRIME REPORT**

There were three reported crimes in May, all being of anti-social behaviour. Two were of groups of people congregating in cars and making a nuisance into the early hours on Main Street (28<sup>th</sup> and 29<sup>th</sup> May) and one was a concern that a neighbour was filming/watching the kitchen window through a camera on top of a garage (also Main Street on the 29<sup>th</sup>).

## **10. REPORT FROM WARD COUNCILLOR.**

The Ward Councillor reported on a review of ward boundaries. Askham Bryan is one of several parishes in the Rural West ward (served by Ward Cllrs. Hook and Knight). The last review was in 2003 in which the Rural West ward lost Copmanthorpe Parish but gained Skelton and the number of Ward Councillors went from three to two. The review was at stage one, currently, there are forty-seven Ward Councillors across the City of York Council area. The review is driven by the populations in each area, for example, Ward Cllr. Hook had gained another four hundred houses in her area during her time as Ward Councillor. Parish Councils would be consulted in due course.

## **11. OTHER MATTERS.**

### **11.1 Concerns about a hedge on Askham Fields Lane.**

Local concerns that a hedge on Askham Fields Lane was overgrown, forcing pedestrians onto the road, were noted. There was uncertainty about ownership of the hedge but it was felt that this probably belonged to the college.

### **11.2 Insurance renewal.**

The insurance renewal date was 1<sup>st</sup> August 2025 and the Clerk had started to get three quotations. One had replied with a quotation which was significantly higher than the premium paid to the current insurer. It was **resolved** to renew with the existing insurer subject to the renewal price remaining competitive.

## **12. FINANCE**

### **12.1 Report of invoices to be paid.**

It was **resolved** that payment of the following invoices to be approved, all in favour.

- a) Monthly bank charges - £4.25.
- b) Lawn Mower repairs - Garden & Estate Machinery Services - welding repairs to cutter deck. £57 (the ignition had gone).

### **12.2 Report of budgeted income and expenditure to date versus actual.**

The monthly report of budgeted income and expenditure to date versus actual had been circulated and the contents noted.

There was more money in the current account than needed for the immediate future, the Responsible Financial Officer (RFO) would transfer an appropriate amount across to the interest earning account.

### **12.3 Bank Mandate.**

It was noted that former Councillor Simon Peers was a signatory on the bank account. It was **resolved** that the existing signatories (Cllrs. Barber and Smith) remain on the mandate with the RFO as the third signatory.

## **13 CORRESPONDENCE AND SOCIAL MEDIA**

A list of correspondence had been circulated, there was nothing of note.

## **14 ACTION TRACKER**

An Action Tracker had been circulated with the agenda papers listing all previously agreed actions and reports on progress. The landlord of the public house was still owed £50 for expenses for the 2024 Christmas event, he had been advised that he needed to submit an invoice. Cllr. Dawson would contact former Councillor Simon Peers regarding keys for the notice board.

## **15 DATES OF FUTURE MEETINGS**

The dates for forthcoming meetings in 2025 were;

24<sup>th</sup> July, 28<sup>th</sup> August, 25<sup>th</sup> September, 23<sup>rd</sup> October and 27<sup>th</sup> November.

All to be held at the Village Hall at 7:30pm

The meeting closed at 8:22pm.

Signed

24 July 2025