

ASKHAM BRYAN PARISH COUNCIL

MINUTES of a meeting of the PARISH COUNCIL (PC)

held on Thursday 18th June 2026 starting at 7:30pm in the Village Hall.

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

In attendance: Shiona Marsh - the City of York Council (CYC) Community Officer for various wards including Rural West, Ward Cllr. Hook and the Clerk.

1. APOLOGIES.

There were apologies from Cllr. Barber.

2. DECLARATIONS OF PECUNIARY INTEREST.

Cllr. Walker regarding item 5b.

3. PUBLIC PARTICIPATION

Shiona explained that her role is to oversee the Ward grant process, commissioning networks and food banks and overseeing community public houses. Her role includes supporting the Youth Council including the Youth Festival. She worked with charities, allotment associations and Parent Teacher Associations (PTAs). There was a funding report on the webpage (the amount of available funding had been reduced). There were links to funding. She organised holiday activities during the Easter, summer and Christmas holidays. She had a brochure. She worked with libraries and drama groups. She also liaised with the York Rugby League Foundation. There was a budget of £3,000 to £4,000 to support volunteers and she worked with Environment and Community officers. Employee volunteering was supported. She was also involved with warm places funding helping people to keep their lights and heating on. Awareness of these activities was done through newsletters. She worked with Ward Committees. £5,000 was available in total for Rural West Ward of which £1,300 was not already spoken for at the time of the meeting. There were four schools in the Rural West Ward. She dealt with Ward Grant Applications.

4. MINUTES OF THE ANNUAL MEETING OF THE PC HELD ON 21st MAY 2026.

It was **resolved** that the minutes of the ANNUAL meeting of the PC held on 21st May 2026 (226-228) be approved and that the Chair be authorised to sign.

5. PLANNING

a. Planning Applications Received

There was one new planning application, i.e. 26/00837/FUL – Askham Bryan College - Creation of a 3G Artificial Grass Pitch (AGP) with perimeter fencing, hardstanding areas, storage container, floodlights, an access footpath, and a huddle.

It was **resolved** to raise **No Objections** to this proposal but nevertheless, there were concerns about the extra lighting so close to a Conservation Village. It was assumed that appropriate analysis had been done accordingly. The PC response would seek reassurances in this regard.

b. Planning Decision Notices Received

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

- a. 26/00397/FUL - Westwood Farm, Westwood Lane - Erection of an agricultural storage building.
- b. 26/00398/FUL - Westwood Farm, Westwood Lane - Erection of an agricultural storage building.

Both the above had been approved by the Local Planning Authority.

6. CRIME REPORT

There were no reported crimes in May 2026.

7. REPORT FROM WARD COUNCILLOR.

The Community Officer (Shiona) gave further details (see public participation above). The Community Caretaker Team were something she had worked with. In October, she had done a talk. Shiona and the two Ward Councillors had done a walk about with the Community Caretaker Team. The Community Caretaker Team cannot take on highways work such as clearing vegetation and moss. She was planning on attending the PC meeting on 17th September 2026 and asked that there be an agenda item for that meeting for her to give her report. There was a concern about tethered horses on the grass verge near to the caravan park. The Police had caught them.

8. OTHER MATTERS.

8.1 To consider a long-term strategy.

Cllr. Wiseman spoke about the need for a strategy for the PC. He suggested an ABC (Activity, Benefit, Community). Some plans might be achieved inside twelve months, others might take three years. One issue was a health and safety access and egress concern at the entrance to the Recreational Area which presented a health and safety concern by creating a shared access between the residents of the adjoining property and those accessing the Recreational Area. Cllr. Wiseman agreed to take a look at this at the weekend. The minutes would invite people to become involved. Ward Cllr. Hook offered help if the PC wanted to do a leaflet drop.

8.2 Village Hall matters.

Although not represented, a report had been received from a member of the Village Hall Management Committee. There were five questions all relating to the Christmas event. It was agreed that the cost of the tree be shared equally between the PC and the Village Hall Management Committee. They would be made aware of the warm places funding available from CYC via Shiona, i.e. £40,000.

8.3 Matters for referral to the CYC Community Caretaker Team.

The Community Caretaker Team would be asked if they could address ongoing concerns on Chapel Lane.

9. FINANCE

9.1 Report of invoices to be paid.

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

- a. Monthly bank charges - £4.25.

9.2 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.

10 CORRESPONDENCE AND SOCIAL MEDIA

A list of correspondence had been circulated and the contents noted. Item 912 was from Ward Cllr. Hook regarding the closure of Chapel Lane for telecommunications work from 8:30am to 4:30pm on Wednesday 27th May 2026. This information had been posted on the PC Facebook page.

11 ACTION TRACKER

An Action Tracker had been circulated with the agenda papers listing all previously agreed actions and reports on progress.

12 DATES OF FUTURE MEETINGS

The next meeting would be held at 7:30pm on 16th July.

Meetings for the rest of 2026 after that would be;

20th August, 17th September, 15th October and 19th November.

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

The meeting closed at 8:55pm.

Signed

16 July 2026