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## Bishop Monkton Parish Council Minutes

### MINUTES OF THE MEETING OF BISHOP MONKTON PARISH COUNCIL HELD TUESDAY 18<sup>TH</sup> FEBRUARY 2025 IN THE METHODIST ROOM.

**Commenced: 19.04 hours**

**Concluded: 21.31 hours**

**Attending: Cllrs Culshaw (Chairman), Oliver, Hogg, Goodier and Scales**

**Also Present: S Reid (Clerk via remote access) and 3 members of the public.**

*Meetings are open to the press and public by virtue of the Public Bodies Admissions to Meetings Act 1960 (s1) unless the presence is prejudicial to the public interest (s2)*

- 2025/016 Introduction from the Chairman and a reminder of the Council's expectations for the audio or visual recording of this meeting.**  
*In accordance with the Openness of Local Government Bodies Regulations 2014, persons attending the meeting may record/film/photograph and make audio recordings or broadcast the proceedings of the formal Council meeting when the public and press are not lawfully excluded. This does not extend to live verbal commentary. Any member of the public who attends a meeting and objects to being filmed should advise the Parish Clerk who will instruct that they are not included in the filming.*  
The Chairman opened the meeting and welcomed everyone.
- 2025/017 To receive any apologies.**  
Apologies were received from Cllr Sargeson for personal reasons.
- 2025/018 To consider the apologies and decide whether to approve reasons for absence.**  
**RESOLVED** That Cllr Sargesons' apologies be accepted.
- 2025/019 Declaration of Interests**
- a) To receive any declarations of interest.  
Cllr Goodier declared an interest in agenda item 2025/027 i
  - b) To receive, consider and decide upon any applications for dispensation.  
There were no applications for dispensation received.

Signed \_\_\_\_\_

Dated \_\_\_\_\_



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- 2025/020**      **To approve the minutes of the Bishop Monkton Parish Council Ordinary Meeting held Tuesday 21<sup>st</sup> January 2025.** (Circulated under separate cover)  
**RESOLVED** That the minutes of the meeting of Bishop Monkton Parish Council, held Tuesday 21.01.2025, be approved as a true record of proceedings.
- 2025/021**      **Public Participation**  
*To convene a public participation session to allow members of the public to make representation in respect of the business on the agenda. No resolutions can be made under public participation.*  
*NOTE: The public participation session shall not exceed 15 minutes unless directed by the Chairman and each member of the public shall not speak for more than 3 minutes. A question at the meeting shall not require a response or debate during the meeting. The Chairman may direct that a written or oral response may be given.*
- Speeding on Knaresborough Road was highlighted again. It was suggested that contact should be made with NY Police to request enforcement.
  - The lack of lighting on Boroughbridge Road was raised.
- 2025/022**      **To receive a report from Cllr Nick Brown of North Yorkshire County Council.**  
Cllr Brown sent his apologies to the meeting. He did not provide a report for the council.
- 2025/023**      **Clerk's report.** To note the clerks report.  
The clerk's report was noted.
- 2025/024**      **Financial matters.**
- a) To approve the payments as per the schedule attached.  
**RESOLVED** That the payments be approved.
  - b) To note the contracted ongoing payments.  
The contracted ongoing payments were noted.
  - c) To note the bank reconciliation.  
The bank reconciliation was noted.
- 2025/025**      **Planning matters.**
- a) To consider and make observations on the following planning applications.
    - ZC25/00114/FUL Renton Close.  
**RESOLVED** That the council support this application.
    - ZC25/00278/DVCON Mill View.  
**RESOLVED** That the council neither support nor object to this application.
    - ZC25/00382/KIOSK Telephone Exchange Moor Road.  
**RESOLVED** That the council have no objections to this application.

Signed \_\_\_\_\_

Dated \_\_\_\_\_



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- b) To note planning decisions.  
There are no planning decisions to note.
- c) To note planning enforcements.
- 21/01715/FUL, ZC23/03898/DVCON Lamb and Flag.  
The planning enforcement was noted.

**2025/026 Ongoing matters.**

- a) To receive an update from Cllr Sargeson in relation to the play inspection report and proposals for replacement equipment for the play area located at the playing fields.  
Cllr Sargeson was not present at the meeting therefore there was no update available.
- b) To receive an update from Cllr Oliver on the replacement of certain street signs in the village.  
Cllr Oliver updated members of the progress made with highways in relation to the street signs, as detailed in the supporting documents.
- c) To receive an update from Cllr Culshaw in relation to the plan to provide an item to celebrate the Coronation of HM King Charles III, namely the Coronation Walk including an update on Uredale Community Partnership and the application for funding for the Coronation Walk. and decide any action as appropriate.  
There are no updates at the present time, other a than proposal that has been put to Potters Farm to lay aggregate to make the pathway usable.

All other items are included in the supporting documents.

Cllr Goodier to speak to school to see if any requirement for traffic calming in the vicinity.

- d) To receive an update from Cllr Oliver on highways matters, including traffic calming on Knaresborough Road and Moor Road, and consider any action required.  
The council have been advised that it is not thought that the verges are wide enough to install gateways. Area 6 are going to look at other features including white lines and rumble strips and any improvements/repairs these may need.  
A robust discussion took place surrounding VAS units.  
**RESOLVED** That the council purchase two VAS Units from Swarco at a cost of £3600, exc VAT.  
That the investigations into the installation of the Gateways be put on hold, to be revisited in the future.  
Full details can be found in the supporting documents.
- e) To receive an update from the clerk in relation to the Deed of Easement between Yorkshire Water, Kebbell Homes and Bishop Monkton Parish Council.

Signed \_\_\_\_\_

Dated \_\_\_\_\_



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The clerk advised that she had received communication from the solicitor that afternoon. He had requested further information to be provided by the clerk and is going to make contact with the other parties.

- f) For the council to receive an update on the planning application from Avant Homes.  
The clerk advised she had received two responses from the letter she had circulated to numerous bodies.  
**RESOLVED** That the clerk resend the communication to the local lead flood authority. Cllr Culshaw is going to liaise with BMAG and advise back to the council.
- g) For members to receive an update on the progress of the preparation of Risk Assessments for the council.  
A draft RA has been prepared. This will be forwarded to the clerk and Chairman to comment on and return.
- h) For members to receive an update on grant funding applicable to the councils' requirements.  
It was reported that this is ongoing.
- i) For members to receive an update on the GAP Analysis in relation to the Local Council Awards Scheme and consider further actions.  
**RESOLVED** To defer this item.
- j) To receive an update on sourcing of Grant Funding for projects within the Parish.  
Duplicate item.

**2025/027**

**New matters and correspondence.**

- a) For members to consider the purchase of the telephone box located in the village and potential uses if deciding to take this action.  
**RESOLVED** That the council does not wish to proceed with this.
- b) For members to consider methods for the public to contact the council.  
**RESOLVED** That Cllr Oliver will draft a piece surrounding this idea and put it on the website for residents to view. Persons attending the Annual Parish Meeting will then be asked for views. To ensure clarity for members, Cllr Culshaw and the clerk will draft a document reminding members of the terms of engagement with members of the public.
- c) For members to consider the forthcoming VE celebrations and decide if, and how, they wish to commemorate this event.  
**RESOLVED** The clerk to circulate any literature she may have on this subject. Contact will be made with the landlord of the Masons Arms to enquire as to whether he has any ideas on events taking place.
- d) For members to note the clerk's overtime for January 2025.  
The clerk's overtime, previously circulated, was noted.

Signed \_\_\_\_\_

Dated \_\_\_\_\_



- e) For members to consider communication received in relation to lighting withing the village and, if appropriate, consider action to be taken.  
**RESOLVED** There is a light on Boroughbridge road which is broken. This was reported November 2024. A complaint has been made due to the fact that it still has not been repaired.  
**RESOLVED** That Cllr Goodier purchase a light which will be installed as a test to determine several factors before deciding whether to proceed further.
- f) For members to receive the Internal Control check for the period to 31<sup>st</sup> December 2024.  
**RESOLVED** To defer this item.
- g) For members to receive the Deed of Lease in relation to the Playing Fields, consider the terms and decide if a) the document requires updating and b) implementing the conditions detailed in the document.  
**RESOLVED** That the deed is still suitable for purpose and does not require amendment. The village hall are to pay a sum of £99 to the Parish Council as full payment for the peppercorn rent for the 99 year lease. The clerk to request a copy of the insurance policy for council records as per the terms of the lease.
- h) For members to receive the S104 agreement and other legal documents in relation to the playing fields and note the contents of same. (Circulated under separate cover in the shared documents file).  
The documents had been noted.
- i) For members to consider the communication from the Village Hall Management Committee in relation to the proposed building of a path around the playing field.  
**RESOLVED** That the Management Committee request permission to install the footpath, which members approved to support.
- j) For members to consider approving the purchase of an external hard drive to allow a separate back up of council documents for security purposes.  
**RESOLVED** That the clerk purchase the hard drive.

**2025/028 To agree items to be communicated to residents, and the methods to be employed.**

- VAS Signs
- VE Stuff
- Lighting
- Drop in Sessions

**2025/029 To notify the clerk of matters for inclusion on the agenda at the next meeting.**

- Date for the Annual Parish Meeting.
- Road closures on Hungate
- Consider making the village a no cold calling zone.

Signed \_\_\_\_\_

Dated \_\_\_\_\_



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**2025/030**

**The next Ordinary meeting of Bishop Monkton Parish Council will be held Tuesday 18<sup>th</sup> March 2025 in the Methodist Room.** *The latest date for members to submit items for consideration on the agenda and reports on tasks is Monday 10<sup>th</sup> March 2025.*

Signed \_\_\_\_\_

Dated \_\_\_\_\_