

EASINGWOLD TOWN COUNCIL

Minutes of the Annual meeting of the Council held in the Council Chamber, the Galtres Centre 20th May 2025 7.00pm

Present: Councillors: P. Nottage (Chairman), C. Barnes (Vice-Chairman), N. Madden, F. Johnston-Banks, E. Whiteside, K. Butcher, I. Buckle. S. Shepherd, R. Varney

Clerk: Mrs J. Bentley

25/17	ELECTION OF CHAIRMAN Councillor Varney nominated Councillor Nottage to be Chairman, the nomination was seconded by Councillor Madden and Councillor Nottage was unanimously elected Chairman (also Town Mayor). Councillor Nottage received and signed the Chairman's Declaration of Acceptance of Office. It was noted that the Chairman's Allowance for 2025/26 is £150.00
25/18	ELECTION OF VICE-CHAIRMAN Councillor Varney nominated Councillor Barnes to be Vice-Chairman, the nomination was seconded by Councillor Butcher and Councillor Barnes was unanimously elected Vice-Chairman.
25/19	GENERAL POWER OF COMPETENCE It was resolved that Easingwold Town Council meets the criteria for eligibility relating to the electoral mandate and relevant training of the clerk: Electoral Mandate: At the time the resolution is passed, at least two thirds of the council held office as a result of being declared elected (i.e. not co-opted). For Easingwold Town Council 8 councillors have been elected. Qualified Clerk At the time that the resolution is passed, the Parish Clerk must hold a recognised professional qualification: The Clerk holds The Certificate in Local Council Administration (CiLCA)
25/20	APOLOGIES Apologies were received from Councillor Bilson and approval of reasons given.
25/21	There were no members of the public present therefore the meeting was not adjourned.
25/22	MINUTES The minutes of the meeting of the Council of 15 ^h April 2025 were received and approved.
25/23	CLERK'S PROGRESS REPORT <ul style="list-style-type: none"> The sink hole is being repaired w/c 12th May 2025. The ivy and foliage are being removed from the toilet block to allow room for a bench to be placed near the bus stop An email was sent to Easingwold Tourist Information Centre to agree to a donation of £250 for the reprinting of 500 Visitor Leaflets An email was sent to the RBL to approve their request for an advert for £71.50 An email was sent to Easingwold Community Library to confirm that Easingwold Town Council will support the Speaking in Tongues Festival and will fund a banner up to the sum of £250 An email was sent to the Hesley Group to confirm support of the Fun Run and Family Day in principle and advice regarding the dates of the fun run that has already been organised The refurbishment of the gents' toilets will take place w/c 19th May 2025 The re-siting of the benches in the Memorial Park will take place on the 27/28 of May 2025. It was AGREED that the Clerk and Councillor Barnes should draft a letter to NYC, Ofwat and Yorkshire Water regarding the sink hole.
25/24	NORTH YORKSHIRE POLICE An electronic update was received from North Yorkshire Police.
25/25	ACTION PLAN The action plan was received. Councillor Nottage provided an update on the EV project; with a potential supplier identifying a possible area for a rapid charging unit outside Hearts and it was AGREED to move forward with the project.
25/26	NORTH YORKSHIRE COUNCIL No member of North Yorkshire Council was present therefore no update was received.
25/27	COMMITTEE REPORTS & MATTERS

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	<p>27.1 The committee structures and terms of reference were reviewed and updated, and it was RESOLVED that the Clerk should send the revised structure to all councillors</p> <p>27.2 The working group structures were reviewed and updated.</p> <p>27.3 The representation on outside bodies was reviewed and updated.</p> <p>27.4 The minutes of the Operations committee meeting from the 14th of April 2025 were received and approved and the minutes of the Recreation & Open Spaces Committee meeting from the 19th of May 2025 were received.</p> <p>27.5 There were no updates received from the Working Groups</p>																																			
25/28	<p>CORRESPONDENCE</p> <p>a) Correspondence for decision</p> <table><tr><th colspan="4">Correspondence for Decision: May 2025</th></tr><tr><th>No.</th><th>Date Received</th><th>Request From</th><th>Request</th></tr><tr><td>N1</td><td>24/04/2025</td><td>Rockin’ All Over the Wold</td><td>2025 organisational requests and a donation request of £450; request approved with the proviso that the contribution of the council be acknowledged in advertising materials.</td></tr></table> <p>To note – was circulated prior to the meeting</p>				Correspondence for Decision: May 2025				No.	Date Received	Request From	Request	N1	24/04/2025	Rockin’ All Over the Wold	2025 organisational requests and a donation request of £450; request approved with the proviso that the contribution of the council be acknowledged in advertising materials.																				
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25/29	<p>ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2024/25</p> <p>.29.1 The Annual Governance Statement as prepared by the Clerk and validated by the Internal Controls procedure by Councillor E. Whiteside and the Internal Auditors was received, considered and it was RESOLVED to approve it. Thanks were given to Councillor Whiteside for the Internal Controls.</p> <p>29.2 The Accounting Statements were considered by the members meeting as a whole.</p> <p>29.3 It was RESOLVED to approve the Accounting Statements.</p> <p>29.4 The Accounting Statements were signed and dated by the Chairman presiding at the meeting at which that approval is given.</p> <p>The Annual Governance and Accountability Return should then be submitted to the External Auditor, PKF Littlejohn LLP to comply with the statutory deadline of 30th June 2025</p> <p>29.5 There were no other matters to consider</p>																																			
25/30	<p>EMERGENCY EXPENDITURE</p> <p>There was no emergency expenditure actioned by the Clerk since the last meeting.</p>																																			
25/31	<p>FINANCE MATTERS</p> <p>31.1 The income from previous month and the Income & Expenditure Report for 30th April 2025 were noted. It was AGREED that the Clerk should recirculate the budget/year end information from Councillor Varney.</p> <p>31.2 The accounts for payment (list circulated prior to the meeting) were approved</p> <p>LIST OF PAYMENTS - EASINGWOLD TOWN COUNCIL MAY 2025</p> <table><tr><th>Payee Name</th><th>Reference</th><th>Amount Paid</th><th>Transaction Detail</th></tr><tr><td>J Hudson</td><td>BP250501</td><td>1750.00</td><td>Stalls contract</td></tr><tr><td>H M Customs & Revenue</td><td>BP250502</td><td>817.41</td><td>Tax & NI</td></tr><tr><td>NY Pension fund</td><td>BP250503</td><td>971.02</td><td>Superannuation</td></tr><tr><td>Salary 2</td><td>BP250504</td><td>642.74</td><td>Salary 2</td></tr><tr><td>Salary 1</td><td>BP250505</td><td>2039.64</td><td>Salary 1 plus Adobe sub</td></tr><tr><td>Garden Studio</td><td>BP250506</td><td>650.00</td><td>Town garden maintenance</td></tr><tr><td>BATA</td><td>BP250507</td><td>313.79</td><td>Post crete & Materials</td></tr></table>				Payee Name	Reference	Amount Paid	Transaction Detail	J Hudson	BP250501	1750.00	Stalls contract	H M Customs & Revenue	BP250502	817.41	Tax & NI	NY Pension fund	BP250503	971.02	Superannuation	Salary 2	BP250504	642.74	Salary 2	Salary 1	BP250505	2039.64	Salary 1 plus Adobe sub	Garden Studio	BP250506	650.00	Town garden maintenance	BATA	BP250507	313.79	Post crete & Materials
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	R Hannaway	BP250508	350.00	Bollards & Bike rack removal/installation, bench at the buttercross, Millfields posts and signs
	Elkerlodge Services	BP250509	600.00	Internal audit
	J Tate	BP250510	1320.00	Millfields work
	A Nelson	BP250511	2554.98	Misc. Works Contract
	Zurich Insurance	BP250512	2958.01	Annual insurance
	CEF	BP250513	21370.69	Millfields Lighting project
	SSE Energy Solutions	BP250514	546.75	3 months energy toilets
	Powerpoint Northern Ltd	BP250515	130.94	Fence panels for marketplace
	The George Hotel	BP250516	180.00	Friendliness tea
	Easingwold Town Hall Co	BP250517	112.20	Adverts VE day & Friendliness tea
	G H Brooks	BP250518	70.51	Concrete paving
	Forth Plant	BP250519	9561.60	Sink hole repair
	CE & CM Walker	BP250520	2388.00	Grass Cutting
	NBB Outdoors	BP250521	1296.00	Bike racks
	A & M Cleaning	BP250522	1566.05	Cleaning toilets
	University of York SU	BP250523	40.00	VE performance
	Leaf Seeds	BP250524	2160.00	Clearing ivy/laying paving/mending drain
	Petty Cash Top up	103333	94.34	Petty Cash top up
	Total		54484.67	
	31.3 The asset register was received and approved.			
	31.4 There were no other matters to consider.			
25/32	TOWN REPAIRS AND MAINTENANCE			
	No requirements were noted.			
25/33	50TH ANNIVERSARY OF THE FRIDAY MARKET			
	An update was received from the Councillor Barnes and the Clerk and the proposal for celebrations was APPROVED .			
25/34	CASUAL VACANCY – CO-OPTION OF COUNCILLOR			
	An update on the Casual Vacancy process was received from Councillor Nottage and it was RESOLVED that the Clerk should send the selection board an updated package of information for the interviews.			
25/35	FRIENDLINESS INITIATIVE			
	A revised proposal for the format of the Friendliness teas was received from Councillor Shepherd and APPROVED with a cost of £6.00 a head agreed. It was AGREED that the Clerk should follow up with Councillor Knapton regarding the locality budget.			
25/36	CHRISTMAS LIGHTS REPAIR			
	A quote for repairs to the Christmas Lights from Acorn Lighting was received and it was RESOLVED that the Clerk should check the quote regarding VAT, but that the quote was APPROVED . It was AGREED that the Clerk should ask Acorn Lighting for a cost to put up the lights and take them down.			
26/37	STORAGE FACILITY			
	An email was received from Councillor Johnston-Banks regarding a storage facility for the chairs. It was AGREED that Councillor Johnston-Banks would be involved in the marketplace considerations. It was AGREED that the Clerk would investigate a storage facility at the library.			

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26/38	PLANNING MATTERS		
	This item was taken at 8.00pm		
	38.1 The Town Council's response to planning applications received was considered and approved.		
		Ref No	Application details
		Address	
	a	ZB25/00704/CAT	Application for works to a tree in a Conservation area T1 - Yew (Taxus baccata) NO OBJECTIONS
	c	ZB25/00710/TPO	Application for works to trees subject to a Tree Preservation Order. T1 Oak 12/00001/TPO Wish to see APPROVED
	d	ZB25/00531/ADV	Application for consent to display non illuminated signage above the shop windows, printed non illuminated vinyl and window frost to the front door, a non-illuminated wall sign and a non-illuminated enamel paid sign directly to brickwork Wish to see APPROVED
	e	ZB25/00694/MRC	Removal of Variation of conditions to previously approved application 15/01268/FUL NO OBJECTIONS
	38.2 Decisions on planning applications considered by Hambleton District Council and total of applications for new dwellings approved were noted.		

It was **AGREED** that the Clerk should create a council WhatsApp group.

The meeting closed at 20.22