



## **CLAXTON & SAND HUTTON PARISH COUNCIL**

**Minutes of the Parish Council Meeting held in the Village Hall, Sand Hutton on Monday 19<sup>th</sup> May 2025**

### **Members Present:**

Cllr. Nigel Davies (Chair); Cllr. Martin Burge; Cllr. Michael Rickleton; Cllr. Jon Rooke; Cllr. Colin Russell  
Dr Kathy Davies (part)

### **In Attendance:**

One member of the public; North Yorkshire County Councillor Caroline Goodrick (part);  
Gill Gimes (Parish Clerk)

### **25/001 Apologies for Absence and consideration of the approval of reasons given for absence.**

**RESOLVED** to note that no apologies for absence were received for the meeting.

### **25/002 Declaration of Interests**

**RESOLVED** to note that there were no declarations of interest under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

### **25/003 Co-option of a Parish Councillor for Claxton & Sand Hutton Parish Council**

**RESOLVED** to co-opt Dr Kathy Davies as a Member for Claxton & Sand Hutton Parish Council. Dr Davies signed her Acceptance of Office and Clerk would e mail her a Declaration of Interest form to complete.

### **25/004 Minutes of the Parish Council meeting held on Monday 17 March 2025**

**RESOLVED** to confirm the minutes of the meetings held on Monday 17 March 2025

### **25/005 Matters arising since previous minutes:**

#### **a. HMRC penalties & interest**

The Council discussed the liabilities due to HMRC covering late filing & late payment penalties and interest due for the tax years 2023-24 & 2024-25 which amounted to £912.92.

**RESOLVED** to seek advice from Yorkshire Local Councils' Association (YLCA) regarding the potential to recover the penalty & interest amounts from the previous Parish Clerk, as it was felt that the liabilities arose through failings on her part. It was noted that the insurance policy included cover for employment claims and legal costs and that insurers should be informed in the course of the renewal process.

Cllr Goodrick informed the Council that she had met with YLCA to discuss issues with the calibre of Parish Clerks in general and would ensure that compliance with HMRC requirements was highlighted and recommend that reporting HMRC accounting to Councils was a standard Agenda item in future.

b. Overpayments to previous Parish Clerk

The Council discussed the overpayment of the previous Parish Clerk's salary in April and the payment in advance of the Home Working Allowance for 2025-26 (which was now no longer relevant) amounting to £193.50.

**RESOLVED** to seek advice from YLCA on how to recoup these amounts.

Council also discussed the interim findings during preparation of the 2024-25 Annual Accounts that the total payments on payslips was below the actual payments made to the former Parish Clerk by £155.00.

**RESOLVED** that the Clerk and Internal Auditor further investigate the discrepancy and report to the next meeting.

c. North Yorkshire County Council (NYCC) Sports Facilities research

The only sports facilities available in the Parish Council area were those provided at the Village Hall.

**RESOLVED** that the Clerk respond to the survey request

d. NYCC Parish Liaison: The North Yorkshire Local Plan

The Clerk reported that the Council had received notification of the consultation process for the North Yorkshire County Council (NYCC) Local Plan which would be circulated for responses. Clerk would respond on behalf of the Council.

## 25/006 Public Questions and Participation

1. The member of the public present reported to the meeting on the success of the speed watch campaign run by volunteers in Claxton which, linked to the installation of new gates at the entrance to the village, had reduced speeding, but that there was still a high volume of drivers exceeding the limit. CLASP felt that additional signage on the entrance gates to say 'Community Speed Watch Area' would be an additional deterrent and requested the costs of the additions, estimated at approximately £200, be released by the Council from the ring-fenced CLASP funds held. The balance on the ring-fenced fund currently sat at £1,455.

**RESOLVED** to approve the use of the ring-fenced funds to cover the costs of additional signage

Council noted that a speed watch initiative was not underway in Sand Hutton and the member of the public agreed to pass on details of the scheme to Councillor Burge with a view to implementing in Sand Hutton.

2. Council noted that the member of the public and the Chair had contacted the landowner regarding the pathway works done on the bridle path from Ings Farm to the brick ponds following an injury to a member of the public who had fallen on the new surface. Cllr Goodrick confirmed that the works undertaken on the bridle path would require planning permission and she would report this to the Enforcement Team at NYCC. Cllr Goodrick would also pass on the details of the NYCC footpaths team to CLASP.
3. Council noted the increase in activity in heavy traffic at Gravel Pits Farm. Cllr Goodrick will follow up with the NYCC enforcement team.

Cllr Caroline Goodrick left the meeting

## 25/007 Planning

**RESOLVED** that there were no observations on the following new planning applications:

|                |  |
|----------------|--|
| ZE25/00384/LBC | Installation of 8no. double glazed timber sash windows to replace existing single glazed timber sash windows on the front elevation. Middle Cottage 21 Main Street Claxton                   |
| ZE25/00397/CAT | Remove unwanted trunks and crown lift to roughly 6m leaving the two main trunks on 1no. Lime Tree and remove 3 small branches on 1no. Sycamore Tree. St Marys Church Main Street Sand Hutton |
| ZE25/00443/CAT | Crown lift to 2.5m to 1no. Silver Birch tree. March House Hall Drive Sand Hutton   |

**NOTED** Council noted Decision Notice ref Application ZE25/00083/73M (crematorium)

Variation of Condition 02 of 20/01195/MFULE as allowed by appeal dated APP/U2750/W/24/3342450 22.10.2024 to allow an amendment to the design of the building and site layout

## **25/008 Parish Matters**

1. BT telephone box in Sand Hutton  
**RESOLVED** to adopt the redundant BT telephone box in Sand Hutton, subject to BT approval following the consultation period ending 12 June 2025, and that the electricity supply to the telephone box be disconnected. Potential use of the telephone box to be discussed at further meetings.
2. Contract of Employment & job description for Parish Clerk / Responsible Financial Officer  
**RESOLVED** that the Contract of Employment be signed by the Chairman on behalf of the Council.

## **25/009 Financial Matters**

To discuss matters raised with/by Parish Clerk/Responsible Financial Officer:

**RESOLVED** to confirm and note:

1. Accounts for the year 2025-26

Clerk reported that the first tranche of the Precept payment had been received. Current balance held by the Council was £16,945.09 of which £6,676.75 was held in ring-fenced funds.

2. Payment Approval

26/001 previous Parish Clerk £153.00

26/002 HMRC Back payments & penalties £784.10

26/003 HSBC bank charges £5.00

26/004 Yorkshire Local Council Association annual membership £163.00

26/005 Parish Clerk April salary £200.58

**RESOLVED** to confirm and agree the following payments be made:

NYCC 2024-25 street lighting energy costs £1,001.54

NYCC street lighting maintenance £2,912.70

(post meeting note – the Chairman queried the amount of the street lighting energy costs invoice and this was subsequently reduced by NYCC to £456.26)

## **25/010 Meeting Dates 2025-2026**

**RESOLVED** to note the dates of the of the Parish Council meetings for the 2025-2026 Municipal Year as:

14<sup>th</sup> July; 15<sup>th</sup> September; 17<sup>th</sup> November; 19<sup>th</sup> January 2026; 16<sup>th</sup> March 2026; 18<sup>th</sup> May 2026

All Parish Council meetings will commence at 7.30pm

**Signed:**

**Chairman**

**Date:**