



STRENSALL WITH TOWTHORPE PARISH COUNCIL

The Village Hall, Northfields, Strensall, York YO325XW
e-mail: strensalltowthorpePC@outlook.com
phone: 01904 491569
Chairman : Mr A H Fisher

MINUTES OF AN PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON TUESDAY 10th FEBRUARY 2026 AT 7.00 PM

Councillors Present:

Andrew Bolton	Thomas Carmichael
Chris Chambers	Anthony Drake
Tony Fisher ¹	Sarah Glynn
Graham Green	Lawrence Mattinson
Alan May	John Shirbon

In Attendance: Fiona Hill – Parish Clerk

Public Present: 0

¹ City of York Councillor

25/305 a) To receive apologies for absence given in advance of the meeting:

Simon Hide³ and Daniel Pillai²

b) To consider the approval of reasons given for absence:

²Resolved / Approved (Unanimous)

³No reason given, so unable to approve

25/306 To discuss the casual vacancy:

Cllr Dale had given immediate notice after the last meeting, so there now two vacancies.

25/307 To receive any declarations of interest under the Parish Council Code of Conduct or Members register of interests:

Cllr Chambers - Allotment Manager/Wilkinson, Cobb and Hodgson Trustee

25/308 a) To approve the minutes of the Parish Council meeting of 13th January 2026:

Resolved / Approved (Unanimous)

b) To endorse the approved Planning Committee minutes of 13th January 2026:

(Meeting Cancelled 27th January 2026)

Resolved / Endorsed (Unanimous)

25/309 Public participation on any subject relating to the agenda: None

Approved

Chairman

Date.....

25/310 To receive matters raised by/with City of York Ward Councillors:

Neighbourhood Caretakers

Tim Waudby, Community Officer, CYC had emailed as follows:

“You may have heard about the work of the new Neighbourhood Caretakers.

Each city ward is allocated around three walkabouts a year where the team leader, community officer and Cllrs as available will undertake a 2 hour walkabout in a particular area and identify jobs that require attention. These jobs tend to be supporting the existing work of the Public Realm teams who have scheduled jobs around the city, such as hedge, verge, path clearance as well as litter picking and other work. We can log and report other jobs as we go which may fall under Highways or other teams.

Our current planned walkabout dates for Strensall Ward are:

Monday 16th Feb 10am.

Monday 15th June 10am

Monday 19th October

All work should be undertaken on CYC land, this means that we unfortunately can't carry out work already in the responsibilities of parish councils, these may be cemetery's or play areas etc. However, we can look at areas of adopted roads/highways and work such as paths and alleyway clearances. Tree's on private land are the responsibility of the landowner.

I briefly spoke to Cllr Fisher this week who has a few ideas of jobs we can look at and I will confirm a meeting place next week. The walkabouts always start at 10am and we aim to finish in around 2 hours. We can look at other jobs across the ward with advance notice so if Cllrs can send details of areas to look at outside of the walkabout we can advise in advance. The job sheet will be agreed on the day with the Neighbourhood Caretaker Supervisor Chris Ferry”.

The Parish Council would request work is done on land as follows:

- area adjacent to the Six Bells Public House
- the emergency access between Sheriff Hutton Road and Terrington Close
- area adjacent to the primary school
- area adjacent to the railway line and old “Myersholm” workshop
- surrounding area of new bus shelter adjacent to Redmayne Lodge

The Parish Council would ask, if no suitable site were agreed, if double taxation could be claimed, against costs if they worked on these areas.

25/311 To discuss and, if necessary, agree action on matters arising/ongoing issues:

a) North Yorkshire Police monthly reports – January 2026 report received

b) Community Memorial Garden:

Governance - Dave Meigh, CYC emailed - “the report went through Scrutiny last night without any significant comments on the lease section. The chair expressed support for what is being proposed (all leases). I will update again when I know the Executive report has been published – this will be around the 23rd Feb”.

Litter bin - Dave (Meigh) had asked Edward Bland, CYC, who is waiting on assistance from the CYC blacksmith, who has back log of work. I've contacted Edward directly, in the hope he will keep the Parish Council updated.

Approved Chairman Date.....

Erection of a fence/gate – Dave (Meigh) had emailed “Once the land is yours it’s up to you, there are restrictions on height under planning & highway reg, which I think don’t apply in this, but this work needs to wait until the transfer has gone through and I would advise the Parish Council contacts me at the time to obtain an up to date utilities check”. He did say that historically and still to this day City of York Council lock some of our parks at night.

The memorial tree for Sue Nunn had been planted and a plaque would be arranged soon.

Cllr Shirbon had met Beyond The Build and gave a summary of proposed works.

c) Play Areas – Councillor inspections,
Cllr Fisher had conducted inspections since last meeting and there were no issues apart from some pieces of equipment needs a clean.

The handyman would be asked if he was interested in conducting the monthly inspections.

d) Tree Works – Allotments, Flaxton Road, York Road, Risk Assessment 2027-2029
Allotments – the High Risk jobs were completed by Lewis Trees 20th January 2026

Flaxton Road – Lewis Trees were still to quote for conducting the work using a mobile elevated platform from the road and traffic management.

Risk Assessment – the Parish Council had received four quotations (net of VAT):

<u>Company</u>	<u>Individualised Inventory</u>	<u>Walk Through Risk Assessment</u>
Barnes	£1540.00	£990.00
Bartlett	£1680.00	
BHA	£1800.00	
ThinkArb	£2650.00	

Resolved / The Parish Council accepted the quotation of £1540.00 from Barnes for the Individual Inventory. (Unanimous)

e) Fence Repairs – Allotments, Langton
The Parish Clerk is still trying to obtain additional quotes.

f) Public Inquiry – ROW/3362930 – Westpit, Strensall, YO32 5RY

The Parish Clerk had circulated to Councillors the Notice of Order, which gave them lots of information about the procedure and the Statement of Case, as submitted by the Parish Council, which is shown at the end of these minutes.

At the public inquiry the Parish Council Representative will be Tony Fisher and the Substitute will be Andrew Bolton.

The Village Hall has been booked for exclusive use, so the Parish Council office will be closed and the Parish Clerk will work from home, during the period of the inquiry.

g) Resurrection of Traffic Study and Road Safety Improvements Proposals
The Parish Clerk had circulated the report from 14th July 2015, which Cllr Mattinson would up date, then present to the next meeting.

Approved Chairman Date.....

25/312 To discuss and, if necessary, agree action, on matters raised since last meetings:

The Wilkinson, Cobb and Hodgson Trust had written to advise that the Parish Council was entitled to nominate up to three trustees and currently there was only one – Chris Chambers. Thomas Carmicheal agreed to be a trustee.

25/313 To discuss matters raised by/with Parish Clerk/Responsible Financial Officer (RFO):

a) Financial Management:

i) Bank reconciliation, Receipts and Payments to date:

The Parish Council had emailed as follows -

“Current Bank Reconciliation below. The financial year end is 31 March 2026. The second part of the internal audit is booked for Monday 20 April 2026. There are three sections to the year end:

- Littlejohn LLP (External Auditor) - Annual Governance and Accountability Return (AGAR)
- H.M. Revenue & Customs – Payroll Annual Return
- H.M. Revenue & Customs – VAT Annual Reclaim

As usual, I will report on this at the March, April and May meetings as appropriate”.

Strensall with Towthorpe Parish Council			
Bank Reconciliation as at 31 January 2026			
Balance b/f 01 April 2025			208519.49
Add receipts			72813.98
			<u>281333.47</u>
Less payments			84255.36
Balance c/f 31 March 2026			<u>197078.11</u>
Balance at bank and in hand:			
Treasurers	70269.43		A/c No 11104098
Contingency	67654.05		93981827
Premium	20865.84		22422018
Cemetery	13288.79		03839958
Premium Bonds	10000.00		30712310
Contingency Bonds	15000.00		90712515
	<u>197078.11</u>		
Unpresented items:			
Ref	Amount		
	0.00	0.00	<u>197078.11</u>
Made Up of:			
Ring-fenced Funds:	Computer/Projection	1000.00	
Unspent 2024/25 budget	Play Areas	13500.00	
	War Memorial	220.00	
	Cemetery	4000.00	<u>18720.00</u>
Ear-Marked Funds:	Tree Works	11624.00	
See Minutes 14Nov23	Grants	7858.04	
	Play Area Maintenance	45013.00	<u>64495.04</u>
General Reserve:			<u>113863.07</u>
Good Practice = Precept x up to 2 =	108000		<u>5863</u>

Approved

Chairman

Date.....

ii) Payment Approval: None

iii) Banking Review:

Cllr Bolton and the Parish Council had reviewed various bank savings accounts.

Resolved / The Parish Council would open a Community Saver Account with Skipton Building Society. (Unanimous)

Resolved / The Parish Council approved Cllrs Andrew Bolton and Tony Fisher to be signatories on application. (Unanimous)

Resolved / The Parish Council approved Cllr Chris Chambers to be a signatory if required in future. (Unanimous)

Resolved / The Parish Council would transfer £80,000.00 to Skipton Building Society. (Unanimous)

iv) Yorkshire Local Councils Association:

The York Branch Meeting would take place on Thursday 19th February at 7.00p.m. on Zoom. The link had been forwarded to Cllrs, to enable them to join.

v) Monthly Report from Parish Office:

Volunteers – The Parish Clerk had emailed Cllrs as follows:

“A parishioner has emailed the Parish Council as follows - “We are increasingly concerned about the junction from Oak Tree Close / Way onto Ox Carr Lane. If we were to organise a working party of residents to make the junction safer by clearing the brambles would that be OK - not breaking any laws etc?”

The Parish Council leases the land from City of York Council, so I emailed them and received this response from Tracey Collins, Highways – “Thank you for your email regarding the vegetation at the junction of Ox Carr Lane and Oak Tree Close which has been passed to our department. Please be advised that before the parishioners undertake any work we would need to see how they would undertake the works, to ensure the works area is safe. They would also need public liability insurance, as we would not be able to cover any injury under our insurance. Please do not hesitate to contact us at highway.regulation@york.gov.uk if you require any further information.

In addition, I contacted the Parish Council insurance broker whose email is attached (Extract below).

For discussion at the next meeting, is the Parish Council content to allow the volunteers to conduct the work on behalf of the Parish Council?”

Extract from email from insurance company -

“Employees/Volunteers engaged by the Council to undertake activities on their behalf are covered automatically by the policy we arrange under the Employers’ and Public Liability Insurance sections.

Approved Chairman Date.....

If aged under 90 they are also covered by the Personal Accident section where there is a sum of £100,000 payable in the event of an accident causing death, loss of limbs or sight or permanent total disablement. A £500 weekly benefit is payable for a maximum period of 2 years should the accident prevent the individual from pursuing their usual occupation.

In order to reduce the likelihood of injury or damage arising we recommend that a risk assessment is completed in writing and kept on your records.

Please provide any volunteers with the correct PPE.

Where litter picking near roads is undertaken by volunteers on behalf of the Parish Council we strongly recommend the following safety measures are included in the risk assessment and explained to the volunteers.

- Work should be restricted to adults only
- Signage or cones are in place to alert motorists of the activity
- Hi- vis clothing is worn by all participants
- If possible, a “look out” is appointed to monitor traffic movement
- No litter picking should be undertaken on the road itself
- No personal music players or ear/head phones should be used”

The Parish Council would politely decline this offer.

25/314 To confirm the date of the next meeting as Tuesday 10th March 2026 at 7.00 p.m.
Resolved / Approved (Unanimous)

Approved Chairman Date.....

Statement of Case for ROW/3362930 - Upcoming local public inquiry into Westpit Order

The Parish Council notes that the OMA has adopted a supporting stance on the paths as follows:

Strensall 22, Strensall 23, Strensall 24, Strensall 31, Strensall 35, Strensall 36

The Parish Council fully supports this stance on all six paths shown above.

The Parish Council notes that the OMA has adopted a neutral stance on the paths as follows:

Strensall 25, Strensall 26, Strensall 27, Strensall 34

The Parish Council is not prepared to advance a case on the four paths shown above, for the following reasons:

- Strensall 25 – This footpath would not be necessary if Strensall 22 was approved
- Strensall 26 – This footpath is a permissible footpath and is expected to remain as such
- Strensall 27 – This footpath is a permissible footpath and is expected to remain as such
- Strensall 34 – This footpath is pointless

The Parish Council notes that the OMA has adopted a neutral stance on the paths as follows:

Strensall 28, Strensall 32, Strensall 33, Strensall 37

The Parish Council is not prepared to advance a case on the four paths shown above, for the following reasons:

The Parish Council is the landowner and would be prepared to seek a creation agreement for all four.

The Parish Council notes that the OMA has adopted a neutral stance on the path as follows:

Strensall 30

The Parish Council feels out of its depth and unable to advance a case on its path, but is disappointed at the neutral stance, as it is a useful link to Footpath 22 and there is clear evidence of its unobstructed usage for 20 years between 1995 and 2015. There are nine evidence user statements presented, seven of which indicate use of 20 or more years. This is supported by the fact that until 2020, when the path was closed due to Covid, there was a well defined and wide path along this route. The width of this path suggests a much higher level of use than that evidenced by the user statements. A sign indicating the path was a permissive path was erected in 2015, but at no point was the path obstructed. There was a gate, but this was always left open, so it was always possible to use the path. There are only four specific objectors to this path and the householder on either side have not objected (38 and 40 West Pit Lane).

The Parish Council respectfully asks the Secretary of State to sever the Order and confirm that part which relates to Strensall 30.

Fiona Hill
Parish Clerk
Strensall with Towthorpe PC

Approved Chairman Date.....