



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 13th JANUARY 2026 AT 7.00 PM

Councillors Present:	Andrew Bolton	Chris Chambers
	David Dale	Anthony Drake
	Tony Fisher ¹	Simon Hide
	Lawrence Mattinson	Alan May
	Daniel Pillai	John Shirbon
In Attendance:	Fiona Hill – Parish Clerk	
	Dave Meigh – Operations Manager - Public Realm (Strategy and Contracts)	
Public Present:	0	

¹ City of York Councillor

25/295 a) To receive apologies for absence given in advance of the meeting:

Thomas Carmichael, Sarah Glynn and Graham Green

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

Resolved / Approved (Unanimous)

25/296 To discuss the casual vacancy: NTR

25/297 To receive any declarations of interest under the Parish Council Code of Conduct or Members register of interests:

Cllr Chambers - Allotment Manager/Neighbour

25/298 a) To approve the minutes of the Parish Council meeting of 09th December 2025:

Resolved / Approved (Unanimous)

b) To endorse the approved Planning Committee minutes of 09th and 23rd December 2025:

Resolved / Endorsed (Unanimous)

25/299 Public participation on any subject relating to the agenda: None

Approved

Chairman

Date.....

25/300 To receive matters raised by/with City of York Ward Councillors:

Ward Councillor Tony Fisher gave updates about Haxby Station, poor state of highways and the City of York Neighbourhood Caretaker Teams.

The Parish Council asked Cllr Fisher to chase up the report from the CYC Flood Defence Team following their inspection work along Lords Moor Lane and the Village.

The Parish Council would resurrect the highway requests for York Road, previously rejected by City of York Council, to test if some could now be adopted.

25/301 To discuss and, if necessary, agree action on matters arising/ongoing issues:

a) North Yorkshire Police monthly reports – December 2025 report received

b) Community Memorial Garden – Governance, Christmas tree, Beyond The Built Governance – David Meigh gave a report to the Parish Council about the procedure of creating the lease agreement for the community garden.

Christmas tree – NTR

Beyond The Build - Cllr Shirbon is meeting with them on Thursday

c) Play Areas – Councillor inspections, Post ROSPA works

Cllr Drake had conducted inspections since last meeting, but no report had been received. Cllr Fisher would conduct the inspections until the next meeting.

The handyman had completed the post ROSPA work as requested.

d) Tree Works – Allotments, Flaxton Road, York Road, Risk Assessment 2027-2029

Allotments – the High Risk jobs remain in the diary with Lewis Trees 20th January 2026

Flaxton Road – Lewis Trees cannot conduct the dead wood from the ground and they are concerned about climbing it, without establishing its safety. The Parish Clerk continues to work with Lewis Trees to reach a resolution for this issue.

York Road – the arisings have been cleared.

Risk Assessment – the specification for 2027-2029 has been prepared based on the previous quote (2024-2026) and sent to contractors requesting a quote.

e) Grass Cutting – Contract 2026-2028

Seven contractors had been contacted with a specification, but only one quotation was received by the deadline (31Dec25)

Resolved / The Parish Council accepted a quotation of £12500.00 plus VAT and £30.00 per hour for extras (Unanimous)

f) Fence Repairs – Allotments, Langton

The Parish Clerk is still trying to obtain additional quotes.

g) Handyman – work update

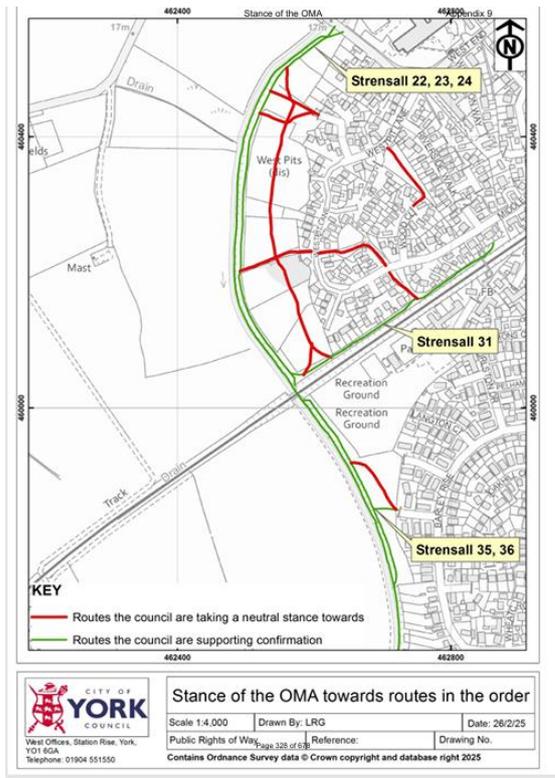
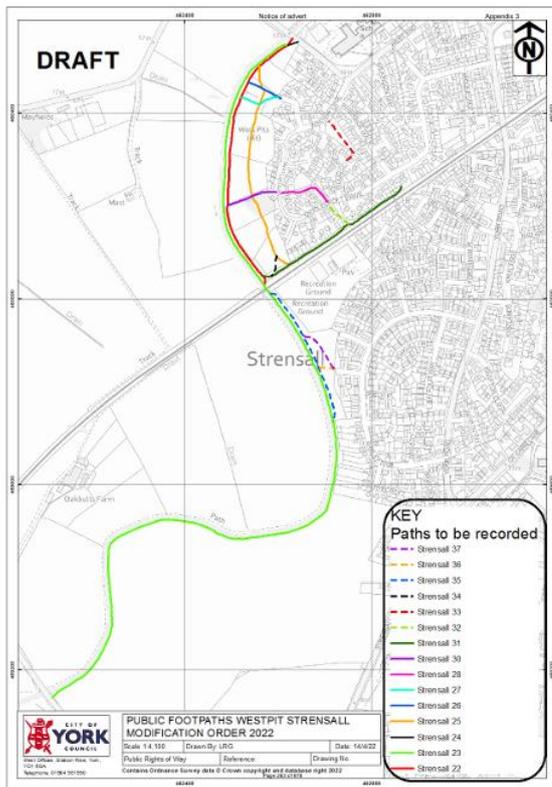
He has completed the play are works and fixed the tree plaque

Approved

Chairman

Date.....

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



Approved Chairman Date.....

The Parish Council is required to submit its Statement of Case to the Inspector by 26 January 2026.

Cllr Fisher and the Parish Clerk will work on this based on the notes below to include all necessary information:

Draft 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, 23, 24, 31, 35 and 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, 26, 27 and 34

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

Strensall 28, 33 and 37

The Parish Council would respectfully ask the Secretary of State to sever the Order and confirm that parts which relate to Strensall 28, 33 and 37.

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

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

Strensall 30 and 32

The Parish Council wishes to advance a case on the two paths shown above, for the following reasons:

Strensall 30 – This footpath is a useful link to Footpath 22

Strensall 32 – This footpath is mostly on Parish Council land and leads to the Curly Wurly bridge.

(Strensall 29 was rejected by the OMA at application stage because there was no supporting evidence. The applicant did not appeal this decision).

Resolved / The Parish Council approved the continuation of this work. (Unanimous)

25/302 To discuss and, if necessary, agree action, on matters raised since last meetings:
None

25/303 To discuss matters raised by/with Parish Clerk/Responsible Financial Officer (RFO):
a) Financial Management:

i) Bank reconciliation, Receipts and Payments to date, including budget comparison 01Apr25 – 30Sep25:

Strensall with Towthorpe Parish Council			
Bank Reconciliation as at 31 December 2025			
Balance b/f 01 April 2025			208519.49
Add receipts			71301.48
			<u>279820.97</u>
Less payments			80225.99
Balance c/f 31 March 2026			<u>199594.98</u>
Balance at bank and in hand:			A/c No
Treasurers	73958.03		11104098
Contingency	67654.05		93981827
Premium	20865.84		22422018
Cemetery	12117.06		03839958
Premium Bonds	10000.00		30712310
Contingency Bonds	15000.00		90712515
	<u>199594.98</u>		
Unpresented items:			
Ref	Amount		
	0.00	0.00	<u>199594.98</u>

Approved

Chairman

Date.....

Strensall with Towthorpe Parish Council								
Income and Expenditure Account Year Ending 31 March 2026								
		Calculated for April - December						
Actual		Actual	Estimated	Budget	Diff	Draft		
2024-2025		To Date	Full Year	2025-2026	Full Year	Budget	2026-2027	
		2025-2026	2025-2026	2025-2026	Budget			
	Income							
54000.00	Precept	54000.00	54000.00	54000			54000.00	
	Asset Sale	150.00	150.00		150.00			
16494.92	Double Taxation							
	Ward Funding							
2577.29	Interest	1595.19	2000.00		2000.00			
337.50	Allotment Rents	10.00	350.00		350.00			
4927.50	Cemetery	3705.00	5000.00		5000.00			
10118.70	VAT Refunds	11821.29	12000.00		12000.00			
1052.34	Miscellaneous	20.00	50.00		50.00			
89508.25	Total Income	71301.48	73550.00	54000	19550.00		54000.00	
	Expenditure							
14195.22	Clerks Salary	Code 100	11775.25	14500.00	14500		15500.00	To allow for annual pay award
872.45	Telephone/Broadband	Code 101	669.48	900.00	650	250.00	900.00	To correct previous under budget
762.08	Office expenses	Code 102	307.00	500.00	500		500.00	
	Handyman Services	Code 103	548.24	700.00		700.00		
	Councillors expenses	Code 104		50.00	50			Now Part of Office Expenses
565.00	Audit	Code 105	250.00	1000.00	1000		1000.00	
2969.04	Insurance	Code 106	3039.48	3040.00	3000	40.00	3200.00	To allow for premium increase
124.00	Bank fees	Code 107	56.80	100.00	150	-50.00	150.00	
2230.00	Village Hall hire	Code 108	950.00	2000.00	2500	-500.00	2500.00	
	Royal British Legion	Code 109		50.00	50		50.00	
35.10	Training fees	Code 110	100.30	125.00	100	25.00	150.00	To allow for additional training
90.00	Leases	Code 111		100.00	100		100.00	
648.00	Computer/Projection	Code 113						See Ring-Fenced
	NP	Code 114						
981.00	YLCA	Code 201	1026.00	1050.00	1000	50.00	1050.00	To allow for subscription increase
60.00	CPRE	Code 202	60.00	60.00	40	20.00	40.00	
	Outreach	Code 203						
33.00	River Foss	Code 204		30.00	30		30.00	
35.00	ICO	Code 205	47.00	47.00	35	12.00	50.00	To allow for subscription increase
401.98	Defibrillator	Code 301	135.00	250.00	250		250.00	
13206.60	Grass Cutting	Code 302	8233.28	15000.00	15000		16000.00	To allow for requote increases
	Christmas Trees	Code 303						
433.30	Floral Displays	Code 304	278.90	500.00	1000	-500.00	500.00	To correct previous over budget
	Carnival	Code 305						
7825.00	Open Spaces	Code 306	10870.00	11000.00	5000	6000.00	8000.00	To correct previous under budget
18951.75	Play Equipment	Code 307	20603.00	25000.00	20000	5000.00	10000.00	See Ring-Fenced / Ear-Marked
275.00	War Memorial/Remembrance	Code 308	300.00	300.00		300.00		See Ring-Fenced
9179.76	Tree Work	Code 309	7650.00	15000.00	15000		5000.00	See Ear-Marked
	Litter Bins	Code 401						
	Dog Bins	Code 402						
850.92	Notice Boards	Code 403		0.00	1000	-1000.00	1000.00	
	Seats/benches	Code 404						
	Salt bins/salt	Code 405						
	Bus shelter	Code 406						
	Community Speedwatch	Code 408						
4116.80	Grants	Code 409	1716.80	2500.00	5000	-2500.00	5000.00	See Ear-Marked
395.74	Cemetery	Code 410	1995.87	2500.00	5000	-2500.00	5000.00	
	S106							
	S137							
10353.09	VAT To Reclaim		9613.59					
89589.83	Total Expenditure		80225.99	96302.00	90955	5347.00	75970.00	
-81.58	Surplus/(Deficit)		-8924.51	-22752.00	-36955		-21970.00	
			-8924.51					
			0.00					

The Parish Clerk had compared the estimated full year against the budget and there are no areas of concern.

ii) Payment Approval: None

Approved Chairman Date.....

iii) Internal Controls

The Parish Council must reintroduce from April 2026, with all Cllrs conducting these on rota basis

iv) Banking Review

The Parish Council reported as follows - *From 01 December 2025, the Financial Services Compensation Scheme (FSCS) increased their deposit limit from £85,000 to £120,000.*

The Parish Council has much more than this in their bank accounts.

Unity Trust Bank – “We have a wealth of experience supporting local council customers. Through our deep understanding of their structure and the challenges they face, we’re able to provide a range of banking solutions tailored to meet their needs”

The Parish Clerk recommends opening both a current and savings accounts with them, to transfer some funds.

Churches, Charities and Local Authorities CCLA) Public Sector Deposit Fund has been recommended by other Parish Councils and appears to be another alternative for investing funds.

Resolved / The Parish Council approved the opening of other bank accounts to resolve this issue and Cllr Bolton would work with the Parish Clerk with this matter (Unanimous)

v) Post budget 2026/2027 ear-marking / ring-fencing

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	18720.00
Ear-Marked Funds:	Tree Works	13834.00	
See Minutes 14Nov23	Grants	7858.04	
	Play Area Maintenance	45063.00	66755.04
General Reserve:			114119.94
Good Practice = Precept x up to 2 =	108000		6120

The ringfenced and ear-marked reserves have been adjusted to reflect expenditure in this financial year.

vi) Scribe software – accounts system set up

The accounts package is currently being populated with the information necessary to go live from 01 April 2006.

Approved Chairman Date.....

Before transferring the asset register the Parish Clerk would like to remove all the small items, which are not technically fixed assets. These items account for just 1.31% of the total value.

ASSET REGISTER						
		Total	Transfer	Write Off	S/B Zero	
1	Parish Council Office	£5,159.00	£2,275.00	£2,884.00	£0.00	55.90%
2	Northfields Senior Play Area	£37,250.00	£37,250.00	£0.00	£0.00	0.00%
3	Northfields Junior Play Area	£78,500.00	£78,500.00	£0.00	£0.00	0.00%
4	Kirklands Play Area	£80,075.00	£80,075.00	£0.00	£0.00	0.00%
5	Cemetery 1/2	£3,485.00	£2,200.00	£1,285.00	£0.00	36.87%
6	Seats/Benches	£27,557.00	£27,557.00	£0.00	£0.00	0.00%
7	Litter/Dog Bins - no other bins, other than those on play areas	£0.00	£0.00	£0.00	£0.00	
8	Salt Bins	£9,000.00	£9,000.00	£0.00	£0.00	0.00%
9	Village Signs	£30,000.00	£30,000.00	£0.00	£0.00	0.00%
10	Planters	£6,500.00	£6,500.00	£0.00	£0.00	0.00%
11	Noticeboards	£6,000.00	£6,000.00	£0.00	£0.00	0.00%
12	Land	£12.00	£12.00	£0.00	£0.00	0.00%
13	Bus Shelters	£22,000.00	£22,000.00	£0.00	£0.00	0.00%
14	Durlston Drive	£12,950.00	£12,950.00	£0.00	£0.00	0.00%
15	Cemetery 2/2	£1,515.00	£900.00	£615.00	£0.00	40.59%
16	Miscellaneous Street Furniture	£45,001.00	£45,001.00	£0.00	£0.00	0.00%
	Total	£365,004.00	£360,220.00	£4,784.00	£0.00	1.31%

Going forward the Parish Council asks that items worth £100.00 or less are not added to the asset register.

Resolved / The Parish Council approved the removal of the items from the asset register as described above and the non-inclusion on the asset register of items valued £100.00 or less (Unanimous)

vii) Yorkshire Local Councils Association – Nothing to report

viii) Monthly Report from Parish Office:

S106 Funding – The Parish Council has responded to the email from City of York Council regarding the use of funding.

25/304 To confirm the date of the next meeting as Tuesday 10th February 2026 at 7.00 p.m.

Resolved / Approved (Unanimous)

Approved

Chairman

Date.....