



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 11th AUGUST 2026 AT 7.00 PM

Councillors Present:

Andrew Bolton	Thomas Carmicheal
Chris Chambers	Anthony Drake
Tony Fisher ¹	Graham Green
Simon Hide	Alan May
Daniel Pillai	

In Attendance: Fiona Hill – Parish Clerk

Public Present: 1 – Antony Bodle

¹ City of York Councillor

- 27/1 a) To receive apologies for absence given in advance of the meeting:**
Sarah Glynn and Lawrence Mattinson
b) To consider the approval of reasons given for absence:
Resolved / Approved (Unanimous)
- 27/2 To discuss the casual vacancy:**
Antony Bodle having successfully completed the legal declaration of qualification to hold public office as a Local Councillor was duly coopted as a member of the Parish Council.
- 27/3 To receive any declarations of interest under the Parish Council Code of Conduct or Members register of interests:** None
- 27/4 a) To approve the minutes of the Parish Council meeting of 14th July 2026:**
Resolved / Approved (Unanimous)
b) To endorse the approved Planning Committee minutes of 14th July 2026:
Resolved / Endorsed (Unanimous)
- 27/5 Public participation on any subject relating to the agenda:** None
- 27/6 To receive matters raised by/with City of York Ward Councillors:** None
- 27/7 To discuss and, if necessary, agree action on matters arising/ongoing issues:**
a) North Yorkshire Police monthly reports – July 2026 report received

Approved

Chairman

Date.....

b) Community Memorial Garden – City of York Council had emailed as follows:

“During preparations to progress the lease we requested documentation from the Land Registry, this documentation showed that unbeknownst to City of York Council the land at York Road was originally included in the 1996 lease between Ryedale District Council (later inherited by York Council) and Strensall Parish Council for a period of 99 years, this lease is currently ongoing with a total of 69 years remaining on the term. As such a new lease of this land is not required and Strensall and Towthorpe Parish Council are free to use the land as per the terms of the 1996 lease agreement with immediate effect”.

c) Play Areas – Handyman inspections - Nothing to report

27/8 To discuss and, if necessary, agree action, on matters raised since last meetings:

a) Tree Works

Despite inviting a number of companies to quote, only one had been received, Jackdaw Trees £4800.00 plus VAT

Resolved / Accepted (Unanimous)

27/9 To discuss matters raised by/with Parish Clerk/Responsible Financial Officer (RFO):

a) Financial Management:

- Bank reconciliation, receipts and payments to date - Parish Clerk had circulated reports below, which covers the period 01 April 2026 – 31 July 2026. For information, the next actual/full year/budget comparison report for the six month period (01 April 2026-30 September 2026) at the October meeting

- Internal Controls - A system for conducting internal controls on the new electronic/paperless system (Scribe) is under review and will be discussed with the internal auditor.

- Payment Approval - None

Approved Chairman

Date.....

Strensall with Towthorpe Parish Council					
Bank Reconciliation as at 31 July 2026					
Balance b/f 01 April 2026					193634.10
Add receipts					48835.06
					242469.16
Less payments					22719.38
Balance c/f To Date					<u>219749.78</u>
Balance at bank and in hand:				A/c No	
Skipton Building Society		75000.00			
Treasurers		15427.44		11104098	
Contingency		68362.94		93981827	
Premium		21151.89		22422018	
Cemetery		14807.51		03839958	
Premium Bonds		10000.00		30712310	
Contingency Bonds		15000.00		90712515	
		<u>219749.78</u>			
Unpresented items:					
Ref	Amount				
	0.00	0.00			<u>219749.78</u>
Made Up of:					
Ring-fenced Funds:					
	I.T. Equipment/Transparency	6000.00			
	Play Areas	13500.00			
	War Memorial	5220.00			
	Cemetery	4000.00			<u>28720.00</u>
Ear-Marked Funds:					
	Election Costs	20000.00			
	Cemetery Maintenance	10000.00			
	Footpath Maintenance	10000.00			
	Comm Memorial Garden	5000.00			
	Tree Works	28734.00			
	Grants	7858.04			
	Play Area Maintenance	44855.04			<u>126447.08</u>
General Reserve:					<u>64582.70</u>
Good Practice = Precept x up to 1.5 =					<u>-16417</u>

Approved Chairman

Date.....

b) Policy Review:

The Parish Council has all the these either on website or in the office.

Play Areas (Skip section if council does not own, manage, or operate play areas)			
35	Record of play equipment inspections	A comprehensive listing of when, how and by who play equipment was inspected, including details of any defects found during weekly visual inspections. The council must ensure its record keeping is exemplary as the records will be scrutinised should there be an accident investigation.	BP
36	Record of Annual inspection and copies of inspection certificate	All play equipment should be professionally inspected on an annual basis (at least) and a certificate issued. Council has a legal duty of care towards those using the play area. The Royal Society for the Prevention of Accidents is a good source of information: Playground inspections - RoSPA	BP

Item No	Policy/Procedure	Comments	Status
37	Record of contractors' insurance, including copies of contractor's liability insurance documents	Councils should ensure that wherever contractors are engaged that they are qualified, competent and carry sufficient insurance to carry out the work. Can be organised as a checklist of contractor's competencies.	BP
38	Play Area Management and Improvement Plan	This will help the council to plan for equipment replacement and should be considered alongside the inspection records.	BP

Burial Authorities (Skip section if council does not own, manage, or operate burial grounds)			
39	Cemetery Management Policy	To be open and transparent. Cemetery Management and Admin Guide available from the YLCA website . The SLCC example includes example registers and templates	BP
40	Register and record of burials	Must retain documents indefinitely	SR ¹³
41	Register of graves	Must retain documents indefinitely	SR ¹⁴
42	Map of graves/cemetery	Must retain documents indefinitely	SR ¹⁵
43	Record of exclusive rights of burial	A definitive listing of any grants made by the council for burial rights.	SR ¹⁶
44	List of Cemetery charges	To be open and transparent	BP

Allotments (Skip section if council does not own, manage, or operate allotments)		
45	Allotments Register	Recording size, location, tenant, plot number etc
46	Allotments Plan	Visual representation of Allotment Register
47	Tenancy agreements	Including copies of those issued and a blank for new tenants. Examples available on the YLCA website.
48	List of allotment charges	To be open and transparent
49	Copy of allotment rules	To be open and transparent

Approved Chairman Date.....

c) Website renewal:

The Parish Council would present the quotes received to the next meeting.

d) Yorkshire Local Councils Association - None

e) Monthly Report from Parish Office - None

27/10 To confirm the date of the next meeting as Tuesday 08th September 2026 at 7.00 p.m.
Resolved / Approved (Unanimous)

Approved Chairman

Date.....