

# Wombleton Parish Council

Clerk: J Boulton  
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## MINUTES OF WOMBLETON PARISH COUNCIL MEETING

**HELD on Tuesday, 2 September 2025 at Wombleton Village Hall.**

Present: Cllr Marion Cleland (Chair); Cllr Alex Dodson (Vice-Chair); Cllr Eileen Howell; Cllr Barrie Grice; Cllr Jim Gurling; J Boulton (Clerk) and one member of the public.

1.	There were no apologies.
2.	There were no declarations of interest.
3.	The minutes of the meeting held on Tuesday 1 July were accepted as a true record and signed by the Chair.
4.	<b><u>External Reports: North Yorkshire County Council</u></b> No report was received.
5.	<b>Planning:</b> 5.1 To consider the following planning applications: 5.1.1 ZE25/00094/CAT Remove 9 Pine trees at Sillen, Page Lane, Wombleton. No objection. <b>5.2 To note the following planning notices:</b> 5.1.1 ZE25/00661/CAT, Fell 1 Apple tree, Dove Cote Cottage Main Street Wombleton (approved); 5.2.2 ZE25/00694/HOUSE: Erection of a two-storey extension, addition of conservation roof lights, and new window and internal door to garage at Stone Garth 2 Back Lane Wombleton (approved).
6.	<b>To receive updates and reports on Council Business and correspondence:</b> 6.1 Street lighting and insurance implications: The Chair said there were two lights that were in need of urgent repair or replacement, and she was awaiting a cost for these. The cost was likely to be high so the parish council resolved to fix the village hall light as a priority and defer the repair of the one on Page Lane near Chapel View Cottage. The Clerk said she'd spoken to the parish council's insurance company to confirm that there was sufficient public liability cover and replacement cover, which there was. However she'd yet to speak to the street lights manager, Jennifer Aspden, who would be able to provide insight into the history of the parish council's obligations regarding the streetlights and its relationship with North Yorkshire Council. The Clerk said that the invoice for maintenance for 2024-2025 had been revised downwards, from approx £2500 to £1215. She was awaiting the paperwork to confirm. 6.2 CIL payment: the Clerk received an email from North Yorkshire Council asking what a CIL payment had been used for. Some of it had gone to the village hall but there was approx £221 which remained to be allocated. 6.3 New website, domain and dedicated email addresses: the parish council needs to set up a new website which meets current standards, plus dedicated email addresses for each councillor and clerk, before the end of the financial year. The Clerk said she had budgeted £600 for this. It was resolved to revisit this in November. 6.4 IT policy: the parish council is required to have an IT policy, but to meet current standards, a new website and dedicated email addresses would have to be set up. 6.5 Renewal of lease regarding land known as Wombleton HWRC at Cockerill Lane, Wombleton: an email from NYC requested two changes to the lease: six months' notice to pull out of the arrangement, and using the CPI rather than the RPI to measure the annual increase. It was decided to make the six

	months' notice period applicable to both parties. 6.6 Grass cutting: 6.6.1 grant; a grant of approx £200 was available. Clerk to send invoice to NYC so that the grant can be paid. 6.6.2 footpath near bus stop: Clerk to send reminder email to the groundsman to remind him that the grass needs cutting back where it's grown onto the footpath. 6.7 Internet banking: the Chair and Vice-Chair completed online banking forms to become signatories of online payments. 6.8. To consider a request to purchase bark chippings: councillors agreed to purchase bark chippings costing £221.95 to be used by Wombledon Sports and Recreation Ground. The Chair said this could represent the remainder of the CIL payment allocation.												
7.	<b>(The Press, public and Clerk were excluded from the meeting to discuss item 7.1)</b> 7.1 To consider Clerk's contract. The parish council decided to make the Clerk's contract permanent.												
8	<b>Finance</b> 8.1 To note and approve Clerk's salary for payment: Noted and approved. 8.1.1 To consider Clerk's salary review: it was resolved to approve this. 8.2 To note receipts: there were none. 8.3. To approve the following accounts and invoices for payment: <table border="1"><thead><tr><th>To whom paid</th><th>Purpose</th><th>VAT</th><th>Total</th></tr></thead><tbody><tr><td>8.3.1 HMRC £370 (PAYE)</td><td>PAYE</td><td>-</td><td>£370</td></tr><tr><td>8.3.2 North Yorkshire Council</td><td>Streetlighting power 2024-2025</td><td>321.79</td><td>£1930.76</td></tr></tbody></table> 8.4 To consider the budget for 2026-2027: the Clerk presented a draft budget which was considered by councillors. It was agreed to revisit and finalise this at November's meeting.	To whom paid	Purpose	VAT	Total	8.3.1 HMRC £370 (PAYE)	PAYE	-	£370	8.3.2 North Yorkshire Council	Streetlighting power 2024-2025	321.79	£1930.76
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11	11.1 To receive new correspondence and decide upon action where necessary. There was no new correspondence. 11.2 Information exchange. There was none.												
12	To consider agenda items for the next meeting: New website and email addresses: budget; online banking; streetlights inc invoice; waste site contract; grass cutting; VAT reclaim.												
13	The date of the next Council meeting was confirmed as Tuesday 4 November.												

*Minutes to be confirmed at the next Council meeting.*