

Present: Cllr Waudby, Cllr Hewitt, Cllr Arden, Cllr Eden, Cllr Turner, Cllr Martinson, Cllr Leach
In attendance: Miss N Culliford (Clerk), two members of the public

001 Election of Chair

It was proposed by Cllr. Turner and seconded by Cllr. Arden that Cllr. Waudby be re-elected as chair for the coming year. Resolved all agreed in favour.

002 Election of Vice Chair

It was proposed by Cllr. Turner and seconded by Cllr. Leach that Cllr. Arden be re-elected as vice chair for the coming year. Resolved all agreed in favour.

003 Apologies for Absence

Apologies received from Cllr Mullally.

004 Declarations of Interest (in accordance with the Localism Act 2011 and any dispensations that may arise)

There were no additional declarations of interest.

005 Minutes for Approval from previous meeting of Thursday 6th March 2025

It was proposed by Cllr Leach and seconded by Cllr Waudby to accept the minutes of the March 2025 Parish Council meeting as a true copy of the meeting. Resolved all agreed in favour.

006. Clerk's Report on Matters Arising

a. The clerk has approached Cllr Butroid for updates on the following matters and will circulate feedback as and when received:

- Confirmation of land ownership at cemetery entrance
- LCC visit to investigate flooding incidents from supply pipe running across village fields
- Progress with South Drive gas pipe relocation

b. The clerk shared an update that the couple who recently installed a memorial bench in the cemetery are happy for other residents to place plaques on the bench in future.

007. Accounts and Governance

a. The clerk shared a summary of accounts for the last financial year ending 31st March 2025. It was proposed by Cllr Waudby and seconded by Cllr Arden that these be accepted. Resolved all in favour.

- Cllr Eden queried whether land registry costs from the previous year could be taken from CIL funds to reduce deficit balance.

Action: Cllr Eden to clarify position re eligibility of CIL funds for this purpose.

- Cllr Arden commented that the council need to consider contingency for current 'field rent' income of £225 annually, in the event of any change to current arrangements.

b. The annual audit certificate of exemption was accepted and signed by the clerk and chair.

c. The audit annual governance statement was signed by the clerk and chair.

d. The audit accounting statement was signed by the clerk and chair.

e. It was proposed by Cllr Eden and seconded by Cllr. Arden to approve payments since the last parish council meeting on 6th March 2025, as follows:

			Receipts	Payments	VAT	Total
20/03/25	WLDC	Green bin renewal (church)		£46.00		£46.00
20/03/25	WLDC	Green bin renewal (cemetery)		£46.00		£46.00

26/03/25	N Culliford	Clerk Salary (9Dec – 29Mar)	£517.36		£517.36
26/03/25	N Culliford	Clerk Expenses (9Dec – 29Mar)	£56.18		£56.18
26/03/25	HMRC	Employer Tax	£129.20		£129.20
01/04/25	WLDC	Precept	(£6000.00)		(£6000.00)
08/04/25	Sharps Stow	Field Rent	(£225.00)		(£225.00)
23/04/25	N Culliford	Clerk Salary	£129.44		£129.44
23/04/25	HMRC	Clerk Tax	£32.20		£32.20
23/04/25	N Culliford	Salary Correction	(£0.10)		(£0.10)
23/04/205	Ian Moore Contracting	Grass Cutting 2025-8 Inv 1	£195.00	£39.00	£234.00
23/04/25	Ian Moore Contracting	Grass Cutting 2025-8 Inv 2	£195.00	£39.00	£234.00

f. The quote for renewal of council insurance for the year ahead was shared by the clerk. This increase was felt to be high and queries were raised regarding the split of premium across public liability, employer liability and insurance of assets, as well as level of cover for loss/damage to items.

Action: Clerk to contact provider to confirm premium split and level of asset cover before reporting back to council

g. The ICO fee for 2025/2026 is due in the next few weeks and will be confirmed by the clerk in due course. It was proposed by Cllr Eden and seconded by Cllr Arden to accept the renewal where within the council's allocated budget.

h. The clerk confirmed that there are no updates to the current parish council financial regulations and code of conduct; however, Standing Orders have been amended to reflect recent updates to national model standing orders.

Action: Clerk to circulate amended standing orders and all councillors to confirm they have reviewed and understood changes.

i. The council's current risk register was shared for review.

Action: Cllr Eden to review and update this document offline and bring back a draft for agreement/further development at the next council meeting in July.

j. The council's current asset register was shared for review.

Action: Cllr. Turner to review and updated this document offline and circulate amended version for approval.

008 Council and Village Issues

a. Councillors discussed the priorities for parish council activity during the year ahead and identified several areas of focus:

- Registration of land (including 'parish field') to protect for residents in the future.
- Supporting resolution of flooding issues across the village. It was noted that Cllr Waudby has received a request from Sturton by Stow Parish Council to collaborate on such activities and work with agencies to identify and resolve issues.
- Review how to ensure the PC continues to be financially viable.

Action: Clerk to liaise with Sturton by Stow PC to progress this and arrange a first meeting.

b. A resident in attendance raised concerns over anti- social behaviour around the bus shelter near the crossroads where a bench has recently been installed at residents' request. It was agreed this would be monitored over time to determine whether removal of the bench should be considered.

009 Highways

Cllr Eden shared an update on LCC proposals to introduce a 40mph limit along a stretch of Normanby Road. The Parish Council have responded to a consultation request on this and have confirmed their support despite LCC rejecting Parish Council's request to extend the stretch of road affected.

010 Communication with Parish Residents

- a. Stow Bugle: It was agreed the following content would be contributed for the next issue:
- Cllr introductions: Cllr Eden, Cllr Martinson
 - Annual Parish Meeting Update: Including thanks to Cross Keys for supporting event
 - Polite note re keeping hedges cut back to retain pavement access
 - Update on speed signs in village

Action: Clerk to prepare content and forward to Bugle team

Action: Cllr Eden to provide content re speed signs

Action: Cllr Martinson to provide brief intro and photograph

011 Ongoing Solar Projects

No updates to report

012 Training

No training scheduled currently.

Action: Clerk to clarify with LALC what annual subscription provides and how far this covers training needs.

013 Planning

No new applications to report.

014 Correspondence

No additional correspondence to report

015 County and District Councillor Reports

None received. It was acknowledged that Cllr Mullally had sent apologies for the meeting and that this is a very busy election period for both Cllr Mullally and Cllr Butroid.

016 AOB

a. It was noted that the date for the next meeting posted on meeting agenda as 1st July is incorrect and should read 3rd July.

b. Cllr Eden raised the need for a forward plan to inform future meetings.

Action: Clerk to draft forward plan and share at next meeting

Chair closed the meeting at 20:20pm

