

Clapham cum Newby Parish Council

Dear Councillor

th September 2025

You are summoned to attend the next meeting of Clapham cum Newby Parish Council, to be held on Wednesday 17th September 2025 at 7:30 in Clapham Village Hall.

The public and the press are invited and parishioners' participation will be taken at the start of the meeting and at other times at the Chairman's discretion. The time allowed may be restricted by the Chairman to 15 minutes.



Steven Culver (Parish Clerk)

AGENDA

- 1. To receive apologies**
- 2. Code of Conduct and Disclosable Pecuniary Interests**
 - 2.1 To receive any declarations of interest not already declared under the Council's code of Conduct or a members Register of Disclosable Pecuniary Interests
 - 2.2 To receive, consider and decide upon any applications for dispensation
- 3. To confirm the minutes of the meeting held on 17th July 2025 as a true and fair record**
- 4. To receive updates on actions from previous meetings**
- 5. To receive the Police Report**
- 6. Highways, Streetlight, Road Signage and Boundary Markers**
 - 6.1 To receive requests and decide further action on:**
- 7. Byways Open to All Traffic Update**
 - i) Thwaite Lane enquiry
- 8. To receive information on the following ongoing issues and decide further action where necessary:**
 - 8.1 Parish Maintenance Matters**
 - i) To consider whether any work should be assigned to independent contractors
 - a) A65 Underpass quotations
 - b) Roadside Weeds
 - c) St James' Quinquennial
 - d) St James' "overhanging tree"
 - e) "Waste Ground" on Old Road beside Dalesview Close
 - 8.2 The community emergency plan, community defibrillator training and other topics related to the emergency services**
 - 8.3 Neighbourhood Planning**
 - 8.4 Climate Emergency**
- 9. To consider and decide upon the following planning applications**
 - i) ZA25/27204/LBC - Listed building consent for replacement of the existing front door, with a new lighter Accoya wood front door. *Farrer Lodge*
 - ii) C/18/601B/LB - Listed building consent for refurbishment and repairs to dwelling and to replace 2 no. external doors and 7 no. windows *Newby Cote Farm*
- 10. To receive the following planning decisions / information**
- 11. Staffing Matters**
 - i) To consider an increase in the Clerk's salary to comply with National joint Council Salary increase from £14.13 to £14.59 per hour.
- 12. Financial Matters**
 - 12.1 To note automated payments and receipts made since last meeting;
 - i) Bank Charges July - £8.00

12.2 To receive the detailed bank statements as at 31st August 2025 of;

HSBC1 £5,623.10

HSBC2 £13,272.18

12.3 To receive Bank reconciliations as at 31st July and 31st August 2025

12.4 To consider the following payments

- i) Clerk's August & September Salary - £710.20
- ii) HMRC re Clerk's PAYE - £10.20
- iii) Clerk's expenses – April- Sep - £28.35
- iv) ICO annual fee, £52 or £47 via Direct Debit
- v) Village Hall September Meeting - £18.00
- vi) Tree Nursery annual lease - £10.00

13. Matters for Consideration

13.1 To receive and respond to items of correspondence received prior to this meeting

- i) AGAR Return March 2026 – Digital & Data Compliance. Generic authority e'mail hosted on authority owned domain, best practice for all councillors to have a council owned e'mail account for council business.
- ii) Adoption of a Parish Council IT Policy in line with the "Practitioners Guide" Template
- iii) Paper notices to notice boards and potential cost for Keasden board upgrade.
- iv) To consider a donation to Clapham CRO for support to VE & VJ Day 80th anniversary commemorations
- v) To consider a donation to North Yorkshire Citizens Advice & Law Centre.
- vi) Consultation on recommendations to Division Boundaries in North Yorkshire
- vii) Invitation to online Yorkshire Dales Parish Forum – 4th November 7:00 p.m. – 2 representatives.

13.2 To receive and respond to items of correspondence received too late for inclusion on this agenda

- i)

14. To notify the Clerk of matters for inclusion on the agenda of the next meeting

15. Parishioner Matters Arising – Items not raised at start of the meeting but now relevant because of previous discussions.

16. To confirm the dates of the next meeting as Wednesday 15th October at 19:30