

## Washburn Parish Council

**Meeting:** Annual Council Meeting

**Date:** 11<sup>th</sup> May 2026

**Venue:** Norwood Social Hall

**Commenced:** 7.15 pm  
**Concluded:** 9.15 pm

**Members Present** Cllr G Hebblethwaite (Chair)  
Cllrs H Barker, J Davison, P Green, A Johnson

**In Attendance:** Dr J Knowles (Parish Clerk)

### 1. Election of Chair and Vice-Chair

It was resolved that Cllr G Hebblethwaite be appointed Chair for the Year 2026/2027.

**Proposed:** Cllr A Johnson  
**Seconded:** Cllr H Barker  
**Votes for:** All Members present

The Chair, Cllr G Hebblethwaite agreed the position with the signing of the declaration of office.

It was resolved that Cllr J Davison be appointed Vice Chair for 2026/2027.

**Proposed:** Cllr G Hebblethwaite  
**Seconded:** Cllr A Johnson  
**Votes for:** All Members present

The Vice Chair, Cllr J Davison agreed the position with the signing of the declaration of office as Vice Chair.

## 2. Apologies

Apologies received from: Cllr A Campbell, G Knox, S Ryder F Walkinshaw, K Wilson with all reasons for absence accepted.

## 3. Declarations of Interest

No declarations of interest, of any nature, were received.

## 4. Minutes for approval:

**Resolved:** the minutes of Full Council held on 2<sup>nd</sup> March 2026 were approved for accuracy by Cllr H Barker and seconded by Cllr A Johnson, agreed unanimously and signed by the Chair

## 5. County Matters

No update on County matters.

## 6. Ongoing Issues

6.1 Kex Gill – Members received a recent North Yorkshire Council update on progress of the A59 Kex Gill realignment and planned road closures.

**Resolved:** that the report be noted and the Clerk is instructed to write to North Yorkshire Council to confirm planned timescales and diversion plans during the final phase of the scheme

## 7. Internal Audit

The Clerk presented the Internal Audit report findings and recommendations.

**Resolved:** that the report be noted

## 8. Annual Governance Statement

Items 1-10 Approved.

**Resolved:** that the Annual Governance Statement had been reviewed and approved by Council

## **9. Annual Accounting Statement**

Items 1-10 Approved.

**Resolved:** that the Annual Accounting Statement had been reviewed and approved by Council

## **10. Standing Orders and Financial Regulations**

The Standing Orders and Financial Regulations are attached.

**Resolved:** the Standing Orders and Financial Regulations be adopted

## **11. Risk Assessment and Asset Register**

The Risk Assessment and Asset Register are attached.

**Resolved:** that the Council agree and adopt the amended Asset Register

## **12. Insurance**

The Insurance renewal statement for 2026-2027 had not be received.

**Resolved:** an extension be requested for the renewal to be considered at the next meeting

## **13. Council Policy Update**

**Resolved:** to accept the following Policies:

- Anti-Bullying and Harassment Policy

- Data and Information Policy Audit
- Freedom of Information Policy
- Grievance Policy
- Health and Safety Policy
- Home Working Policy
- Lone Working Policy
- Model Publication Scheme
- Records Management Policy
- Pensions Policy
- Whistleblowing Policy

#### **14. Police Matters**

There were no Police in attendance.

There was one reported crime in the Parish in January: 1 x Vehicle Crime at Brat Lane under investigation; and in February, 1 x Other Theft at Sowerby Lane under investigation.

#### **15. Planning Applications**

The list of plans considered.

15.1 26/00817/FUL - Change of use of stores/former stables to form holiday cottage, Stile Top Farm, Norwood

**No Objection**

15.2 26/01714/FUL – Householder application for extension to infill porch to rear, installation of two rooflights to front elevation and installation of solar panels on roof to outbuildings to rear, Highfield Farm, Timble

**No Objection**

**Resolved: the Clerk is delegated to respond to the planning authority following receipt of Councillor email responses and in the case of a majority decision and where there are no objections. Where any application is**

**contentious and where more than one councillor objects, then an extension will be requested from the planning authority in order for Council to consider at the next scheduled meeting.**

## **16. Planning Decisions**

No Planning decisions since the previous meeting.

## **17. Planning Appeal**

**Resolved: no further representations to be made on 26/00029/NREFLB Bland Hill Farm, Norwood – Proposed Detached Garage, Rear Extensions and Front Porch**

## **18. Correspondence Received**

The following correspondence was received (27.02.26 – 05.05.26)

1. North Yorkshire Council and Yorkshire Air Ambulance – Invitation to Charity Reception
2. North Yorkshire Council – Recycling at Waste Centres
3. Nidderdale Natural Landscape – Wildflower plug plants
4. North Yorkshire Council – Community Governance Reviews
5. North Yorkshire Council – Parish Charter
6. Dales and Bowland CIC – Summer Sunday Buses to Fewston
7. North Yorkshire Council – Household Waste Recycling Centre Registration Scheme
8. North Yorkshire Council Parish Liaison – Updates
9. YLCA – White Rose Update

## **19. Highways Issues**

Cllr Barker informed Members that he had enquired with the MP about flooding/drainage at Penny Pot Lane – further investigation is to be undertaken by North Yorkshire Council.

A discussion took place about the accident at White Crag.

**Resolved: The Clerk to write to North Yorkshire Council for an update.**

## **20. Maintenance**

The following issues have been dealt with:

1. Timble Oak Tree – removal of lower branches

New issues requiring action:

1. Smithson Lane – cut back around junction and verges
2. Wydra Lane – cut back around junction and verges
3. Constable Ridge – Penny Pot Lane – to cut back verges
4. Meagill Lane to Hardisty Hill junction – to cut back around junction and verges

## **21. Asset Inspections**

Following the asset inspections the actions identified to be carried out:

1. Timble Millennium Stone – grass needs strimmed
2. Norwood Telephone Box – interior needs cleaned, red paint blistering, grass needs strimmed
3. Fewston Telephone Box – interior needs cleaned, door needs planing

## 22. Finance

### 22.1 Accounts for Payment

To: All Members of the Parish Council	From: Parish Clerk		
Accounts Paid			
General Accounts	Apr-26		
<u>DETAIL</u>	<u>GROSS</u>	<u>VAT</u>	<u>NETT</u>
UNITY BANK CHARGES (APRIL)	7.00	0.00	7.00
TOTAL	7.00	0.00	7.00
To: All Members of the Parish Council	From: Parish Clerk		
Accounts Paid			
General Accounts	May-26		
<u>DETAIL</u>	<u>GROSS</u>	<u>VAT</u>	<u>NETT</u>
KEN STEPHENSON INTERNAL AUDIT	80.00	0.00	80.00
UNITY BANK CHARGES (MAY)	7.00	0.00	7.00
YLCA SUBSCRIPTION	260.00	0.00	260.00
CARETAKER - MAINTENANCE	34.00	0.00	34.00
NORWOOD SOCIAL HALL	78.00	0.00	78.00
TOTAL	459.00	0.00	459.00

**Resolved: that the accounts paid be approved to 11<sup>th</sup> May 2026**

Signed

Date

## **22.2 Bank Reconciliation**

**Resolved: to approve the bank reconciliation statement and budget comparison to 30<sup>th</sup> April 2026**

**The balance on 30<sup>th</sup> April 2026 stands at £16,530.13 (Instant Access - £16,155.83, Current Account - £374.30)**

## **23. Next Meeting**

**23.1 Items for inclusion on the next agenda to inform the Clerk by 15<sup>th</sup> June**

**23.2 Monday 6<sup>th</sup> July @ 7.30pm at the Robinson Library**

Signed

Date