

STAVELEY AND COPGROVE PARISH COUNCIL

Draft Minutes of the Ordinary Meeting of the Parish Council held on Monday 14th July 2025 in the Staveley and Copgrove Village Hall.

Commenced: 19.00

Concluded: 19.55

Attending: Parish Councillors: P Edwards (Chair), J Thornton, S Whitworth, D Greenwood. Clerk: J Oyston

There were five members of the public present

2025/44 WELCOME

The Chair opened the meeting and welcomed everyone.

2025/45 APOLOGIES FOR ABSENCE

Apologies were received from Cllr G Bowland.

2025/46 DECLARATIONS OF INTEREST

- a) There were no declarations of interest.**
- b) There were no applications for dispensation.**

2025/47 COUNCILLOR AND OFFICER REPORTS

- a) North Yorkshire Council. Cllr Windass was not present to give a report.**

2025/48 MINUTES

The Minutes for the Parish Council Meetings held on 12th May were accepted by the Council and approved without modification. They were signed by the Chair, Cllr P Edwards.

The Action Points from this meeting were considered and discussed:

- 4b Mrs Oyston to write to Co-Star re: storage of pallets on land to the front of Jubilee Business Park. To request that bollards are used.**

2025/49 MATTERS ARISING

6a) Annual Grass Cutting contract. Details of additional minor works as follows, and identified by OJW Services, were discussed:

- A large hole on the recreation field where a tree has once stood needs filling
- Glass and cement on two verges that has fallen from an old building needs removing
- The tree outside of the pub has sucker branches that need removing
- The bench outside of the pub needs wood replacing

It was agreed that separate arrangements would be made for the repair/replacement of the bench. David Greenwood to undertake an audit of the benches within the Parish and report to the next meeting. Mrs Oyston to obtain a price for the remaining works and proceed.

The request by Cllr Bowland for maintenance of the hedge bordering the recreation field, Arkendale Road and his property was not discussed in oversight.

6b) Staveley Noticeboards. The old noticeboard has been removed and is no longer available for renovation. The existing board to continue to be used. Mrs Oyston now has a key.

6c) Hedgerow on Conservation Land. This item was not discussed in accidental oversight.

6d) SV1 – Construction Site. Discrepancies between Thomas Alexander Homes’ Construction Management Plan and activities on the ground were noted.

6e) Public communications leaflet re: SV1. It was agreed to proceed with the draft prepared by Cllr S Whitworth. Mrs Oyston to organise for printing and delivery.

6f) The hedge bordering SV2 was discussed and it was agreed that a request be made to NY Planners for it to be designated as a non-heritage asset. D Kenningham (present) to prepare a draft letter for circulation and submission.

6g) AGAR form and Notice of Public Rights. It was noted that this has now been submitted and that the notice in Copgrove needs replacing. Mrs Oyston and Cllr P Edwards to organise.

- 2025/50 CORRESPONDENCE requiring decision/response
- 7a) Email from NYC dated 19 May re: consultation on 'NYC Local Plan. Our First Conversation – May 2025' also 'Sustainability Appraisal Scoping Report – May 2025'. **Deadline for comments 15 July. Previously circulated. Cllr J Thornton provided a response for immediate submission to NY Planners.**
- 7b) Email dated 1 July from NY Parish Liaison re: consultation on North Yorkshire and York Local Nature Recovery Strategy'.
Deadline for comments 11 August. Previously circulated. Noted.
- 2025/51 CORRESPONDENCE for Information
- 8a) Emails from Gillian Taylor dated 9 June, 23 June and 30 June re: Campaign for fixed speed cameras in North Yorkshire.
Noted. The Parish Council to Monitor and await outcome of pilot.
- 8b) Email from NY Parish Liaison re: Update on 'Call for Sites' Map - Addition of Pinfold Green area **Noted**
- 8c) Email from YLCA dated 16 June re: new publication from the National Association of Local Councils (NALC) The 2025 edition of 'Local Councils Explained' **Noted**
- 8d) Withdrawal of funding by the Ministry of Housing, Communities and Local Government for Neighbourhood Planning support by Locality from 2025 onwards as a result of the Spending Review **Noted**
- 8e) Email from Rachel Rabjohns, Youth and Community Development Worker dated 28 June re: support to voluntary youth work in Harrogate area. **The Knaresborough and Boroughbridge Young Farmers Group and 'Messy Church were noted as having a presence within the Parish. Mrs Oyston to write to Rachel Rabjohn. Cllrs D Greenwood and P Edwards to provide contact details for local groups.**

2025/52 FINANCE

- 9a) **The balance at the bank was noted as £24,684.13.**
- 9b) **There has been no income since the last meeting**
- 9c) **The following expenditure was approved:**

Payment of £280 to Hillcrest Services for refurbishment of the Noticeboard in Copgrove

Payment of £250 x 2 to OJW Services for grass cutting during May and June

Payment of £427.15 for insurance renewal with Community Action Suffolk

Payment of £240 to Evolution Tree Care for removal of dangerous tree overhanging Play Area

- 9d) **Expenditure planned before the next meeting is expected to include further grass cutting in Staveley.**
- 9e) **There are no items to include on the Asset Register.**

2025/53 PLANNING

- 10a) Planning consultation re: 25/02113/FUL The Bungalow, Minskip Road, Staveley. Proposed replacement side entrance and rear infill extension. Change of roof on existing outbuilding with new roof lantern. **Deadline 24 July. No comments or observations were noted at the meeting. Mrs Oyston to respond.**
- 10b) Planning consultation re: 25/01598/FUL Appletree Cottage, Main Street, Staveley. Proposed external alterations, including alterations to existing fenestration on the east and west elevations. **Previously circulated. No comments or observations were received.**

2025/54 ANY OTHER BUSINESS

- 11a) **Cllr D Greenwood requested that the brass plaque commemorating Queen Elizabeth II's Golden Jubilee be replaced in the rose bed. This was agreed. Mrs Oyston to action. Cllr D Greenwood to provide a photo. Cllr S Whitworth to provide details of a suitable supplier.**
- 11b) **Cllr J Thornton informed the meeting that he is considering standing down as he is about to move house. Casual vacancies on the Parish Council to be advertised on the Staveley Informer. Mrs Oyston to contact Cllr G Bowland.**
- 11c) **The bunting around the Village Green to be removed.**

2025/55

DATE OF NEXT MEETING

The date of the next meeting was confirmed as Monday 8th September 2025 to take place in the Staveley and Copgrove Village Hall.