

STAVELEY AND COPGROVE PARISH COUNCIL

Draft Minutes of the Ordinary Meeting of the Parish Council held on Tuesday 7th October 2025 in the Staveley and Copgrove Village Hall.

Commenced: 19.00

Concluded: 20.15

Attending: Parish Councillors: P Edwards (Chair), G Bowland, S Whitworth, D Greenwood. NYC Councillor R Windass. Clerk: J Oyston

There was one member of the public present

2025/56 WELCOME

The Chair opened the meeting and welcomed everyone. He thanked John Thornton for his services to the Council further to his recent resignation.

2025/57 APOLOGIES FOR ABSENCE

There were no apologies received.

2025/58 DECLARATIONS OF INTEREST

- a) There were no declarations of interest. The Clerk noted item 6a on the agenda**
- b) There were no applications for dispensation.**

2025/59 MINUTES

The Minutes for the Parish Council Meetings held on 14th July were accepted by the Council and approved without modification. They were signed by the Chair, Cllr P Edwards.

2025/60 COUNCILLOR AND OFFICER REPORTS

- a) North Yorkshire Council. Cllr Windass arrived late to the meeting and gave his report later in the agenda. He advised that NYC is in a dire financial situation and that this will impact on future services. It is already looking at the 2026/27 budget, something that usually takes place later in the financial year. The new Home to School Transport policy is generating a large**

**number of appeals, taking up considerable Councillor time.
The Council is facing a £130M shortfall.**

2025/61

MATTERS ARISING

- 6a) Annual Grass Cutting contract. It was agreed that OJW Services be asked to undertake one additional grass cut in Staveley, and to trim the hedge bordering the recreation field at a cost of £650.**
- 6b) Visit by Tom Gordon MP to Staveley and to Copgrove. Mrs Oyston had circulated a note about the issues raised during Tom Gordon MP's visit to the Parish and this was noted. It was agreed that Mrs Oyston write to the Highway Authority about road safety on the bridge to Copgrove.**
- 6c) Public communications leaflet to residents of Staveley. It was noted that this has now been distributed but that the telephone no. for Thomas Alexander Homes is incorrect.**
- 6d) Future Parish Council Newsletter. It was agreed that information be distributed via the website and Staveley Informer.**
- 6e) SV1. Further to the collapse of Minskip Road adjacent the entrance to Thomas Alexander Homes (TAH) development and the installation of safety barriers and traffic lights by the Highway Authority, it was agreed that Cllr Bowland would write to the Planning Authority and that Mrs Oyston would write to TAH. Mrs Oyston stated that the response she had received from NYC requesting correspondence between the developer and the Planning Authority under the Environmental Information Regs. regarding ground stability was disappointing and that NYC had misunderstood her request.**
- 6f) Request to have the hedge bordering SV2 identified as a non-heritage asset. As no response has been received from NYC, it was agreed that Mrs Oyston follow up.**
- 6g) Staveley Residents in Need (SRIN) Charity. It was reported by Cllr Bowland that SRIN owns the recreation field and that work is proceeding to regularise the Council's involvement with this. It is now necessary for an ex officio Trustee to be appointed by the Parish Council. Cllr Bowland put himself forward and it was agreed that he be elected. Proposed Cllr Edwards, seconded Cllr Whitworth. The Council was asked to approve John Pragnell as another Trustee. Proposed Cllr Bowland, seconded Cllr Greenwood.**

- 6h) Rose Bed Plaque. A new plaque has been acquired to replace the existing one at a cost of £55. Cllr Greenwood to install.**
- 6i) Co-option of new Parish Councillors. A member of the public expressed an interest in joining the Council. Mrs Oyston advised that Notices have been posted and that NYC should be contacted in the first instance.**

2025/62 CORRESPONDENCE requiring decision/response

- 7a) Consultation by NYC on Neighbourhood Plan proposals by Knaresborough Town Council and Terrington Parish Council Deadline for comments 25 September. Previously circulated. No comments**
- 7b) Consultation on NY Fire and Rescue Service's Community Risk Management Plan – Deadline for comments 7 September. Previously circulated. No comments**
- 7c) Email dated 4 September re: Donation to Citizens Advice. The Council agreed that no donation be made.**
- 7d) Request from Jennifer Simmons for the Parish Council to consider the 'Commuted Sums' arising as a result of Thomas Alexander Homes development on Minskip Road. Cllr Bowland gave an outline of how much, and where, monies have been allocated.**

2025/63 CORRESPONDENCE for information

- 8a) Email from Gillian Taylor dated 4 August re: Campaign for fixed speed cameras in North Yorkshire**
- 8b) Email from NY Parish Liaison dated 5 August 2025 re: arrangements for Parish precept 2025/26 and 2026/27**
- 8c) Email from Laura Harman, YWT dated 12 August 2025 re: Staveley Nature Reserve update**
- 8d) Email from NYC dated 12 August re: New Settlement (Maltkiln) DPD – Publication of the Inspectors Report**
- 8e) Email dated 17 September from NYC re: Parish Precept arrangements for 2026/27**
- 8f) Email dated 21 September re: Legal duties regarding Workplace Pensions**

8g) Email dated 27 September from Peter Roberts re: Scotton and Farnham Solar Farm and BESS

8h) Email dated 25 September from NYC re: Approved Policy on Election Recharges

All noted

2025/64

FINANCE

9a) The balance at the bank was noted as being £25,813.16

9b) Income since last meeting. The 2nd installment of Precept of £3517.50 was received on 26 September

9c) Expenditure since last meeting was approved as follows:

- Payment of £52 to ICO for Data Protection Registration**
- Payment of £250 to OJW Services for grass cutting in Staveley during July**
- Payment of £400 to OJW Services for grass cutting and minor works in Staveley during August**
- Payment of £424 for Adrian Legge for grass cutting in Copgrove during April-July**
- Payment of 2 x £250 to Staveley Village Hall for hall hire during 2024/25 and 2025/26**
- Payment of £55 to Fox Mouldings Ltd for new Rose Bed Plaque**

The Clerk's salary was also paid at the end of September

9d) Expenditure planned before the next meeting includes to Adrian Legge for grass cutting in Copgrove during August-October, and an additional cut of the grass in Staveley (£125) and of the recreation field hedge for £650 by OJW Services

9e) Maintenance of Asset Register. There were no items for inclusion

9f) NJC Pay Award 2025/26 Clerk's salary increase of 3.2% effective from 1 April 2025 was noted

9g) Clerk's Expenses of £233 from 1 October 2024 to 30 September 2025 were submitted (£155.70 mileage, £77.30 printing), details to be tabulated.

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PLANNING

10a) Planning consultation re: Planning Application 25/01830/FUL Abacus House, Jubilee Court, Wath Lane, Copgrove

Previously circulated. Comments and observations from Peter Edwards noted by the Clerk.

- 10b) Planning consultation re: Planning Application 25/02697/TPO Oakgarth. 22 Low Field Lane, Staveley **Previously circulated. No comments or observations**
- 10c) Planning consultation re: Planning application 25/02776/FUL Mill Garth, Main Street, Staveley. **Previously circulated. No comments or observations**
- 10d) Planning consultation re: Highfield, Copgrove. **Previously circulated. No comments or observations**
- 10e) Decision Notice for Planning Application 25/01598/FUL Apple Tree Cottage Main Street, Staveley. **Permission Granted**
- 10f) Decision Notice for Planning Application 25/02113/FUL The Bungalow, Minskip Road, Staveley. **Permission Granted**
- 10g) Decision Notice for Planning Application 25/02697/TPO Oakgarth. **Consent Granted subject to Conditions**

All noted.

2025/66

ANY OTHER BUSINESS

AOB 1 Action Points from the previous meeting were discussed:

1. **Jubilee Business Park. Car parking and litter were again discussed. Co-Star to be contacted about storage of pallets in the car park to the front of the business park as no response to previous correspondence. Evri to be requested to provide a bin to deal with the litter generated by their drivers. NYC to be contacted about car parking on the grass verges that causes a hazard to traffic. Action: Mrs Oyston. Cllr Bowland to contact the owner of Co-Star**
2. **Cllr Greenwood gave a report on the condition of the benches within Staveley. Mrs Oyston to obtain a quote to replace the rails on the bench outside of the pub. Details and cost of the benches in the Nature Reserve to also be considered.**

AOB 2 Copgrove Village Green. Cllr Edwards raised a request for support to progress an application to designate an area within Copgrove as Village Green. Work will be required via a solicitor and expenditure incurred. There was no objection to the proposal.

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DATE OF NEXT MEETING

The date of the next meeting was confirmed as Monday 10th November 2025 to take place in the Staveley and Copgrove Village Hall.