

STAVELEY AND COPGROVE PARISH COUNCIL

CLERK: Mrs J Oyston

Vermont, The Paddocks, Sessay, Thirsk, North Yorkshire YO7 3BE

Tel. 07856 142418 Email: clerk@staveleyandcopgrovepc.org.uk

Dear Sir/Madam

I HEREBY GIVE YOU NOTICE that an **ORDINARY MEETING** of the Parish Council will be held on **Monday 9 March 2026** commencing at **7.30pm** in Staveley Village Hall.

All Members of the Council are hereby **SUMMONED** to attend for the purposes of considering and resolving upon the business to be transacted at the meeting as set out hereunder.

Members of the Public and Press are welcome to attend. There will be a Public Session at the end of the meeting. During the meeting, Members of the Public may speak at the Chair's discretion. The meeting may be subject to audio and/or visual recording and any recordings broadcast.

Signed.....Julia Oyston.....Clerk to the Parish Council Date4 March 2026.....

BUSINESS TO BE TRANSACTED

1. WELCOME

Introduction from the Chair. To remind those attending of the Council's expectations for the audio and/or visual recording of the meeting

2. APOLOGIES FOR ABSENCE

To receive apologies for absence and to record these in the Minutes

a) Apologies

To consider and/or approve the reasons for absence given by Councillors

b) Reasons

3. DECLARATIONS OF INTEREST

To receive declarations of pecuniary interest and/or other non-disclosed interests and their nature

a) Declarations

To receive, consider and/or decide upon applications for dispensation

b) Applications for dispensation

4. MINUTES

To receive and approve the Minutes of the last meeting/s as a true and accurate record

- a) Minutes of the Staveley and Copgrove Parish Council Ordinary meeting held on 26 January 2026
 - Signing of the Minutes

To review the Action Points from the above meeting/s

- b) Action Points from the above meeting/s

5. COUNCILLOR AND OFFICER REPORTS

To receive and consider reports upon matters arising at meetings/events at which the Parish Council is represented

- a) North Yorkshire Council – Cllr Windass
- b) Attendance at YLCA webinar re: The Proposed Reforms and Changes to the Planning System – Cllr Kenningham
- c) Attendance at YLCA webinar re: Clerk’s Induction – Mrs Oyston
- d) Attendance at Parish Council Surgery during Staveley Village coffee morning on 21 February – Cllr Bowland

6. MATTERS ARISING

To receive information on the following ongoing issues and to decide further action where necessary.

- a) Staveley Walk
 - Complaints from Members of the Public
- b) Installation of additional noticeboard, Staveley
 - Selection of noticeboard – Prices obtained
- c) Repair/replacement/acquisition of Village benches
 - Outside of the Royal Oak - Update
 - Legacy of Peter Walker - Update
- d) Staveley Grass Cutting Contract 2026
 - Tender from OJW Services Ltd
- e) The Children’s Play Area, Staveley
 - Lease with Staveley Residents in Need (SRIN) – Progress update
 - o Draft brief for Parish Council legal work
 - o Selection of Law firms to invite to submit a quotation
- f) Moving to a .gov.uk website
 - Advice from YLCA

- Current arrangements
 - Website information requirements
 - Accessibility
 - Options
- g) Parish Archives and the storage of important Parish Council documents
- Purchase of a filing cabinet – Prices obtained
- h) Litter
- Complaint from a member of the public
- i) Fencing part of the Village Green to prevent damage by HGV traffic
- j) 'Ure Walk Through Time' leaflet
- Reprint request by Chair of Langthorpe PC

7. CORRESPONDENCE requiring decision/response

To consider and/or resolve upon correspondence requiring decision/response

There is no correspondence requiring a decision or response

8. CORRESPONDENCE for information

To receive correspondence for information

- a) North Yorkshire Council Parish Liaison: North Yorkshire Landscape Character Assessment. Email dated 5 February
- b) North Yorkshire Council Parish Liaison: North Yorkshire Local Plan and the Third Public Release of 'Call for Sites' Submissions. Email dated 10 February
- c) Keep Britain Tidy – Great British Spring Clean 13-29 March. Email dated 13 February
- d) Police, Fire and Crime newsletter February 2026
- e) YLCA: Martyn's Law Information. Email dated 20 February
- f) YLCA: Water Companies as Statutory Consultees for Planning. Email dated 25 February

9. FINANCE

To receive, consider, note, approve and/or resolve upon the following items:

- a) The balance at the bank. Inspection of bank statement/s and/or online bank account
- b) Income since last meeting
 - There has been no income received since the last meeting
- c) Expenditure since last meeting for endorsement or approval:

- Payment of £146.00 to YLCA for attendance by Cllrs Pragnell and Kenningham on webinar 'Off to a Flying Start Parts 1 & 2'
 - Payment of £73.00 to YLCA for attendance by Mrs Oyston on Clerk's Induction training in Tadcaster
 - Payment of £18.20 to YLCA for attendance by Cllr Kenningham on webinar 'Proposed Changes and Reforms to the Planning System'
 - Payment of £81.43 to Derek Hammond (Community First Responders) for replacement of the pads in the defibrillator and glass panel in the telephone box
 - To note total bank charges from 1 April 2025 to 31 March 2026 of £51
- d) Expenditure planned before the next meeting
- e) Maintenance of Asset Register
- f) Clerk's expenses from October 2025 – March 2026 of £89.55

10. PLANNING

To monitor and record Planning Applications within the Parish. To consider, note and/or resolve upon the following Planning matters and Planning Applications

- a) 26/00646/ FUL Application for the change of use of part of the building to offices and gym and games space, in connection with the existing business, including external alterations. Unit 1a Jubilee Court, Wath Lane, Copgrove. Energyline Ltd.

11. COMMUNICATIONS

To discuss, consider and/or resolve upon the following matters. To solicit, receive and/or identify any items for inclusion/posting

- a) The Parish Council Facebook page
- Police Community Messaging service
- b) The Parish Council Website <https://staveleyandcopgrovepc.org.uk>

12. THE NEXT AGENDA

To identify any items for inclusion by the Clerk on the next agenda

13. PUBLIC SESSION

To receive questions and comments from Members of the Public

14. DATE OF NEXT MEETING

To confirm the date of the next meeting/s

11 May 2026 – Annual Meeting of the Parish Council and Annual Parish Meeting