

STAVELEY AND COPGROVE PARISH COUNCIL

Dear Sir/Madam

I HEREBY GIVE YOU NOTICE that an **ORDINARY MEETING OF THE PARISH COUNCIL** will be held on **MONDAY 13TH JULY 2026** commencing at **7.00pm** in Staveley & Copgrove 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 meetings as set out hereunder.

Members of the Public and Press are welcome to attend.

Members of the Public may speak at the Chair's discretion at the **ORDINARY MEETING OF THE PARISH COUNCIL**. The meeting may be subject to audio and/or visual recording and any recordings broadcast.

Signed.....Peter Edwards Chairman

THE ORDINARY MEETING OF THE PARISH COUNCIL 13TH JULY 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

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

a) Minutes of the Staveley and Copgrove Parish meeting held on 20TH May 2026

b) Action Points from the above meeting

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

6. MATTERS ARISING

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

- a) Details of the appointment of a secretary.
- b) Parish Council Policies and Standing Orders – updated and presented by Councillor John Pragnell for consideration at the meeting – see section 7.
- c) Staveley Walk – any new correspondence/issues
- d) Installation of Parish Council Notice Board for Staveley Village Green
- e) Acquisition of Village Benches update and installation of acquired bench
- f) Staveley Grass Cutting 2026
- g) Children’s Play Area – Staveley
 - Actions arising from our Review of Playground Inspection Company Report
 - o Discuss the Park Lane Services quotation received and next steps
- h) Website and email updates
 - Use of staveleyandcopgrovepc.org.uk email and website
 - Ensure All Councillors have ability to use their Parish Council Email
- i) Parish Archives and storage of important Parish Council documents
 - Purchase of a filing cabinet
- j) Litter
 - Nothing received from NYC re litter picking high viz jackets/equipment
- k) Update on possible water supply to the allotments
- l) Positioning of new stones on the village green to match those recently added

7. PARISH COUNCIL POLICIES AND STANDING ORDER

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

- a) Updated Parish Policies prepared by Councillor J Pragnell
- b) Standing orders prepared by Councillor J Pragnell
- c) Timetable for review of remaining updated Parish Policies

8. CORRESPONDENCE requiring decision/response

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

- a) 30 mph speed limit on Arkendale Road
- b) Overgrown footpath linking Bedlam Lane to Arkendale Road
- c) Grass Cutting throughout the Village and specifically Spellow Crescent
- d) State of Staveley Cricket Pitch
- e) Negligent Grass Cutting – showering cars parked adjacent to Village Green with grass clippings

9. CORRESPONDENCE for information

To receive correspondence for information

- a) YLCA – numerous emails offering training courses
- b) NYC Parish Liaison – launch of new NYC Parish Website
- c) Changes to requirements regarding publication of councillors' usual residential address - Recent legislative changes mean that from **29 June 2026**, councils **must not publish a councillor's usual residential address** in the public Register of Members' Interests unless the councillor **explicitly requests** publication ('opting in').
A councillor's usual residential address must, however, still be registered confidentially with the Monitoring Officer, even if it is to be withheld from publication in the public Register. The legal change aims to improve councillor safety, reduce risks of harassment, modernise transparency rules and ensure that personal data is handled proportionately.
- d) Public Footpath No 15.124/9, Low Field Lane and Pinfold Green, Staveley – Extinguishment Order 2026

10. FINANCE

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

- a) The balance at the bank. Inspection of bank statements and bank reconciliation
- b) The Income & Expenditure Account for the 2026-27 Financial year to Date
- c) Expenditure since last meeting for approval
- d) Expenditure planned before the next meeting
- e) CIL Monies received of £14,112.97 and how this can be spent within the Parish

11. PLANNING

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

- a) DCPARISH 26/03169/TPO Date: 22 June 2026
PROPOSAL: Works to 1 no. Horse Chestnut (T1) of Tree Preservation Order 04/2017. Crown lift on all sides to provide clearance of approximately 4m above ground level. Lateral reduction of the lower south-western canopy by approximately 1.5m. Light selective pruning to provide clearance of approximately 0.5m from adjacent telephone lines. LOCATION: 5 Main Street Staveley North Yorkshire HG5 9LA
- b) 26/03065/TPO PROPOSAL: Crown reduction of (from 18m to 10m) of 1 no Oak tree (T1) of Tree preservation Order 68/2008 LOCATION: The Annexe Lowfield House 24 Low Field Lane Staveley North Yorkshire HG5 9LB
- c) 26/02875/TPO PROPOSAL: Crown reduction (by 0.5-1.7m) of 1no. Weeping Willow (T1) with maximum pruning cuts of 50mm. Prune tree (from 10.5m to 9m) and lateral reduction (by 2.3,) of 1no. Weeping Willow (T2) with maximum pruning cuts of 50mm of Tree Preservation Order 23/2022 LOCATION: Manor Farm Main Street Staveley North Yorkshire HG5 9LD

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 -