

POTTO PARISH COUNCIL

District
Hambleton

County
North Yorkshire

13th January 2025

Dear Councillor,

You are summoned to attend the next meeting of Potto Parish Council, to be held at Potto Village Hall on **Tuesday 21st January 2025** at 7.15pm.

J.K. Storey (CLERK)

There will be a public session prior to the meeting, and this will commence at 7.00pm.
(Members of the public will adhere to the rules set by the council for this session)

AGENDA

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting.
2. To receive apologies and approve reasons for absence.
3. To confirm minutes of meeting held on the 17th of December 2024 as a true and correct record.
4. To receive information on the following issues and decide action where necessary.
 - 4.1 Police Report
 - 4.2 Footpaths Footbridges and Stiles
 - 4.3 Annual Return:
 - 4.3.1 AGAR Action Plan
 - 4.4 Traffic Calming
 - 4.5 ICO Requests, Reviews, Appeals
 - 4.5.1 EJ/2023/0005
 - 4.5.2 IC-293418-Z2B3
 - 4.5.3 IC-329882-J6G7
 - 4.5.4 UA-2024-001502-GIA
 - 4.5.5 Reviews
 - 4.6 Village heating study
 - 4.7 Parish Plan
5. Report from North Yorkshire Councillor.
6. To consider and decide upon the following planning applications:

None

POTTO PARISH COUNCIL

District
Hambleton

County
North Yorkshire

7. To receive the following planning decisions / information:

- 7.1 Ref: ZB23/01873/CLP - Proposed use of houses, curtilages, land and grounds at Numbers 3 and 6 Potto Hall as two properties with private residential garden and curtilage. Potto Hall, Parson Back Lane, Potto. *Awaiting Decision.*
- 7.2 Ref: 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. *Awaiting Decision.*
- 7.3 Ref: ZB24/01593/FUL Retrospective application for a Shepards hut with hot tub and toilet, Potto Grange Farm. *Awaiting Decision.*

8. Matters requested by Councillors.

- 8.1 Christmas Tree
- 8.2 Travellers site
- 8.3 Stell Inspection
- 8.4 Pam Fanthorpe Bench
- 8.5 Standards committee investigations

9. Financial matters.

- 9.1 Bank accounts & Signatories
- 9.2 Precept
- 9.3 Budget review
- 9.4 Clerks' salary

10. To consider the following correspondences and decide action where necessary.

- 10.1 Emails from members of the public
- 10.2 Review of Correspondence

11. To confirm the date and time of the next meeting.

POTTO PARISH COUNCIL

District
Hambleton

County
North Yorkshire

18th February 2025

Dear Councillor,

You are summoned to attend the next meeting of Potto Parish Council, to be held at Potto Village Hall on **Tuesday 18th February 2025** at 7.15pm.

J.K. Storey (CLERK)

There will be a public session prior to the meeting, and this will commence at 7.00pm.
(Members of the public will adhere to the rules set by the council for this session)

AGENDA

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting.
2. To receive apologies and approve reasons for absence.
3. To confirm minutes of meeting held on the 17th of December 2024 and 13th January 2025 as a true and correct record.
4. To receive information on the following issues and decide action where necessary.
 - 4.1 Police Report
 - 4.2 Footpaths Footbridges and Stiles
 - 4.3 Annual Return:
 - 4.3.1 AGAR Action Plan
 - 4.4 Traffic Calming
 - 4.5 ICO Requests, Reviews, Appeals
 - 4.5.1 IC-337960-L6Q7
 - 4.5.2 IC-329882-J6G7
 - 4.5.3 IC-293418-Z2B3
 - 4.5.4 EJ/2023/0005
 - 4.5.5 UA-2924-001502
 - 4.5.6 Reviews
 - 4.6 Village heating study
 - 4.7 Parish Plan
 - 4.8 Complaint against the Clerk
 - 4.9 Policies & Procedures
5. Report from North Yorkshire Councillor.
6. To consider and decide upon the following planning applications:

POTTO PARISH COUNCIL

District
Hambleton

County
North Yorkshire

None

7. To receive the following planning decisions / information:

- 7.1 Ref: ZB23/01873/CLP - Proposed use of houses, curtilages, land and grounds at Numbers 3 and 6 Potto Hall as two properties with private residential garden and curtilage. Potto Hall, Parson Back Lane, Potto. *Awaiting Decision*.
- 7.2 Ref: 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. *Awaiting Decision*.
- 7.3 Ref: ZB23/01765/REM - Application for approval of reserved matters following outline approval 20/02290/OUT for the construction of one detached dwelling; Land Rear Of 42 Cooper Lane. *Awaiting Decision*.
- 7.4 Ref: ZB24/01593/FUL Retrospective application for a Shepards hut with hot tub and toilet, Potto Grange Farm.

8. Matters requested by Councillors.

- 8.1 Travellers site
- 8.2 Stell Inspection
- 8.3 Pam Fanthorpe Bench

9. Financial matters.

- 9.1 Bank accounts & Signatories
- 9.2 YLCA
- 9.3 NYC – Grass Cutting
- 9.4 Budget review.
- 9.5 Clerks' salary.

10. To consider the following correspondences and decide action where necessary.

- 10.1 Emails from members of the public.
- 10.2 Review of Correspondence.

11. To confirm the date and time of the next meeting.

POTTO PARISH COUNCIL

District
Hambleton

County
North Yorkshire

14th March 2025

Dear Councillor,

You are summoned to attend the next meeting of Potto Parish Council, to be held at Potto Village Hall on **Tuesday 25th March 2025** at 7.15pm.

J.K. Storey (CLERK)

There will be a public session prior to the meeting, and this will commence at 7.00pm.
(Members of the public will adhere to the rules set by the council for this session)

AGENDA

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting.
2. To receive apologies and approve reasons for absence.
3. To confirm minutes of meeting held on the 18th of February 2025 as a true and correct record.
4. To receive information on the following issues and decide action where necessary.
 - 4.1 Police Report
 - 4.2 Footpaths Footbridges and Stiles
 - 4.3 Annual Return:
 - 4.3.1 Review of AGAR.
 - 4.4 Appointment of Internal Auditor
 - 4.5 Traffic Calming
 - 4.6 ICO Requests, Reviews, Appeals
 - 4.6.1 IC-329882-J6G7
 - 4.6.2 IC-293418-Z2B3
 - 4.6.3 EJ/2023/0005
 - 4.6.4 UA-2924-001502
 - 4.6.5 Reviews
 - 4.7 Village heating study
 - 4.8 Parish Plan
5. Report from North Yorkshire Councillor.

POTTO PARISH COUNCIL

District
Hambleton

County
North Yorkshire

6. To consider and decide upon the following planning applications:
 - 6.1 Ref: ZB25/00298/MRC – Application for variation of condition No2 (minor interior design alterations) Land adjacent to Rawcliffe, Potto.
 - 6.2 Ref: ZB25/00332/MRC – Application for the removal of Condition 6 (occupancy) on two holiday lets, Potto Fields Farm.
 - 6.3 Ref: ZB25/00332/MRC - Application for removal of Condition 4 (Occupancy) and 8 (access) for previously approved application 08/03395/FUL. Potto Fields Farm, Black Horse Lane, Potto.
7. To receive the following planning decisions / information:
 - 7.1 Ref: ZB23/01873/CLP - Proposed use of houses, curtilages, land and grounds at Numbers 3 and 6 Potto Hall as two properties with private residential garden and curtilage. Potto Hall, Parson Back Lane, Potto. *Awaiting Decision.*
 - 7.2 Ref: 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. *Awaiting Decision.*
 - 7.3 Ref: ZB23/01765/REM - Application for approval of reserved matters following outline approval 20/02290/OUT for the construction of one detached dwelling; Land Rear Of 42 Cooper Lane. *Awaiting Decision.*
 - 7.4 Ref: ZB24/01593/FUL Retrospective application for a Shepards hut with hot tub and toilet, Potto Grange Farm. *Awaiting Decision.*
8. Matters requested by Councillors.
 - 8.1 Travellers site
 - 8.2 Stell Inspection
 - 8.3 Pam Fanthorpe Bench
9. Financial matters.
 - 9.1 Bank accounts
 - 9.2 Budget review.
 - 9.3 Clerks' salary.
10. To consider the following correspondences and decide action where necessary.
 - 10.1 Emails from members of the public.
 - 10.2 Review of Correspondence.

POTTO PARISH COUNCIL

District
Hambleton

County
North Yorkshire

11. To confirm the date and time of the next meeting.

POTTO PARISH COUNCIL

North Yorkshire

12th May 2025

Dear Councillor,

You are summoned to attend the Annual Meeting of Potto Parish Council, to be held at Potto Village Hall on **Tuesday 20th May 2025**, immediately following the Annual Parish Assembly to comply with Paragraph 7 of Schedule 12 of the Local Government Act 1972.

J.K. Storey (CLERK)

There will be a public session prior to the meeting, and this will commence at 7.00pm.
(Members of the public will adhere to the rules set by the council for this session)

AGENDA

1. Election of Officials
 - 1.1 Chairman
 - 1.2 Vice Chairman
 - 1.3 Financial Officer
 - 1.4 To receive the Declaration of acceptance of office forms
2. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting.
3. To receive apologies and approve reasons for absence.
4. To confirm minutes of meeting held on the 15th of April 2025 as a true and correct record.
5. To receive information on the following issues and decide action where necessary.
 - 5.1 Police Report
 - 5.2 Standards Assessment Board Decision
 - 5.3 Footpaths Footbridges and Stiles
 - 5.4 Annual Return:
 - 5.4.1 Review of AGAR.
 - 5.4.2 PKF Littlejohn correspondence
 - 5.5 Traffic Calming
 - 5.6 ICO Requests, Reviews, Appeals
 - 5.6.1 FT/EA/2025/0154
 - 5.6.2 IC-346549-R7F3
 - 5.6.3 FT/EA/2025/0153
 - 5.6.4 Reviews
 - 5.7 Parish Plan

POTTO PARISH COUNCIL

North Yorkshire

6. Report from North Yorkshire Councillor.
7. To consider and decide upon the following planning applications:

None
8. To receive the following planning decisions / information:
 - 8.1 Ref: ZB25/00298/MRC – Application for variation of condition No2 (minor interior design alterations) Land adjacent to Rawcliffe, Potto.
 - 8.2 Ref: ZB25/00332/MRC - Application for removal of Condition 4 (Occupancy) and 8 (access) for previously approved application 08/03395/FUL. Potto Fields Farm, Black Horse Lane, Potto.
 - 8.3 Ref: ZB23/01873/CLP - Proposed use of houses, curtilages, land and grounds at Numbers 3 and 6 Potto Hall as two properties with private residential garden and curtilage. Potto Hall, Parson Back Lane, Potto. *Appeal Dismissed.*
 - 8.4 Ref: 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. *Awaiting Decision.*
 - 8.5 Ref: ZB24/01593/FUL Retrospective application for a Shepards hut with hot tub and toilet, Potto Grange Farm. **GRANTED.**
9. Matters requested by Councillors.
 - 9.1 Defibrillator
 - 9.2 Memorial Bench
10. Financial matters.
 - 10.1 Barclays Bank
 - 10.2 Bank accounts.
 - 10.3 Invoices
 - 10.4 Budget review
 - 10.5 Clerks' salary
11. To consider the following correspondences and decide action where necessary.
 - 11.1 Emails from members of the public
 - 11.2 Review of Correspondence
12. To confirm the date and time of the next meeting.

POTTO PARISH COUNCIL

North Yorkshire

12th May 2025

Dear Councillor,

You are summoned to attend the Annual Meeting of Potto Parish Council, to be held at Potto Village Hall on **Tuesday 20th May 2025**, immediately following the Annual Parish Assembly to comply with Paragraph 7 of Schedule 12 of the Local Government Act 1972.

J.K. Storey (CLERK)

There will be a public session prior to the meeting, and this will commence at 7.00pm.
(Members of the public will adhere to the rules set by the council for this session)

AGENDA

1. Election of Officials
 - 1.1 Chairman
 - 1.2 Vice Chairman
 - 1.3 Financial Officer
 - 1.4 To receive the Declaration of acceptance of office forms
2. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting.
3. To receive apologies and approve reasons for absence.
4. To confirm minutes of meeting held on the 15th of April 2025 as a true and correct record.
5. To receive information on the following issues and decide action where necessary.
 - 5.1 Police Report
 - 5.2 Standards Assessment Board Decision
 - 5.3 Footpaths Footbridges and Stiles
 - 5.4 Annual Return:
 - 5.4.1 Review of AGAR.
 - 5.4.2 PKF Littlejohn correspondence
 - 5.5 Traffic Calming
 - 5.6 ICO Requests, Reviews, Appeals
 - 5.6.1 FT/EA/2025/0154
 - 5.6.2 IC-346549-R7F3
 - 5.6.3 FT/EA/2025/0153
 - 5.6.4 Reviews
 - 5.7 Parish Plan

POTTO PARISH COUNCIL

North Yorkshire

6. Report from North Yorkshire Councillor.
7. To consider and decide upon the following planning applications:

None
8. To receive the following planning decisions / information:
 - 8.1 Ref: ZB25/00298/MRC – Application for variation of condition No2 (minor interior design alterations) Land adjacent to Rawcliffe, Potto.
 - 8.2 Ref: ZB25/00332/MRC - Application for removal of Condition 4 (Occupancy) and 8 (access) for previously approved application 08/03395/FUL. Potto Fields Farm, Black Horse Lane, Potto.
 - 8.3 Ref: ZB23/01873/CLP - Proposed use of houses, curtilages, land and grounds at Numbers 3 and 6 Potto Hall as two properties with private residential garden and curtilage. Potto Hall, Parson Back Lane, Potto. *Appeal Dismissed.*
 - 8.4 Ref: 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. *Awaiting Decision.*
 - 8.5 Ref: ZB24/01593/FUL Retrospective application for a Shepards hut with hot tub and toilet, Potto Grange Farm. *Awaiting Decision.*
9. Matters requested by Councillors.
 - 9.1 Defibrillator
 - 9.2 Memorial Bench
10. Financial matters.
 - 10.1 Barclays Bank
 - 10.2 Bank accounts.
 - 10.3 Invoices
 - 10.4 Budget review
 - 10.5 Clerks' salary
11. To consider the following correspondences and decide action where necessary.
 - 11.1 Emails from members of the public
 - 11.2 Review of Correspondence
12. To confirm the date and time of the next meeting.

POTTO PARISH COUNCIL

North Yorkshire

9th June 2025

Dear Councillor,

You are summoned to attend the Meeting of Potto Parish Council, to be held at Potto Village Hall on **Tuesday 17th June 2025** at 7.15pm.

J.K. Storey (CLERK)

There will be a public session prior to the meeting, and this will commence at 7.00pm.
(Members of the public will adhere to the rules set by the council for this session)

AGENDA

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting.
2. To receive apologies and approve reasons for absence.
3. To confirm minutes of the annual assembly for the electors of potto meeting held on the 20th of May 2025 as a true and correct record.

To confirm minutes of annual meeting held on the 20th of May 2025 as a true and correct record.

4. To receive information on the following issues and decide action where necessary.
 - 4.1 Police Report
 - 4.2 Footpaths Footbridges and Stiles
 - 4.3 Annual Return:
 - 4.3.1 AGAR.
 - 4.3.2 PKF Littlejohn
 - 4.4 Traffic Calming
 - 4.5 ICO Requests, Reviews, Appeals
 - 4.5.1 IC-349018-J9T5
 - 4.5.2 IC-355508-Q0F1
 - 4.5.3 IC-293418-Z2B3
 - 4.5.4 UA-2924-001502
 - 4.5.5 Reviews
 - 4.6 Village heating study
 - 4.7 Parish Plan
5. Report from North Yorkshire Councillor.

POTTO PARISH COUNCIL

North Yorkshire

6. To consider and decide upon the following planning applications:

None received.

7. To receive the following planning decisions / information:

- 7.1 Ref: 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. *Awaiting Decision.*
- 7.2 Ref. ZB25/00298/MRC – Application for variation of conditions -land adjacent to Rawcliffe, Cooper Lane. *Awaiting Decision.*
- 7.3 Ref ZB25/00332/MRC – Application for removal of condition 4 occupancy and condition 8 access, Potto Fields Farm. *Awaiting Decision.*

8. Matters requested by Councillors.

- 8.1 Travellers site
- 8.2 Stell Inspection
- 8.3 Pam Fanthorpe Bench
- 8.4 Road to Village Hall

9. Financial matters.

- 9.1 Bank accounts
- 9.2 Budget review.
- 9.3 Clerks' salary.
- 9.4 Barclays Bank.

10. To consider the following correspondences and decide action where necessary.

- 10.1 Emails from members of the public.
- 10.2 Review of Correspondence.

11. To confirm the date and time of the next meeting.

POTTO PARISH COUNCIL

North Yorkshire

10th August 2025

Dear Councillor,

You are summoned to attend the Meeting of Potto Parish Council, to be held at Potto Village Hall on **Tuesday 19th August 2025** at 7.15pm.

J.K. Storey (CLERK)

There will be a public session prior to the meeting, and this will commence at 7.00pm.
(Members of the public will adhere to the rules set by the council for this session)

AGENDA

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting.
2. To receive apologies and approve reasons for absence.
3. To confirm minutes of meeting held on the 17th of June 2025 as a true and correct record.
4. To receive information on the following issues and decide action where necessary.
 - 4.1 Police Report
 - 4.2 Footpaths Footbridges and Stiles
 - 4.3 Annual Return:
 - 4.3.1 AGAR.
 - 4.3.2 PKF Littlejohn objection to accounts
 - 4.4 Traffic Calming
 - 4.5 ICO Requests, Reviews, Appeals
 - 4.5.1 UA-2025-000685
 - 4.5.2 FT/EA2025/0154
 - 4.5.3 IC-355508-Q0F1
 - 4.5.4 UA-2024-001502
 - 4.5.5 Reviews
 - 4.6 Parish Plan / Neighbourhood Plans
 - 4.7 Planned road closures
5. Report from North Yorkshire Councillor.

POTTO PARISH COUNCIL

North Yorkshire

6. To consider and decide upon the following planning applications:
 - 6.1 Ref: ZB25/01354/FUL - Householder Application for Planning Permission for works or extension to a dwelling: Proposed single storey extension to rear of house. Re-alignment of attached Garage. 2 Cooper Close, Potto
 - 6.2 REF: ZB25/01281/OUT - Proposed agricultural workers' dwelling. Goulton Grange Farm, Potto
7. To receive the following planning decisions / information:
 - 7.1 Ref: ZB25/00332/MRC - Application for the removal of Condition 6 (occupancy) on two holiday lets, Potto Fields Farm. *Awaiting Decision.*
 - 7.2 Ref: ZB25/00332/MRC - Application for removal of Condition 4 (Occupancy) and 8 (access) for previously approved application 08/03395/FUL. Potto Fields Farm, Black Horse Lane, Potto. *Awaiting Decision*
 - 7.3 Ref: 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. *Awaiting Decision.*
8. Matters requested by Councillors.
 - 8.1 Travellers site
 - 8.2 Stell Inspection
 - 8.3 Pam Fanthorpe Bench
9. Financial matters.
 - 9.1 Bank accounts
 - 9.2 Budget review.
 - 9.3 Clerks' salary and review.
 - 9.4 Barclays Bank
10. To consider the following correspondences and decide action where necessary.
 - 10.1 Emails from members of the public.
 - 10.2 Review of Correspondence.
11. To confirm the date and time of the next meeting.

POTTO PARISH COUNCIL

North Yorkshire

9th August 2025

Dear Councillor,

You are summoned to attend the Meeting of Potto Parish Council, to be held at Potto Village Hall on **Tuesday 16th August 2025** at 7.15pm.

J.K. Storey (CLERK)

There will be a public session prior to the meeting, and this will commence at 7.00pm.
(Members of the public will adhere to the rules set by the council for this session)

AGENDA

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting.
2. To receive apologies and approve reasons for absence.
3. To confirm minutes of meeting held on the 19th of August 2025 as a true and correct record.
4. To receive information on the following issues and decide action where necessary.
 - 4.1 Police Report
 - 4.2 Footpaths Footbridges and Stiles
 - 4.3 Annual Return:
 - 4.3.1 AGAR.
 - 4.4 Traffic Calming
 - 4.5 ICO Requests, Reviews, Appeals
 - 4.5.1 EA-2024-0028
 - 4.5.2 IC-371155-K5X6
 - 4.5.3 FT-EA-2025-0228
 - 4.5.4 IC-407209-P0G7
 - 4.5.5 Reviews
 - 4.6 Parish Plan / Neighbourhood Plans
 - 4.7 Community Governance Review
 - 4.8 Website
5. Report from North Yorkshire Councillor.
6. To consider and decide upon the following planning applications:

POTTO PARISH COUNCIL

North Yorkshire

7. To receive the following planning decisions / information:
 - 7.1 Ref: ZB25/00332/MRC - Application for the removal of Condition 6 (occupancy) on two holiday lets, Potto Fields Farm. *Awaiting Decision*.
 - 7.2 Ref: ZB25/00332/MRC - Application for removal of Condition 4 (Occupancy) and 8 (access) for previously approved application 08/03395/FUL. Potto Fields Farm, Black Horse Lane, Potto. *Awaiting Decision*
 - 7.3 Ref: 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. *Awaiting Decision*.
 - 7.4 Ref: ZB25/01354/FUL - Householder Application for Planning Permission for works or extension to a dwelling: Proposed single storey extension to rear of house. Re-alignment of attached Garage. 2 Cooper Close, Potto. **GRANTED**
 - 7.5 REF: ZB25/01281/OUT - Proposed agricultural workers' dwelling. Goulton Grange Farm, Potto. *Awaiting Decision*.
8. Matters requested by Councillors.
 - 8.1 Travellers site
 - 8.2 Stell Inspection
 - 8.3 Village Bench's
9. Financial matters.
 - 9.1 Bank accounts
 - 9.2 Budget review.
 - 9.3 Clerks' salary and review.
 - 9.4 Barclays Bank
10. To consider the following correspondences and decide action where necessary.
 - 10.1 Emails from members of the public.
 - 10.2 Review of Correspondence.
11. To confirm the date and time of the next meeting.

POTTO PARISH COUNCIL

North Yorkshire

13th October 2025

Dear Councillor,

You are summoned to attend the Meeting of Potto Parish Council, to be held at Potto Village Hall on **Tuesday 21st October 2025** at 7.15pm.

J.K. Storey (CLERK)

There will be a public session prior to the meeting, and this will commence at 7.00pm.
(Members of the public will adhere to the rules set by the council for this session)

AGENDA

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting.
2. To receive apologies and approve reasons for absence.
3. To confirm minutes of meeting held on the 16th of September 2025 as a true and correct record.
4. To receive information on the following issues and decide action where necessary.
 - 4.1 Police Report
 - 4.2 Footpaths Footbridges and Stiles
 - 4.3 Annual Return: Limited Assurance review
 - 4.3.1 AGAR.
 - 4.4 Traffic Calming
 - 4.5 ICO Requests, Reviews, Appeals
 - 4.5.1 EA-2024-0028
 - 4.5.2 FT/EA2025/0154
 - 4.5.3 FT-EA-2025-0228
 - 4.5.4 Reviews
 - 4.6 Parish Plan / Neighbourhood Plans
 - 4.7 Community Governance Review
 - 4.8 Website
5. Report from North Yorkshire Councillor.
6. To consider and decide upon the following planning applications:

None.

POTTO PARISH COUNCIL

North Yorkshire

7. To receive the following planning decisions / information:
 - 7.1 REF: ZB25/01281/OUT - Proposed agricultural workers' dwelling. Goulton Grange Farm, Potto. Awaiting Decision.
 - 7.2 Ref: ZB25/00332/MRC - Application for the removal of Condition 6 (occupancy) on two holiday lets. Potto Fields Farm, Black Horse Lane, Potto. Awaiting Decision.
 - 7.3 Ref: ZB25/00332/MRC - Application for removal of Condition 4 (Occupancy) and 8 (access) for previously approved application 08/03395/FUL. Potto Fields Farm, Black Horse Lane, Potto. Awaiting Decision.
 - 7.4 Ref: 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. Awaiting Decision.
8. Matters requested by Councillors.
 - 8.1 Travellers site.
 - 8.2 Stell Inspection.
 - 8.3 Village Bench's.
9. Financial matters.
 - 9.1 Bank accounts.
 - 9.2 Budget review.
 - 9.3 Clerks' salary and review.
 - 9.4 Barclays Bank.
 - 9.5 Whorlton PCC Letter.
 - 9.6 Invoices.
10. To consider the following correspondences and decide action where necessary.
 - 10.1 Emails from members of the public.
 - 10.2 Review of Correspondence.
11. To confirm the date and time of the next meeting.

POTTO PARISH COUNCIL

North Yorkshire

10th November 2025

Dear Councillor,

You are summoned to attend the Meeting of Potto Parish Council, to be held at Potto Village Hall on **Tuesday 18th November 2025** at 7.15pm.

J.K. Storey (CLERK)

There will be a public session prior to the meeting, and this will commence at 7.00pm.
(Members of the public will adhere to the rules set by the council for this session)

AGENDA

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting.
2. To receive apologies and approve reasons for absence.
3. To confirm minutes of meeting held on the 21st of October 2025 as a true and correct record.
4. To receive information on the following issues and decide action where necessary.
 - 4.1 Police Report
 - 4.2 Footpaths Footbridges and Stiles
 - 4.3 Annual Return: Limited Assurance review/Conclusion of Audit 2023/24
 - 4.4 Traffic Calming
 - 4.5 ICO Requests, Reviews, Appeals
 - 4.5.1 EA-2024-0028
 - 4.5.2 FT-EA-2025-0228
 - 4.5.3 Reviews
 - 4.6 Parish Plan / Neighbourhood Plans
 - 4.7 Community Governance Review
 - 4.8 Website
5. Report from North Yorkshire Councillor.
6. To consider and decide upon the following planning applications:
7. To receive the following planning decisions / information:
 - 7.1 REF: ZB25/01281/OUT - Proposed agricultural workers' dwelling. Goulton Grange Farm, Potto. *Awaiting Decision*

POTTO PARISH COUNCIL

North Yorkshire

- 7.2 Ref: ZB25/00332/MRC - Application for the removal of Condition 6 (occupancy) on two holiday lets. Potto Fields Farm, Black Horse Lane, Potto. *Awaiting Decision*
- 7.3 Ref: ZB25/00332/MRC - Application for removal of Condition 4 (Occupancy) and 8 (access) for previously approved application 08/03395/FUL. Potto Fields Farm, Black Horse Lane, Potto. *Awaiting Decision*
- 7.4 Ref: 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. *Awaiting Decision*

8. Matters requested by Councillors.

- 8.1 Construction on Parsons Back Lane
- 8.2 Stell Inspection
- 8.3 Village Bench's

9. Financial matters.

- 9.1 Bank accounts
- 9.2 Precept 2026/27
- 9.3 Budget review
- 9.4 Clerks' salary and review
- 9.5 Invoices

10. To consider the following correspondences and decide action where necessary.

- 10.1 Emails from members of the public.
- 10.2 Review of Correspondence.

11. To confirm the date and time of the next meeting.

POTTO PARISH COUNCIL

North Yorkshire

9th December 2025

Dear Councillor,

You are summoned to attend the Meeting of Potto Parish Council, to be held at Potto Village Hall on **Tuesday 16th December 2025** at 7.15pm.

J.K. Storey (CLERK)

There will be a public session prior to the meeting, and this will commence at 7.00pm.
(Members of the public will adhere to the rules set by the council for this session)

AGENDA

1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting.
2. To receive apologies and approve reasons for absence.
3. To confirm minutes of meeting held on the 18th of November 2025 as a true and correct record.
4. To receive information on the following issues and decide action where necessary.
 - 4.1 Police Report
 - 4.2 Footpaths Footbridges and Stiles
 - 4.3 Annual Return: Limited Assurance review/Conclusion of Audit 2023/24
 - 4.4 Traffic Calming
 - 4.5 ICO Requests, Reviews, Appeals
 - 4.5.1 EA-2024-0028
 - 4.5.2 FT-EA-2025-0228
 - 4.5.3 Reviews
 - 4.6 Parish Plan / Neighbourhood Plans
 - 4.7 Community Governance Review
 - 4.8 Website
5. Report from North Yorkshire Councillor.
6. To consider and decide upon the following planning applications:

POTTO PARISH COUNCIL

North Yorkshire

7. To receive the following planning decisions / information:
8. Planning Decisions of Hambleton District Councils
 - 8.1 REF: ZB25/01883/FUL - Application for a New Detached Building to incorporate a car port on the ground floor and an annex above as ancillary accommodation to the main house. Moor House Farm, Goulton Lane, Potto. *Awaiting Decision*
 - 8.2 REF: ZB25/01281/OUT - Proposed agricultural workers' dwelling. Goulton Grange Farm, Potto. *Awaiting Decision*
 - 8.3 Ref: ZB25/00332/MRC - Application for the removal of Condition 6 (occupancy) on two holiday lets. Potto Fields Farm, Black Horse Lane, Potto. *Awaiting Decision*
 - 8.4 Ref: ZB25/00332/MRC - Application for removal of Condition 4 (Occupancy) and 8 (access) for previously approved application 08/03395/FUL. Potto Fields Farm, Black Horse Lane, Potto. *Awaiting Decision*
 - 8.5 Ref: 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. *Awaiting Decision*
9. Matters requested by Councillors.
 - 9.1 State of road leading to village
 - 9.2 Stell Inspection
 - 9.3 Village Bench's
 - 9.4 Defibrillator
 - 9.5 Precept Survey
10. Financial matters.
 - 10.1 Bank accounts
 - 10.2 Precept 2026/27
 - 10.3 Budget review.
 - 10.4 Clerks' salary and review.
 - 10.5 Invoices
11. To consider the following correspondences and decide action where necessary.
 - 11.1 Emails from members of the public.
 - 11.2 Review of Correspondence.
12. To confirm the date and time of the next meeting.