

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL HELD ON  
TUESDAY 21 JANUARY 2025 AT 7.00 PM AT POTTO VILLAGE HALL**

**1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting**

No requests received.

**2. Apologies for absence and approve reasons for absence**

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs E Griffin.

Apologies: Councillor R Walker, Councillor Mr I Macpherson, Councillor Mr S March and County Councillor D Hugill.

The meeting was not quorate.

**3. Minutes of December's meeting**

The draft minutes of the December meeting were discussed, the meeting was not quorate so minutes could not be resolved.

**4. Matters Arising from last month's meeting**

4.1 Police Report - received from PCSO Maguire. One report of arson/criminal damage. No further information given.

4.2 Footpaths, Bridges and Stiles – Following storm Darragh, the fallen trees were removed from the bridleway and the steps onto the riverside path. The large tree near the Owl bench was removed professionally.

A resident contacted the Parish Council regarding the remains of the bridge at the entrance to the Goulton Beck lodge site, it was agreed to contact Planning Enforcement to establish if this is a historic bridge.

4.3 Annual Returns 2023-24 - The response to the Final Report and Certificate together with the Decision letter from PKF Littlejohn were discussed.

4.4 Traffic Calming - The speed sign will transfer to Seamer next week..

4.5 ICO - Freedom of information requests and reviews, the following cases were discussed:

- EJ/2023/0005 - Rescheduled
- IC-293418-Z2B3 - Ongoing

A review of a FOI requests was carried out, it was agreed that appropriate responses were provided.

4.6 Village Heating Project – Information from the survey had been received with over 65% of household responding, the consultants have completed a Village Heating Study and are continuing their research.

4.7 Parish Plan – To be reviewed at next meeting.

4.8 Potto Village Hall. Upcoming events:

- 1 February – Miss Lindsay's Secret play.

Rishi Sunak's office has contacted PPC to express an interest in attending any of the PVH events this year. The email has been forwarded to PVH.

## 5. Report from Unitary Councillor

County Councillor Hugill sent his report via email:

Councils have now received from Government their final settlement figure ahead of the budget and Council Tax setting which does not make good reading for North Yorkshire Council.

1. Despite welcome increases in grants for adult social care, children services and homelessness, the combination of employers National Insurance costs with the cessation of Rural Services Grant sees the council's bottom line worse off by £6.7m.
2. The council has received no Recovery Grant at all as the government has used a formula to target those areas with the highest levels of deprivation. Areas of higher deprivation in the county have therefore been "averaged out".
3. Allocations for children services have also been done on a new formula which places greater emphasis on deprivation and is again at the expense of more rural county areas.
4. Additional funding for those more urban deprived areas has been introduced in advance of the longer-term funding reform for local government yet the cessation of Rural Services Grant has been implemented immediately with no transitioning relief. It has been indicated that government will review rural pressures as part of the longer-term funding reform 2025/26 figures show that urban authorities receive 41% more in government funded spending power per capita compared to rural areas. This disparity has widened from last year, highlighting the growing inequities in the distribution of government support. Furthermore, despite receiving significantly less government funded spending power, rural residents continue to pay 20% more in Council Tax per head than their urban counterparts

The Table below illustrates levels of council tax and median wages across the country:

Authority Type	Band D Council Tax*	Median Wage (£)	As % of Band D	Band D per Head of Pop.	Over 80s as % of population
North Yorkshire	2,282.95	546.4	23.9	0.401	6.93
Unitary - Rural	2,257.86	583.25	25.8	0.362	6.17
Shire Council	2,239.51	591.68	26.4	0.363	5.83
Unitary - Urban	2,204.62	621.95	28.2	0.297	4.11
Metropolitan District	2,188.45	591.53	27	0.277	4.5
Outer London	2,085.82	647.88	31.1	0.341	3.62
Inner London	1,629.21	909.29	55.8	0.413	2.38

One positive to appear from this gloomy scenario is that we are starting to deliver savings of up to £ 60m as result of the move to one Council from the former two tier set up of the Districts and County.

This week sees proposals for the setting of Council Tax being discussed by the executive followed by a decision of full Council in February.

**6. Planning Applications to consider and decide upon**

- 6.1 ZB23/01765/DCN - Application for discharge of conditions re levels and parking (5&6) 20/02290/OUT - Land to rear of 42 Cooper Lane.

**7. Planning Decisions of Hambleton District Councils**

- 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 shepherd's hut with hot tub and toilet. Potto Grange Farm, Potto. Send comments regarding concerns as to the amount of these type of applications in the area. *Awaiting Decision*

**8. Matters requested by Councillors.**

- 8.1 Traveller Site - Concerns were raised around use of traveller site near Preston's of Potto. Amount of white commercial vans and static homes have appeared on site. Enforcement has been contacted and will be inspecting. Discussed more caravans being present.
- 8.2 Stell Inspection - Date will be organised in new year, no blockages noted at the moment. Discussed flooding around the village, photos will be taken after next big rain fall.
- 8.3 Pam Fanthorpe Bench - Discussed email received from Pam Fanthorpe's daughter and offer of a new bench in memorial to her. Councillor Macpherson is corresponding with pam's daughter.
- 8.4 Grass Cutting - Contacted by Council regarding grass verge cutting for 2025, discussed and approved.
- 8.5 Two complaints were made to the standards board by members of the public the complaints were assessed by the Deputy Monitoring Officer, in consultation with the Independent Persons for Standards, and it was concluded that no action should be taken in relation to the complaints, and the councillors exonerated. It was noted that of the more than forty complaints made over a ten-year period none had been upheld by the standards review board. It was also noted that this behaviour is clearly a continuation of the vexatious campaign being carried out against the parish council by these individuals.
- 8.6 The same member of the public has also submitted another complaint to the parish council regarding the clerk, the matter was discussed and found to have no factual basis, it was further noted that this behaviour is clearly a continuation of the vexatious campaign of harassment and abuse being carried out against the clerk by this individual.

PPC clearly stated that they will not accept aggressive or abusive behaviour towards any of its members, employees or partners in any form, behaviour of this type is wholly unacceptable.

**9. Finance**

9.1 To receive bank reconciliation and budget comparison to 21 January 2025.

- Community Account £ 8,749.39
- Business Premium Account £ 5,140.54

Invoices:

to be agreed YLCA	£26.30	to be agreed
Salt Scoops	£ 17.39	to be agreed

9.2 Precept - The precept for 2025/26 was sent to NYC in November.

9.3 Budget - The current budget and expected expenditure were discussed.

9.4 Clerks Salary for January. Agreed.

**10. Correspondence**

To note correspondence received not specifically dealt with on this agenda.

10.1 Discussed Emails correspondence and actioned responses.

10.2 Review of Correspondence.

**11. Any Other business**

None

**12. To confirm date & time of next meeting**

**Next meeting date Tuesday 18 February 2025 at 7.00pm.**

The meeting was declared closed at 8.15 pm.

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL HELD ON  
TUESDAY 18 FEBRUARY 2025 AT 7.00 PM AT POTTO VILLAGE HALL**

**1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting**

No requests received.

**2. Apologies for absence and approve reasons for absence**

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs E Griffin, Councillor Mr I Macpherson, Councillor Mr S March, Councillor R Walker and County Councillor D Hugill.

Apologies: None

**3. Minutes of December and January's meetings**

The draft minutes of the December 2024 and January 2025 meeting were discussed and agreed as a true record and resolved.

**4. Matters Arising from last month's meeting**

4.1 Police Report - received from PCSO Maguire. Nothing to report.

4.2 Footpaths, Bridges and Stiles - Following storm Darragh the remaining part of the large tree near the Owl bench has to be professionally removed.

Discussed the surface dressing around the owl seat, it was agreed to purchase some weed proof membrane and gravel for the area.

4.3 Annual Returns 2023-24 - The response to the Final Report and Certificate together with the Decision letter from PKF Littlejohn were discussed.

4.4 Traffic Calming - The speed sign is currently in Seamer. Speed sign was in village over Christmas fastest speed was recorded at 1:30am of 60+ mph coming into village.

4.5 ICO - Freedom of information requests and reviews, the following cases were discussed:

- IO-227960-L6Q7 – case dismissed
- EJ-2023-0005 - rescheduled
- IC-293418-Z2B3 - ongoing
- IC-329882-J6G7 – ongoing
- UA-2924-001502-GIA – Member of the public V The Information Commissioner - ongoing

A review of a FOI requests was carried out, it was agreed that appropriate responses were provided.

4.6 Village Heating Project – Information from the survey had been received with over 65% of household responding, the consultants have completed a Village Heating Study and has shared the monthly project highlight report. Discussed concerns with location. Next phase is full feasibility pilot study.

4.7 Parish Plan – To be reviewed at next meeting.

4.8 Potto Village Hall. Upcoming events:

- Monday 31st March – Lent Lunch

4.9 Annual Review of Policies and Procedures - Agreed for 2025 with no changes.

- Standing Orders
- Financial Regulations
- Risk management strategy.
- Freedom Of Information Policy
- Publication Scheme
- Retention Of Documents Policy
- Policy on recording Council Meetings
- Complaints Procedure
- Data Protection Policy
- Transparency Code Check list
- Management of Unacceptable Contact Policy
- Unreasonable Complaint Policy
- General Privacy Notice
- Code of Conduct

**5. Report from Unitary Councillor**

NYC Councillor report

- We continue to be a Conservative-led Council, building on over 25 years of stable local government, making sound financial and not knee-jerk decisions or chasing populist causes for headlines' sake.
- Demand continues to rise for services, especially older people. This is good as it means more people are living longer. There is also increasing demand for children with special educational needs, including their transport. Our transport bill has risen from £20m before Covid, to over £50m now. Regrettably unpopular decisions have had to be made about limiting home to school transport to the legal minimum.
- The financial situation is dire with the new government having little understanding of the costs and pressures faced by rural councils in general, and this one in particular. We only have 4 / 7 Conservative MP's in Parliament to speak out in support of our views.
- In particular withdrawing £14.3m rural services support funding at a stroke and without any transition period is adding hugely to our financial challenges. We have faced the largest hit of all rural councils.
- We have mounted a legal challenge to this as the decisions behind it are not sound. The govt has said there is no evidence rural services cost more, rural areas are affluent, and we have put this grant into unnecessary reserves. We reject all these assertions.
- Fortunately we have made savings of nearly £40m because of combining 8 councils in North Yorkshire. We have reduced the number of senior managers and will continue to dispose of unnecessary buildings.
- However we will still have to raise Council Tax by the maximum 5% allowed. Actually this is what government **expect** us to do.
- We are addressing the affordable housing crisis by allocating all our second homes council tax precept into housing schemes. We are the first and only council to do this.
- We face a challenge to find sites and then deliver the new mandatory housing targets of over 4200 houses per year. We don't think there is capacity in the construction industry. If we don't deliver, govt will either fine us ie you, or take planning decisions in London.
- We have issued a call for sites, and 1500 have been put forward. **This does not mean that all will be approved, or even selected for inclusion in the Local Plan**, but we are being transparent about what has been put forward by owners and developers. Any site put forward will have to go through the planning consent process
- We are building a new road at Kex Gill on the A59, to replace the old road which has suffered 15 closures through landslips in the last 10 years. This is the biggest road scheme we have undertaken, and being a key route across the Pennines from West to East it is for the benefit of the region, not just NY.

- Heavy snow then lingering sub-zero temperatures was a surprise recently and caused significant disruption. Normally our winter weather events are very wet, but mild. We are doing an internal review of winter activities in case snow and ice becomes more frequent.
- After 10 years of operation, although reducing it by half, we will maintain the locality budget for each member to support their communities at the original £5k when introduced. Yet another cut that has to be made because of the Rural Raid on Resources.
- Essential to the council's success is working with you, listening to your concerns and priorities. We have set up a series of consultation forums with you and officers to support you, and you are welcome to attend our Area Committee meetings, and have items on the agenda to discuss.

**6. Planning Applications to consider and decide upon**

6.1 None

**7. Planning Decisions of Hambleton District Councils**

- 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 shepherd's hut with hot tub and toilet. Potto Grange Farm, Potto. Send comments regarding concerns as to the amount of these type of applications in the area. *Awaiting Decision*
- 7.5 ZB23/01765/DCN - Application for discharge of conditions re levels and parking (5&6) 20/02290/OUT - Land to rear of 42 Cooper Lane. *Awaiting Decision*

**8. Matters requested by Councillors.**

- 8.1 Traveller Site - Concerns were raised around use of traveller site near Preston's of Potto. Amount of white commercial vans and static homes have appeared on site. Enforcement has been contacted and chased for an update.
- 8.2 Stell Inspection - Date will be organised in new year, no blockages noted at the moment. Discussed flooding around the village, photos will be taken after next big rain fall.
- 8.3 Pam Fanthorpe Bench - Discussed email received from Pam Fanthorpe's daughter and offer of a new bench in memorial to her. Councillor Macpherson is corresponding with pam's daughter.
- 8.4 Grass Cutting - Contacted by Council regarding grass verge cutting for 2025, discussed and approved.
- 8.5 Two complaints were made against councillors to the standards board by members of the public the complaints were assessed by the Deputy Monitoring Officer, in consultation with the Independent Persons for Standards, and it was concluded that no action should be taken in relation to the complaints, and the councillors exonerated. It was noted that of the more than forty complaints made over a ten-year period none had been upheld by the standards review board. It was also noted that this behaviour is clearly a continuation of the vexatious campaign being carried out against the Parish Council by these individuals.

- 8.6 The same member of the public has also submitted another complaint to the parish council regarding the clerk, the matter was discussed and found to have no factual basis, it was further noted that this behaviour is clearly a continuation of the vexatious campaign of harassment and abuse being carried out against the clerk by this individual.

PPC clearly stated that they will not accept aggressive or abusive behaviour towards any of its members, employees or partners in any form, behaviour of this type is wholly unacceptable and against a number of PPC policies and procedures, it was agreed to respond to the individual in line with these policies.

- 8.7 It was noted that a number of the salt scoops had been removed from the salt bins in the village, it was agreed to purchase some new scoops.

## **9. Finance**

- 9.1 To receive bank reconciliation and budget comparison to 18th February 2025.

• Community Account	£ 8,510.01
• Business Premium Account	£ 5,140.54
• Invoices:	
to be agreed YLCA	£26.30
Additional Salt Scoops	£17.39
	Agreed
	Agreed

- 9.2 Precept - The precept for 2025/26 was sent to NYC in November.

- 9.3 Budget - The current budget and expected expenditure were discussed.

- 9.4 Clerks Salary for January and February. Agreed

- 9.5 The outstanding invoice for PKF Littlejohn was discussed.

## **10. Correspondence**

To note correspondence received not specifically dealt with on this agenda.

- 10.1 Discussed Emails correspondence and actioned responses.

- 10.2 Review of Correspondence.

## **11. Any Other business**

None

## **12. To confirm date & time of next meeting**

**Next meeting date Tuesday 25 March 2025 at 7.00pm.**

The meeting was declared closed at 8.30 pm.

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL HELD ON  
TUESDAY 25 MARCH 2025 AT 7.00 PM AT POTTO VILLAGE HALL**

**1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting**

No requests received.

**2. Apologies for absence and approve reasons for absence**

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs E Griffin, Councillor Mr I Macpherson, Councillor Mr S March, Councillor R Walker and County Councillor D Hugill.

Apologies: None

**3. Minutes of February's meetings**

The draft minutes of the February 2025 meeting were discussed and agreed as a true record and resolved.

**4. Matters Arising from last month's meeting**

- 4.1 Police Report - received from PCSO Maguire. Nothing to report.
- 4.2 Footpaths, Bridges and Stiles - Discussed replacing tree which was cut down near the owl bench with a new one, closer to the gate, so as to not spoil the view. Railway footpath has been cleared back.
- 4.3 Annual Returns 2023-24 - The response to the Final Report and Certificate together with the decision letter from PKF Littlejohn were discussed. Objections received from a member of the public.
- 4.4 Appointment of Internal Auditor. Proposed to appoint Chipchase and Manners - Agreed.
- 4.5 Traffic Calming - The speed sign is currently in Crathorne.
- 4.6 ICO - Freedom of information requests and reviews, the following cases were discussed:
  - IO-227960-L6Q7 - case dismissed
  - EJ-2023-0005 - rescheduled
  - IC-293418-Z2B3 - ongoing
  - IC-329882-J6G7 - dismissed
  - UA-2924-001502-GIA - Member of the public V The Information Commissioner - ongoing
- 4.7 Village Heating Project – An update on the project has been sent to parishioners.
- 4.8 Parish Plan - To be reviewed at next meeting.
- 4.9 Potto Village Hall. Upcoming events:
  - Monday 31st March - Lent Lunch
  - Sunday 13th April - Annual quiz, in aid of Dementia.

## 5. Report from North Yorkshire Unitary Councillor

### **Council Tax**

The Council Tax Setting meeting took place on Friday 14<sup>th</sup> February with the recommendations from the Executive carried by a small majority despite attempts by opposition groups who proposed dipping further into reserves. Increases are capped at 4.99% but this year the government is letting six Councils bypass the 4.99% cap. Bradford will be allowed a 10% increase Newham and Windsor and Maidenhead can both implement a 9% rise. Birmingham, Somerset and Trafford can increase by 7.5%. We are fortunate in North Yorkshire to have a good track record of sound financial management and leadership with a politically stable council allowing that to happen.

### **Changes to Waste collection**

This was debated by Council on Wednesday 26<sup>th</sup> February. After a lengthy debate lasting around half an hour it was approved by a massive majority with only a small number of members on the coast having concerns about the number of bins. There has been a cross-party task and finish group looking at the various options together with a resident's survey entitled "Let's Talk Rubbish". Members stressed the need to continue the communication as we move to the implementation phase.

### **Planning**

There has been changes to the NPPF Presumption in favour of sustainable development to give different emphasis and approach to certain areas of planning policy. There are no transitional arrangements that apply to NYC, but Government has been asked to reconsider this.

The New North Yorkshire Local Plan will be expected to deliver 4077 dwellings per annum in full Measured across the County. We do not have a 5-year land supply for this figure.

The call for sites process is ongoing with 1500 put forward to date. An assessment process is underway. There is a need to bring forward the local plan as quickly as possible. An issues and options consultation (not site specific) will be launched May 25.

## 6. Planning Applications to consider and decide upon

- 6.1 Ref. ZB25/00298/MRC - Application for variation of condition No2 (minor interior design alterations) Land adjacent to Rawcliffe, Potto. *Recommended for approval.*
- 6.2 Ref: ZB25/00332/MRC - Application for the removal of Condition 6 (occupancy) on two holiday lets, Potto Fields Farm. *Recommended for approval.*
- 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. *Recommended for approval.*

## 7. Planning Decisions of Hambleton District Councils

- 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. **GRANTED.**
- 7.4 Ref: ZB24/01593/FUL - Retrospective application for a shepherd's hut with hot tub and toilet. Potto Grange Farm, Potto. Send comments regarding concerns as to the amount of these type of applications in the area. *Awaiting Decision*

- 7.5 Ref: ZB23/01765/DCN - Application for discharge of conditions re levels and parking (5&6) 20/02290/OUT - Land to rear of 42 Cooper Lane. **GRANTED.**

**8. Matters requested by Councillors.**

- 8.1 Traveller Site - Concerns were raised around use of traveller site near Preston's of Potto. Amount of white commercial vans and static homes have appeared on site. Enforcement has been contacted and chased for an update by Parish Councillor Wilde and Unitary Councillor Hugill.
- 8.2 Stell Inspection - Date will be organised, no blockages noted at the moment. Discussed flooding around the village, photos will be taken after next big rain fall.
- 8.3 Pam Fanthorpe Bench - Discussed email received from Pam Fanthorpe's daughter and offer of a new bench in memorial to her. Councillor Macpherson is corresponding with Pam's daughter and highways.
- 8.4 Grass Cutting - Contacted by Council regarding grass verge cutting for 2025, discussed and approved.
- 8.5 Complaint was made against Councillor Wilde to the standards board by members of the public. It was noted that this behaviour is clearly a continuation of the vexatious campaign being carried out against the Parish Council by this individual.

**9. Finance**

- 9.1 To receive bank reconciliation and budget comparison to 25th March 2025.

• Community Account	£ 8,185.93		
• Business Premium Account	£ 5,158.72		
 • Invoices:			
Defrib Warehouse - Battery	£346.80	Agreed	
SLCC Annual fee	£80.00	Agreed	

- 9.2 Precept - The precept for 2025/26 was sent to NYC in November.

- 9.3 Budget - The current budget and expected expenditure were discussed.

- 9.4 Clerks Salary for March. Agreed

- 9.5 Urban grass cutting discussed, including price increase request.

- 9.6 2024/2025 AGAR.

- 9.7 Funding Opportunities - Community First Yorkshire Funding newsletter.

- 9.8 The outstanding invoice for PKF Littlejohn was discussed.

**10. Correspondence**

To note correspondence received not specifically dealt with on this agenda.

- 10.1 Discussed Emails correspondence and actioned responses.

- 10.2 Review of Correspondence.

**11. Any Other business**

None

**12. To confirm date & time of next meeting**

**Next meeting date Tuesday 15 April 2025 at 7.00pm.**

The meeting was declared closed at 8.30 pm.

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL HELD ON  
TUESDAY 15 APRIL 2025 AT 7.00 PM AT POTTO VILLAGE HALL**

**Meeting open to the public**

One member of the public present who wished to discuss the noise generated by the Tomahawk restaurant extractor fans. It was understood that the fans had been changed at some point, however there is a whining sound often emitted from the fans. Residents have previously spoken to Environmental Health regarding the noise, also a number of residents have tried to engage the pub in discussions, but this has failed. Discussed potential maintenance issues with the fans, and that they may require maintenance or replacing with a more up-to-date extraction system. Discussed sound levels and it is not the decibel level (volume) but rather the frequency (pitch) that is the issue. Requested the Parish Council approach the pub regarding the issue, rather than individual residents.

**1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting**

No requests received.

**2. Apologies for absence and approve reasons for absence**

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs E Griffin and Councillor R Walker.

Apologies: Councillor Mr I Macpherson, Councillor Mr S March and County Councillor D Hugill.

**3. Minutes of March's meetings**

The draft minutes of the March 2025 meeting were discussed and agreed as a true record and resolved.

**4. Matters Arising from last month's meeting**

- 4.1 Police Report - received from PCSO Maguire - Nothing to report.
- 4.2 Footpaths, Bridges and Stiles – Railway footpath has been cleared. Footpath on Parson's Back Lane has been officially re-routed, and notice will be displayed in the noticeboard.
- 4.3 Annual Returns 2023-24 - The response to the Final Report and Certificate from PKF Littlejohn were discussed. Review and approval of the AGAR including the Annual Governance Statement, and Accounting Statement.
- 4.4 Discussed annual return for internal audit to be sent to Chipchase and Manners. Agreed to send.
- 4.5 Appointment of Internal Auditor. Proposed to appoint Chipchase and Manners - Agreed.
- 4.6 Traffic Calming - The speed sign is currently in Crathorne.
- 4.7 ICO - Freedom of information requests and reviews, the following cases were discussed:
  - IO-227960-L6Q7 - Case dismissed
  - EJ-2023-0005 - Permission to appeal refused.
  - IC-293418-Z2B3 - Ongoing
  - IC-329882-J6G7 - Case dismissed
  - UA-2924-001502-GIA - Member of the public V The Information Commissioner – Ongoing
  - Potential new cases were discussed.
- 4.8 Village Heating Project – An update on the project has been sent to parishioners.
- 4.9 Parish Plan - To be reviewed at next meeting.

4.10 Potto Village Hall. Upcoming events:

- Sunday 13th April - Annual quiz, in aid of Dementia - £425 raised.
- VE Day Celebration 10th May 2025.

**5. Report from North Yorkshire Unitary Councillor**

None present

**6. Planning Applications to consider and decide upon**

None

**7. Planning Decisions of Hambleton District Councils**

- 7.1 Ref. ZB25/00298/MRC - Application for variation of condition No2 (minor interior design alterations) Land adjacent to Rawcliffe, Potto. *Awaiting Decision.*
- 7.2 Ref: ZB25/00332/MRC - Application for the removal of Condition 6 (occupancy) on two holiday lets, Potto Fields Farm. *Awaiting Decision.*
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- 7.4 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.*
- 7.5 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.*
- 7.6 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. **GRANTED.**
- 7.7 Ref: ZB24/01593/FUL - Retrospective application for a shepherd's hut with hot tub and toilet. Potto Grange Farm, Potto. Send comments regarding concerns as to the amount of these type of applications in the area. *Awaiting Decision*

**8. Matters requested by Councillors.**

- 8.1 Village Hall Road – Potto Village Hall committee and local land owner have come to an agreement to complete the road to the village Hall. PVH and local residents are donating towards the project and have requested a donation from the Parish Council. Discussed rights of access to village hall. Councillors have a few questions for PVH committee. In principle agreed to make donation of £500.
- 8.2 Traveller Site - Concerns were raised around use of traveller site near Preston's of Potto. Amount of white commercial vans and static homes have appeared on site. Enforcement has been contacted and chased for an update by Parish Councillor Wilde and Unitary Councillor Hugill.
- 8.3 Stell Inspection - Date will be organised, no blockages noted at the moment. Discussed flooding around the village, photos will be taken after next big rain fall.
- 8.4 Pam Fanthorpe Bench - Discussed email received from Pam Fanthorpe's daughter and offer of a new bench in memorial to her. Councillor Macpherson is corresponding with Pam's daughter, North Yorkshire council and highways.

- 8.5 NALC Revised Standing Order 2025 – Agreed to adopt.
- 8.6 A further complaint was made against Councillor Wilde by the same member of the public, to the standards board. It was noted that this behaviour is clearly a continuation of the vexatious campaign being carried out against the Parish Council by this individual.

**9. Finance**

- 9.1 To receive bank reconciliation and budget comparison to 15th April 2025.

• Community Account	£ 8,374.83	
• Business Premium Account	£ 5,158.72	
• Invoices:		
Defrib Warehouse - Battery	£346.80	Agreed
SLCC Annual fee	£80.00	Agreed
YLCA	£154.00	Agreed

- 9.2 Precept - The precept for 2025/26 was sent to NYC in November.

- 9.3 Budget - The current budget and expected expenditure were discussed.

- 9.4 Clerks Salary for April. Agreed

- 9.5 The Accounts for 2024/25 were reviewed and approved for submission to the internal auditor.

- 9.6 2024/2025 AGAR.

- 9.7 Funding Opportunities - Community First Yorkshire Funding newsletter.

- 9.8 The outstanding invoice for PKF Littlejohn was discussed.

**10. Correspondence**

To note correspondence received not specifically dealt with on this agenda.

- 10.1 Discussed Emails correspondence and actioned responses.

- 10.2 Review of Correspondence.

**11. Any Other business**

None

**12. To confirm date & time of next meeting**

**Next meeting date Tuesday 20 May 2025 at 7.00pm.**

The meeting was declared closed at 8.30 pm.

**MINUTES OF THE ANNUAL MEETING OF POTTO PARISH COUNCIL HELD ON  
TUESDAY 20 MAY 2025 AT 7.25 PM AT POTTO VILLAGE HALL**

**1. Election of Officers**

The following officers of the parish council were elected

- 1.1.1 Chairman: Mr A Wilde
- 1.1.2 Vice Chair: Mr R Walker
- 1.1.3 Financial Officer: Mrs J Storey

The declaration of acceptance of office forms were received.

**2. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting**

No requests received.

**3. Apologies for absence and approve reasons for absence**

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs E Griffin, Councillor Mr I Macpherson, Councillor R Walker and Unitary Councillor D Hugill.

Apologies: Councillor Mr S March

**4. Minutes of April's meeting**

The minutes of April's meeting were discussed, proposed, seconded and resolved.

**5. Matters Arising from last month's meeting**

- 5.1 Police Report - received from PCSO Maguire. 1 report of 'Arson/Criminal Damage' no further information provided.
- 5.2 Footpaths, Bridges and Stiles - Councillor Macpherson has received a final gate for us to complete most of the footpaths in the parish. Discussed hard standing around the memorial bench.
- 5.3 Annual Returns 2023-24 - The response to the Final Report and Certificate from PKF Littlejohn were discussed. Review and approval of the AGAR including the Annual Governance Statement, and Accounting Statement.
- 5.4 Internal Auditor - Internal audit is being carried out by Chipchase & Manners. Engagement letter accepted.
- 5.5 PKF Littlejohn Correspondence – discussed and agreed actions.
- 5.6 Traffic Calming - Speed sign has been in Potto for 2 weeks. Applied for '20's Plenty' scheme, had to register speed findings. We are now on their list following sending speed data.
- 5.7 ICO - Freedom of information requests and reviews, the following cases were discussed:
  - FT/EA/2025/0154
  - FT/EA/2025/0153
  - IC-346549-R7F3

A review of an FOI requests was held and it was agreed that the response had been correct.

- 5.8 Urban grass cutting – Discussed grass around verges.
- 5.9 Parish Plan - To be reviewed at next meeting.
- 5.10 Potto Village Hall - The minutes of Potto Village Hall monthly meeting and AGM has been received and circulated to councillors.
  - VE Day Celebration was held on 10th May.
  - Upcoming Events: Summer Solstice Pub Night Saturday 21st June.

## **6. Report from Unitary Councillor**

Discussed Locality budget available to Parish Councils. Discussed boundary commission on divisional boundaries, now in consultation period until 10 June. Chairman queried divisional boundaries around Stokesley and Hutton Rudby, Potto will stay as it is. Discussed NYC budgets. Community Hub open previously at old Hambleton Council building has now moved to Northallerton Town Centre. Home to School transport meeting tomorrow looking to reverse decision made in 2024. Only provide home to school transport to closest school, not catchment schools or different choice schools if not closest one.

## **7. Planning Applications to consider and decide upon**

None.

## **8. Planning Decisions of Hambleton District Councils**

- 8.1 Ref. ZB25/00298/MRC - Application for variation of condition No2 (minor interior design alterations) Land adjacent to Rawcliffe, Potto. *Awaiting Decision.*
- 8.2 Ref: ZB25/00332/MRC - Application for the removal of Condition 6 (occupancy) on two holiday lets, Potto Fields Farm. *Awaiting Decision.*
- 8.3 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.*
- 8.4 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.**
- 8.5 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.*
- 8.6 Ref: ZB24/01593/FUL - Retrospective application for a shepherd's hut with hot tub and toilet. Potto Grange Farm, Potto. Send comments regarding concerns as to the amount of these type of applications in the area. **GRANTED**
- 8.7 Email received from a member of the public regarding construction of dwelling behind 42 Cooper Lane. Asking if work has commenced in breach of planning? Advised to contact Planning Enforcement at North Yorkshire Council. Resident has tried contacting but failed to speak to anyone. Councillor Wilde contacted Planning Enforcement in the name of the Parish Council. Discussed the concerns of a resident with the member of staff in Planning and then discussed NYC Parish Charter. Awaiting return contact.

**9. Matters requested by Councillors.**

- 9.1 Defibrillator – Notification received that Defibrillator has been removed from the box. It has been checked over and not used.
- 9.2 Village Hall Road – Parts of the road will be replaced on 7th & 8th June 2025. Volunteers welcomed.
- 9.3 Pam Fanthorpe Bench - Discussed email received from Pam Fanthorpe's daughter and offer of a new bench in memorial to her. Councillor Macpherson is corresponding with Pam's daughter, North Yorkshire council and highways. contacted by another member of the parish suggesting bench being put on old railway path – agreed another bench could be looked at, but not the memorial one.
- 9.4 Stell Inspection - No rain recently, will check at a late date.
- 9.5 Traveller Site - Discussed during phone call with NYC Planning Enforcement - awaiting contact back. Discussed concerns with Unitary Councillor Hugill.
- 9.6 Surface Water Flooding - Contact from a member of the public due to insurance quote regarding surface water flooding. Phone call to NYC regarding flooding - awaiting contact back.
- 9.7 Barclays Bank – Updated forms to be completed. £75 compensation received from Barclays to PPC following on from complaint made about phone call received from Barclays.
- 9.8 Chairman attended Potto Village Hall AGM.

**10. Finance**

- 10.1 To receive bank reconciliation and budget comparison to 20 May 2025.

Community Account	£ 11,803.63
Business Premium Account	£ 5,158.72

- 10.2 Budget - The current budget and expected expenditure were discussed.

- 10.3 Clerks Salary - agreed.

**11. Correspondence**

To note correspondence received not specifically dealt with on this agenda.

None.

**12. Any Other business**

Discussed fibre internet upgrade being installed in village.

**13. To confirm date & time of next meeting**

**Next meeting date Tuesday 17 June 2025 at 7.00pm.**

The Chairman declared the meeting closed at 8.45 pm.

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL HELD ON  
TUESDAY 17 JUNE 2025 AT 7.25 PM AT POTTO VILLAGE HALL**

**1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting**

No requests received.

**2. Apologies for absence and approve reasons for absence**

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs E Griffin, Councillor R Walker, Councillor S March and Unitary Councillor D Hugill.

Apologies: Councillor Mr I Macpherson

**3. Minutes of May meetings**

The minutes of May's meeting was discussed, proposed, seconded and resolved.

The minutes of May's Annual Assembly meeting were discussed, proposed, seconded and resolved.

**4. Matters Arising from last month's meeting**

4.1 Police Report - received from PCSO Maguire. 1 report of 'violence against the person' no further information provided.

4.2 Footpaths, Bridges and Stiles – Strimming of footpath to be planned, roadside grass cutting carried out.

4.3 Annual Returns - The response to the Final Report and Certificate from PKF Littlejohn were discussed. Review and approval of the AGAR including the Annual Governance Statement, and Accounting Statement.

Internal Auditor - Internal audit has been carried out by Chipchase & Manners. Shared and discussed report with councillors. All points covered have been met. However, awaiting outstanding final report from PKF Littlejohn. Unanimously agreed to accept report from Internal Auditor.

4.4 Traffic Calming - Speed sign is now in Seamer. Fastest speed recorded was on 31/05/24 at 1:15am at 70mph. 46,205 vehicles recorded within 6-week period.

Applied for '20's Plenty' scheme, had to register speed findings. We are now on their list following sending speed data.

4.5 ICO - Freedom of information requests and reviews, the following cases were discussed:

- IC-293418-Z2B3
- FT/EA-2025-0154
- IC-349018-J9T5
- IC-355508-Q0F1
- UA-2924-001502

A review of an FOI requests was held and it was agreed that the response had been correct.

- 4.6 Village Heating Plan - Email circulated to parishioners today.  
“The feasibility study shows that a district heat network could provide Potto with a reliable, lower-carbon alternative to oil heating, with potential for long-term cost savings compared to the low-carbon alternative (installing individual ASHPs). However, due to the rural setting, the project faces financial hurdles and will require external funding, further community input, and careful planning before any decisions are made”.

North Yorkshire Cllr David Hugill was asked to follow up.

- 4.7 Parish Plan - To be reviewed at next meeting.

## **5. Report from Unitary Councillor**

### **Funding Update**

We are expecting the Government to make some announcements about its comprehensive spending review by the middle of the month. This should contain some indication on how they will be funding Local Government over the next few years. As mentioned previously The Council has real concerns how this may play out for North Yorkshire as Government is likely to prioritise other parts of the country over North Yorkshire.

We are lobbying hard on the issue. The Leader and Chief Executive recently met with Local Government minister Jim McMahon MP. They outlined the challenges faced in the County particularly the cost of delivering services in such a rural area. MPs have been briefed including the Selby MP who is a Government whip.

### **Home to School Transport**

The difficult financial position was the driver for the discussions around Home to School Transport at an Extraordinary meeting held ahead of our AGM.

The council is looking to save significant amounts of money through only funding home to school transport for eligible pupils who attend their nearest school and when that school is greater than two miles from their home. Previously funding had been provided to reach schools in a catchment area. After a long debate a majority of Councillors voted to carry on with this policy in order to deliver much needed savings to the council.

### **Local Plan**

A reminder that the first public consultation on the local plan is now live. This document which decides how development should take place over the next two decades outside of our National Parks can be found at: <https://www.northyorks.gov.uk/news/2025/2025/consultation-starts-plan-drive-economy-and-support-communities>

### **Adult Social Care**

A group of Care Quality Commission (CQC) inspectors have been up to North Yorkshire inspecting the Adult Social care teams. A new inspection process was brought in by the previous Government and the CQC are working their way across all 153 councils in England with social care provision. It is 15 years since the last inspection so a very big deal for the Council.

## **6. Planning Applications to consider and decide upon**

None.

## **7. Planning Decisions of Hambleton District Councils**

- 7.1 Ref. ZB25/00298/MRC - Application for variation of condition No2 (minor interior design alterations) Land adjacent to Rawcliffe, Potto. **GRANTED**.
- 7.2 Ref: ZB25/00332/MRC - Application for the removal of Condition 6 (occupancy) on two holiday lets, Potto Fields Farm. *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 Village Hall Road - Part of the road was replaced on 14th June 2025. Volunteers are thanked for their help.
- 8.2 Pam Fanthorpe Bench - Discussed email received from Pam Fanthorpe's daughter and offer of a new bench in memorial to her. Councillor Macpherson is corresponding with Pam's daughter.
- 8.3 Stell Inspection - Not much rain recently, will check at a later date.
- 8.4 Traveller Site - Discussed during phone call with NYC Planning Enforcement - awaiting contact back. Discussed concerns with Unitary Councillor Hugill. Noted a lot of caravans have gone.
- 8.5 Defibrillator - Notification received that Defibrillator has been removed again from the box. It has been checked over and not used. Batteries have been changed as they were starting to get low.
- 8.6 Surface Water Flooding - Contact from a member of the public due to insurance quote regarding surface water flooding. Phone call from NYC regarding flooding and shared response with resident.

**9. Finance**

- 9.1 To receive bank reconciliation and budget comparison to 17 June 2025.

Community Account	£ 11,803.63
Business Premium Account	£ 5,175.86

Invoices:

S&J Kidsons	Grass Cutting 2024	£105.00	agreed
D.Swales	Path Spraying 2024-25	£285.00	agreed

\*Chequebook currently with internal auditor.

- 9.2 Budget - The current budget and expected expenditure were discussed.

- 9.3 Clerks Salary - agreed.

- 9.4 Barclays Bank – mandate forms have been completed and to be submitted.

**10. Correspondence**

To note correspondence received not specifically dealt with on this agenda.

- 10.1 Community Governance Review. Received telephone call from NYC regarding becoming a Parish Meeting. Await further correspondence and consultation process.
- 10.2 Emails from members of the public.

10.3 Review of Correspondence.

**11. Any Other business**

Discussed super-fast fibre internet upgrade being installed in village.

**12. To confirm date & time of next meeting**

**Next meeting date Tuesday 19 August 2025 at 7.00pm.**

The Chairman declared the meeting closed at 8.25 pm.

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL HELD ON  
TUESDAY 19 AUGUST 2025 AT 7.25 PM AT POTTO VILLAGE HALL**

**1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting**

No requests received.

**2. Apologies for absence and approve reasons for absence**

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs E Griffin, Councillor R Walker, Councillor Mr I Macpherson and Unitary Councillor D Hugill.

Apologies: Councillor Mr S March

**3. Minutes of June meeting**

The minutes of June's meeting was discussed, proposed, seconded and resolved.

**4. Matters Arising from last month's meeting**

4.1 Police Report - received from PCSO Maguire. Nothing to report.

4.2 Footpaths, Bridges and Stiles – Strimming of footpath to Swainby and Black Horse Lane have been cut back. Thanks to Mr S Dawon for cutting the crops back on the footpaths across his fields.

4.3 Annual Returns - 30-day period of public rights has ended, the reports were posted on website and village noticeboard. No comments to Parish Council. However, a 38 page objection to the Annual Return was sent to the external auditors by a member of the public.

4.4 Traffic Calming - Speed sign is now in Crathorne, and due back in Potto in 2 weeks' time.

Applied for '20's Plenty' scheme, had to register speed findings. We are now on their list following sending speed data.

4.5 ICO - Freedom of information requests and reviews, the following cases were discussed:

- UA-2025-000685 - appeal dismissed
- IC-293418-Z2B3 - ongoing
- FT/EA-2025-0154 - ongoing
- UA-2924-001502 - ongoing

A review of 4 FOI requests was held and it was agreed that the responses provided were correct.

4.6 Village Heating Plan - Email circulated to parishioners.

"The feasibility study shows that a district heat network could provide Potto with a reliable, lower-carbon alternative to oil heating, with potential for long-term cost savings compared to the low-carbon alternative (installing individual ASHPs). However, due to the rural setting, the project faces financial hurdles and will require external funding, further community input, and careful planning before any decisions are made".

North Yorkshire Cllr David Hugill was asked to follow up.

4.7 Parish Plan - To be reviewed at next meeting.

**5. Report from Unitary Councillor**

Fairly quiet in August due to Councillor holidays etc.

**4-day rubbish collections** – This has been trialled and has gone well in most areas so far.

**Scrutiny Board** - 4 time a year Councillors can question the Executive. Questioned were received on fly-tipping, planning, planning performance.

**Scarborough water park 'Alpamare'** - sold to Flamingo Land. Queries held around previous funding by council.

**6. Planning Applications to consider and decide upon**

- 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. Recommend for approval.
- 6.2 REF: ZB25/01281/OUT - Proposed agricultural workers' dwelling. Goulton Grange Farm, Potto. Comments regarding concerns of '4+ bedrooms' recommended no more than 3 bedrooms.

**7. Planning Decisions of Hambleton District Councils**

- 7.1 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*
- 7.2 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 Pam Fanthorpe Bench - Discussed email received from Pam Fanthorpe's daughter and offer of a new bench in memorial to her. Agreed Pam's daughter can chose and purchase a bench and PPC would arrange instalment, Councillor Macpherson is corresponding with Pam's daughter.
- 8.2 Stell Inspection - Not much rain recently, will check at a later date.
- 8.3 Traveller Site - Noted a lot of caravans have gone. Continue to monitor.
- 8.4 Community Governance Review. Received email from NYC regarding the Community Governance Review. Awaiting further information on the consultation process.
- 8.5 Defibrillator - Notification received that Defibrillator has been removed again from the box. It has been checked over and not used.
- 8.6 Website – It was agreed that the website needs updating, the clerk will contact the webmaster for suggestions.

**9. Finance**

- 9.1 To receive bank reconciliation and budget comparison to 19 August 2025.

Community Account	£ 11,033.23
Business Premium Account	£ 5,175.86

Invoices:  
PhpStorm      Annual subscription      £142.80      agreed

- 9.2      Budget - The current budget and expected expenditure were discussed.
- 9.3      Clerks Salary - Agreed.
- 9.4      Barclays Bank - Mandate forms have been completed and have been submitted.

**10. Correspondence**

To note correspondence received not specifically dealt with on this agenda.

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

**11. Any Other business**

**12. To confirm date & time of next meeting**

**Next meeting date Tuesday 16 September 2025 at 7.00pm.**

The Chairman declared the meeting closed at 8.10 pm.

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL HELD ON  
TUESDAY 16 SEPTEMBER 2025 AT 7.15 PM AT POTTO VILLAGE HALL**

**1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting**

No requests received.

**2. Apologies for absence and approve reasons for absence**

Present: Councillor Mr A Wilde (Chairman), Councillor Mr I Macpherson. Meeting not quorate.

Apologies: Councillor Mr S March, Councillor Mrs E Griffin and Councillor R Walker and Unitary Councillor D Hugill.

**3. Minutes of August meeting**

The minutes of August's meeting was discussed, however cannot be agreed as today's meeting is not quorate.

**4. Matters Arising from last month's meeting**

4.1 Police Report - received from PCSO Maguire. Nothing to report.

4.2 Footpaths, Bridges and Stiles – Hedges on footpath to Swainby will need to be cut back. A date to be agreed and notification placed on Potto Patter.

Email received from Hutton Rudby Parish Council regarding bridleway towards Sexhow. Councillors will walk the path and look into what needs to be done.

4.3 Annual Returns - 30-day period of public rights has ended, However, an extensive objection to the Annual Return has been sent to the external auditors by a member of the public.

4.4 Traffic Calming - Speed sign is back in Potto, reversing the sign for a period was discussed.

Applied for '20's Plenty' scheme, had to register speed findings. We are now on their list following sending speed data.

4.5 ICO - Freedom of information requests and reviews, the following cases were discussed:

- EA-2024-0028
- IC-371155-K5X6
- FT/EA-2025-0228
- IC-407209-P0G7

4.6 Parish Plan - To be reviewed at next meeting.

4.7 Community Governance Review - Discussed email from CGR Team.

4.8 Website – Layout of website was discussed at last month's meeting. Clerk contacted Mr Whitlock who is our webmaster and he is able to amend the layout to be similar to Hutton Rudby's at no cost to the Parish Council. Discussions on layout were held.

**5. Report from Unitary Councillor**

North Yorkshire Councillor Report September 25

**Waste Collections**

August was a difficult month for the waste and Street scene Team. This was the month that bin collections changed following the implementation of the new Waste Policy. The collection of bins from households went well with very few missed in our area. However, it was a different story on street cleansing. Residents and Parish Councils were reporting overflowing waste bins in several locations. The reasons given were staff shortages due to higher normal absentee rates. Agency staff have been brought in to cover the short term with recruitment campaigns in the problem areas which unfortunately includes the Northallerton Depot.

**Boundary Review**

A further round of consultation for future boundary arrangements was launched on September 2<sup>nd</sup>. Following feedback received during the previous consultation for NYC the Boundary Commission have made changes to their proposals on 25 divisions. These changes don't affect Hutton Rudby and Osmotherley Division.

**Moorland Wildfires**

While the Langdale and Fylingdales Fire is some distance from where we are it serves as a reminder of the risks of living on the fringes of the North York Moors. I have been asked about the costs of the disaster to the Council. There have been significant costs incurred which the Council will have to fund. Central Government operate The Bellwin Fund which was set up to cover local authorities in connection with immediate actions to safeguard life and property. Hopefully this fund will cover most of that outlay.

**6. Planning Applications to consider and decide upon**

None

**7. Planning Decisions of Hambleton District Councils**

- 7.1 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. GRANTED.
- 7.2 REF: ZB25/01281/OUT - Proposed agricultural workers' dwelling. Goulton Grange Farm, Potto. Comments regarding concerns of '4+ bedrooms' recommended no more than 3 bedrooms. *Awaiting Decision*
- 7.3 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*
- 7.4 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*
- 7.5 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*

**8. Matters requested by Councillors.**

- 8.1 Pam Fanthorpe Bench - Discussed email received from Pam Fanthorpe's daughter and offer of a new bench in memorial to her. Agreed Pam's daughter can choose and purchase a bench and PPC would arrange instalment, Councillor Macpherson is corresponding with Pam's daughter.
- 8.2 Stell Inspection - Not much rain recently, will check at a later date.
- 8.3 Traveller Site - Noted a lot of caravans have gone. Continue to monitor.
- 8.4 Community Governance Review. Received email from NYC regarding the Community Governance Review. Awaiting further information on the consultation process.

**9. Finance**

- 9.1 To receive bank reconciliation and budget comparison to 16 September 2025.

Community Account	£ 10,893.03
Business Premium Account	£ 5,193.04

- 9.2 Budget - The current budget and expected expenditure were discussed.
- 9.3 Clerks Salary - Agreed.
- 9.4 Barclays Bank - Issues with bank ongoing.

**10. Correspondence**

To note correspondence received not specifically dealt with on this agenda.

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

**11. Any Other business**

**12. To confirm date & time of next meeting**

**Next meeting date Tuesday 21 October 2025 at 7.00pm.**

The Chairman declared the meeting closed at 8.15 pm.

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL HELD ON  
TUESDAY 21 OCTOBER 2025 AT 7.15 PM AT POTTO VILLAGE HALL**

**1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting**

No requests received.

**2. Apologies for absence and approve reasons for absence**

Present: Councillor Mr A Wilde (Chairman), Councillor Mr I Macpherson and Councillor Mrs E Griffin and Councillor R Walker.

Apologies: Councillor Mr S March and Unitary Councillor D Hugill.

**3. Minutes of August and September meeting**

The minutes of August's meeting were discussed and agreed as a true record and resolved.

The minutes of September's meeting were discussed and agreed as a true record and resolved.

**4. Matters Arising from last month's meeting**

4.1 Police Report – No report received.

4.2 Footpaths, Bridges and Stiles - Hedges on footpath to Swainby has been cut back.

Discussed tree opposite the Owl bench which was taken down, may be a nice area to have the stump carved in a similar style.

Email received from Hutton Rudby Parish Council regarding bridleway towards Sexhow. Councillors will walk the path and look into what needs to be done.

4.3 Annual Returns – the Interim Report for 2023/24 has been received from the external auditor..

Discussed exemption from review performed under limited assurance regime. Agreed.

4.4 Traffic Calming - Speed sign has now left Potto for Seamer, highest speed recorded 60mph, which is a 10mph decrease from last period.

4.5 ICO - Freedom of information requests and reviews, the following cases were discussed:

- EA-2024-0028
- FT/EA/2025/0154
- FT/EA-2025-0228

4.6 Parish Plan - To be reviewed at next meeting.

4.7 Community Governance Review - Discussed email from CGR Team. Closing date 22 December.

Website - Layout of website was discussed at last month's meeting. Clerk contacted Mr Whitlock who is our webmaster and he is able to amend the layout to be similar to Hutton Rudby's at no cost to the Parish Council. Discussions on layout were held. Agreed

**5. Report from Unitary Councillor**

No report received.

**6. Planning Applications to consider and decide upon**

None

**7. Planning Decisions of Hambleton District Councils**

- 7.1 REF: ZB25/01281/OUT - Proposed agricultural workers' dwelling. Goulton Grange Farm, Potto. Comments regarding concerns of '4+ bedrooms' recommended no more than 3 bedrooms. *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 Pam Fanthorpe Bench - Discussed email received from Pam Fanthorpe's daughter and offer of a new bench in memorial to her. Agreed Pam's daughter can choose and purchase a bench and PPC would arrange instalment, Councillor Macpherson is corresponding with Pam's daughter.
- 8.2 Stell Inspection - Date to be arranged.  
Environmental agency to be contacted as trees down in Potto beck and getting blocked.
- 8.3 Traveller Site - Noted a lot of caravans have gone. Continue to monitor.
- 8.4 Community Governance Review. Received email from NYC regarding the Community Governance Review. Awaiting further information on the consultation process.

**9. Finance**

- 9.1 To receive bank reconciliation and budget comparison to 21 October 2025.

Community Account	£ 15,112.63
Business Premium Account	£ 5,193.04

Invoices received:

S&J Kitson	Grass Cutting	£ 126.00	Agreed
Whorlton PPC	Graveyard maintenance	£ 300.00	Agreed

- 9.2 Budget - The current budget and expected expenditure were discussed.

- 9.3 Clerks Salary - Agreed.

- 9.4 Barclays Bank - Issues with bank ongoing.

**10. Correspondence**

To note correspondence received not specifically dealt with on this agenda.

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

**11. Any Other business**

None

**12. To confirm date & time of next meeting**

**Next meeting date Tuesday 18 November 2025 at 7.00pm.**

The Chairman declared the meeting closed at 8.15 pm.

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL HELD ON  
TUESDAY 18 NOVEMBER 2025 AT 7.15 PM AT POTTO VILLAGE HALL**

**1. Meeting Open to the public**

One member of the public was present.

**2. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting**

No requests received.

**3. Apologies for absence and approve reasons for absence**

Present: Councillor Mr A Wilde (Chairman), Councillor Mr I Macpherson and Councillor Mrs E Griffin and Councillor R Walker.

Apologies: Councillor Mr S March and Unitary Councillor D Hugill.

**4. Minutes of the October meeting**

The minutes of October's meeting were discussed and agreed as a true record and resolved.

**5. Matters Arising from last month's meeting**

5.1 Police Report – 1 report of Arson/Criminal Damage. No further information.

Discussed recent Police activity in village relating to people from out of the area, asking residents for CCTV footage.

5.2 Footpaths, Bridges and Stiles – No updates. Discussed new footpath gates to be installed when weather gets better. Chippings need to be added to muddy areas on footpath to Swainby before it gets too bad, arrange a working party.

Discussed tree opposite the Owl bench, which was taken down, may be a nice area to have the stump carved in a similar style.

Email received from Hutton Rudby Parish Council regarding bridleway towards Sexhow. Councillors will walk the path and look into what needs to be done.

5.3 Annual Returns – the Interim Report for 2023/24 has been received from the external auditor, also the final report and certificate for 2023/24 from the internal auditor has been received together with an Invoice for £7,025.40 for the additional work resulting from objections by a member of the public. It was agreed to dispute this invoice along with previous years. The appropriate notices have been placed on the website and notice board.

5.4 Traffic Calming - Speed sign is currently in Seamer.

5.5 ICO - Freedom of information requests and reviews, the following cases were discussed:

- EA-2024-0028
- FT/EA/2025/0154
- FT/EA-2025-0228

Appropriate responses will be provided as required.

5.6 Parish Plan - To be reviewed at next meeting.

5.7 Community Governance Review - Discussed email from CGR Team. Encourage villagers to complete at: [www.northyorks.gov.uk/CGR](http://www.northyorks.gov.uk/CGR) closing date 22 December.

5.8 Website - Layout of website was discussed at last month's meeting. Clerk contacted Mr Whitlock who is our webmaster and he is able to amend the layout to be similar to Hutton Rudby's at no cost to the Parish Council. Discussions on layout were held. Agreed.

## **6. Report from Unitary Councillor**

No report received.

## **7. Planning Applications to consider and decide upon**

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. Recommended for approval.

## **8. Planning Decisions of Hambleton District Councils**

8.1 REF: ZB25/01281/OUT - Proposed agricultural workers' dwelling. Goulton Grange Farm, Potto. Comments regarding concerns of '4+ bedrooms' recommended no more than 3 bedrooms. *Awaiting Decision*

8.2 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*

8.3 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*

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*

## **9. Matters requested by Councillors.**

9.1 Pam Fanthorpe Bench - Discussed email received from Pam Fanthorpe's daughter and offer of a new bench in memorial to her. Agreed Pam's daughter can choose and purchase a bench and PPC would arrange instalment, Councillor Macpherson is corresponding with Pam's daughter.

9.2 Stell Inspection - Date to be arranged.

9.3 Construction Site - Lingmell, Parson Back Lane, Potto. Concerns had been raised about extensive works being carried out on the house and caravan on site – After investigation by North Yorkshire Planning, they confirmed no planning breach

9.4 Traveller Site - Continue to monitor, discussed a large amount of traffic coming and going from site and potentially running business from the site.

9.5 Community Governance Review. Received email from NYC regarding the Community Governance Review. Awaiting further information on the consultation process.

## **10. Finance**

10.1 To receive bank reconciliation and budget comparison to 18 November 2025.

Community Account	£ 15,112.63
Business Premium Account	£ 5,193.04

Invoices received:

Defib Warehouse	Defibrillator Pads	£ 91.14	Agreed
Clear Insurance	Insurance	£ 474.95.00	Agreed

Invoice from Jet Brains that was previously agreed has been received £164.40.

Discussed BHB insurance being taken over by Clear insurance. However, cost has doubled compared to previous insurer, it was agreed to look for alternative insurers.

10.2 Budget - The current budget and expected expenditure were discussed.

10.3 2026-27 Precept – Discussed the proposed budget report for 2026-27, it was noted that by adopting the proposed report there would be an overall reduction in council tax for residents. The budget report was proposed, seconded and resolved.

10.4 Clerks Salary - Agreed.

10.5 Review of Clerk's Salary - Thank Sheena Spence from YLCA for keeping us on track with latest information and salary scales. Organise the yearly review with the Clerk. Keep in mind that the Clerk is our employee and her wellbeing is paramount - especially in light of the vexatious communications from a member of the public.

10.6 Barclays Bank - Issues with bank ongoing.

## **11. Correspondence**

To note correspondence received not specifically dealt with on this agenda.

11.1 Emails from members of the public.

11.2 Review of correspondence.

## **12. Any Other business**

None

## **13. To confirm date & time of next meeting**

**Next meeting date Tuesday 16 December 2025 at 7.00pm.**

The Chairman declared the meeting closed at 8.20 pm.

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL HELD ON  
TUESDAY 16 DECEMBER 2025 AT 7.15 PM AT POTTO VILLAGE HALL**

**1. Meeting Open to the public**

2 members of the public were present.

**2. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting**

No requests received.

**3. Apologies for absence and approve reasons for absence**

Present: Councillor Mr A Wilde (Chairman), Councillor Mrs E Griffin, Councillor R Walker and Unitary Councillor D Hugill.

Apologies: Councillor Mr S March and Councillor Mr I Macpherson.

**4. Minutes of the November meeting**

The minutes of November's meeting were discussed and agreed as a true record and resolved.

**5. Matters Arising from last month's meeting**

- 5.1 Police Report - 1 report of possible civil dispute. No further information. Discussed report of suspicious male today at Lingmell, Parsons Back Lane, Potto. Caught on CCTV taking photos in garden - reported to Police.
- 5.2 Footpaths, Bridges and Stiles - No updates. Discussed new footpath gates to be installed when weather gets better. Chippings need to be added to muddy areas on footpath to Swainby before it gets too bad, arrange a working party.

- 5.3 Annual Returns - Ongoing

- 5.4 Traffic Calming - Speed sign is currently in Crathorne.

- 5.5 ICO - Freedom of information requests and reviews, the following cases were discussed:

- EA-2024-0028
- FT/EA/2025/0154
- FT/EA-2025-0228

Appropriate responses will be provided as required.

- 5.6 Parish Plan - To be reviewed at next meeting.

- 5.7 Community Governance Review - Discussed email from CGR Team. Article placed in Newsletter to encourage villagers to complete the questionnaire at: [www.northyorks.gov.uk/CGR](http://www.northyorks.gov.uk/CGR) closing date 22 December.

- 5.8 Website - Layout of website was discussed at last month's meeting. Clerk contacted Mr Whitlock who is our webmaster and he is able to amend the layout to be similar to Hutton Rudby's at no cost to the Parish Council. Discussions on layout were held. Agreed.

## **6. Report from Unitary Councillor**

Discussed North Yorkshire Councils calls for sites. Discussed sites at Hutton Rudby and Crathorne. Discussed site in Potto, which has been unsuccessful in obtaining planning applications before.

Discussed the Community Banking Hub for Stokesley, it was agreed to send a letter of support to Stokesley Town Council.

### **Road Sweeping**

An update on street cleaning as it is something residents have been concerned about over the past 12 months. Extra capacity has been brought in using a third-party sweeper on a temporary basis. In addition, our brand-new small sweeper is now operational. This machine is designed to access paths and smaller spaces which the larger sweepers are unable to reach. I have seen it doing an impressive job of clearing leaves from a path in Stokesley. Do let me know if there are any leaf hotspots that need clearing in our villages.

### **Bin Collection Christmas Holidays**

Residents are reminded to check bin collection days as there will be changes due to the closure of the depots and recycling centres on the 25th and 26th of December.

**Advocating for our residents** is something we take seriously here. Our Fylingdales Moor wildfire recovery coordination group continues to press the Government hard to develop a compensation scheme to support farmers, graziers, landowners and local businesses impacted. It is positive that the fire is now finally out, and the public rights of way are now reopened, but the scars remain. We know these pressures do not recede with the flames and we have no intention of backing off this critical call for action

## **7. Planning Applications to consider and decide upon**

- 7.1 REF: ZB25/02112/FUL - Construction of a single self-build dwelling. Land To Rear Of 50 And 52 Cooper Lane, Potto. Viewed documents and discussed sighting. No objections.

## **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. Comments regarding concerns of '4+ bedrooms' recommended no more than 3 bedrooms. *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 Pam Fanthorpe Bench - Discussed email received from Pam Fanthorpe's daughter and offer of a new bench in memorial to her. Agreed Pam's daughter can choose and purchase a bench and PPC would arrange instalment, Councillor Macpherson is corresponding with Pam's daughter.
- 9.2 Stell Inspection - Date to be arranged.
- 9.3 Residents contacted parish council regarding state of road leading out of Potto northbound including bricks, mud and deep rut at side of road which holds large amount of water. Highways have been contacted and have inspected the site.
- 9.4 Traveller Site - Continue to monitor, discussed a large amount of traffic coming and going from site and potentially running business from the site.
- 9.5 Training courses for Councillors, circulated YLCA email to councillors for consideration.

**10. Finance**

- 10.1 To receive bank reconciliation and budget comparison to 18 November 2025.

Community Account	£ 13,815.94
Business Premium Account	£ 5,208.19

Invoices received:

Clerk's Salary Reconciliation	£ 114.89	Agreed
PhotoBox Christmas Cards		Agreed

- 10.2 Budget - The current budget and expected expenditure were discussed.
- 10.3 2026-27 Precept - Discussed the precept request submitted to North Yorkshire Council.
- 10.4 Clerks Salary and review - Councillor Griffin undertook the clerks annual review, the salary was adjusted to the NALC recommended levels and reconciled for the outstanding period.
- 10.5 Barclays Bank - Issues with bank ongoing.

**11. Correspondence**

To note correspondence received not specifically dealt with on this agenda.

- 11.1 Review of correspondence.

**12. Any Other business**

None

**13. To confirm date & time of next meeting**

**Next meeting date Tuesday 20 January 2025 at 7.00pm.**

The Chairman declared the meeting closed at 8.10 pm.