



Tockwith with Wilstrop Parish Council

North Yorkshire

www.tockwith.gov.uk

Clerk email: parish.clerk@tockwith.gov.uk

Minutes of the Annual Meeting of Tockwith with Wilstrop Parish Council (TWWPC) held at 7pm on Thursday 28 May 2026 at Tockwith Village Hall, 1 Marston Road, Tockwith, YO26 7PR.

Present: Cllr Arnold Warneken, Cllr Alex Marsh, Cllr Simon Blake, Cllr Stuart McHenery, Cllr Kriston Wright, Cllr David Cunningham, Cllr Debra Cumming.

Apologies: County Councillor Andy Paraskos.

Guests: None.

In attendance: Fiona Vicary, Clerk to the Parish Council.

Four members of the public were in attendance.

MINUTES

1. To elect a Chairman

i) To elect a Chairman

Cllr Blake proposed that Cllr Warneken be elected as Chairman. Cllr Cunningham seconded. All in favour.

RESOLVED: Cllr Warneken be elected as Chairman.

ii) Chairman to sign Declaration of Acceptance of Office

Elected Chairman duly completed and signed the required Declaration of Acceptance of Office.

iii) To elect a Vice Chairman

Cllr Cumming proposed that Cllr McHenery be elected as Vice Chairman. Cllr Blake seconded. All in favour.

RESOLVED: Cllr McHenery be elected as Vice Chairman.

Cllr McHenery joined the meeting and accepted the office of Vice Chairman

2. Apologies

i) To note any apologies received

It was noted that County Councillor Paraskos had sent apologies.

ii) To approve any reasons for absence submitted for consideration

None.

3. To Note any Declarations of Interest

- i) To note declarations of interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests (DPI) in the business to be transacted at this meeting
Cllr Warneken and Cllr Marsh declared a non pecuniary interest in a Cowthorpe planning application agenda item 8i).
- ii) To approve any dispensation requests received
Cllr Warneken and Cllr Marsh requested a non pecuniary dispensation for agenda item 8i).
RESOLVED: To grant a dispensation request for Cllr Warneken and Cllr Marsh.

4. Public Open Forum

No issues raised.

5. County Councillor Reports

- i) To receive reports from North Yorkshire County Councillors Warneken and Paraskos
None received.

6. Minutes

- i) To approve the minutes of the Ordinary Parish Council Meeting held 27 April 2026 and the Extraordinary Parish Council meeting held 6 May 2026.
RESOLVED: That the minutes of the Ordinary Parish Council Meeting held 27 April 2026 and the Extraordinary Parish Council meeting held 6 May 2026 be approved as a true and accurate record of those meetings.

7. Finance

- i) To approve payment of invoices

Payee	Description of goods/services	Total Value
Fiona Vicary	Clerk Salary & WFH Allowance	£1,216.74
Fiona Vicary	Clerk Expenses	£34.20
Village Hall Management Committee	Utility Grant	£254.97
Village Hall Management Committee	Toom Hire	£375.00
Vision ICT	Website Hosting	£377.40
A Bosmans	Internal Audit	£270.00
Tockwith PCC	Room Hire	£22.00
Nest Pension	Employer Pension May	£31.88
O2	Mobile Phone	£17.71
Unipaas	Village Hall Locking System	£9.00
	Total	£2,608.90
Receipts		
Lloyds Bank	Savings Interest	£64.38
Monta	EV Charger Income	£254.97
NYC	Precept	£28,952.86
NYC	Commutated Sums – Church Row Allotments	£8500.00

RESOLVED: To approve the payments with immediate effect.

- ii) To approve a bank reconciliation to 30/04/2026 (as evidenced by bank statement and ledger/cashbook)

RESOLVED: That the bank reconciliation to 30/04/2026 be approved. The PC's bank balance as at 30/04/2026 is £123,162.44.

- iii) To note receipts and payments against 2026-27 budget

RESOLVED: That the receipts and payments against budget for 2026-27 be noted.

- iv) To note the Internal Auditor's report for the accounts year ending 31/03/2026 and to approve any action required

The Internal Auditor's report was noted. No actions raised.

- v) To consider and approve the Annual Governance Statement for the annual return 2025/2026
The Annual Governance Statement was considered by the members of TWWPC.

RESOLVED: To approve Section 1 of the Annual Return 2025/2026 - Annual Governance Statement. This was signed by the Chairman and the Clerk.

- vi) To consider the Accounting Statements for the annual return 2025/2026
The Accounting Statements were considered by the members of TWWPC.

- vii) To approve Accounting Statements for the annual return 2025/2026

RESOLVED: to approve Section 2 of the Annual Return 2025/2026 - Accounting Statements.

- viii) The Chairman to sign and date the Annual Governance Statements and Accounting Statements for the annual return 2025/2026

The Accounting Statements were signed and dated by the Chairman. These had been signed and dated by the Responsible Financial Officer before being presented to the authority for approval.

- ix) To approve dates for the Exercise of Public Rights 2026

RESOLVED: that the dates set for the Exercise of Public Rights 2025 are commencing on Wednesday 3 June 2026 and ending on Tuesday 14 July 2026.

- x) To approve training requests

None received.

8. Planning

- i) To consider planning applications received

APPLICATION NO: HGT19/00017/EIAMAJ

PROPOSAL: Outline planning application for the construction of up to 4,000 residential dwellings (Use Class C2 and C3), employment land (Use Class E(g), B2 and B8), a mixed-use local centre (Use Class E, Sui Generis, F1 and F2), two primary schools (Use Class F1), and associated infrastructure including site preparation, landscaping, open space, drainage, access roads, highways works, utilities and energy centres with all matters reserved.

LOCATION: Land Comprising Field At 444466 455810 Cattal North Yorkshire

It was noted that Cllr Warneken has responded on behalf of neighbouring parishes.

APPLICATION NO: 26/01511/FUL

PROPOSAL: Erection of timber shed in front garden of property

LOCATION: Linden 40 Westfield Road Tockwith North Yorkshire YO26 7PY

Tockwith with Wilstrop Parish Council decision: A The Parish Council has no objections.

APPLICATION NO: 26/01959/FUL

PROPOSAL: Erection of stone gate posts and gate, 1.8M garden wall and railings fronting the road.

LOCATION: Goosemoor Farm Warfield Lane Cowthorpe North Yorkshire LS22 5EU

Tockwith with Wilstrop Parish Council decision: B The Parish Council objects on the planning grounds set out below:

The Parish Council objects to this planning application as the height of the wall is overbearing for a rural setting. This could result in a loss of amenities to neighbours. The large floodlights could have an adverse effect on the local bat population.

APPLICATION NO: 26/02299/FUL

PROPOSAL: 10 No replacement windows in a conservation area.

LOCATION: The Old Coach House Westfield Road Tockwith North Yorkshire YO26 7PY

Tockwith with Wilstrop Parish Council decision: A The Parish Council has no objections.

- ii) To note all planning decisions received
None received.
- iii) To consider any planning enforcement related matters
Acknowledgement of planning enforcement query re Pinfold Circle received.
- iv) To consider any other planning related matters
None raised.

9. Neighbourhood Development Plan

- i) To receive an update on the Neighbourhood Development Plan
The next meeting will be held on 1st June 2026. It was noted that the draft survey has not been received in a printable format.

10. To elect Councillors to represent the Parish Council at the following Working Groups and outside organisations

- i) Village Hall Management Committee – Cllr Blake
- ii) Sportsfield Trust – Cllr Cumming
- iii) Future Footprints – Cllr Marsh, Cllr Warneken, Cllr McHenery
- iv) Tockwith Together – Cllr McHenery, Cllr Cumming
- v) YLCA Branch Meetings – Cllr McHenery

RESOLVED: That the above Councillors be elected.

11. To elect Councillors to the following Parish Council Committees

- i) Finance Committee - All Parish Councillors led by Cllr Blake, Cllr McHenery, Cllr Wright, Cllr Cumming
- ii) Public Open Spaces, Allotments and Playground Committee – All Parish Councillors led by Cllr Wright, Cllr McHenery, Cllr Warneken, Cllr Cunningham
- iii) Staffing Committee – all Parish Councillors
- iv) Neighbourhood Development Plan Committee - All Parish Councillors led by Cllr McHenery, Cllr Cumming, Cllr Cunningham and Cllr Marsh

RESOLVED: That the above Councillors be elected.

12. To elect Councillors to the following responsibilities

- i) Planning – Tockwith Cllr Blake, Cllr Wright; Cowthorpe Cllr Warneken; Wilstrop Cllr McHenery
- ii) Playground inspections Tockwith Cllr McHenery; Cowthorpe Cllr Warneken and Cllr McHenery
- iii) Defibrillators – Cllr McHenery
- iv) Fixed Assets – Cllr Cumming

- v) Highways Matters – not required as this is the responsibility of North Yorkshire Council
- vi) Communications & Social Media – Cllr Wright, Cllr Cunningham
- vii) Payroll – Cllr Marsh

RESOLVED: That the above Councillors be elected.

13. To review the Statutory Documents, Policies, Procedures and Practices

- i) Standing Orders
- ii) Financial Regulations
- iii) Risk Assessments
- iv) Complaints Procedure
- v) IT Policy
- v) 2025-26 Asset register
- vi) Insurance

The Clerk circulated the documents prior to the meeting. Amends and updates were noted by the Parish Council.

RESOLVED: That the above documents be approved and updated on the Parish Council website as appropriate.

14. Tockwith Together

- i) To receive an update from Tockwith Together
Cllr McHenery circulated a report in advance of the meeting (see Appendix 1)

15. Tockwith Sportsfield Trust

- i) To receive a report from the TWWPC representative on the Sportsfield Trust
Meeting not held, no report received. A grant application has been received and will be considered at the next TWWPC meeting.

To consider exclusion of the press and public by virtue of Public (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed

RESOLVED: Not to exclude the press and public.

16. Tockwith Village Hall

- i) To receive a report from the TWWPC representative on the Village Hall Management Committee
Cllr Blake circulated a report in advance of the meeting (see Appendix 2)
It was noted that the EV Charger is not being used as much as anticipated. A budget of £150 was agreed to purchase one disabled parking sign and two EV Charger signs to improve visibility. The cost of paint to mark out three parking bays to be investigated.

17. Highways and Transport Matters

- i) To consider any matters relating to the village gateways
No update as waiting for feedback from Highways.

18. Public Open Spaces

- i) To receive reports on play and gym equipment inspections and consider any issues
Cllr McHenery circulated a report in advance of the meeting (see Appendix 3)
- ii) To receive an update on the community open space
The contracts are ready to exchange.

19. Allotments

- i) To consider any findings from the monthly allotment inspections (Cllr Wright)
No issues with the allotments. Cllr Wright noted that the gate between the house and the allotments needs to be changed. Clerk to check if S106 money can be used to replace the gate.

20. Future Footprints

- i) To receive an update on the Community Green Energy Project Meeting has not been held.
- ii) To receive an update on the EV Chargers (Cllr Marsh)
It was noted that residents are not able to easily find out the resident EV Charge rate. To be considered at a future TWWPC meeting.
- iii) To consider the request from Tockwith Community Energy to use the Village Hall's address
The Village Hall Management Committee does not have an issue with sharing the address, however, there is a potential issue with the Charity Commission allowing it.
RESOLVED: To allow Tockwith Community Energy to use the Village Hall's address, subject to approval from the Charity Commission.

21. Media/Press releases

- i) To consider any matters for press release or community news.
To raise awareness of the resident EV Charge rate.

22. Correspondence

- i) To note list of correspondence received and circulated
Noted.
- ii) To note the resignation of the Clerk
Noted.

22. Next Meeting

- i) To confirm the date for the next Parish Council meeting
RESOLVED: That the Ordinary Meeting of the Parish Council will be on Monday 22 June 2026.

The Chairman closed the meeting at 20:08

Appendix 1 – Tockwith Together

Tockwith Together: DLM 27.05.26 DNM 25.07.26

Key Points (minutes to be distributed at a later date).

- Feedback from attendance at Hallam Land public consultation.
- Consideration of the Call for Sites detail vs what TT may consider reasonable as house building quota based on population growth data from across N Yorks, the land in Tockwith submitted so far and reasonable housing densities. This will form the core of TT's view of what should be in the NDP for increasing the housing stock.
- Discussion on S106 working group being established.

Appendix 2 – Tockwith Village Hall

Village Hall Developments - We have one quote for the insulation of the main hall (walls, roof and floor) and installation of air to air source heating and we are in the process of obtaining a second quote from the builders that undertook the extension work last year. I will try and obtain a third quote if I am able to.

Tockwith Festival Event - The village hall is hosting a beer & burger bash on Saturday 6 June organised and run by Tockwith Festivals. There will be live music from 2 bands and we hope to have circa 200 people there.

Internal door - Feedback from the user groups regarding the new internal door have been very positive, which is good to hear. Decorating will be done soon to neaten it all up.

Tockwith Community Energy - we met with Fiona last week as she was keen to understand if the VPMC were still supportive of the scheme, which we said we were. They may require a survey of the roof so I have suggested she contacts the PC through their group representative. She also asked about the mailing address, which we said what the charity commission had come back to us with questions wise. I'm not sure whether this will be possible but Debbie was going back to the Charity Commission to get some further clarity.

Tomorrow (Friday 29 May) the new and replacement fire extinguishers are due to be installed and commissioned which is great.

In addition, we have had Secom undertake a risk assessment which is attached for you. There are a number of low risk items, but some high risk ones which we (the PC) will need to address. These are mainly fire doors as regulations have changed. We might need to obtain some quotes and have these for consideration at the June PC meeting.

Appendix 3 – Playpark inspections, equipment and Defibs

- Marston Road PP all fine.
- Drs surgery and PRD Defibs both OK.
- SFT outdoor gym
 - Old - One end cap on the 'ski movement' machine missing exposing the fixing screw.
 - Old - Sit-up eqpt has end cap missing
 - Old – Top cap of pedal machine now missing (Picture to follow)
 - Old - Graffiti on 2 machines (pictures to follow)
- Berts Garden. All good.