



Tockwith with Wilstrop Parish Council

North Yorkshire

www.tockwith.gov.uk

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Minutes of the Ordinary Meeting of Tockwith with Wilstrop Parish Council (TWWPC) held at 7pm on Monday 28 July 2025 at Tockwith Village Hall, 1 Marston Road, Tockwith, YO26 7PR.

Present: Cllr Arnold Warneken (Chairman), Cllr Simon Blake, Cllr Stuart McHenery, Cllr Helen Algar, Cllr Alex Marsh, Cllr Debra Cumming.

Apologies: Cllr Kriston Wright.

Guests: County Councillor Andy Paraskos.

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

Six members of the public were in attendance

MINUTES

43. Apologies

- i) To note any apologies received
Apologies had been received from Cllr Wright.
- ii) To approve any reasons for absence submitted for consideration
RESOLVED: That the reasons for absence submitted by Cllr Wright be accepted.

44. 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
None declared.
- ii) To approve any dispensation requests received
None received.

45. To consider the co-option of suitable candidates as Parish Councillors

To be considered at a future meeting.

46. To receive an update on Home to School Transport

No update received.

47. Public Open Forum

A member of the public asked for clarification about the position of the public open forum on the agenda.

48. County Councillor Reports

- i) To receive reports from North Yorkshire County Councillors Warneken and Paraskos
No report received.

49. Minutes

- i) To approve the minutes of the Ordinary Parish Council Meeting held 23 June 2025
RESOLVED: That the minutes of the Ordinary Parish Council meeting held 23 June 2025 be approved as a true and accurate record of that meeting.

50. Finance

- i) To approve payment of invoices

Payee	Description of goods/services:	Total Value:
Fiona Vicary	Clerk Salary & WFH Allowance	£1,115.58
Fiona Vicary	Clerk Expenses	£27.00
HAGS	Quarterly play area inspections	£204.00
J&E Richards Ltd	Village Hall Extension July	£35,169.00
ZurichTown & Parish	Insurance	£1,677.44
Oval Renewables	EV Chargers	£3,566.12
Nest Pension	Employer Pension July	£28.21
O2	Mobile Phone	£16.45
		£41,803.80
Receipts		
Lloyds Bank	June 2025 Interest	£100.91
NYC	Commutated Sums - Village Hall Extension	£35,169.00
NYC	Locality - EV Chargers	£2,780.00

RESOLVED: That the invoices noted above be paid in full with immediate effect, apart from the insurance premium which is to be considered at agenda item 50 iv below.

- ii) To approve a bank reconciliation to 30/06/2025 (as evidenced by bank statement and ledger/cashbook)
RESOLVED: That the bank reconciliation to 30/06/2025 be approved. The PC's bank balance as at 30/06/2025 is £116,719.94.
- iii) To note receipts and payments against 2025-26 budget
RESOLVED: That the receipts and payments against budget for 2024-25 be noted.
- iv) To consider the insurance renewal premium
The insurance renewal policy and premium were considered.
RESOLVED: To accept the insurance renewal premium for £1677.44, subject to potential increase due to the village hall extension. Clerk to notify insurers that additional debt recovery or contract disputes to the policy are not required. Clerk to notify insurers of village hall extension and to receive premium increase as appropriate.
- v) To consider parish grant applications
To be considered at a future meeting.

51. Planning

- i) To consider planning applications received

Application at: Wood Grove 63 Westfield Road Tockwith North Yorkshire YO26 7PY

For: Section 73 application for Variation of Condition 2 (Plans) and Condition 4 (Drainage scheme) of Planning Permission HGTZC23/02549/FUL Two storey side extension and detached double garage to allow for alterations to scheme and proposals.

Application Ref No: 25/02131/DVCON

Tockwith with Wilstrop Parish Council decision: The Parish Council resolved not to comment.

Application at: Jodhpurs Riding School Blind Lane Tockwith North Yorkshire YO26 7QJ

For: Erection of agricultural Building

Application Ref No: 25/02085/FUL

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

Application at: Netherlands Fleet Lane Tockwith North Yorkshire YO26 7QE

For: Demolition of existing garage; construction of Detached Carport/store, Orangery extension and widening of existing access.

Application Ref No: 25/02230/FUL

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
The following planning enforcement decision was noted.

PLANNING ENFORCEMENT

CASE NO: 25/00191/PR15

LOCATION: Land North Of Westfield Road Tockwith York North Yorkshire YO26 7PY

ALLEGED BREACH: Untidy areas of open space

PLANNING REF: HGT19/01734/FULMAJ

The outcome of the investigation is as follows:- I have visited the site, the area of open space is not untidy to warrant a s215 notice, therefore there are no breaches of warranting enforcement action the case shall be closed.

- iv) To consider any other planning related matters
None raised.

- v) To receive an update on the Neighbourhood Development Plan
NYC has recommended that a meeting is held to discuss the designation of a Neighbourhood Area.

52. To elect Councillors to the following responsibilities

- i) Planning –Wilstrop (1)
RESOLVED: That Cllr McHenry be elected.

Sportsfield Trust

RESOLVED: That Cllr Cumming be elected.

- ii) Communications & Social Media
YLCA has confirmed that TWWPC can subcontract this role to a volunteer or to students. Cllr Warneken to discuss with residents.

Cllr Warneken confirmed that Cllr Algar has resigned from the Parish Council. Thanks were given to Cllr Algar for all her hard work and support as a Parish Councillor. It was noted that there are now positions on the Future Footprints working group, the Public Open Spaces, Allotments and

Playground Committee as well as planning and fixed assets responsibilities. These are to be considered at a future meeting.

53. Tockwith Together

- i) To receive an update from Tockwith Together
Cllr McHenery circulated a report in advance of the meeting (see Appendix 1). In response to the report, the following points were actioned:

1. It was noted that YLCA has confirmed that crowdfunding is a legal way to raise funds for a Neighbourhood Development Plan.

RESOLVED: For Tockwith Together to research the possibility of crowdfunding.

2. It was noted from the report that the Methodist Chapel graveyard is overgrown. Cllr McHenery to send photos to the Clerk who will forward to the methodist church. Note: Any S106 monies allocated to the church must be applied for and spent by the church.

54. Tockwith Sportsfield Trust

- i) To receive a report from the TWWPC representative on the Sportsfield Trust
Cllr Algar noted there was nothing to report for the Sportsfield Trust as a meeting has not been held. Confirmation is required that the Sportsfield Trust support the EV charging project. Cllr Cumming to confirm with the Sportsfield Trust.

55. 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)

Cllr Warneken asked for an event to mark the opening of the Village Hall extension.

RESOLVED: Subject to the completion of the extension, an event to mark the opening of the Village Hall will be held in the afternoon of Saturday 6th September.

- ii) To consider improving the badminton court lines
The Chairman suspended Standing Orders. The badminton court lines were discussed. Standing Orders were resumed.

Action: The badminton club to investigate the cost of improving the court lines.

56. Highways and Transport Matters

- i) To receive an update on the village gateways
Cllr Blake has discussed the location of the signs with Highways. Highways will arrange for a site engineer to find suitable locations and propose a solution. Cllr Blake to be updated.
- ii) To note the process to complain about speeding to NYC
A complaint has been received about speeding at Cowthorpe. Cllr Warneken has discussed the issue with the resident. NYC has reported that the latest speeding data does not raise concerns, and no action is currently required. If the speeding gets worse then residents should report this to the Parish Council, and this will be reported to NYC. Cllr Warneken to communicate this to the resident.

57. Public Open Spaces

- i) To receive reports on play and gym equipment inspections
Cllr McHenery reported that the Marston play area has no concerns. It was noted that NYC planning department has been contacted regarding the branch over the swing. Berts Garden is well maintained. Clerk to contact NYC regarding improving Bert's Garden play area with s106 money.

- ii) To consider the renewal quote for quarterly play area inspections
RESOLVED: To accept the renewal quote for the quarterly play area inspections.
- ii) To receive and consider recommendations from the TWWPC Public Open Spaces, Allotments & Playgrounds Committee
The following recommendations were made:
- To inspect T6 cherry tree at Westfield Green.
 - To obtain quotes to remove T33 ash tree at Westfield Green.
 - To obtain quotes for work required to T7 lime tree at Westfield Green.
 - To obtain quotes for work required to T27 ash tree at Westfield Green.
 - To obtain quotes to remove the dead hedge at the back of Tockwith Village Hall.
 - To allow a small fruit tree to be planted in an allotment
 - To look into allotment legislation for keeping poultry on allotments

It was noted that Cllr Wright will speak to the Church Row allotment holders about s106 money.

RESOLVED: To accept the recommendations.

RESOLVED: The fruit tree should be planted from dwarf root stock.

- iii) To consider quotes for the legal work to transfer the parcel of land at the top of PRD into TWWPC ownership
Cllr McHenery has obtained two quotes for legal work, one with limited searches (£1000) and one without (£650). Cllr Marsh and Cllr Cumming to attend a site visit.
RESOLVED: To take responsibility for the parcel of land at the top of PRD. To accept the quote for £1000 for the legal work with additional searches. The use of the land is to be agreed after the site visit. Cllr McHenery to send quote details to the Clerk to start the process to release s106 funds, after the site visit.

58. Allotments

- i) To consider any findings from the June allotment inspections (Cllrs Algar & Wright)
Cllr Algar confirmed that the allotments are in good condition.

It was noted that Cllr Warneken, Cllr Cumming and a representative from the Ainsty Conservation Society met with the owners of a Forest School. The aim is to run a session for primary school children. It was noted that the Forest School hold their own public liability insurance. As stakeholders to the common land, but not owners, TWWPC has no objections.

59. Future Footprints

- i) To receive an update on the Community Green Energy Project (Cllr Algar)
Cllr Algar circulated a report in advance of the meeting (see Appendix 3)
- ii) To assess the outcome of the Community Green Energy Project's feasibility work to date and to consider moving forward to the development stage
Due to the excellent feasibility work already done by the team, the project can move forward to the development stage without a feasibility study.
RESOLVED: To allow the funds earmarked for the feasibility study to be moved to the costs involved with the development stage of the project.
- iii) To receive an update on the EV Chargers (Cllr Marsh)
Cllr Marsh circulated a report in advance of the meeting (see Appendix 4)
It was noted that crowdfunding or grants from festivals may be options to try to raise the potential shortfall of approximately £6000. Cllr Cumming to contact Sportsfield Trust.

60. Media/Press releases

- i) To consider any matters for press release or community news.
The opening of the Village Hall extension and the installation of the EV Charge Points.

61. Correspondence

- i) To note list of correspondence received and circulated
Noted. Cllr Warneken asked for the Pinfold Stone Circle to be maintained.

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 (agenda item 62 only).

RESOLVED: To exclude members of the press and public.

Members of the public left the meeting,

62. To confirm the end of the Clerk's six month probationary period, to provide feedback and to raise any issues.

It was confirmed that the Clerk's probationary period has been completed successfully.

63. 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 Thursday 28 August 2025.

The Chairman closed the meeting at 20:31

Appendix 1 – Tockwith Together

All

Pls find attached the minutes from the last Tockwith Together (TT) meeting, held on 05 July and the news letter that was distributed earlier this month.

Out of this there are some queries / actions for us as the PC:

1. Re the Neighbourhood plan consultant funding. In the meeting notes you will see the clarification on some of the routes that Mike Corbett investigated, basically not happening. There was a suggestion made that the money could be crowd funded, the questions being a. Is this allowed? and b. would the PC support this as a fund raising method?
2. There have been reports of the Methodist Chapel graveyard having become overgrown and neglected and can the PC do something about this? I know we cannot spend S106 on ongoing maintenance, but would it be possible to pitch this as a 1 off restoration project then maybe we could use the 2 sums already allocated specifically for that site? What else would we use it for? Below from a recent S106 list:

Tockwith and Wilstrop Parish Council - CSLIVE - 15/00705/FUL - Land Adjacent To Rose Cottage Kendal Lane Tockwith - CEM Methodist Church - 08/01/2029 - **£312.00**
Tockwith and Wilstrop Parish Council - CSLIVE - Niddway Kendal Gardens Tockwith - CEM Tockwith Methodist Churchyard - 11/09/2018 - **£355.17**

Next TT meeting 13 Sep.

Appendix 2 - Tockwith Village Hall

We held our VHMC AGM on 14 July which was well attended. All Committee members were re-elected and we possibly have one new recruit to help out with hall bookings as Lisa doesn't have time to do that as well as the role of treasurer. There was a lot of positivity around the new extended space from the user groups and I suspect a few of them will want to rent out the newer spaces rather than the main hall.

One of the user groups (Badminton) have asked for a better solution to the markings for the court, which is on the agenda to discuss this evening.

The extension is progressing well (although I've not seen it since 14 July as I've been away). Haven't heard of any issues which is hopefully a good sign.

I've chased up the Smartlock people today too as we've not received the 50% invoice yet (which allows them to buy the hardware prior to confirming an installation date).

Appendix 3 - Future Footprints Local Energy Generation update

Energy Oasis have stated that we done enough to complete our feasibility study ourselves, we have asked that they send a summary document outlining the feasibility study to prove that it is viable for us to move onto the next stage of the project. Unfortunately Rob who we are working with had promised this report for today it appears has gone on holiday without doing so. Mike his boss however has sent an email today (hence the late report) to state that we are able to move onto the development stage but again there are no real figures to hand as yet. But they are confident we have done what we should have done to prove it is feasible.

If the feasibility study is just to show that we are going to be able to set up a project and make it work then yes we have done this but there does not seem very much flesh on the bones at this stage. I want to have some tangible numbers on paper that show it is all financially viable. From talking to others however and looking at the next stage of the process it appears that most of this information falls out of the development phase of the project. We can get development funding for this in the form of a grant and as Energy oasis did not use all of the money we gave them for the feasibility stage application we need an agreement that they can use this money instead to prepare a development grant application instead.

In preparation for this we have been working on the things we need for this development fund application things we have got on with in prep are:-

Creation of a centrally available document storage system and creation of email contacts.

Stating our company name, mission statement and aims
Starting creation of a new website and logo's for Tockwith Community Energy
Planning a workstream for our University students in September for community engagement
Started planning and writing an official business plan for the first phase of the project.
Estimating Financial costs of running the business, insurance responsibilities and capital costs.
Searching for sources of capital funding for the scheme.
Starting nailing down the details for the model constitution of the business and agreeing rules for Community Benefit Society.
Contacting NYCC for any conservation area issues with relation to project etc..
We are starting as a group to make progress and getting down to some real detail. We are hoping once the students start in September we can really get the message (now we know what it is and what our scheme will be) out to the community and see if there is an increased appetite out there for it once we connect with them.

We are hoping that you will support transferring the existing funds already given to apply for development funding for the project which will provide us with more details costs for the scheme.
The idea is that we pause again once the development phase is completed and see where we are with respect to moving the scheme forward once we have all the facts and figures. We also need to look at a Succession plan for the company as it is run by the community and that is reliant on volunteers and those volunteers may change. A CBS is a good way of doing this as long as we have members then we have in theory a way of voting in a board each year but we need to clarify this through the company set-up process.

The church have also pulled out as a potential site for community energy as they wish to do this for themselves instead as part of the community. Its disappointing for us but may be not such a bad thing however as there would I fear be quite a lot of planning costs involved in getting panels on the grade listed property roof.

Appendix 4 To receive an update on the EV Chargers

the installation at the Vill Hall is slightly delayed to 31-7 and 1-8.

Oval are doing a site survey at the Sportsfield on 31-7, to enable them to produce a final quote. Once we know the exact price I can start to find the final £6k or thereabouts. Unfortunately the Sportsfield meeting is also tonight.

I have asked EST/ORCS if we could have an extension beyond the end of Sep to allow extra time to find/raise the 40% shortfall.