



Minutes of a meeting of Sutton on the Forest Parish Council held on Wednesday 14 May 2025 following the AGM.

Present: Councillor Barry
Councillor Knighton (chair)
Councillor McMeekin
Councillor Prowde
Councillor Rankin
Councillor Shearman

In Attendance: Sue Bracewell (clerk)
NY Councillor Taylor (NYC)

One member of the public.

Apologies

No apologies were received.

Declarations of interest

There were no declarations of interest.

25.25 Report from North Yorkshire Council

25.1 NY Cllr Taylor reported that the Locality fund is now available but a reduced amount of £5k. He had raised an issue with the planning application for Wylde Green, Cllr Rankin advised we had already dealt with this application.

25.2 He also advised of some fly tipping on Pottery Lane, two mattresses. He asked if we could publicise that these fly tipping issues should be reported to North Yorkshire online. **Action: Cllr Rankin for Sutton Times**

25.3 Boundary review moves Sutton into new group called Hillside which stretches north and separates us from Huby. 9 June is the deadline for comment. **Action: Cllr Rankin to write letter.**

25.4 Cllr Taylor reported that the Council finances very acute now, it was a challenging time.

25.26 Minutes of the meeting held on 12 March 2025

26.1 The minutes of the meeting held on 12 March 2025 had been circulated. These were agreed as a correct record, proposed Cllr McMeekin and seconded Cllr Rankin.

25.27 Matters arising

27.1 Planning for Wind farm - Cllr Knighton reported that he had researched this but there was very little information available and nothing to suggest an actual location. No further action required for now, but we should keep an eye out for any updates.

27.2 Update on speeding vehicles – Cllrs Shearman and Prowde proposed the purchase of a third speed unit. It was suggested one with a solar panel would be a big improvement and would save time and alleviate health and safety issues when moving the units around. It was also suggested we converted our two existing units to solar. The cost of a new solar powered unit would cost £5200 and the cost of converting our existing two units would be about £2000. Cllr Prowde proposed expenditure of £8000 would cover this and this was seconded by Cllr Knighton. Cllr Prowde to get a firm quotation from Swarco and share this with the clerk and Councillors. **Action: Cllr Prowde**

27.3 Playing field storage – nothing to report.

27.4 Digital storage – Cllr Knighton advised that the cost was £40 per 1000 sheets. It was proposed by Cllr McMeekin, seconded Cllr Rankin that we go ahead and get 1000 sheets digitised and assess how useful it would be. If deemed worthwhile, other village records may be digitised thereby protecting them from damage/loss and making them easier to access and search. **Action Cllr Knighton**

27.5 Update overgrown footpaths – we had agreed to try to encourage residents to look after the paths and hedges outside their own property. This would be included in the next Sutton Times and also posted on our Facebook page. **Action: Cllr Knighton/Cllr Rankin**

27.6 Locality fund (reduced to £5k this year) We had no suggestions at this time.

27.7 The issue of the state of the Orchard at the playing field was in need of some attention. It was agreed we needed a plan of work for tidying up the Orchard. We should get views from the Playing Field Committee. Might gardening club be able to help? **Action: Cllr Barry**

27.8 Automatic planning notifications – Cllr Knighton reported that this had been dealt with.

27.9 Village Website – Jill King who currently manages the village website has let us know that she is retiring and will not be able to do this in the future, but she will be happy to continue to post information on the site for us. Her suggestion is that we let the web Host manage the site for us and this would be at a cost of £500 for two years. We also pay for our domain name. Cllr Shearman proposed we accept passing the management to the Web Host, seconded Cllr Knighton. **Action: Cllr Knighton to confirm outcome**

27.10 Parish Meeting: Wednesday 2 July was confirmed. It was suggested we invite our local PCSO to meeting. Topics for discussion: Speeding, (Cllr Prowde), Quickline, Orchard, Derek Jacobs to talk about village history (Ben), Membership of Council **Action: ???**

25.28 Public Participation

28.1 There was no public participation.

25.29 Finance

29.1 The following payments were approved, proposed Cllr Knighton seconded Cllr Shearman

10.4.25			HSBC	Bank charges	8.00
3.5.25	BACS		YLCA	Subscription	345.00

3.5.25	BACS		Farm & Land services	Tree work	1,098.00
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25.30 To approve the audit documents

The following documents were all agreed, proposed Cllr Knighton and seconded Cllr Shearman:

30.1 Governance statement

30.2 Asset register

30.3 Exemption certificate

30.4 Publication on website of audit documents

30.5 Audited year end accounts

25.31 To Approve payment to our local auditor

31.1 A gift card of £100 was agreed Proposed: Cllr Knighton, seconded Cllr Shearman

25.32 Defibrillator issues

32.1 Cllr McMeekin raised this issue, but it is now resolved. There had been a problem getting through on a 999 call which had wasted valuable time. It also raised the issue that people were not aware of the process for the use of the defibrillator. It was agreed that a notice should go in the next Sutton Times. We also needed a notice in the phone box advising people that when they returned the defibrillator they should contact either Caroline Mytum or John Barrass so they could check the equipment and make it ready for use again. **Action: Clerk**

25.33 Planning

33.1 The planning update as circulated was noted.

25.34 Reports from village organisations

34.1 Village Hall: there was nothing to report

34.2 Playing Field: some minor vandalism had been dealt with.

34.3 Social Media: there was nothing to report

25.35 Date of next meeting

Next meeting **Wednesday 9 July 2025 7.30pm**

There being no further business the meeting closed at 9.35pm

These minutes are considered draft until ratified at the next Parish Council meeting.

Signed:

Date: