

Sutton upon Derwent Parish Council

Chair: Stuart Mowbray Deputy Chair: Alex Patient

Summary Notes / Minutes of the October 2025 meeting of Sutton upon Derwent Parish Council

Present:

Parish Councillors Cllr Stuart Mowbray (Chair), Cllr Alex Patient, Cllr Deborah Marini, Cllr James Davison

Ward Councillors Cllr Andrew Cousins, Cllr Dale Needham

Clerk Andrew Crabbe

Date of Meeting Wednesday, 22nd October 2025 in the Village Hall, Sutton upon Derwent.

Time of Meeting 1930

Part 1 Procedural Matters

1 Present and Apologies (Chair to confirm quorum)

Resolved Chair opened meeting, confirmed meeting was quorate and welcomed all in attendance.

Resolved Chair noted no apologies

2 Declarations of Interest – any new or concerning matters on this month’s agenda (*Chair*)

Resolved No declarations were made relevant to the meeting

3 Approval of the previous months minutes (*Chair*)

Chair asked Cllrs if they had read and agreed with the minutes / summary notes for the previous meeting and if so, could these be approved as agreed.

Resolved Minutes were approved as correct and true and would be now posted in public domain.

4 Report from Ward Cllrs (If in attendance)

Resolved Chair acknowledged the attendance of Ward Cllr Andrew Cousins and Dale Needham, who advised on the following:

- Meeting had taken place with Bill Manby of ERYC with regard to the flooding, however not had any further updates to report - understood that the discussions for the drainage easement project with landowners had gone well – Alice Homes is now the lead on design for the project and Cllr Cousins was pushing for the final technical specification - waiting for final approval from Crown Estate. Cllr Mowbray asked if the Parish Council could be sent a copy of the specifications once approved.
- A recent national audit had found ERYC adult social care was ‘inadequate and woeful’... all categories of assessment had scored very low and ERYC ranked lowest of all local authorities audited – it was worth pointing out that there was no risk identified to those receiving care, but provision was very slow – factors contributing to this included lack of effective management and proper guidance and individual caseloads were far too high [for one carer]. To address this matter, there was a new Head of Service and action plan already in place with a commitment to no longer ‘look at care services through rose tinted glasses’
- Ward Cllrs were involved in supporting charities investigating adult mental health in rural communities and how they might support villages. Sutton may be contacted in this regard in the near future.

5 To hear any matters raised by attending Parishioners (10 minutes maximum)

Chair noted members of public in attendance who were there to speak on flooding issues in the village—summary points of this are detailed in item below

6. Financial Report and Accounts (Clerk)

The accounts report can be found as Appendix 1.

7. Planning applications (All)

Cllrs noted one application received:

Application: Use of a static caravan/lodge for occupation by a site manager/supervisor/warden

Location: Hundred Oaks Caravan Park High Lane - **Applicant:** Lilykates Ltd

Ongoing It was agreed Cllrs would review the application and advised the Clerk of any objections in time for the submission date.

Post Meeting It is duly noted that this application was subsequently withdrawn by the applicant

2.1 Ongoing Matters

8.1 Drainage and Flooding - *Cllrs to be updated on any developments with regard to concerns for flooding the village and progress on any remedial measures being taken*

Cllrs and residents in attendance continued to discuss the issues of flooding and the summary points raised at the meeting are as follows:

- Cllrs considered the question of possible Parish Council ‘contribution’ to the planned drainage easement work by ERYC, however at this point nothing had been mentioned so it looks like the work would be going ahead without this.
- Still unanswered questions over who was responsible for drains and gullies in the village – many drains had riparian responsibilities meaning it was residents who were responsible for repairs and maintenance – this would not be popular, but ‘this is the legal situation’ – referring to new housing development it was understood some pipes had not been adopted by anyone – question of who is responsible for the pipe which runs along the school and over the crown land... put in when the Jervis Court development was built – Cllrs noted that no one had seen any plans for this.
- Meeting discussed foul sewage pipes and a understanding that these should not be going into the river - a resident in attendance stated that this he understood this was not the case, provided rain water goes into sewage which goes into river.
- Ward Cllr Cousins advised that if there is an issue from Sandhill Lane he would ask for an update from Steve Roberts from ERYC and advise at the November meeting.

Ongoing Matters would be deferred to November however Cllrs expressed concern that “we seem to be going around in circles” and it “was uncertain what we were trying to achieve”

8.2 Precept for 2026-27 / Budget Review - *Cllrs to continue to discuss the precept demand for the next financial year, including a review of the current spend against the budget and any recommendations for Cllrs to consider*

Clerk noted that unfortunately ERYC had advised the precept calculator was not available yet and so he was unable to provide examples to Cllrs on the impact of any increases on the precept to residents.

Clerk continued that the precept was the main way most Parish Council funded projects and he would be tabling successful projects carried out elsewhere to see if Cllrs were interested in any of these to enhance and improve the village

Ongoing Cllrs to continue to consider the precept demand noting that a final decision needed to be made in January 2026

8.3 Road Safety issues at the school - *Cllrs to consider any update on concerns for road safety at the school*

Ongoing No further update and deferred to November meeting

8.4 Speeding / Speed Indicator Devices (SIDs) - *Cllrs to be updated on proposed introduction of SIDs in the village including a possible application to the National Lottery to fund the project*

Ongoing Clerk confirmed that he had completed the application for the National Lottery and this could take 4 to 18 weeks to be considered - Cllrs agreed to wait until were made aware of the outcome before proceeding any further with the project .

8.5 Walking Group for the Village - *Cllrs to be updated on progress of setting up of a walking group with support from ERYC - deferred from last meeting to allow the project to be discussed by the Village Hall Committee*

Ongoing Cllr Manini still to speak to the Village Hall Committee and provide feedback at the November meeting - it may be necessary to carry out a leaflet drop

8.6 Town/Parish Council Owned Bus Shelter Replacement Programme - *Cllrs to be advised of any update*

Cllrs noted communication from ERYC that gave permission to proceed with this project. To progress matters, the Clerk was asked to source quotes on a shelter and the Chair would forward an earlier one received. Any installation would need traffic management including two way traffic lights for the roadworks and temporary moving of the bus stop.

Chair also noted that Wilberforce Parish Council had also recently installed a new shelter and that it might be worthwhile speaking to them

Ongoing Actions as detailed above

8.7 Allotments in the Village - *Cllrs to discuss feasibility of establishing community allotments in the village*

Ongoing Cllrs noted that a response had been received from the Crown Estate Manager that the request would be discussed with farmers... at this point it was not a straight 'no'

Ongoing / Post Meeting A meeting with the Crown Estate manager had been arranged on the 17th November and feedback from this meeting would be discussed by Cllrs at the November Meeting.

8.8 Remembrance Event in the village - *Cllrs to discuss arrangements for Parish Council involvement in Remembrance Event*

Resolved Clerk advised that he had planned to purchase the poppy wreath from the British Legion, but had since spoken to the previous Clerk who had advised the PC had always purchased the wreath from a florist in York - the wreath had been ordered and Cllr Marini confirmed she would pick this up in time for Remembrance Service

Resolved Cllr Marini also advised she had spoken to the church and arranged for her to attend the Remembrance Service on behalf of the Parish Council.

2.2 New Matters

There are no new matters to be discussed at the October Meeting

Close of Meeting There being no other business, the Chair closed the meeting at 2035

Date of next meeting - Monday, 24 November 2025

Signed as a true and accurate record

..... *Alex Patient* *November 2025*

Cllr Alex Patient (Deputy Chairman) Date of signing and approval

Sutton upon Derwent Parish Council					
		a) Accounts for the month(s) of	26 Jul.25 - 26 Aug 25		
		b) Cheques to be approved at the meeting of	October 2025		
From:	Parish Clerk				
To:	Parish Councillors				
Box 1			Box 2		
Community Account (804) Balance as of end of last reporting period (25 July.25) - as reconciled with Bank Statement 27th Augst.25 = £24,535.07			Outstanding Cheques (Cheques issued at previous meetings but not cashed at time of current Bank Statement)		Amount
Bank Transactions in July and August.25 (up to 26 Aug.25)			Flags and Bunting for VE Celebrations, Remimburse Deborah Marini		£55.28
Debits			Payment for food for VE Celebrations , Reimbirse Rachel Earnshw		£2.50
Date Cashed	Cheque No.	Payee & Reason	Amount	Payment for food for VE Celebrations , Reimbirse Rachel Earnshw	
31-Jul	790	Marketing and Promotion for VE Celebrations, reimburse John Newlove	£27.50		
31-Jul	792	Coffee for VE Celebrations, Rreimburse Michael Floyd	£48.22		
07-Aug	796	Sutton on Derwent Village Hall - Hire of Hall for Parish Council Meetings.Half Year Janu	£41.00		
07-Aug	797	Sutton on Derwent Village Hall - Hire of Hall for First Responder Meetings.Half Year Jan	£40.00		
07-Aug	799	Playscheme - Installation of Playpark Inv-6828	£10,377.00		
12-Aug	798	Information Commission Office - Data Retention Licence	£52.00		
26-Aug	795	The Crown Estate - Rental for Childrens Playground - Inv 61905057	£3.75		
Credits			Box 4		
Date Receipt	Ref No	Reason	Amount	Summary of Community Account until end of September.25 (Actuals & Forecasts)	
				No.1 Account: Community Account 804)	
				(Actual) Bank Balance at end of last reporting period - 26 July.25 (reconciled with Statement - 27th August.25) - £24,535.07	
				(Actual) Total Spend in period of 26 July.25 - 26 Aug.25 (cashd) =	£10,589.47
				(Actual) Uncashed Cheques as of current meeting	£64.28
				(Actual) New Cheques - Issued at the october. 25 Meeting	£3,046.53
				Forecast Spending for end of September. 25 (which is box b, c and d added) - £13,700.28	
				(Actual) Credit Payments in period 26 July.25 - 26 August.25	£0.00
Bank Reconciliation - Statement Dated 27th August 25			Balance as of end of previous month (26 Juiy.25) =	£24,535.07	
			Total spend in period 26 July - 26 August.25 (presented) =	£10,589.47	
			Total Receipts in period 26 July - 26 August.25 =	£0.00	
Total balance in bank as of 26 August.25 (reconciles with attached Bank Statements) =			£13,945.60		
Box 3			Box 5		
Cheques for October.25 Meeting			No.2 Account: Business Premium (308)		
Paul Cundall - payment for repair of fence at village hall - paid by A Crabbe - declined by Barclays previously - see email 29thSept.25			£450.00	Details of Transactions	
Payment of insurance premium for the village hall - remimburse the village hall Committee			£1,410.78	Balance as of 27th March 2025 =	
Trevor Lee - Grass Cutting - Beacon Green: 04/06 - 12/09 @ £42.00 per cut¶			£686.40	Interest payment =	
Trevor Lee - Grass Cutting - To cutting playing fiel: 04/06 - 12/09 @ £59.00 per cut			£495.60	Balance as of 25th July 2025	
The Crown Estate - Rental for Childrens Playground - In 61914717			£3.75	£3,723.39	
Total cheques to be approved and issued in October 25 =			£3,046.53		
			Balance as of 26th August 25 (reconciles with statement 'Your Business Accounts - at a Galance') dated 26th August.25 =		
			£3,723.39		

