

Sutton upon Derwent Parish Council

Chair: Stuart Mowbray Deputy Chair: Alex Patient

Minutes of the meeting of Sutton upon Derwent Parish Council held on Monday 23rd June 2025 at 7.30pm in the Village Hall, Sutton upon Derwent.

Present:

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

Ward Councillors No Ward Cllrs in attendance
Clerk Andrew Crabbe

Date of Meeting Monday, 12th May 2025

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.

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 May meeting and if so, could these be approved as agreed.

Resolved Minutes were approved as correct and true.

4 Report from Ward Cllrs (If in attendance)

Resolved Cllrs noted that no Ward Cllrs were present - Chair asked if the Ward Cllrs were being sent a copy of the meeting notice - Clerk advised he had not done this, but would do so going forwards

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

Chair noted members of public in attendance who they were in attendance to speak on flooding issues in the village-this is covered under item on agenda below the key points are as follows:

6. Financial Report and Accounts (Clerk)

Clerk noted he had still not received any bank statements so was not able to produce a monthly report - however, Barclays had now actioned the mandate changes, so he expected proper financial reporting would commence in July.

A payment schedule was submitted to Cllrs for approval as below

ERNLLCA Membership Fee 2025/2026	£367.37
The Crown Estate - Childrens Playground OS9268 Rent 05-Apr-2025 to 04-Jul-2025	£3.75
Trevor Lee - cutting Beacon Green on 11/04, 17/04, 25/04, 02/05, 09/05 and 16/05 @ £42.00 per cut	£302.40
Trevor Lee - cutting To cutting playing field on 11/04, 25/04 and 09/05 @ £59.00 per cut	£212.40
Paul Cundall - payment for repair of fence at village hall - paid by AC to be reimbursed at Jun. meeting	£450.00
Playscheme - Installation of Playpark Inv-6828	£62,262.00
Costs for VE-Day Celebration Event	
Food for main buffet for VE Celebrations (paid in May.25)	£360.00
Flags and Bunting for VE Celebrations, Remiburse Deborah Marini (Reciepts Received)	£55.28
Marketing and Promotion for VE Celebrations, remiburse John Newlove (Reciepts Received)	£27.50
Payment for food for VE Celebrations , Reimbrse Rachel Earnshw (Reciepts Received)	£2.50
Payment for food for VE Celebrations , Reimbrse Rachel Earnshw (Reciepts Received)	£6.50
Coffee for VE Celebrations, Rreimburse Michael Floyd (Reciepts NOT Received)	£48.22

It was noted that the grant for the new playground equipment would be paid directly by the grant provider to Playscheme, however the VAT element would need to be paid by the Parish Council as the grant did not cover the VAT.

7. Planning applications (All)

Resolved Cllrs noted the following planning application and agreed an observation as follows:

Reference No. 25/01413/PLF

Location 1 St Vincents Close Sutton Upon Derwent YO41 4BW

Applicant: Mr S Cox

Grid Ref: 470771447072

Erection of a two-storey extension to side and rear, with single storey extension to front following demolition of existing garage/utility, with new detached garage with low wall and wrought iron railings between pillars and sliding gateway

Cllrs observations

1. There are some concerns that the proposed garage may block light to the adjacent school (windows) - the height of the proposed garage is substantially higher than the school boundary fence, and Cllrs would welcome further assessment by the Planning Officer, of this possible impact

2. Noting the garage will be sited close to the main road (B1228) Cllrs feel this will restrict visibility for both vehicles exiting / reversing from the property onto the road, but also pedestrians and vehicles approaching the property. Cllrs would note that this particular stretch of the road is notorious for accidents and close calls when it comes to pedestrian safety, so again, Cllrs would welcome the Planning Officer assessment of this potential risk

Part 2 of the Meeting - Matters arising: to consider on-going and new matters, and decide further action if necessary:

2.1 Ongoing Matters

75/25 Drainage and Flooding – *Cllrs to be updated on any developments with regard to concerns for flooding the village and any remedial measures being taken*

Cllrs noted the attendance of several residents at the meeting who raised continued concerns with regard to flooding issues in the village. Key points of the discussion are

- Cllrs advised that efforts continued to engage with stakeholders namely Yorkshire Water, the Drainage Board and ERYC to identify the causes of the flooding and measures to prevent further incidents
- It was noted that communications continued with a farmer with regard to ‘run-off’ from his field and efforts to encourage said farmer to carry out work which would lessen the run-off. Discussions were cordial and it was hoped that work in this area would add to measures to alleviate the risk of flooding in the future
- Discussions with Yorkshire Water were important in order to clarify responsibility of assets and therein, maintenance
- Discussions were also ongoing with ERYC to look at various measures including in introduction of an overflow system to the existing drainage infrastructure. This system will:

1. **Increase Discharge Capacity:** The overflow will provide an additional pathway for excess water, significantly increasing the overall discharge rate.
2. **Reduce System Pressure:** By diverting excess water, the overflow will alleviate pressure on the current system, reducing the risk of overflow and flooding.
3. **Enhance Flood Resilience:** This solution will improve the area's resilience to heavy rainfall events, protecting properties and infrastructure.

- Cllrs advised that it had to be expected that the Parish Council was at the full extent of its remit in the matter and it had no powers, only the ability to lobby stakeholders to do the right thing – the Parish Council had already spent considerable time and money in the matter, but would continue to do what it could within its remit to support local residents.

76/25 Road Safety issues at the school – *Cllrs to be updated on concerns for road safety at the school*

Ongoing Matter deferred to July meeting due to no update

77/25 Speeding – Speed Indicator Devices (SIDs) – *Cllrs to be updated on proposed introduction of SIDs in the village*

Ongoing Matter deferred to July meeting due to no update

78/25 Children's Playing Field – *Cllrs to have opportunity to discuss feedback from the installation of the new playground equipment*

Cllrs noted that the new playground equipment was installed and being used and feedback from residents was very positive. An action point was that a sign was needed to be installed acknowledging the receipt of the grant

Ongoing Clerk to action the new sign

79/25 Year-end Financial Reports and Audit Submissions – *Clerk to update Cllrs on internal audit and AGAR process*

Clerk confirmed he was scheduled to meet with the internal auditor, although it was noted that the Parish Council was behind schedule in this matter due to the changeover of Clerk. Clerk advised that he had approached Littlejohn for a short extension due to circumstances to complete the audit.

It was noted that the Parish Council would be applying for exemption due to both spend and receipts being well below the threshold requiring a full audit. It was further noted that in 2026-27 it was likely that a full audit would be required as the Parish Council had received the grant for the playground

Ongoing Clerk to action as above

80/25 Fire Work Display – *Cllrs to discuss arrangements for a possible firework display in November*

Clerk noted that he had spoken to the farmer of the field where the display had been held in previous years, however said farmer had advised he believed the Crown as Landlords were against the proposal as it set a precedent for similar activities on Crown land which could not always be supported. It was noted that Cllr Patient had previously spoken to the Estate Manager who appeared in support of the event. Cllrs agreed that the Clerk should contact the Estate Manager again and clarify the situation as the event was an important part of the community social calendar and well attended in previous years – it was hoped that the Crown would be able to support this important community event.

2.2 New Matters

81/25 New Bank Mandate – *Cllrs to be updated on the transfer of banking authority to the new clerk*

Resolved Clerk noted that he had received confirmation from Barclays that the new mandate was now in place and he would shortly start to receive bank statements – Clerk noted that he was aware that several bank statements were missing from the accounts folder handed over from the previous clerk and he would need to contact her to find out where these were as they covered the period of year-end and new financial year, therefore were important in the audit process

82/25 Playing Field Association - *Cllrs / Clerk to discuss the annual return for the Playing Field Association, as received from the Chairty Commission*

Clerk noted that he had received notification from the Chairty Commission requesting the annual return for the Playing Field Association - Cllrs advised that they had not had any administrative involvement in the Association, however any activities were extremely limited and therefore it would be a case of just sending the last accounts report.

Ongoing Clerk to find the report and send to the Commission

83/25 Walking Group for the Village - *Cllrs to discuss the possible establishment of a walking group with support from ERYC*

Cllr Patient advised that during a recent catch up with ERYC, the idea for a Walking Group as part of the ERYC Lets get Moving programme was discussed. This was mainly aimed at over 50 year olds with measured walks on established routes. Cllrs agreed that this was something the Parish Council should support and efforts would be made to gauge interest in the village

Ongoing Communications would be put out on noticeboards and social media to ask residents if they were interested in setting up such a group

There being no other business, the Chair closed the meeting at 2055

Signed as a true and accurate record

..... *Stuart Mowbray*

Cllr Stuart Mowbray (Chairman)

..... *July 2025*

Date of signing and approval