Sutton upon Derwent Parish Council

Chair: Stuart Mowbray Deputy Chair: Alex Patient

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

Present:

Parish Councillors	Cllr Alex Patient (Chair), , Cllr Deborah Marini, Cllr James Davison
Ward Councillors	No Ward Cllrs in attendance
Clerk	Andrew Crabbe
Date of Meeting	Wednesday, 24th November 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 an apology from Cllr Stuart Mowbray

Resolved Cllr Marini advised that she would need to leave the meeting at 2030 – Chair noted the Parish Council remained quorate for any decisions needed

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 Noted no Ward Cllrs were in attendance – Clerk confirmed that notice of the meeting had been sent to them. :

5.1 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

5.2 Correspondence

Resolved See *Appendix 1*

6. Financial Report and Accounts (Clerk)

The accounts report can be found as *Appendix 2.*

7. Planning applications (All)

Cllrs noted one application received:

25/03136/PLF Change of use of land from agricultural to domestic garden and erection of garden store (retrospective application)

Location: Sutton Farm Beals Lane Sutton Upon Derwent YO41 4BU

Applicant: Mr Hobson

Parish Council Observation Noting no objections from residents or other consultees, Cllrs agreed to support the application

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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:

- Resident asked..... "what exactly was the farmer of field in question doing to help"... 'there had been lots of work by the Parish Council, Ward Cllrs and residents themselves were having to put money into flood defences... however what has the farmer spent if anything'.... Resident continued that the farmer never attends Parish meetings so don't know his view, and is ignoring correspondence from resident's solicitors

- Resident felt that the water running off the field over the past two years was directly responsible for some of the flooding in the village.... felt that the farmer had resolved the problem of flooding to Wyne Lane, but at the cost of flooding the main street.... could he dig deep / deeper cultivation – revert back to how it was farmed previously

- Cllr Davison advised that he felt on face of it, the farmer was 'only doing what is expected of a farmer'

- Resident advised he felt no progress had been made and that there would be flooding around Christmas..... family and neighbours have sleepless nights dreading thought of rain - felt left to resident to sort out at own expense – nothing had been done by ERYC or Yorkshire Water – [referring to the Easement Project] where are we with this is it even booked in with ERYC to start

- Referring to the ERYC Easement Project, Chair advised as far as he was aware still no progress... matter was with the Crown and waiting to be considered by their solicitors.... Cllr Mowbray is actively chasing the matter and all those involved... there was a level of frustration and Cllrs realised there was a need to put 'spades in the ground' – weather forecast was not good and heavy rainfall expected.

- Resident asked if the delays were being caused by permissions, could these be dealt with retrospectively to allow some progress to be made.

Resolved Chari agreed that the Parish Council would ask the question of ERYC and the Crown Estate as to the possibility of 'retrospective permission' could be given by ERYC

- Chair asked 'what residents wanted the Parish Council to do' - resident asked if there was anyone above Estate Manager that could be approached... Cllrs advised that 'this was ill advised' as it almost certainly would affect relations with him and there was nothing to suggest he was the cause of any delays... it was simply due process took time. Cllrs felt that any escalation should only take place after all reasonable efforts had been exhausted

- All agreed the situation was very difficult.... Chair stated the Hobson family had been part of this village since 1920s and he was certain that they wanted to resolve the issue – what could we (the Parish Council) say to them – resident responded "ask for HELP" – 'is there anything else they can do to alleviate the situation, although resident accepted that the Parish Council had already done this' .

- Cllr Davison advised that he felt that "we are all going around and round in circles and not getting anywhere..... The Parish Council could not do anymore....fact was, that we are beholden to ERYC and others".... Resident responded that everyone accepted the Parish Council was doing what it could, and he saw their role as linking to key stakeholders and putting pressure on them. It was suggested that the residents affected should write to ERYC Chief Executive directly

- Resident advised that dealing with ERYC / Yorkshire Water, they had been clear, they will come out if there is a heavy down pour / flooding, but they do not have the resources to do anything else and there would be no further maintenance. He had received an email from ERYC following work to clear out a drain with four foot of silage stating that although they had done this, it was the responsibility of Yorkshire Water and they would not do it again. Consistent in this whole matter was Yorkshire Water and ERYC blaming each other Carl Watt

8.2 Precept for 2026-27 / Budget Review - *Cllrs to continue to discuss the precept demand for the next financial year, (including examples of single one off increases to finance projects) and impact on households – subject to the receipt of the precept calculator from ERYC – Cllrs should note the precept demand needs to be advised to ERYC in January and the Parish Council is not meeting in December.*

Clerk noted that he could not provide examples and impacts on households of any increase relevant to the Parish as ERYC had not provided the precept calculator at the moment, however, he had provided examples of increases at another council he worked for, and these demonstrated that in general rule, council tax bills would only increase by a matter of pounds per annum per household even for large increases – aside from any grants received, the precept was the only source of income for the Parish, this was how any projects would need to be funded.

Cllrs referred to projects which are listed as ***Appendix 3***, noting most of these improve / enhanced communities in some way or another – Cllrs agreed to review at forthcoming meetings with a recommendation that the Parish Councils starts with some small scale projects and prioritises from there over the forthcoming months and years.
Ongoing Clerk to update the projects with up to date costings
Ongoing Cllr Davison to discuss planters in the village with local contacts.

8.3 Road Safety issues at the school – *Cllrs to consider any update on concerns for road safety at the school including the latest report from the Speed watch Group and update from Operation Safe Pass (Cllr Marini)*
Cllrs noted a report from the Speed watch group report and also details of a incident where a car driver stopped and made numerous negative comments to the group. Cllrs agreed this was wholly unacceptable and agreed to issues a statement of support on social media / notice boards, supporting the Speed Watch Group
Resolved Clerk to draft and forward to Cllrs for approval

Cllr Marini advised Cllrs on 'Operation Safe Pass' which was a police led operation in the village following concerns for the safety of horse riders from cars – several drivers were pulled over and spoken to by Officers for driving too fast / too close to the horse riders – police had noted 'it was quite interesting to see response… drivers were unaware of the possible consequences of their driving' – Cllr Marini advised that plans were in place for a similar event for cyclists in the spring

Noting that several children in the village had raised concerns for the speed of cars through the village, Cllrs noted recent activity on road safety issues in Parishes by Deputy PCC Leo Hammond and unanimously agreed to invited Mr Hammond to the January meeting / future meeting.
Resolved Noting that Mr Hammond had attended a number of Parish Councils to discuss speed issues in their villages, it was agreed that the Clerk should write to Mr Hammond and invite him to the January meeting to talk about CCTV and schemes to improve driving habits.

Cllrs discussed concerns from local Livery Businesses with regard to current speed levels between the bridge and village (Newton Junction) and had approached Cllrs to ask if it would be possible to reduce the speed limit as the road was used regularly by horse riders.
Ongoing Clerk to speak to Highways on process for applying for new speed limits.

Cllrs discussed safety signage around the school and expressed disappointment that although some work appeared to be done, this had not addressed their concerns and nothing requested by the Parish Council had been actioned.
Ongoing Clerk was asked to contact highways and revisit what had been requested and specifically ask if ERYC intended to carry out any further work and if not ask them to explain why not / why the concerns of the Parish Council had not been actioned.

8.4 Speeding / Speed Indicator Devices (SIDs) – *Cllrs to be updated on proposed introduction of SIDs in the village including any update on the application to the National Lottery to fund the project*
Ongoing Clerk confirmed he was awaiting the outcome of the National Lottery application

8.5 Walking Group for the Village – ***Cllrs to be updated on progress of setting up of a walking group – deferred from previous meetings to allow the project to be discussed by the Village Hall Committee***

Resolved Cllrs noted that there was no interest in setting up this group, especially now as we entered winter – it was unanimously agreed no further action and that the item would be removed from the agenda

8.6 Town/Parish Council Owned Bus Shelter Replacement Programme - ***Cllrs to be advised of any update on progress in this matter***

Cllrs noted the quotes received by the Clerk and it was confirmed that the Parish Council had complied with its obligations under the Financial Regulations by obtaining three quotes.

Ongoing Following discussion it was agreed that the Clerk should send out his recommendations to Cllrs with regard to a proposed contractor and Cllrs to agree instructions to the Clerk / appointment via email

8.7 Allotments in the Village – ***Cllrs to be provided with feedback from a meeting with a representative of the Crown Estate to discuss the possibility of an community allotment on Crown land.***

Clerk noted that a positive meeting had been held with the Crown Estate Manager who expressed support in principle to the idea of a community allotment, although on the understanding this was conditional to points of clarification before progressing - at this point the manager asked if the Parish Council would provide an indication on any possible allotment location

Ongoing Cllrs to provide clerk with Goggle Maps location of proposed sites.

Ongoing Clerk to provide template documents (lease agreement, tenancy agreement which could be used in the project continued.

2.2 New Matters

8.8 Remembrance Event in the village - ***Cllrs to be provided with feedback from the Remembrance Event***

Resolved Cllrs noted that Cllr Marini had attended the Remembrance Event and presented a poppy wreath on behalf of the Parish Council

8.9 Christmas in the Village – ***in light of the Council not meeting until January, Cllrs to discuss any matters relating to Christmas in the village***

Resolved Cllrs unanimously agreed that Cllr Marini to purchase a 10 foot 'popup' Christmas Tree to be placed on Beacon Green – cost would be £44 to be reimbursed at the January meeting

8.10 Fireworks Display for 2026 – ***Cllrs to commence initial discussions on ensuring the event happens next year***

Cllr Marini advised that she was aware of some residents had expressed disappointment that the fireworks had not taken place this year and had asked if the Council could resolve any issues and hold a display in 2026. Cllr Marini continued that perhaps a silent fireworks, and smaller display was the way forward, acknowledging that 'we were a rural community and setting off fireworks should not disturb / distress livestock'

Resolved Cllrs agreed to ensure this item was discussed from Spring onwards to ensure any event was organised in good time – Clerk to diarise item to be place on agenda circa March / April 2026

MEETING CLOSED AT 2110

..... *Alex Patient* ..... *January 2026* .....

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

Correspondence for the November meeting

No.1 Safe Communities Data – Pocklington
Sent Thu 20/11/2025 15:26
Cllrs were sent the latest Anti-social Behaviour reports by the ERYC ASB Unit.....
Resolved Noting there were no issues relating to Sutton upon Derwent, Cllrs agreed no further action was required

No.2 The Crown Estate - Lease 00013517 - Children's Playground - Sutton upon Derwent Parish Council
Sent Tue 18/11/2025 15:51
The CE are wanting the parish council to pay the lease payment for the children's playground as an annual figure
Resolved Cllrs unanimously agreed to the proposal and that the Clerk should proceed

No.3 Annual Return now due for SUTTON ON DERWENT PLAYINGFIELD ASSOCIATION's financial period ended 31 December 2024.
Sent Tue 04/11/2025 11:52
Following correspondence that the Annual Return for the Playing field Association is due, the Clerks details need changing, Clerk spoken to the Charity Commission who had advised Cllrs needed to authoise him as new contact
Ongoing To be actioned outside of meeting
Ongoing It was noted that Cllr Patient as a Trustee Signatory needed to contact Halifax to change the contact details of the Clerk and have the statements sent to him

Sutton upon Derwent – Summary of Accounts for the November.25 meeting

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Please note that as requested by the Clerk, Barclays are now issuing statements on a full calendar month schedule, which will make reporting far more easier – for the November meeting there are two statements to cover the overlap period, both of which are provided to Cllrs to cross reference the accounts report.

Community Account – ending 804 - Headlines

At the end of the last account period, (27 Sept), the bank balance stood at £13,936

- Following the spend in the period 27 Sept.25 – 31st Oct.25 the bank balance stood at £20,466 – this was due to the payment of the second and final instalment of the precept.

- Uncashed cheques at the point of the last statement total £1,191 – as can be seen on the accounts this largely due to two grass-cutting cheques and I have emailed Trevor Lee to check he has received the money – the cheques were presented last day of October and therefore will appear on the November statement

- New cheques to be issued in November totals £914 – the £450 payment to the Clerk as reimbursement is still outstanding with Barclays declining a third cheque, still with no explanation. Cllrs agreed that a cheque for the repair of the fence should be made out to Cllr Davison who once the cheque was cleared would send the Clerk the equivalent. The cheques for approval also include late invoices from Trevor Lee for the last grass cutting of the season

- Forecast balance for end of November.25 (including all uncashed and new cheques) is £18,360

Business Account (Reserve) - ending 308

- Balance as of 31st October is £3,735, a slight increase from previous month but no explanation provided

Financial Risk Management

With no further known largescale payments scheduled, there is no risk or threat to the Parish Council finances at this time

Sutton upon Derwent Parish Council

a) Accounts for the month(s) of 27 Sept.25 - 31st Oct.25

b) Cheques to be approved at the meeting of November 2025

From: Parish Clerk

To: Parish Councillors

Box 1

Community Account (804) Balance as of end of last reporting period (27 Sept.25) - as reconciled with Bank Statement 27th Oct.25 =	£13,936.60

Bank Transactions in the period of 27th Sept.25 - 31st Oct.25

Debits

Date Cashed	Cheque No.	Payee & Reason	Amount
07-Oct	789	Flags and Bunting for VE Celebrations, Remiburse Deborah Marini	£55.28
24-Oct	805	Paul Cundall - payment for repair of fence at village hall - paid by A Crabbe - declined by Barclays previously - see email 29th Sept.25	£450.00
29-Oct	804	Payment of insurance premium for the village hall - remiburse the village hall Committee	£1,410.78
31-Oct	801	The Crown Estate - Rental for Childrens Playground - In 61914717	£3.75

Credits

Date Receipt	Ref No	Reason	Amount
30-Sep	Psut073	ERYC Second Precept Installment Paymet	£8,000.00
24-Oct	805	Payment for repair of fence at village hall - paid by A Crabbe - declined by Barclays	£450.00

Bank Reconciliation - Statement Dated 27th Sept.25 & 3rd Nov.25

Balance as of end of previous month (27 Sept.25) =	£13,936.60
Total spend in period 27 Sept25 - 31 Oct.25 (presented) =	£1,919.81
Total Receipts in period 27 Sept25 - 31 Oct.25 =	£8,450.00
Total balance in bank as of 31st Oct.25 (reconciles with attached Bank Statement 3 Nov.25 and also 'Your Business Accounts at a Glance - 31 Oct.25) =	£20,466.79

Box 3

Cheques for November.25 Meeting	
Poppy Wreath - Reimburse Debroah Marini for purchasing this on behalf of Parish Council	£40.00
James Davies - reimbursement of cost of fence repair as Barclays refusing cheque to clerk - see accompanying explnation	£450.00
Trevor Lee - Grass cutting Beacon Green on 19/09, 26/09, 06/10 and 24/10 @ £42.00 per cut	£283.20
Trevor Lee - Grass cutting - playing field on 26/09 and 13/10 @ £59.00 per cut	£141.62

Total cheques to be approved and issued in November 25 = £914.82

Box 2

Outstanding Cheques (Cheques issued at previous meetings but not cashed at time of current Bank Statement)	Amount
Payment for food for VE Celebrations , Reimbrse Rachel Earnshw	£2.50
Payment for food for VE Celebrations , Reimbrse Rachel Earnshw	£6.50
Trevor Lee - Grass Cutting - Beacon Green: 04/06 - 12/09 @ £42.00 per cut	£686.40
Trevor Lee - Grass Cutting - To cutting playing fiel: 04/06 - 12/09 @ £59.00 per cut	£495.60

Uncashed cheques - as of current meeting = £1,191.00

Box 4

Summary of Community Account until end of November.25 (Actuals & Forecasts)

No.1 Account: Community Account 804)

(Actual) Bank Balance at end of last reporting period - 27th Sept.25 (reconciled with Statement - 27th Oct.25) =	£13,936.60
(Actual) Total Spend in period of 27th Sept.25 - 31st Oct.25 (cashed) =	£1,919.81
(Actual) Uncashed Cheques as of current meeting =	£1,191.00
(Actual) New Cheques - Issued at the November. 25 Meeting =	£914.82
Forecast Spending for end of November. 25 (which is box b, c and d added) =	£4,025.63
(Actual) Credit Payments in period 27th Sept - 31st Oct.25 =	£8,450.00

Forecast of Balance for end November 25 (which is box e deducted from box a, added to box f) = £18,360.97

Box 5

No.2 Account: Business Premium (308)

Details of Transactions	Balance
Balance as of 27th March 2025 =	£3,711.06
Interest payment =	£12.33
Balance as of 25th July 2025	£3,723.39
Balance as of 26th August 25	£3,723.39

Balance as of 31 Oct 25 (reconciles with statement 'Your Business Accounts - at a Galance') dated 31st October.25 = £3,735.75

Potential Projects	Estimated Costs	Notes
Flower Baskets and tubs (lamp post and free standing)	£1000 - £2,000 (including set up costs)	Camblesforth purchased 34 lamp post baskets and two spiral free standing tubs at a cost of £400. The parish council pays an annual fee of £1000 for these to be potted with flowers and maintained.
New website	£600 - £800	Although the current SOD website is functional and serves its statutory requirement, I feel it is not an attractive site, is difficult to navigate and does not offer the kind opportunity to showcase the Parish Council as effectively as others - i would recommend that at some point we migrate to a new provider and would recommend Netwise who provide to many Parish Councils including Camblesforth and Woodmansey.
New benches around the Parish	£400 per bench	Woodmansey are currently rolling out a new bench programme of installing two new benches each year at locations identified by residents.
Village Road Signs	£400.00	Woodmansey have personalised village signs to the entrance of the main village… these have been inserted on top of the ERYC village sign and look very attractive when entering the village
Christmas Decorations - displays and tree decorations	£2,000.00	Both CPC and WPC have created Christmas areas which feature a powered lighted Christmas tree and Christmas displays in a key area of each village - WPC have powered lamp post displays provided by ERYC - trees at Woodmansey are provided free by a local garden centre
Seasonal Visits to primary school(s) Easter and Christmas	£2,000.00	WPC organises visits by the Easter Bunny and Father Christmas to the three schools in the parish - giving each pupil a small gift (selection box and easter egg) - highly popular and have become traditions in the village
Flower Bulbs planting across the parish	£200 (based on planting in two large parks)	CPC and WPC have responsibilities for parks and gardens… we have planted extensive spring and summer bulbs …. If there are areas in the Sutton Parish this is a relatively cheap and no maintenance project
Further Defibrillators rolled out across the Parish	£1,000.00	Cost is per unit.
Unknown Solider Silhouette Statutes and British Legion Flower tubs	£500.00	Both WPC and CPC have these statues and planters - these can be placed at key points in the village with personalised signs "Kilpin Remembers" "Skelton Remembers"…. We are rolling these over the forthcoming years
Outdoor Exercise Equipment	£20,000	Woodmansey recognised that the Parish had play areas for younger residents, but wanted to provide something for older people