



**MINUTES OF THE ANNUAL MEETING OF CONONLEY PARISH COUNCIL HELD
AT CONONLEY VILLAGE INSTITUTE, 28 MAY 2026**

Present: Councillors: K Clark (Chair) M Steele M Dracup R Paley
A Hopwood

(Also in attendance: Clerk Hannah Sherriff-Jackson and North Yorkshire Councillor Andy Brown)

26/01 APPOINTMENT OF CHAIRMAN FOR 2026/27

RESOLVED: That Cllr Clark was appointed as Chair for 2026/27

Cllr Clark signed a Declaration of Acceptance of Office.

26/02 APPOINTMENT OF VICE-CHAIRMAN FOR 2026/27

RESOLVED: That Cllr Steele was appointed as Vice-Chair for 2026/27

Cllr Steele signed a Declaration of Acceptance of Office.

26/03 APOLOGIES (AND REASONS) FOR ABSENCE

Apologies were received from Cllr Allum.

No other apologies were received.

26/04 APPOINTMENT OF COMMITTEE MEMBERS – EMPLOYMENT COMMITTEE

RESOLVED: That Cllrs Clark and Dracup were appointed as members of the Employment Committee.

26/05 APPOINTMENT OF SOLE TRUSTEES

RESOLVED: That Cononley Parish Council will act as Sole Trustee to the Cononley Village Institute Trust and the Cononley Village Playing Field Trust for the 2026/27 period.

26/06 APPOINTMENT OF SOLE TRUSTEE REPRESENTATIVES ON CVIAC

RESOLVED: That Cllr Allum was appointed as the Sole Trustee Representative on CVIAC.



26/07 APPOINTMENT OF REPRESENTATIVES TO YLCA CRAVEN BRANCH

RESOLVED: That the Clerk was appointed as the Parish Council representative on YLCA Craven Branch.

26/08 APPROVAL OF MEETING DATES, TIMES AND PLACES FOR 2026/27

RESOLVED: That the following meeting dates, times and places were approved:

Month	Date	Time	Nature	Place
June	09/06/2026	7.00pm	Monthly	CVI
July	14/07/2026	7.00pm	Monthly	CVI
September	08/09/2026	7.00pm	Monthly	CVI
October	13/10/2026	7.00pm	Monthly	CVI
November	10/11/2026	7.00pm	Monthly	CVI
December	08/12/2026	7.00pm	Monthly	CVI
January	12/01/2027	7.00pm	Monthly	CVI
February	09/02/2027	7.00pm	Monthly	CVI
March	09/03/2027	6.00pm	Monthly	CVI
	09/03/2027	7.30pm	APM	CVI
April	13/04/2027	7.00pm	Monthly	CVI
May	11/05/2027	7.00pm	Annual	CVI

26/09 DECLARATIONS OF INTEREST

No declarations were made.

26/10 MINUTES OF PREVIOUS MEETING

Minutes of the previous meeting of Cononley Parish Council were approved as a true and accurate record of the following:

- Monthly Meeting held 14 April 2026

26/11 OPEN FORUM

No members of the public attended.

26/12 UPDATES FROM NORTH YORKSHIRE COUNCILLOR, ANDY BROWN

Councillor Brown reported that there has been progress with the café lease.

Councillor Brown informed the Parish Council that a dispute is ongoing between the Mayor's Office and North Yorkshire Council regarding the distribution of money for Highways.

Councillor Brown reported that he attended a recent Planning Committee meeting where a housing scheme in Selby was considered. Councillor Brown informed the



Parish Council that any schemes for more than 150 houses goes automatically to the Secretary of State if turned down by the Planning Committee.

Councillor Brown reported that he has £3,500 remaining in the Locality Budget.

Councillor Brown reminded the Parish Council that residents in North Yorkshire need to register in order to use the recycling centres.

Finally, Councillor Brown reported that he has been carrying out a lot of casework around homelessness and no-fault evictions.

Cllr Clark raised some queries with Councillor Brown about the NYC asset list. Cllr Clark will send these queries to Councillor Brown.

Cllr Clark asked Councillor Brown about the future plans for the garage site as it is becoming very untidy, with what looks to be fly-tipped rubbish. Councillor Brown recommended that Cllr Clark reports this to NYC.

26/13 CORRESPONDENCE

New Consultation: Bradleys Both Neighbourhood Plan Modification – Email:

The Parish Council noted an email regarding the new consultation for the Bradleys Both Neighbourhood Plan Modification.

Rubbish – Meadow Croft – Email: The Parish Council noted an email regarding rubbish outside a property on Meadow Croft. The Parish Council will monitor this.

North Yorkshire Council Parish Liaison: Public Space CCTV Review – Request for Information – Email:

The Parish Council noted an email regarding a request for information as part of the Public Space CCTV Review. Cllr Paley and the Clerk has submitted a response on behalf of the Parish Council.

North Yorkshire Council Parish Liaison: The Updated Parish Charter – Email:

The Parish Council noted an email regarding NYC's updated Parish Charter.

North Yorkshire Council Household Waste Recycling Centre Registration Scheme – Email:

The Parish Council noted an email regarding the need for households to register in order to use the recycling centres.

Planned Road Restriction Notification – 275432 & 275784 Carla Beck Lane to Woodside Lane – Email:

The Parish Council noted an email regarding a road closure for contour patching from Carla Beck Lane to Woodside Lane, Carleton from 13-17 May 2026.

North Yorks & York – Local Nature Recovery Strategy – Email:

The Parish Council noted an email regarding North Yorkshire and York's local nature recovery strategy.

Members Assets recorded within their Electoral Division – Email:

The Parish Council noted an email regarding the assets owned by NYC in Cononley. Cllrs Dracup and Steele will get clarification on the 'Cononley Waste Disposal' and 'Meadow Lane Deposit Site'.



North Yorkshire Council – Call for Sites has been reopened – Email: The Parish Council noted an email regarding the re-opening of the Call for Sites for NYC's Local Plan.

Planned Road Closure Notification – TZ013-CRS4-904-905-03 – Email: The Parish Council noted an email regarding a road closure for delisting works and excavation to clear blockages on Skipton Road, Cononley from 1-5 June 2026.

North Yorkshire Council Parish Liaison: Older People's Champion Annual Report 2026 – Email: The Parish Council noted an email regarding the publication of the Older People's Champion Annual Report 2026.

North Yorkshire Council Parish Liaison: Recycling Contamination in the Craven area – Email: The Parish Council noted an email regarding a campaign to reduce contamination and increase recycling figures for kerbside collections.

Love Your Local Market: Offer from North Yorkshire Council – Email: The Parish Council noted an email regarding an offer from North Yorkshire Council to try out market trading for free for one day. The Clerk will respond to ask why Skipton Market was not included in the list of markets available.

North Yorkshire Council Parish Liaison: New Parish Website – Email: The Parish Council noted an email regarding North Yorkshire Council's Parish Liaison Team's new Parish Website.

Track by the school – Email: The Parish Council noted an email regarding the ownership of School Lane. The Clerk reported that she has contacted the school regarding this and is awaiting confirmation of the ownership.

26/14 OUTSTANDING ISSUES LIST

The Parish Council reviewed the Outstanding Issues List.

The Clerk will amend and chase issues accordingly.

26/15 RUNNING ACCOUNTS AND APPROVAL OF FINANCIAL REPORT

The Parish Council noted the running accounts.

RESOLVED: That the Financial Report was approved:

- Current Account as 20/05/2026: £33,669.97
- Instant Access Savings Account as 20/05/2026: £38,876.59

26/16 NOTE PAYMENTS MADE IN MAY 2026

The Parish Council noted the following payments made in May 2026:

	Payee	Reason	Gross	VAT	Net
	H Sherriff-Jackson	Salary (net) – May	£1,086.52		£1,086.52
	HMRC	HMRC NI Cont (PC & Clerk) & IT	£132.18		£132.18

TOTAL			£1,218.70	£0	£1,218.70
--------------	--	--	------------------	-----------	------------------

26/17 APPROVAL OF ACCOUNTS TO PAY

RESOLVED: That the Parish Council approved the following Accounts to Pay:

	Payee	Reason	Gross	VAT	Net
	H Sherriff-Jackson	Working From Home Allowance	£26.00		£26.00
		Google Play – Gmail Storage – April	£1.59	£0.26	£1.33
		HP Instant Ink – Printer Ink – April	£14.03		£14.03
	Smith of Derby Ltd	Clock Repairs	£2,080.80	£346.80	£1,734.00
	D Loss	Lengthsman – April	£289.00		£289.00
	North Yorkshire Council	Streetlighting Energy 2026-2027	£564.77	£94.13	£470.64
		Streetlighting Maintenance 2026-2027	£273.54	£45.59	£227.95
	Cononley Village Institute	VAT Reclaim	£2,298.28		£2,298.28
	Cononley Village Playing Field	VAT Reclaim	£1,972.98		£1,972.98
TOTAL			£7,520.99	£486.78	£7,034.21

26/18 PLANNING

a) **New Applications:**

- 26/01201/FUL** – RESOLVED: The Parish Council had no objections.
 - Plum Cottage, Meadow Lane, Cononley
 - Householder application for construction of a new front porch
- 26/02305/FUL** – RESOLVED: The Parish Council noted that the application does not include any accompanying documents such as a sustainability statement or a design and access statement.
 - 11 Meadow Croft, Cononley
 - Householder consent for part demolition of existing single-storey rear off-shoot extension and erection of a new full-width single-storey rear extension, including associated internal alterations

b) Planning Decisions: Details of Planning decisions made by North Yorkshire Council were provided to members.

c) **Other Planning Issues:**

Tree Applications: The Clerk reported that applications relating to trees are being decided before the Parish Council has the opportunity to pass comment. The Clerk will contact NYC Parish Liaison for clarification on the consultation period for tree applications.



Fencing by Railway: Cllr Hopwood reported that there are a few panels of heras fencing laid in the grass by the railway. The Clerk will contact Calvert Homes to make them aware of the fencing panels.

Protection of Green Spaces: Cllr Clark expressed concerns regarding the erosion of green spaces throughout the village in order to make private driveways. The Clerk will contact Councillor Brown regarding this.

26/19 ALLOTMENT UPDATES

a) Pathway

Cllr Steele will liaise with the Lengthsman regarding topping off the pathway. Cllr Steele will obtain further quotes for this work.

The Clerk will respond to the concerned allotment tenant to make them aware that the Parish Council is obtaining quotes for this work.

b) Community Orchard

The Clerk will contact the Lengthsman regarding a quote for fruit bushes.

c) Bees

The Parish Council noted concerns regarding bees swarming in a shed on an allotment plot. The Clerk will notify the allotment tenant of this issue and request permission to look in the shed to ascertain whether the bees need to be relocated.

d) Allotment Inspections

RESOLVED: That an allotment inspection will take place on 12 June 2026.

e) Make It, Bake It, Grow It Show

Cllr Clark informed the Parish Council that the Make It, Bake It, Grow It Show is taking place at the end of August. Cllr Clark will find out when the names for the allotment awards need to be with the organisers.

26/20 PARISH COUNCIL EMAIL

The Clerk reported that she has received a quote from Parish Online.

RESOLVED: That the Clerk will contact more suppliers for quotes.

26/21 S106 MONEY



Cllrs Dracup and Steele reported that permission has been granted from the landowner to lay the campsite pathway but not to move the fence.

The Clerk will contact the Commuted Sums Team at NYC regarding the final payment.

26/22 BUS STOPS THROUGHOUT VILLAGE

The Clerk reported that there is one officer at NYC who is responsible for the information displayed in bus stops. They are aware of the issues and will resolve this in due course.

26/23 REPRESENTATIVE REPORTS

Cllr Paley reported that the Parish Council has received four grant applications. These will be considered in July.

Cllrs Dracup and Steele reported that they attended the Area 5 Parish Workshop. The workshop covered issues relating to PROW and footpaths. NYC Highways are looking into embedding a reporting link on Parish Council websites to make it easier for residents to report highways issues.

Cllr Dracup reported that the repaired clock chimes on the CVI clock have received lots of compliments.

Cllr Clark reported that the next CGC litter pick will be taking place on 14 June 2026.

26/24 DATES & TIMES OF NEXT MEETINGS

The Clerk advised that matters for inclusion on the agenda of the next meeting should be with her by 01 June 2026.

The Clerk advised the next meeting would be held:

- Monthly Meeting at Cononley Village Institute at **7pm on Tuesday 9 June 2026**

.....
(Chair)

.....
(Date)