



**MINUTES OF THE MONTHLY MEETING OF CONONLEY PARISH COUNCIL
HELD AT CONONLEY VILLAGE INSTITUTE, 09 JUNE 2026**

Present: Councillors: K Clark (Chair) M Dracup M Allum
A Hopwood

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

26/25 APOLOGIES (AND REASONS) FOR ABSENCE

Apologies were received from Cllrs Paley and Steele.

No other apologies were received.

26/26 DECLARATIONS OF INTEREST

No declarations were made.

26/27 MINUTES OF PREVIOUS MEETING

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

- Annual Meeting held 28 May 2026

26/28 OPEN FORUM

No members of the public attended.

26/29 UPDATES FROM NORTH YORKSHIRE COUNCILLOR, ANDY BROWN

Councillor Brown reported that he has recently attended the Skipton and Ripon Area Committee Meeting and a Planning Committee Meeting to consider a housing development in Ripon.

Councillor Brown informed the Parish Council that Farnhill Parish Council is being re-formed by himself and two other local North Yorkshire Councillors due to the resignation of the Parish Councillors.

Finally, Councillor Brown reported that he is giving a Locality grant to Cononley Wildlife Group to part fund a sign for the Pinfold.



Cllr Clark informed Councillor Brown that the Members Asset List needs updating as the Cononley Waste Disposal Site appears on the list but not on the map and the postcode is incorrect.

26/30 APPROVAL OF FINANCIAL REPORT

RESOLVED: That the Parish Council approved the Financial Report for the 12 months to 31 March 2026 (as attached at Schedule 1).

26/31 APPROVAL OF RECEIPTS & PAYMENTS ACCOUNTS

RESOLVED: That the Parish Council approved the Receipts & Payments Accounts for the year to 31 March 2026 (as attached at Schedule 2).

26/32 APPROVE & WET SIGN SECTION 1 (ANNUAL GOVERNANCE STATEMENT) OF THE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2025/26

RESOLVED: That the Parish Council approved and the Chair signed Section 1.

26/33 APPROVE & WET SIGN SECTION 2 (ACCOUNTABILITY STATEMENT 2025/26) OF THE ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2025/26

RESOLVED: That the Parish Council approved and the Chair signed Section 2.

26/34 APPROVAL OF THE ASSERTION 10 STATEMENT

As the Parish Council answered 'no' to Assertion 10, the Clerk presented a statement outlining why the Parish Council answered no, the steps to be taken to make the Parish Council compliant and the timescale for rectifying these issues.

RESOLVED: That the Parish Council approved the Assertion 10 Statement.

The Clerk will publicise this statement alongside the AGAR on the Parish Council's website.

26/35 RECEIVE & APPROVE INTERNAL AUDIT REPORT FOR YEAR 2025/26

RESOLVED: That the Parish Council noted receipt of the Internal Audit Report and approved its contents.

26/36 REVIEW AND APPROVE ASSET REGISTER

The Parish Council recommended amendments to the Asset Register.

RESOLVED: That the updated Asset Register was approved.



26/37 ADOPTION OF IT POLICY

RESOLVED: That the Parish Council adopted an IT Policy.

26/38 CORRESPONDENCE

Rt Hon Sir Julian Smith KCB CBE MP – Summer Surgeries – Email: The Parish Council noted an email regarding the MP summer Surgeries. Cllr Clark has publicised this on the Parish Council's social media.

26/39 OUTSTANDING ISSUES LIST

The Parish Council reviewed the Outstanding Issues List.

The Clerk will amend accordingly.

26/40 RUNNING ACCOUNTS AND APPROVAL OF FINANCIAL REPORT

The Parish Council noted the running accounts.

RESOLVED: That the Financial Report was approved:

- Current Account as 04/06/2026: £30,341.03
- Instant Access Savings Account as 04/06/2026: £38,876.59

26/41 NOTE PAYMENTS MADE IN JUNE 2026

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

	Payee	Reason	Gross	VAT	Net
	M Latham	Dead Eye Reimbursement	£14.71		£14.71
TOTAL			£14.71	£0	£14.71

26/42 APPROVAL OF ACCOUNTS TO PAY

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

	Payee	Reason	Gross	VAT	Net
	H Sherriff-Jackson	Salary (net) – June	£1,086.52		£1,086.52
		Working From Home Allowance	£26.00		£26.00
		Google Play – Gmail Storage – May	£1.59	£0.26	£1.33
		HP Instant Ink – Printer Ink – May	£14.03		£14.03
	HMRC	HMRC NI Cont (PC & Clerk) & IT	£132.18		£132.18



	John Mason Printers Ltd	Newsletter Printing – June 2026	£268.00		£268.00
	M Madden	Internal Audit	£200.00		£200.00
TOTAL			£1,728.32	£0.26	£1,728.06

26/43 APPROVAL OF PAYMENT TO THE LENGTHSMAN

The Clerk reported that she has received the invoice from the Lengthsman for May 2026.

RESOLVED: That the Parish Council approved a payment of £141.00 to the Lengthsman.

26/44 PLANNING

- a) **New Applications:** None
- b) **Planning Decisions:** Details of Planning decisions made by North Yorkshire Council were provided to members.
- c) **Other Planning Issues:** None

26/45 ALLOTMENT UPDATES

- a) **Pathway**
No update was provided.
- b) **Community Orchard**
No update was provided.
- c) **Other allotment updates**

Cllr Clark reminded the Parish Council of the upcoming allotment inspection.

26/46 PARISH COUNCIL GRANTS

The Parish Council considered the grant application from Cononley Wildlife Group.

RESOLVED: That the Parish Council approved a grant of £250 to Cononley Wildlife Group.

26/47 PARISH COUNCIL EMAIL

The Clerk reported that she has received 4 quotes for a .gov domain and email system.



The Clerk will contact 3 of the companies to request further information on email migration and the application for a .gov domain.

26/48 S106 MONEY

The Clerk reported that she is awaiting confirmation from NYC's Commuted Sums Team.

26/49 BUS STOPS THROUGHOUT VILLAGE

The Clerk reported that she is still awaiting an update on the Bus Stops.

26/50 REPRESENTATIVE REPORTS

Cllr Allum reported that he has had a response regarding the Lead Mines. He has sent further information on the issues and is awaiting a response.

Cllr Clark reported that a message has been received on the Parish Council's social media page regarding accessibility issues when trying to access nature. The Clerk will respond to explain that the Parish Council has explored this however cannot get permission from the landowner. The Clerk will also recommend this issue is raised with Councillor Brown.

26/51 DATES & TIMES OF NEXT MEETINGS

The Clerk advised that matters for inclusion on the agenda of the next meeting should be with her by 06 July 2026.

The Clerk advised the next meeting would be held:

- Monthly Meeting at Cononley Village Institute at **7pm on Tuesday 14 July 2026**

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(Chair)

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(Date)

Schedule 1 – Financial Report 2025/26

CONONLEY PARISH COUNCIL

BUDGET COMPARISON - 12 MONTHS TO 31 MARCH 2026

Summary

	Actual	Budget	Over/Under	Notes
Total Income	£ 61,532.36	£ 37,142.00	24,390.36 Over	
Total Expenses	£ 60,432.03	£ 37,392.00	23,040.03 Over	
Net Surplus/Defecit	£ 1,100.33	-£ 250.00		

Income

	Actual	Budget	Over/Under	Notes
Precept	£ 33,954.00	£ 33,954.00	At Budget	
Allotments	£ 1,321.00	£ 1,188.00	133 Over	
S106 Monies	£ 21,339.06	£ -	21,339.06 Over	
VAT Refund	£ 3,380.72	£ 2,000.00	1,380.72 Over	
Grants	£ -	£ -	At Budget	
Donations & Other Income	£ 804.00	£ -	804 Over	
Interest	£ 733.58	£ -	733.58 Over	
Total Income	£ 61,532.36	£ 37,142.00	24,390.36 Over	

Expenses

	Actual	Budget	Over/Under	Notes
Clerk Salary	£ 12,572.18	£ 13,000.00	427.82 Under	
Clerk WFH Allowance	£ 312.00	£ 312.00	At Budget	
Clerk Pension	£ 589.78	£ 500.00	89.78 Over	
HMRC	£ 1,325.00	£ 350.00	975 Over	
Clerk Expenses	£ 99.16	£ 50.00	49.16 Over	
Postage & Stationery	£ 245.75	£ 50.00	195.75 Over	
Training	£ 105.00	£ 500.00	395 Under	
Newsletter	£ 1,072.00	£ 1,060.00	12 Over	
Lengthman	£ 2,580.28	£ 3,800.00	1,219.72 Under	
Subs & Licences	£ 851.85	£ 700.00	151.85 Over	
Donations	£ 500.00	£ 500.00	At Budget	
S106 Monies	£ 19,200.97	£ -	19,200.97 Over	
Street Lighting	£ 5,384.11	£ 1,000.00	4,384.11 Over	
Street Light Investment	£ -	£ 2,500.00	2,500 Under	
Audit	£ 515.00	£ 600.00	85 Under	
Bank Charges	£ 103.90	£ 100.00	3.90 Over	
Insurance	£ 4,111.15	£ 4,000.00	111.15 Over	
Playing Field Expense	£ -	£ 50.00	50 Under	
Website	£ 192.00	£ 200.00	8 Under	
VAS	£ -	£ 10.00	10 Under	
Allotments	£ 1,622.74	£ 500.00	1,122.74 Over	
Asset/Maintenance	£ 109.15	£ 1,000.00	890.85 Under	
S137 Grants	£ -	£ -	At Budget	
Gritting	£ 340.80	£ 700.00	359.20 Under	
Christmas Lights	£ 3,410.00	£ 3,410.00	At Budget	
Noticeboard & Signs	£ -	£ -	At Budget	
Clock Service	£ 496.00	£ 250.00	246 Over	
Elections	£ -	£ 1,000.00	1,000 Under	
Clerk Handover	£ -	£ -	At Budget	
Award Money - Draw Down	£ 167.35	£ 250.00	82.65 Under	
VAT	£ 4,296.86	£ 1,000.00	3,296.86 Over	
VAT Refund (CVI & PF)	£ 229.00	£ -	229 Over	
Total Expenditure	£ 60,432.03	£ 37,392.00	23,040.03 Over	

W. Crack,
9/6/26.

Schedule 2 – Receipts & Payments Accounts 2025/26

CONONLEY PARISH COUNCIL

RECEIPTS & PAYMENTS ACCOUNTS: YEAR TO 31 MARCH 2026

Opening Balances	2025/26	2024/25
Current Account	£ 37,765.74	£ 19,907.80
Instant Access Savings Account	£ 8,143.01	£ 20,227.99
Total	£ 45,908.75	£ 40,135.79
Less Ringfenced CGC Monies	£ 274.29	£ 15.10
Less Ringfenced PF Monies	£ -	£ 12,333.60
Less Ringfenced Towpath Money	£ 500.00	£ -
Less Ringfenced Allotment Path Money	£ 8,550.00	£ -
Unallocated Funds	£ 36,584.46	£ 27,787.09

Income		
Precept	£ 33,954.00	£ 33,166.00
Allotments	£ 1,321.00	£ 1,248.00
S106 Monies	£ 21,339.06	£ 10,760.00
VAT Return	£ 3,380.72	£ 14,481.77
Grants	£ -	£ 8,550.00
Donation & Other Income	£ 804.00	£ 2,764.50
Interest	£ 733.58	£ 248.62
Total Income	£ 61,532.36	£ 71,218.89

Expenses		
Employment Costs	£ 14,486.96	£ 12,615.59
Clerk WFH Allowance	£ 312.00	£ 312.00
Clerk Expenses	£ 99.16	£ 99.84
Postage & Stationery	£ 245.75	£ 83.55
Training	£ 105.00	£ 530.86
Newsletter	£ 1,072.00	£ 1,060.00
Lengthman	£ 2,580.28	£ 1,963.83
Subs & Licences	£ 851.85	£ 683.85
Donations	£ 500.00	£ -
S106 Monies	£ 19,200.97	£ 8,550.00
Street Lighting	£ 5,384.11	£ 113.31
Street Light Investment	£ -	£ -
Audit	£ 515.00	£ 515.00
Bank Charges	£ 103.90	£ 105.10
Insurance	£ 4,111.15	£ 3,990.47
Playing Field Expense	£ -	£ 2,138.09
Website	£ 192.00	£ 9.99
VAS	£ -	£ -
Allotments	£ 1,622.74	£ 450.00
Asset/Maintenance	£ 109.15	£ 2,511.51
S137 Grants	£ -	£ -
Gritting	£ 340.80	£ 634.00
Christmas Lights	£ 3,410.00	£ 3,410.00
Noticeboard & Signs	£ -	£ -
Clock Service	£ 496.00	£ 236.00
Elections	£ -	£ -
Clerk Handover	£ -	£ -
Award Money - Draw Down	£ 167.35	£ -
VAT	£ 4,296.86	£ 3,167.52
VAT Refund (CVI & PF)	£ 229.00	£ 9,931.82
PF Maintenance Money	£ -	£ 12,333.60
Total Expenditure	£ 60,432.03	£ 65,445.93

Closing Balances	£ 47,009.08	£ 45,908.75
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Represented By:		
Current Account	£ 8,132.49	£ 37,765.74
Instant Access Savings Account	£ 38,876.59	£ 8,143.01
Total	£ 47,009.08	£ 45,908.75
Less Ringfenced CGC Monies	£ 106.94	£ 274.29
Less Ringfenced Towpath Money	£ 500.00	£ 500.00
Less Ringfenced Allotment Path Money	£ -	£ 8,550.00
Unallocated Funds	£ 46,402.14	£ 36,584.46

KS Clark. 9/6/26.