Dishforth
Parish Council

Dishforth Parish Council, Minutes of the Ordinary Meeting -

Held, Tuesday, 8th September 2026,19:00 hrs at Dishforth Village Hall

Present:
Councillors: G Anderson, A Clark, M Flanagan, A Sturzaker, S Watson (Chairman),

Clerk/RFO: Sue Fraser

In Attendance: 3 members of public

2627-71	**To receive apologies for absence**
	None to receive
2627-72	**To receive disclosure of pecuniary interests (not previously declared) appertaining to items on the agenda and to consider any written dispensations.**
	Councillor Watson declared a pecuniary interest relating to an invoice payment for works at the Pavilion and project manager of the village hall charity trust. Councillor Anderson declared pecuniary interest for reimbursement of an invoice payment.
Resolved:	Disclosure of Councillor Watson pecuniary interests are noted.
2627-73	**To receive and adopt minutes of the Ordinary meeting held, 4th August 2026.**
Resolved:	Ordinary Meeting Minutes – 2627/51 to 2627/70 are signed, adopted and acted upon.
2627-74	**To adjourn for public participation**
2627.74.1	Resident 1 – informed members he was in attendance re the enforcement notice about works to an alleged unauthorised erection of a log cabin and asked members for further details in this regard. The chairman informed the resident that DPC were not aware of what has been reported only that an enforcement notice had been sent to DPC for their information. The chairman suggested the resident contact planning direct.
2627.74.2	Resident 2 – asked for further emails about the RCAF memorial, and informed members that she is the sole acting volunteer for the development. The chairman explained that memorial is not an asset of DPC therefore we could not authorise the work to clean. The clerk had written to the person making the enquiry, suggesting they contact the management company direct.
2627.74.3	Resident 3 – queried the minutes relating to DCA s106 monies, the clerk explained that what she was answering a question as to how the DCA or any Community Group can apply to NYC for s106 monies, the comment was not in reference to s106 monies already allocated.
2627-75	**To receive an update and agree action re the following items:**
75.1	Yorkshire Water Deeds and Easement – outstanding payment to DPC.
	Additional papers relating to the water deed have been forwarded onto the solicitor.
Resolved:	The clerk to contact the solicitor for an update
75.2	**Age Friendly Networking**
	Councillor Sturzaker informed members progress was slow in this regard and hoped to report an update at the next meeting.
Resolved:	Noted by members
75.3	**Grant Funding – Mowbray Park**
	The clerk informed member she was still working on an application via lottery funding
Resolved:	Noted by members
75.4	**DCA Lease Agreement**
	The chairman informed members this is pending solicitor progress.
Resolved:	Noted be members
75.5	**Provision of Youth Initiatives within Dishforth Parish**
	Councillor Sturzaker circumstances have recently changed as the trainer is currently seeking Enhanced DBS and exploring insurance cover etc. He is currently working away, therefor at this moment unable to apply for funding. The Chairman informed members that the Youth Club have asked if they can be of any help.
Resolved:	Noted by members .

2627-76	**To agree action items relating to the DCA:**
2627.76.1	To agree the balance or ring-fenced monies for transfer to the DCA
Resolved:	Deferred pending agreement between members
2627.76.2	To agree the representation/role of DPC within the DCA
Resolved:	Deferred - Members agreed to seek professional advice in this regard.
2627/77	**To receive details of the project for allocated funds of £300 from NYC Councillor Brown's Locality Budget**
Resolved:	The Chairman will draw up the works spec. for quotations to be sought by the clerk.
2627/78	**To agree the installation of the signage for the Mowbray Parking playing field**
Resolved:	The signage is approved and installed.
2627/79	**To agree action re the management of trees and TPO's with the DPC remit.**
Resolved:	The clerk contacts NYC for details of any trees in the village that a subject to a TPO.
2627/80	**To agree training for the clerk and councillor Anderson to attend 'Understanding Charitable Trust' Training' event 22nd September 2026.**
Resolved:	Members agreed payment for the clerk and councillor Anderson attend the training.
2627/81	**To receive notice of the completion of External Audit for account 25/26 and agree action.**
	Members were informed the Certificate of completion has been received, the only comment was that the Assets Box, should have been restated due to wrong figures in previous years.
Resolved:	i) Noted by members ii) The Certificate is published along with Section 3 of the AGAR on the DPC website and Noticeboard.
2627/82	**To receive the Structural Footings report for the Pavilion**
	The Chairman informed members the structural report was complete and was pleased to notify members that the survey was successful in establishing the footings are suitable a second storey to be added.
Resolved:	Noted by members
2627/83	**To receive correspondence and agree action.**
2627.83.1	Quotation – for the DCA – Fire Risk Assessment
	Two more quotes are still required.
Resolved:	The chairman will source.
2627.83.2	Drains and gulley flushing within the parish
Resolved:	The drains have been cleaned recently.
2627.83.3	Changes to Polling District and Polling Places Consultation – 3rd August to 12th October 2026.
Resolved:	Noted by members.
2627.83.4	A66 Road closure notice
Resolved:	Noted by members
2627.83.5	Enforcement Notice - 26/00955/BRPC15, Dishforth Nurseries.
Resolved:	Noted by members. See also 2627.74.1 above.
2627.83.6	Neighbourhood Plan Consultation – Husthwaite, Tadcaster & Whitby
Resolved:	Noted by members
2627.83.7	NYC Precept request for 2027/28
	The clerk informed members that NYC has written out to parish councils reminding them about Precept requests being due by December 2026. The calculation sheet is still awaited.
Resolved:	Noted by members
2627.83.8	Forum Group B Minutes
Resolved:	Noted by members
2627.83.9	DCA Application to release funds for a portable ramp.
	The ramp has been purchased and payment is requested.
Resolved:	The clerk will complete the paperwork on behalf of the DCA for payment direct to DCA, as they had paid the invoice.

2627.83.10	NALC – Notification of NJC 2627 pay award 3.3% for clerks
Resolved:	Referred to the private session.
2627/84	**To consider and agree items relating to Cemetery functions.**
	The clerk reported that work is continuing to compile the required documents and update the cemetery database. The clerk is also preparing supporting documents to accompany the Deed of Grant. These will require further discussion and agreement by members. A draft Deed of Grant has been circulated to all members for comment. Councillor Sturzaker asked how the Council should proceed where assignment to a new individual is not specified in the will. The clerk advised that, unless the Deed of Grant has been transferred to a named person via, another relative or individual cannot use of the plot. Members were informed that three enquiries about purchasing plots had been received during the latest reporting period. A further enquiry had been received from Dales of Thirsk regarding erecting two memorial tablets – draft images have yet to be received for members consideration.
Resolved:	i) The clerk will continue to progress documentation and Cemetery functions.
	ii) The maximum number of ashes in one burial plot will be two
2627/85	**To receive and update re s106 projects and agree actions**
	The PID for the Pavilion footings survey has been processed. The DCA has submitted the PID for the Pavilion accessibility ramp directly. The clerk informed members that NYC requires payment requests to include proof of payment. Costs must normally be paid in advance before reimbursement is claimed, although an exception may apply to large sums.
Resolved:	Noted by members
2627/86	**To consider items of an urgent nature that require immediate attention, not included on the agenda.**
	None to consider
2627/87	**To consider and agree recommendations for NYC planning notifications.**
	26/02374/LB Dishforth Village Hall, listed building consent for the replacement of main front door, windows etc.
Resolved:	Members were pleased to acknowledge the listed building application has been granted.
2627/88	**To receive notifications of NYC planning related decisions.**
	i) 26/02374/LB – Dishforth Village Hall - Listed Building Consent (Granted)
	ii) 26/02370/FUL – The Haven, self-build and custom build dwelling (Awaiting Decision)
2627-89	**To receive the bank reconciliation report**
Resolved	The bank reconciliation report is received.
2627-90	**To receive the schedule of payments, and to agree the processing all payments of payments including those that exceed £500, due prior to the next meeting the Dishforth Parish Council:**

Date	Payee	Description	Sum
01/09/26	PAYE/HMRC	Mth5	Redacted
01/09/26	PAYE/HMRC	Mth 1-4 T.Exp adj.	Redacted
18/09/26	HMRC/PAYE	Mth5-P30	Redacted
01/09/26	S Watson	Pavilion - Structural Survey/Footings	1740.00
01/09/26	HMRC/PAYE	Mth 6	Redacted
Pending	Grass cutting	Mth 5	718.91
4/9/26	G Anderson	Postage (19/8) – Solicitor, Water Easement	5.95
1//9/26	PKF Littlejohn	Ext. Audit	504.00
1/8/26	Village Hall	Room bookings	18.00
1/9/26	Village Hall	Room bookings	24.00
1/9/26	Grass cutting	Mth 6	

1/9/26	Solicitor Fees	S106 VH	1800.00
1/10/26	HMRC/PAYE	Mth 7	Redacted
1/10/26	Village Hall	Room bookings	
1/10/26	Grass cutting	Grass cutting	

Resolved:	All payments scheduled are agreed and authorised for payment, including all other regular payments due that may not be listed herewith.
2627/91	**To agree under the public bodies (Admissions to meetings) Act 1960 and LGA 1972, ss 100A to 100K and ACA 1996 s10, that the meeting is adjourned to private session (public and press are excluded), due to the confidential nature of the business to be discussed.**
Resolved:	i) The public meeting adjourned and closed. ii) The public meeting adjourns for a private meeting – public and press excluded.
2627/92	**To discuss items of a personnel nature and agree action.**
Resolved:	i) The annual NJC salary increase for clerk's is implemented and backdated to 1st April 2026.
	ii) Hours are increased as current for a further 12 months.
2627/93	**Outstanding Annual Leave**
Resolved:	To be summarised and sent to the chairman
2626/94	**To discuss items re administration procedures and agree action.**
2627.94.1	Admin. Procedures
Resolved:	All items relating to s106 funding are processed via DPC
2627.94.2	Frequency of Meetings
2627.92.3	i) Meetings will be held alternate months until December 2026 then reviewed. The next DPC meeting will be 10th November 2026. ii) The next VHall Trustee meeting will be brought forward to the 10th October 26.
Resolved:	iii) Standing orders to be modified accordingly and considered for adoption at the next meeting.
2627.94.4	Use of AI
Resolved:	The clerk to register the AI tool – to be reimbursement monthly through expenses.
The private meeting adjourned and closed.	
Next Meeting: Tuesday, 10th November 2026	