

MINUTES FROM THE ANNUAL MEETING INCORPORATING AN ORDINARY MEETING OF MID-WHARFEDALE PARISH COUNCIL IN ASKWITH VILLAGE HALL HELD ON 14<sup>TH</sup> MAY 2026 AT 7.45 PM

**(Bold denotes Annual Meeting)**

**PRESENT:**

|                  |   |                     |
|------------------|---|---------------------|
| Cllr C Shepherd  | : | Askwith (Chair)     |
| Cllr J Crossley  | : | Weston (Vice Chair) |
| Cllr M Whitley   | : | Askwith             |
| Cllr F Caton     | : | Weston              |
| Cllr K Chivers   | : | Nesfield/Langbar    |
| Cllr S Ellis     | : | Nesfield/Langbar    |
| Cllr E Broderick | : | Denton              |
| Amanda Overend   | : | New Clerk           |

**In Attendance**

|            |   |       |
|------------|---|-------|
| Mrs B Shaw | : | Clerk |
|------------|---|-------|

**Members of the public attending the meeting**

None

**77/01 ELECTION OF OFFICERS**

- 1.1 Cllr Shepherd was elected as Chair for 2026/27. This was proposed by Cllr Crossley seconded Cllr Whitley and unanimously resolved.
- 1.2 Cllr Crossley was elected as Vice Chair for 2026/27. This was proposed by Cllr Whitley seconded Cllr Caton and unanimously resolved.

**77/02 ACCEPTANCE OF OFFICE AND DECLARATION OF INTEREST**

- 2.1 Chair Cllr Shepherd signed an acceptance of office.
- 2.2 Vice Chair Cllr Crossley signed an acceptance of office.

**77/03 APOLOGIES**

|               |   |           |
|---------------|---|-----------|
| Mr P Robinson | : | Denton    |
| Mr D Powell   | : | Middleton |

**77/04 DECLARATION of INTERESTS**

None declared

**77/05 PUBLIC SESSION**

No members of the public were present.

**77/06 MINUTES:**

Minutes of the Ordinary Meeting held on 12<sup>th</sup> February 2026 having been circulated were proposed Cllr Crossley, seconded Cllr Chivers, and unanimously resolved as a true and correct record. These were then duly signed by the Chair.

**7.1 North Yorkshire Council Matters**

Cllr Hull did not attend the meeting

The Chair explained that agenda items 7 and 9 would be dealt with together under the Mid Wharfedale Parish Council objectives. Each objective would be split into ongoing issues and actions from the previous meeting and discussion agenda items that Cllrs had raised to be addressed at this meeting.

**7.2 Improving the health of heather peat moorlands**

**7.2.1 Ongoing issues and actions from previous meeting.**

Cllr Shepherd asked that Sir Julian Smith's letter about GB Energy is circulated to councillors.

**ACTION: Clerk to forward letter via email.**

**7.2.2 New discussion items**

Cllr Chivers asked if Cllr Shepherd would be interested in meeting Simon Rose from Nesfield who has expertise and an interest in moorlands.

**ACTION: Cllr Chivers to facilitate a meeting.**

**7.3 Identifying land for biodiversity improvement**

**7.3.1 Ongoing issues and actions from previous meeting.**

Commuted Sums

Cllr Shepherd confirmed that Askwith were putting together an application for monies for a joint project between the school and parish council for information and educational signage and native tree planting. The school have agreed to match any funds received from commuted sums.

Nidderdale National Landscape

Cllr Shepherd and Cllr Chivers have met with Joseph Haywood from NNL and a planting project for verges will start soon in Askwith, Nesfield and Weston. Cllr Shepherd confirmed that NNL will also work on private land.

**ACTION: Clerk to forward email about ordering planting plugs to Cllr Shepherd.**

**7.3.2 New discussion items**

Cllr Shepherd confirmed that she had sent out the draft biodiversity policy template and had not received any amendments. She has completed it. The policy was put up for adoption by the parish council. Proposed Cllr Chivers, Seconded Cllr Crossley and unanimously resolved.

**ACTION: Clerk to load the policy onto the website.**

**ACTION: Projects for next year to be an agenda item for discussion at the August meeting.**

**7.4 Identifying ways to slow water flow**

**7.4.1 Ongoing issues and actions from previous meeting.**

There were no action points from the last meeting.

#### **7.4.2 New discussion items**

Cllr Caton raised concerns about how Yorkshire Water are not adequately reinstating the roads following repair work. Cllr Boderick agreed that this was the case on recent works on Carters Lane, Middleton.

**ACTION: Cllr Broderick to send photos, W3W position of repairs and contact details for Yorkshire Water. Clerk to prepare and send a letter to Yorkshire Water.**

### **7.5 Road safety, repairs, drains and verges**

#### **7.5.1 Ongoing issues and actions from previous meeting.**

Speed Issues in the Parish

An email was sent to Cllr Hull regarding speed and highways issues following the February meeting. No response was received. Following this a letter of complaint was sent to Richard Flinton CEO, Karl Battersby (Director Business and Environmental), Barrie Mason (Highways and infrastructure) Chris Blackburn (Highways) Nathan Hull, NYC police, Mayors Office and Julian Smith MP. An invitation has been received from Julian Smith MP for representatives of MWPC to make an appointment for his Askwith surgery to discuss this in more detail. A letter has also been received from the Mayor encouraging MWPC to continue to pursue these issues.

**ACTION: Clerk to respond to Julian Smith to arrange an appointment and to forward the letter that was received from the Mayor to all Cllrs.**

Nesfield Village Sign

No communication has been received from Cllr Hull regarding legislation on positioning of signs. No further action at this point.

#### **7.5.2 New discussion items**

It was agreed that Cllr Hull should be contacted to ask what he considers to be the best way to communicate our issues to him if he is unable to attend meetings.

**ACTION: Cllr Shepherd to contact him.**

An invitation has been received from Highways to the parish workshop sessions which are attended by NYC teams. Cllr Shepherd asked if anyone would like to attend on behalf of MWPC. Cllr Chivers and Cllr Whitely asked for information regarding session dates and times.

**ACTION: Clerk to send email invitation and arrange attendance.**

Cllr Whitley reported that the drains between Askwith and Weston have still not been jetted. He and Cllr Shepherd asked for another email to be sent to Melisa Burnham (Area Manager – Area 6) to ask when this will be done.

**ACTION: Clerk to gather all previous emails and send another to follow this up.**

#### **Verge Cutting**

It was proposed, Cllr Caton and seconded Cllr Crossley that Gary Nutall would be contacted and asked to do the hedge/verge cut for the Parish in July/August.

**ACTION: Cllr Shepherd to contact Gary**

## **7.6 Creation of cycle, walking and riding paths**

### **7.6.1 Ongoing issues and actions from previous meeting.**

The meeting with Arrietty Heath took place and a final response, which withdrew some objections, has been agreed and sent to her.

### **7.6.2 New discussion items**

There were no new items for discussion

## **7.7 Updating of Policies and Procedures/ Procedural issues**

### **7.7.1 Ongoing issues and actions from previous meeting.**

The policies which had been sent round for comment (Financial Regulations, Financial Risk Assessment and Data Protection policy) were adopted. Proposed Cllr Crossley and seconded Cllr Shepherd.

**ACTION: Clerk to load these policies onto the website.**

### **7.6.2 New discussion items**

The next policies to be reviewed were agreed as: Financial Risk Assessment and General Risk Assessment. The Clerk also advised that policies would need to be reviewed and updated where necessary in February.

**ACTION: Clerk to begin work on risk assessments.**

### **Clifton and Newall – Community Governance Review**

The Clerk handed out questionnaires from Harriet Clarke (Senior Democratic Services Officer) who had asked if the Cllrs could complete them as the response to the second stage of the review has been low. Cllr Shepherd felt that these questionnaires needed to be distributed to residents of Newall and Clifton.

**ACTION: Clerk to feedback back to Harriet.**

### **Subscriptions for the year**

It was agreed that MWPC would continue to subscribe to Yorkshire Local Councils Associations. It was also acknowledged that the new Clerk may subscribe to the Society of Local Clerks for training purposes. Proposed Cllr Crossley, seconded Cllr Caton.

## **77/08 CLERKS REPORT**

Duties since 12<sup>th</sup> February meeting: Dealing with emails. Writing minutes and forming agendas. Circulating and responding to planning matters. Following up items from the last meeting. Preparation of accounts for internal audit. Updating website. Working on policies and procedures. VAT Claim. Preparing invoices and cheques. Supporting recruitment of new clerk. Preparing for handover to new clerk. Proposed Cllr Crossley, seconded Cllr Whitely.

77/10 ACCOUNTS

- 10.1** The Annual Internal Audit report for 2025/2026 was presented to the meeting. It was proposed by Cllr Crossley, seconded by Cllr Whitley and it was unanimously resolved to accept these.
- 10.2** The audited account statement for 2025/2026 was presented to the meeting. It was proposed by Cllr Crossley, seconded by Cllr Caton and it was unanimously resolved that this should be accepted.
- 10.3** The Annual Governance Statement for 2025/2026 and Certificate of Exemption was discussed and agreed. It was proposed by Cllr Crossley, seconded by Cllr Caton and it was unanimously resolved that this should be accepted. Minute reference to be inserted in the relevant sections.

The period for the exercise of public rights was set as Wednesday 3 June 2026 to Tuesday 14<sup>th</sup> July 2026

- 10.4** The following expenditure and income were then approved. Proposed Cllr Crossley, seconded Cllr Caton.  
There was a discussion about online banking and the Clerk holding a direct debit card/ credit card for regular payments such as the MWPC Microsoft account and payroll. It was agreed that this was a good idea and the Chair, Cllr Whitley and Cllr Robinson (absent from the meeting) should be responsible for releasing payment. Cllr Whitley and Robinson currently oversee internal financial management.  
**ACTION: Clerk to investigate and set up.**

## Mid Wharfedale Parish Accounts 14<sup>th</sup> May 2026

### Barclays

Bank balance 12/05/26 £5,465.62

### Income during period February - May

Precept (included) £3,750.00

|                |                 |                  |                  |
|----------------|-----------------|------------------|------------------|
| <b>Balance</b> | <b>12/05/26</b> | <b>£5,465.62</b> | <b>£5,465.62</b> |
|----------------|-----------------|------------------|------------------|

### Skipton Building Society

|         |            |           |  |
|---------|------------|-----------|--|
| Balance | 01/01/2026 | £6,016.82 |  |
|---------|------------|-----------|--|

|                   |            |         |  |
|-------------------|------------|---------|--|
| Income (interest) | 01/01/2026 | £155.42 |  |
|-------------------|------------|---------|--|

|       |            |                  |                  |
|-------|------------|------------------|------------------|
| Total | 01/01/2026 | <b>£6,172.24</b> | <b>£6,172.24</b> |
|-------|------------|------------------|------------------|

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**£11,637.86**

Cheques to be signed 14<sup>th</sup> May 2026

|                                           |        |         |
|-------------------------------------------|--------|---------|
| J Greenway Accountancy Services           | (1069) | £80.00  |
| H.C. Shepherd                             |        |         |
| (reimburse for Ilkley Chat job advert)    | (1070) | £20.00  |
| Clare Smith Internal Audit)               | (1071) | £55.00  |
| YLCA Subscription                         | (1072) | £364.00 |
| Askwith Village Hall 16.3.26              |        |         |
| (Internal Financial Control meeting)      | (1073) | £20.00  |
| Askwith Village Hall 28.4.26 (Interviews) | (1074) | £52.00  |
| Askwith Village Hall 14.5.26              | (1075) | £52.00  |
| A Shaw Clerk wage (April)                 | (1076) | £274.96 |
| A Shaw Clerk expenses                     | (1077) | £272.89 |

**£11,637.86**

**(£1,190.85)**

Total held by MWPC

**£10,447.01**

77/11 EMAILS

**ACTION:** Cllrs Crossley and Powell to set up new email addresses and contact the Clerk if help is needed.

**ACTION:** Clerk to contact Cllr Broderick to set up new email address.

77/12 PLANNING MATTERS

The planning sheet was circulated.

| Ref            | Date Received | Address                                                                                        | Planning No             | Planning Request                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Response Due | PC Response | Decision                                 | Date of outcome |
|----------------|---------------|------------------------------------------------------------------------------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-------------|------------------------------------------|-----------------|
| 58SA<br>APPEAL | 13/08/2025    | Elm Tree House Smithy Farm West Lane Askwith Otley North Yorkshire LS21 2HX                    | APP/U2750/W/25/3 370188 | Planning application for construction of 2 detached houses with attached garages, conversion of outbuilding to self-contained dwelling, single store rear extension, detached garage, front porch, re-configured side lean-to And garden pavilion to elm tree house including new shared vehicular access and associated landscaping.                                                                                                                                                                                                                                                      | 12/09/2025   | SENT        |                                          |                 |
| 596D           | 15/08/2025    | Willow Hill Farm Smithy Lane Denton North Yorkshire LS29 0HL                                   | 25/02796/LB             | Listed Building Consent for the extension of existing dwelling and conversion of neighbouring barns to create additional accommodation. Formalising of parking area, installation of air source heat pump and erection of steps and walls.                                                                                                                                                                                                                                                                                                                                                 | 08/09/2025   | A           |                                          |                 |
| 596D           | 26/08/2025    | Lane End Farm Lane End Farm To Hollingley Farm Denton North Yorkshire LS29 0HP                 | 25/02637/LB             | Listed Building Consent for the removal of existing internal pool and installation of new leisure space, new internal partitions and access doors and fireplace                                                                                                                                                                                                                                                                                                                                                                                                                            | 19/09/2025   | D           | GRANTED SUBJECT TO CONDITIONS            | 09/10/2025      |
| 597N           | 27/08/2025    | Nesfield Cottage Nesfield Lane To Grooms Cottage Nesfield North Yorkshire LS29 0BW             | 25/02406/FUL            | Demolition of lean-to workshop and construction of single storey side extension                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 20/09/2025   | C           | GRANTED SUBJECT TO CONDITIONS            | 09/10/2025      |
| 592M<br>APPEAL | 09/10/2025    | Land At Carter's Lane Middleton Ilkley LS29 0DH                                                | 25/01942/OUT            | Outline application for the erection of 1no. self-build dwelling with all matters reserved except from access and layout.                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 07/11/2025   | None        |                                          |                 |
| 593D           | 30/10/2025    | 1 And 2 School Row Denton Road Denton North Yorkshire LS29 0HG                                 | 25/03334/FUL            | Installation of two Air Source Heat Pumps                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 23/11/2025   | A           | Application Permitted                    | 11/02/2026      |
| 594D           | 30/10/2025    | 1 And 2 School Row Denton Road Denton North Yorkshire LS29 0HG                                 | 25/02827/LB             | Listed Building Consent for the Installation of two Air Source Heat Pumps (ASHP)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 23/11/2025   | A           | Application Permitted                    | 11/02/2026      |
| 595M           | 12/11/2025    | 5 Carters Lane Ilkley Bradford LS29 0DQ                                                        | 25/03755/FUL            | Demolition of existing Sun lounge and erection of new (replacement) Sun lounge. New front porch.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 06/12/2025   | A           | Application Permitted                    | 07/01/2026      |
| 596M           | 18/11/2025    | Home Farm Carters Lane Middleton Ilkley LS29 0DQ                                               | 25/03953/DVCON          | Section 73 application for the Variation of Condition 2 (Approved Drawings) of Planning Permission 19/00597/FUL (Demolition of existing extensions and porch. Erection of two storey and single storey extensions, and a porch) to alter fenestration. Permission HG2C23/04357/DVCON (Variation of Condition 2 (approved plans- alterations to fenestration, roof and cladding) of planning application 22/04302/DVCON Variation of condition 19 (annex) of 22/01420/FUL to allow annex to be used as ancillary accommodation to approved Property 2) to allow an extension to Property 1. | 12/12/2025   | C           | Application Permitted                    | 07/01/2026      |
| 597D           | 20/11/2025    | 4 Church Row Denton North Yorkshire LS29 0HQ                                                   | 25/04064/TPO            | Crown lift (to 3m) of 1 no. Silver Birch tree (T1) under Tree Preservation Order 51/2024                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 14/12/2025   | A           | Application Permitted                    | 07/01/2026      |
| 598D           | 04/12/2025    | Willow Hill Farm Smithy Lane Denton North Yorkshire LS29 0HL                                   | 25/02651/FUL            | Extension of existing dwelling and conversion of neighbouring barns to create additional accommodation. Demolition of existing barn and creation of new orchard. Formation of parking area, installation of air source heat pump and erection of steps and walls                                                                                                                                                                                                                                                                                                                           | 28/12/2025   | A           |                                          |                 |
| 599A           | 09/12/2025    | Land At Bankfoot Farm Bankfoot High Snowden North Yorkshire LS21 2NJ                           | 25/04079/PNA            | Steel framed agricultural building to match existing buildings                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 01/01/2026   | A           | Permitted Prior Notification             | 07/01/2026      |
| 600A           | 16/12/2025    | Ibbotson Farm Askwith Village Askwith North Yorkshire LS21 2HX                                 | APP/U2750/W/25/33       | Construction of kennels with formation of a fenced enclosure (retrospective)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | 14/01/2026   |             | Appeal Refused                           |                 |
| 601D           | 06/01/2026    | Horseshoe Barn Denton Road Denton North Yorkshire LS29 0HU                                     | 25/04190/DVCON          | Section 73 application for the variation of condition 2 (Approved drawings) of planning permission 25/01334/FUL Householder application seeking a single storey extension and erection of a garage as well as other minor alterations, including the rerouting of the driveway.                                                                                                                                                                                                                                                                                                            | 30/01/2026   | A           | Application Permitted                    | 10/01/2026      |
| 602M           | 12/01/2026    | Cherry Bank Hunger Hill Middleton North Yorkshire LS29 0DP                                     | 25/04566/FUL            | Removal of prefabricated garage and its replacement with new detached triple garage                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 05/02/2026   | C           | Application withdrawn                    | 04/03/2026      |
| 603A           | 14/01/2026    | Ground Floor Flat 4 Rhydding View Askwith North Yorkshire LS21 2JD                             | 25/04644/FUL            | Proposed replacement of existing Conservatory with Sun Room                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 07/02/2026   | D           |                                          |                 |
| 604A           | 19/01/2026    | Rookery Barn Low Hall Farm Askwith Moor Road To Carr Farm Low Snowden North Yorkshire LS21 2NQ | 25/04485/PNA            | Creating a series of ponds to provide a wildlife habitat                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 12/02/2026   | D           | Permitted Prior Notification             | 05/03/2025      |
| 605W           | 29/01/2026    | 14 Throstle Nest Close Weston North Yorkshire LS21 2RR                                         | 26/00372/FUL            | Erection of single storey front and rear extensions. Conversion of garage to provide additional living space. Alterations to fenestration. Installation of gates to rear of property                                                                                                                                                                                                                                                                                                                                                                                                       | 22/02/2026   | A           | Application Permitted                    | 12/03/2026      |
| 606N           | 28/01/2024    | West Hall Farm Barn West Hall Nesfield North Yorkshire LS29 0BX                                | 26/00268/FUL            | Erection of a single-storey glazed link extension, conversion of the garage to living accommodation, including the formation of doorways and alterations to fenestration                                                                                                                                                                                                                                                                                                                                                                                                                   | 21/02/2026   | A           | Application Permitted                    | 09/03/2026      |
| 607D           | 23/02/2026    | Hardistys Farm Denton Road Denton North Yorkshire LS29 0H                                      | 25/03239/FUL            | Replacement of septic tank with package waste treatment plant, discharging directly into watercourse                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 19/03/2026   | A           | Application Permitted                    | 28/04/2026      |
| 608M           | 25/03/2026    | Rose Cottage Hunger Hill Middleton North Yorkshire LS29 0DP                                    | 26/01146/FUL            | Construction of Replacement Dwel                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 18/04/2026   | A           |                                          |                 |
| 609M           | 26/03/2026    | Low Ling Park Farm Hardings Lane Middleton North Yorkshire LS290EG                             | 26/01347/CLEUD          | Certificate of Lawfulness for existing change of use of land to domestic garden                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | 19/04/2026   | A           | Lawful Development Certificate permitted | 24/04/2026      |
| 610D           | 30/04/2026    | Horseshoe Barn Denton Road Denton North Yorkshire LS29 0HU                                     | 26/01965/ful            | Two storey side extension and single storey rear extension to existing dwelling, reouting of driveway & associated hard and soft landscaping                                                                                                                                                                                                                                                                                                                                                                                                                                               | 24/05/2026   | A           |                                          |                 |

70/13 WEB SITE

Updating of the website is ongoing.

70/14 MEMBERS POINTS OF INFORMATION

None.

Date for the meetings in 26/27 are:

13<sup>th</sup> August 2026

12<sup>th</sup> November 2026

11<sup>th</sup> February 2027

13<sup>th</sup> May 2027

The meeting was declared closed at 9.15pm.

Passed as a true and correct record Chairman .....

Date .....

