Copmanthorpe
Parish Council

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MINUTES OF THE MEETING 13 OCTOBER 2026

Venue: Howell Hall, School Lane, Copmanthorpe meeting on 13 October 2026 commenced at 19:30

Cllrs: Auton (Chair), Johnson, Kramm, Smith, Taylor, West, Wilcock, Wilkinson – Cllr. Steward (Ward Councillor joined the meeting at 9pm as shown in the minutes)

Clerk: June Perrin

Others: Three parishioners were in attendance

1. **APOLOGIES FOR ABSENCE**
   None were received but Cllr. Steward will arrive later and Cllr. Kramm will leave at 9pm. Mel Valentine (who sat with the Parishioners) was introduced to the meeting as an interested councillor candidate. She stayed to observe the meeting.
2. **APPOINTMENT OF NEW PARISH CLERK**
   Mrs. June Perrin was introduced to the meeting as the proposed new Clerk and Responsible Finance Officer.
   RESOLVED: To appoint June Perrin as the Clerk as Proper Officer for the Council and as the Responsible Finance Officer.
3. **DECLARATIONS OF INTEREST AND DISPENSATIONS**
   Cllrs. Auton and Smith declared an interest in item 10. Cllr. Kramm declared he was now a local School Governor.
4. **COUNCIL MINUTES**
   Minutes of the council meeting on 8 September 2026 were circulated to all councillors.
   RESOLVED: That the minutes be approved as a true and correct record and signed by the chair.
5. **ACTION REVIEW**
   Correspondence - A parishioner in Suter Close had reported a tree nuisance. Richard Hoyland from COYC would visit, though they maintain that it is not on their land and it does appear to be the parishioner's responsibility.
   Council Banking – Cllr. Auton had now gained online access and was registered as the Primary user.
   Asset Register – This will be discussed at a future Finance Meeting.
   PC Website – Simon Bowen will undertake some rationalisation to improve the current website, and will enable an shared online storage area for councillors to access documents. **Action:** Cllr. Auton.

Allotments – the overgrown plots were being cleared and cardboard put down to suppress weeds. Plot 42 has been reserved as a prototype nursery for Council use.
Highways – The head of highways at COYC has agreed to supply a map of all areas the council are responsible for.
Grants Policy Document Review – This will need to be reviewed before it appears in the November Newsletter as grants have to be submitted by 30 November. **Action:** Cllr. Auton.

6. **NORTH YORKSHIRE POLICE**

Bicycle Marking – There has been no success in securing a date for this.
Police Report - There were reports of theft from the co-op, anti-social behaviour, violence and assault.
Allotment Theft - It was reported that an allotment holder had had onions stolen but had not reported it to the police.

7. **CORRESPONDENCE**

Tree in the Snicket – A resident had been reported that a tree in the snicket from Low Green to Top Lane needed trimming. The council is awaiting an assessment from Bartletts Tree Surgeons before taking further action.
Tree in Thatchers Close - A tree in Thatchers Close needs removing. COYC were under the mistaken belief it had been already been removed, but they will attend to remove it.
Rail Alarm/Siren Noise Nuisance – A preliminary hearing had been set for September but the case was then withdrawn. This is still considered to be a noise nuisance and the new court date is awaited.

8. **COMMITTEE REPORTS**

a) Planning - Discussion was held on S106 Contributions from Land Owners to the local community for smaller developments. **Action:** Cllr. Steward would be asked to follow this up.

b) Finance and Risk Management

The monthly report included some of August and September payments, caused by difficulties in obtaining access to the bank accounts, which had now been addressed.
Administration – Computer Systems would be assessed with a view to streamline services and administration including the allotments administration. **Action:** Cllr. Auton and the Clerk. Parish Council correspondence and legal documentation such as leases still retain the previous Clerk's address and these would need to be amended. The majority had been resolved by writing to suppliers, bank, and other organisations, changing the registered address to Howell Hall. **Action:** All Cllrs. as they become aware of this in their ongoing matters.
Grants Policy Document – covered under Action Reviews.

c) Environment and Place

Allotments – Current vacancies are one full plot and one half size plot. It is expected that three plot holders are likely to terminate their agreements in the near future. Cllr Auton to attempt to organise Community Payback Team to undertake any clearance necessary at this time. **Action:** Cllr. Auton will follow this up.

Wildflower Meadow - Resolved: To spend approx. £150 on yellow seed and £42 on low growing seed. Lots of trimming had been carried out in preparation.

Road and Footpaths – To carry forward

8.40pm Cllr. Chris Steward Arrived

16. **Howell Hall** – This item was taken early before Cllr. Kramm needed to leave

As proposed on previous occasions, it makes good sense to transfer ownership of the hall from Copmanthorpe Youth Club to the Parish Council. In this way, it would remain a community facility. Whilst it was essential for the Youth Club to continue, the Hall itself has been managed by a number of volunteers, and this was no longer sustainable. Discussion was held on the current users of the Hall. This included the Youth Club, Table Tennis, Art and Crafts. The Youth Club would continue to run in the immediate future. Discussion was held on current staff levels at the hall, which is essentially 3 Youth Leaders, a Cleaner and a caretaker, all paid part time. Income and Expenditure would need to be looked at and staffing commitments assessed. The Hall was now in good condition following the most recent decoration by Barrett's and clearance of the frontage by the Community Payback Scheme. Cllr. Kramm felt that the Youth Club Committee needs to set out the conditions etc that it would like to see in place on transfer and the Council should set out its own list of requirements in its own proposal. The two sides should then meet to find a suitable path for all and achieve a joint final agreement. Cllr. Auton indicated that because of his involvement as Chair of the Youth Club Committee he will resign from this working party and hand over to Cllrs. Johnson. Kramm and Wilkinson. A Committee should be set up to consider Structure, Financials, Management etc. **Action:** Cllr. Kramm will send suggested dates for a working party.

Cllr. Kramm left at 9.00pm

9. **MEMORIAL PLAQUE ON ST GILES WAY** – The oak saplings had survived but were still at an early stage. Item concluded at present.

10. **REMEDIAL WORK NEEDED IN THE BURIAL GROUND**

Cllr. Taylor reported on the poor state of the Burial Ground. Grass had been cut but everything else had been left to overgrow, including trees growing from graves. Once it has been recovered to a better position regular maintenance is essential.

Cllr. Smith felt the issue were not just the trees but the whole mess of undergrowth, which was substantial. Three quotes received for the initial clearing were considered, the prices varied from cheapest, middle to highest. **Resolved:** To accept the quote from Branches Out who had submitted the lowest quote. Furthermore, as the supplier was a known entity who had carried out previous work to a high standard. Work will commence on 9 November 2026.

Other discussions were held on the availability of land for further burials. At present there is enough land but we should consider opportunities to purchase more should this become necessary in the future.

The Council had been approached to be the Beta Tester for a new Burial Ground computer Software. This would entail a drone mapping out the site accurately.

Action: Cllr. Auton will follow this up.

Future maintenance will move to Environment.

11. BURIAL GROUND CENTENARY

The centenary was discussed and it was felt not appropriate to hold an actual event but rather make an announcement in the January Newsletter and in the link magazine. **Action:** Cllr. West.

12. COPMANTHORPE WARD

York Field Lane - Cllr. Steward reported on the development of the footpath and cyclepath on York Field Lane. A meeting had taken place with CYC, attended by Cllr Auton to discuss the overall project. Surfacing would be an approximate 6 week build time. Low level lighting was not recommended due to vandalism but assurances were received that all lighting has to be built under light pollution levels. There will not be a formal consultation, but the Parish Council will be involved at every stage. The feasibility and design brief will take 4/6 weeks and then a pack will be presented to the Parish Council for detailed consideration. All residents affected along the route will be fully informed of these proposals. This is a COYC project which will be undertaken by third party contractors.

Deer Signs - 3 'Deer' Signs funded by COYC should be erected this week.

Local Development Plan – The COYC plan dated 2018-2033 was finally signed off in 2025. It looked at increasing housing stock by 804 a year; the council now want to increase this (not with a new plan but via variance to non-statutory guidance), as they feel that a new local plan would be too expensive.

Mayoral Plans – The mayor has a plan to spend £3.5million to look at the 'broken' bus system and what franchising may look like.

Moorland Gardens – COYC will not paint the broken fence that they repaired around Moorland Gardens. We will consider alternative options.

13. CHRISTMAS LIGHTS

Cllr. Johnson reported these has all been installed**. Resolved:** To switch the lights on 14 November.

14. CHRISTMAS GROTTO

Cllr. Taylor reported the first working group meeting had been held. There was a serious shortage of 'elves' otherwise things are on track. Selection boxes will not be delivered until the middle of November due to storage limitations.

15. REMEMBRANCE SUNDAY

The council has ordered a wreath but it has not arrived yet.

16. Taken before item 9 – see above

17. PLAYGROUND REFURBISHMENT AT THE RECREATION CENTRE

A initial quote had been received of around £39,000 to rubberise the surface and refurbish the swings, roundabout etc. This requires further consideration and refinement. A request had been made for the council to fund 50% of the cost. This had previously been agreed under the £26,000 S106 monies ringfenced for such a project in the PC budget. **Resolved:** To fund 50% of the eventual cost of the refurbishment of the Playground at the Recreation Centre.

18. TADCASTER ROAD SITE

The road had been dug up yet again but in the wrong area, as reported once more to COYC by Cllr Auton. This is a very poor stretch of road. The saplings that were destroyed on Yorkfield Land near to Farmers Way by contractors should be re-planted shortly at the expense of Miller Homes.

19. MOOR LANE SITE

The road is being dug up yet again to install a new Gas Main, Cllr Auton approached Barratts to express his concern that this hadn't been attended to during previous excavations. It has not been requested by Barratts, who also knew nothing about the works.

20. ACCOUNTS

Budget – figures for six months to date were circulated. The £15,000 for traffic lights could be removed as these were to be provided free of charge to the council. The Christmas Lights 2026 invoice has not yet been received. It was also noted there was no budget for Burial Ground maintenance and this needed including in future. It was noted the council had received approximately £4,500 in VAT refunds, largely due to the Christmas Light improvements in 2025. KPIs will be provided at the next meeting. The new Budget needs drawing up to present to the next meeting.

Action: Finance Committee

21. ITEMS FOR THE NEXT AGENDA

a) Co-option of new council member
b) Budget 2026/27
c) Photo Competition

22. TO CONFIRM DATE OF THE NEXT MEETING

The next Meeting of the Parish Council will take place on Tuesday, 10 November 2026 at 7.30pm in Howell Hall. This will be preceded by a Meeting of the Planning Committee at 7.00pm.