

Luttons Parish Council

59 Eastfield Road, Driffield, East Yorkshire YO25 5EZ

Tel: **07832 688032**

e-mail: clerk@luttonsparishcouncil.gov.uk

Website: <https://luttonsparishcouncil.gov.uk>

An Ordinary Meeting of Luttons Parish Council was held on **Monday 11th August 2025** in the Village Hall, Kirby Grindalythe.

Present: Cllrs Pearce, Bell, Ogden and Scott
The Clerk
Three members of the public

The Minutes from this Meeting appear below.

Minutes

2025.01 Chair's Welcome

To welcome everyone to the Meeting, especially the new Clerk, Andrew Buxton.

The Chair welcomed everyone to the Meeting, including the new Clerk.

2025.02 Apologies

To receive and agree or note apologies for absence from the Meeting.

Apologies had been received from Cllr Wane, which were agreed.

2025.03 Declarations of Interest

(a) *To receive Declarations of Pecuniary and Non-Pecuniary Interest in any Agenda item*

There were no Declarations of Interest

(b) *To note any Grants of Dispensation*

There were no Grants of Dispensation

2025.04 Public Participation

*To resolve that the Meeting is suspended for a period of up to 15 minutes to allow for Public participation. **Please note that discussion is not permitted during this session.***

A member of the public wished to record their feeling of being let down by a perceived lack of action from the Parish Council in relation to the Planning Application at Westfield Works.

The application was due to be discussed under Item 2025.09 and was deferred until then.

2025.05 Minutes

(a) *To adopt the Minutes of the Annual Parish Council Meeting and of the Ordinary Meeting held on Thursday 29th May*

The Minutes of the two Meetings held on Thursday 29th May were agreed to be true and accurate records of those Meetings and were signed by Cllr Pearce

(b) *To consider any matters arising from the Minutes of the above Meetings*

There were no matters arising

2025.06 Ward Councillors' Reports

To receive a report from the Ward Councillor(s) present at the Meeting.

There were no Ward Councillors present at the Meeting.

ACTION: Clerk to contact Cllr Janet Sanderson to confirm details of our Ward Councillors.

Initials:

Luttons Parish Council

2025.07 Finance

- (a) *To review and approve the Accounts, Bank Reconciliation and Schedule of Payments*
The Accounts, Bank Reconciliation and Schedule of Payments were reviewed and signed by Cllrs Pearce and Ogden
- (b) *To approve any receipts for expenditure and to agree any upcoming payments*
The receipts for expenditure were reviewed and signed by Cllrs Pearce and Ogden

HSBC	Bank Charges (May)	£8.00
A E Smith	Grass Cutting (May)	£264.00
KG Village Hall	Village Hall Hire (May & June)	£40.00
HSBC	Bank Charges (June)	£8.00
Parish Lengthsman	Grounds Maintenance	£140.00
Clear Councils Insurance	Insurance Renewal 2025-26	£711.84
Parish Lengthsman	Grounds Maintenance	£50.00
John Randerson	Defibrillator Batteries & Pads	£915.79

- (c) *To approve the Clerk's salary and Working From Home payments*
This Item was deferred until the next Ordinary Meeting
ACTION: Clerk to contact TP Jones & Co Accountants regarding payroll arrangements

2025.08 Environmental Committee

To receive a report from the Environmental Committee.

(Please also see the full Environmental Report available on the [Parish Council website](#))

Item 5 Dog Fouling

Cllr Pearce expressed his thanks to Cllr Scott for adding information to the Heritage Noticeboards on this subject

Item 8 Gypsy Race (GR)

In response to the flooding on 6th July 2025, a local landowner intends to create a soakaway on Park Lane with a grip to divert water. NYC and the Parish Council will monitor the area to check whether these works alleviate the problem

Item 10 Footpaths

Cllr Pearce noted that an overgrown footpath at the junction of Wintringham Road and Wolds Valley Road had been strimmed by NYC

Cllr Ogden noted the poor condition of a cherry tree towards the west end of Main Street, West Lutton.

ACTION: Cllr Bell to inspect the cherry tree.

2025.09 Planning Application

To discuss the below Planning Application, and the Notification of Decision;

ZE24/01627/MFUL

Extension to rear (North) of the existing industrial manufacturing unit and associated works Westfield Works, Main Road, Helperthorpe, Malton, North Yorkshire YO17 8TQ

This Planning Application had previously been mentioned during Item 2025.04.

Cllr Pearce advised those present that as the Planning Application had been granted there was little more that the Parish Council could do, but residents and other third parties do have the option of making a complaint to the Local Government Ombudsman.

Initials:

Luttons Parish Council

2025.10 Co-option

To receive any applications for co-option to the Parish Council and to co-opt new members as agreed.

One of the members of the public had previously expressed an interest in joining the Parish Council. Cllr Scott proposed Sylvia Dowgill for co-option. Seconded by Cllr Bell. All in favour. Cllr Dowgill signed the Declaration of Acceptance of Office form and will complete the Register of Interests form before the next Ordinary Meeting.

2025.11 Grass Cutting

To receive an update on the grass cutting in the Parish for this year.

Cllr Bell advised that one cut had been completed together with an amount of strimming work and that another cut would be arranged after the dry spell has ended.

2025.12 Councillors' Reports

*To receive updates from Councillors on any urgent issues which have arisen since the Agenda was published. **Please note that no decisions can be made during this item.***

- Cllr Pearce had received a letter from the Community Governance Review Team at NYC regarding a proposed change in Civil Parish boundaries with the transfer of two properties
ACTION: Cllr Pearce to respond and enquire whether the letter has been sent to all residents and whether a further four properties should be included in the transfer

2025.13 Clerk's Report

To receive any updates from the Clerk.

- The Clerk now has access to online banking with HSBC and will arrange with the previous Clerk to have the remaining account management functions transferred
- The Clerk suggested that the Parish Council opens a savings account with HSBC in order to earn interest on monies held
ACTION: Clerk to investigate instant access savings accounts with HSBC and report back

2025.14 Date of next Meeting

(a) *To agree when the next Ordinary Meeting will be held*

The next Ordinary Meeting will be held on **Wednesday 19th November at 7:00pm**

The venue will be confirmed nearer to the time

ACTION: Clerk to contact Luttons Community Primary Academy to confirm when the new School Hall will be available to hire. Cllr Pearce to make a provisional booking with Kirby Grindalythe Village Hall in case the School Hall is unavailable in November

(b) *To discuss the preferred day of the month for future Meetings and to consider the creation of a Schedule of Meetings for the remainder of the 2025-26 Council year*

RESOLVED: This item was deferred until the Ordinary Meeting in November

ACTION: Clerk to create a proposed Schedule of Meetings before the next Meeting

(c) *To note any items for inclusion on the Agenda for the next Meeting*

ACTION: Clerk to receive items for inclusion and add them to the Agenda

- Precept / Responses to Gypsy Race questionnaire / HSBC savings account

As there was no further business to be transacted the Meeting was closed by Cllr Pearce at 8:15pm.

Signed to confirm the above Minutes are a true and accurate record of the Meeting:

Cllr Martin Pearce, Chair of Luttons Parish Council

Date: Thursday 18th December 2025