

Luttons Parish Council

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The Annual Parish Council Meeting of Luttons Parish Council was held on **Wednesday 20th May 2026** in the Village Hall, Kirby Grindalythe.

NOTE: The Minutes from the Annual Parish Meeting, which was held on the same evening, are published as a separate document.

Present: Cllrs Pearce (Chair), Bell, Dowgill, Hughes and Ogden
The Clerk
2 members of the public

The Minutes from this Meeting appear below.

Minutes

2026.06 Nominations for Chair

RESOLVED: Cllr Bell nominated Cllr Pearce for Chair. Seconded by Cllr Hughes.
All in favour. Cllr Pearce accepted the position of Chair.

2026.07 Chair's Declaration of Acceptance of Office

The Chair's Declaration of Acceptance of Office was signed by Cllr Pearce and the Clerk.

2026.08 Chair's Welcome

Cllr Pearce welcomed everyone to the Meeting.

2026.09 Apologies

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

2026.10 Nominations for Vice-Chair

RESOLVED: Cllr Pearce nominated Cllr Bell for Vice-Chair. Seconded by Cllr Ogden.
All in favour. Cllr Bell accepted the position of Vice-Chair.

2026.11 Accounts Review

The Clerk gave a brief review of the accounts for the 2025-26 Council year ahead of the Annual Governance & Accountability Return (AGAR) documents being reviewed and signed.

2026.12 Annual Governance & Accountability Return (AGAR)

The Certificate of Exemption from the 2025-26 AGAR was reviewed and then signed by Cllr Pearce and the Clerk.

2026.13 Annual Governance & Accountability Return (AGAR)

Section 1 Annual Governance Statement from the 2025-26 AGAR was reviewed and then signed by Cllr Pearce and the Clerk.

2026.14 Annual Governance & Accountability Return (AGAR)

Section 2 Accounting Statements from the 2025-26 AGAR was reviewed and then signed by Cllr Pearce and the Clerk.

Initials:

Luttons Parish Council

2026.15 Declarations of Interest

- (a) There were no Declarations of Pecuniary or Non-Pecuniary Interest in any Agenda item
- (b) There were no Grants of Dispensation

2026.16 Public Participation

There was no suspension of the Meeting as the members of the public did not wish to address the Parish Council under this item.

2026.17 Minutes

- (a) RESOLVED: The Minutes of the Meeting held on Wednesday 4th March 2026 were agreed to be a true and accurate record of that Meeting and were signed by Cllr Pearce
- (b) *To review each of the Action Points from the Minutes of the March Meeting*
 - the Clerk had prepared and published a detailed article regarding the Precept
 - the Schedule of Meetings has been added to the noticeboards and to the website
 - the Clerk had cancelled the Mapping Service with no payment being made
 - after the Environmental Report had been published, a resident had provided information on the law regarding dog fouling on Public Access Land as well as in private gardens
ACTION: Clerk to add this information to the Parish Council website
ACTION: Cllr Pearce to send the information for inclusion in The Wolds Warbler
 - the litter along a stretch of the Driffield road had already been cleared when Cllr Pearce had checked the area
 - a representative from NYC had advised that the footpath at the eastern end of East Lutton is not considered to be in a condition which merits expenditure
 - Cllr Bell had conveyed our thanks to NYC for the works done in the Parish. It was noted that there was still flooding on Park Lane despite the recent works to the grips. Since the last Meeting, a number of grips had been cleared on Sheepwalk Lane
 - the trees which had been donated by a resident had been planted around the Parish
 - a resident has agreed to be the Supporting Guardian for the East Lutton defibrillator
 - requested items had been added to the Agendas for each of the May Meetings

2026.18 Finance

- (a) The Accounts, Bank Statement and Bank Reconciliation were reviewed and approved by Cllrs Dowgill and Pearce
- (b) The Schedule of Payments was reviewed and approved by Cllrs Dowgill and Pearce

Defib World	Replacement Pads (East Lutton)	£73.19
HMRC	Clerk's PAYE (January / February / March)	(Redacted)
Clerk	Clerk's Working From Home Allowance (April)	£26.00
Clerk	Clerk's Salary (April)	(Redacted)
YLCA	Membership Fee 2026-27	£186.00

2026.19 Environment Committee

To receive a report from the Environment Committee.

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

- Cllr Bell had drawn up a Maintenance Schedule for the outdoor assets owned by the Parish Council. The Schedule details the required steps to repair (as necessary) and to maintain each asset type, and a supply of paint and preservative will be needed

RESOLVED: Cllr Pearce proposed an initial budget of £200 for paint and preservative.

Seconded by Cllr Dowgill. All in favour

ACTION: Cllr Bell to source the required materials and to provide VAT invoices for reimbursement

Initials:

Luttons Parish Council

- RESOLVED: Grass cutting will continue to be arranged by the Parish Council with an invoice being raised to NYC for their contribution towards the cost. The only difference in the areas cut this year will be the return of a section opposite the houses on Back Lane in West Lutton, between Hillside Way and the junction of Wintringham Road, which had been cut last year by a resident. It was noted that the contractor's rates had increased this year. Cllr Pearce proposed a budget of £400 for a first cut. Seconded by Cllr Dowgill. All in favour
ACTION: Cllr Bell to liaise with the grass cutting contractor to arrange the first cut
- RESOLVED: Cllr Pearce also proposed a budget of £400 for initial maintenance work by the Parish Lengthsman.
ACTION: Cllr Bell to liaise with the Parish Lengthsman to arrange this work

2026.20 Parish Councillor Vacancy

To receive any updates on the vacancy following the resignation of Cllr Scott.

- NYC Electoral Services has confirmed that the Parish Council may proceed with co-option
- there have not yet been any expressions of interest in the vacancy, which will continue to be promoted on the website, on Facebook, and in The Wolds Warbler as appropriate

2026.21 Date of next Meeting

- (a) RESOLVED: The next Ordinary Meeting will be held on **Wednesday 1st July 2026** at **7:00pm**. The venue for the meeting will be confirmed nearer the time
- (b) *To note any items for inclusion on the Agenda for the July Meeting*
ACTION: Clerk to receive motions for inclusion and add them to the Agenda

The Meeting closed at 8:40pm.

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

Date: Wednesday 1st July 2026

Cllr Martin Pearce, Chair of Luttons Parish Council