

Luttons Parish Council

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An Ordinary Meeting of Luttons Parish Council was held on **Wednesday 1st July 2026** in the Village Hall, Kirby Grindalythe.

Present: Cllrs Pearce (Chair), Bell (Vice-Chair), Dowgill and Ogden
The Clerk
1 member of the public

The Minutes from this Meeting appear below.

Minutes

The Meeting opened at 7:00pm.

2026.22 Chair's Welcome

Cllr Pearce welcomed everyone to the Meeting.

2026.23 Apologies

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

2026.24 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

2026.25 Public Participation

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

2026.26 Minutes

- (a) **RESOLVED:** The Minutes of the Annual Parish Council Meeting held on Wednesday 20th May 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 Annual Parish Council Meeting*
 - the information on the law regarding dog fouling on Public Access Land as well as in private gardens has been sent for inclusion in The Wolds Warbler but is still to be added to the Parish Council website
ACTION: Clerk to add this information to the website
 - The paint and preservative for the maintenance of outdoor assets owned by the Parish Council is yet to be purchased
ACTION: Cllr Bell to source the required materials and to provide VAT invoices for reimbursement
 - a first cut of the grass in the Parish had been completed by the local contractor, and a First round of strimming had been completed by the Parish Lengthsman

Initials:

Luttons Parish Council

2026.27 Annual Governance & Accountability Return (AGAR)

The Annual Internal Audit Report had been received from the Internal Auditor, with no recommendations being made. The Clerk noted that the Annual Governance & Accountability Return (AGAR) process for 2025-26 was now complete.

2026.28 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 Bell and Ogden

Clerk	Clerk's Salary (May)	(Redacted)
Clerk	Clerk's Working From Home Allowance (May)	£26.00
A E Smith (Kilham Ltd)	Grass Cutting	£228.00
Guy Drabble	Strimming	£150.00
Account Solutions	Internal Audit Fee 2024-25	£120.00
Account Solutions	Internal Audit Fee 2025-26	£120.00
Clerk	Clerk's Salary (June)	(Redacted)
Clerk	Clerk's Working From Home Allowance (June)	£26.00

- (c) RESOLVED: A payment to renew the Parish Council's insurance policy was approved
ACTION: Clerk to process this payment as soon as possible
- (d) The upcoming Direct Debit for the Information Commissioner's Office fee was noted

2026.29 Planning

To consider the below Planning Application;

ZE25/01299/OUT

September Cottage, Sheepwalk Lane, West Lutton, North Yorkshire YO17 8TA

Outline planning application for the erection of 2no. dwellings following removal of existing dwelling with access considered. Details of appearance, landscaping, layout and scale are reserved for a later date

RESOLVED: The below comment was agreed for submission;

At an Ordinary Meeting on Wednesday 1st July 2026, Luttons Parish Council resolved to submit an objection to this Planning Application.

Whilst the Parish Council doesn't object to redevelopment of the site and replacement of the existing structure, it wishes to raise the following concerns;

- access for Emergency Vehicles to other properties on Sheepwalk Lane should not be compromised by parking at the proposed development
- access for agricultural vehicles and implements to the land at the southern end of Sheepwalk Lane should not be compromised by parking at the proposed development
- the proposed development should not place further load on the sewerage system, the surface water drainage system and other local utilities which may already be at or near their capacity
- the Condition recommended by NYC Highways that "measures to enable vehicles to enter and leave the site in a forward gear" is echoed by the Parish Council given the narrow profile of Sheepwalk Lane
- there needs to be adequate parking space and turning space for occupiers as well as for visitors to avoid vehicles being left on verges.

ACTION: Clerk to submit the above comment on the NYC Planning Portal

Initials:

Luttons Parish Council

2026.30 Speeding in the Parish

To review the draft questionnaire regarding speeding in the parish and to agree the most suitable method for distribution and return as well as the collation of responses and the publication of a summary of results.

RESOLVED: The content of the draft questionnaire was approved. Delivery will be carried out by hand to relevant addresses within the Parish, and return may be made to a nominated address in each village or via e-mail. Results will be collated by the Clerk and an Agenda Item will be added for the September Meeting to receive and consider the outcome.

2026.31 Environment Committee

(a) *To receive the Environmental Report.*

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

There were no further comments in relation to the Environmental Report

Cllr Bell noted communication from NYC Highways in relation to a temporary safety barrier that had been placed near to St Mary's Church. Further safety barriers are due to be installed pending repairs to the area, which may include the nearby railings and posts

(b) *To discuss the historic and present arrangement of the Environmental Sub-Committee*

RESOLVED: It was agreed that the term "Environmental Sub-Committee" had become redundant due to changes over time and that the phrase would be retired from use

2026.32 Asset Register

To initiate a review of the assets held by the Parish Council, their locations and valuations.

ACTION: Clerk to circulate the Asset Register to Members and to receive updates over the coming months. Updates to include a What3Words location, photographs and a condition report. Agenda Items to be added for future Meetings as appropriate.

2026.33 Savings Account

To receive an update on the steps required to establish a savings account to garner interest on General Reserves and on any Earmarked Reserves.

ACTION: Cllr Pearce to make an appointment at HSBC to progress a change in the Primary User in order for a Savings Account to then be opened.

2026.34 Parish Councillor Vacancy

To receive any updates on the current vacancy.

There were no further updates. Anyone interested in joining the Parish Council is very welcome to contact the Clerk (Clerk@LuttonsParishCouncil.gov.uk) or any Councillor.

2026.35 Date of next Meeting

(a) RESOLVED: The next Ordinary Meeting will be held on **Wednesday 2nd September 2026 at 7:00pm.**

NOTE: The venue for the September Meeting will be confirmed nearer the time

(b) *To note any items for inclusion on the Agenda for the September Meeting*

ACTION: Clerk to receive motions for inclusion and add them to the Agenda
- Speeding in the Parish Questionnaire

The Meeting closed at 8:20pm.

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

Cllr Martin Pearce, Chair of Luttons Parish Council

Date: Wednesday 2nd September 2026