

**Pannal and Burn Bridge Parish Council**  
**Meeting held in the Function Room of Pannal Village Hall**  
**Start time 7.00pm on Thursday 9<sup>th</sup> April 2026**  
All meetings of the Parish Council are open to the Press and Public

## **A G E N D A**

**Present:** Cllrs Hayes (Acting Chair), Farrar, Phipps, Sharkey, Cobbs and newly co-opted Cllr Rossi.

**1/04.26 To receive apologies for absence – to consider for approval reasons for absence submitted by councillors**

Cllr John Mann sent his apologies

Cllr Phipps gave her apologies as she would have to leave early, 7:45pm, for an urgent matter.

**2/04.26 To receive declarations of interest in the matters to be transacted at the meeting**

There were none

**3/04.26 To consider any applications by councillors for dispensation**

There were none

**4/04.26 Opportunity for public comment for items not on the agenda –** *Members of the public are invited to address the council on any matter over which it has power, for a maximum of three minutes. Those wishing to speak on an item which is on the agenda may be invited to speak at the beginning of that item.*

Two members of the were present (including previous chair, Cathy Burrell). No comments were made.

**5/04.26 To consider for approval the Minutes of the meeting held 12<sup>th</sup> March 2026**

Minutes signed by Cllr Farrar as acting chair, Cllr Hayes, was not present in the March 2026 meeting.

**6/04.26 NYC Commuted Sums Project**

Cllrs discussed email regarding Section 106 funds, including proposed £8,000 for allotments, expiring October 2028) within Pannal. The Council noted difficulty in allocating allotment funds due to site restrictions and discussed the possibility of reallocating these funds. Will be C/F to May 2026 meeting

**7/04.26 Council IT solutions**

The Parish Council have had many issues with their IT systems. Cllrs aim to change ICT providers to solve this issue and assist with Business Continuity.

**8/04.26 Annual Meeting**

The Parish Annual Meeting is scheduled for Thursday 14<sup>th</sup> May 2026 in Pannal Village Hall.

Topics for Agenda - Yorkshire Water Update – Lead by Cllr Farrar

- Mill Pond – Lead by Cllr Phipps
- Local Plan – Lead by Cllr Hayes
- Changes within the Parish Council
- Resident Q&A

**9/04.26 Village matters**

**a) Mill Pond way forward**

Cllr Phipps has contacted the last remaining trustee of the pond and is in discussions with them over signing over the pond to the Parish Council. The Council has agreed to make a contribution of £350 towards the trustees' legal fees, subject to their agreement to transfer ownership of the pond to the Council.

**b) Village Way Forward – Cllr John Mann**

C/f to May 2026 meeting

**c) Village litter pick**

Confirmed for Saturday 18<sup>th</sup> April at 10am, meeting at St Roberts Church carpark. Cllrs Hayes, Rossi, Cobbs and Phipps will attend

**d) Yorkshire Water**

A public meeting has been organised with Yorkshire Water and will commence at Pannal Primary School at 6pm. The Council emphasized that this is not a Parish Council event. Significant concerns were raised regarding the environmental impact of works in Sandy Woods and the lack of communication with residents.

Cllrs Farrar and Cobbs have agreed to attend. In addition, ex Cllr, Cathy Burrell and Cllr John Mann will attend.

**e) Community Speed Watch**

Community speed watch team now only consists of 4 people, and the current coordinator is wanting to step back. Cllr Rossi has agreed to take the lead on Speed watching initiatives, including SID data analysis and future evidence for the Local Plan.

**f) Community events**

Parish Council paused Council run events until after the changes in the Council have occurred.

**g) SID Data**

Two new SIDs have been sited and data will be download by community speed watch team

**h) Community Plans/Projects**

C/f to May 2026 meeting

**10/04.26 Finance and Governance**

**a) Data Protection Policy – consideration / adoption**

C/F to May 2026

**b) Councillor profile updates on the website**

Cllr Phipps will add new Cllr onto the website

**c) Planning Committee membership**

Cllr Rossi requested to take Ex Cllr, Neil Permain, place on the Planning Committee

**d) 106 money**

Discussed in minute 06/04.26

**11/04.26 Monthly finance:**

- i) The current account and bank statement on 9<sup>th</sup> April were approved by email and signed off by Cllrs Hayes, Farrar and Phipps
- ii) Councillors signed off Lloyd's printout with Parish Council accounts reconciliation  
Signed by Cllr Farrar
- iii) The payment of invoices and expense claims received at 9<sup>th</sup> April were approved by email and signed off by Cllrs Phipps and Farrar
- iv) Clerks Wages, Microsoft £12.10, Pannal Village Hall £141, YLCA HP training 35.00, Coop £0.85, YLCA £738.00, Clerk Expenses £271.93, Lloyds £4.10, Gym Equipment Safety Check £114.00
- v) Above invoices
- vi) signed off by councillors

**12/04.26 Date and time of the next Council Meeting – Wednesday 13<sup>th</sup> May 2026 at 7pm**

Special Note: The Council formally thanked outgoing Chair Cathy for her years of dedicated service, reading letters of appreciation from Howard West and former Clerk, Jane.

DRAFT