

Pannal and Burn Bridge Parish Council
Meeting held in the Function Room of Pannal Village Hall
Start time 7.00pm on Thursday 11th June 2026
All meetings of the Parish Council are open to the Press and Public

MINUTES

Present: Chair - Cllr Hayes, Vice Chair - Cllr Cobb, Cllrs Rossi, Phipps, Sharkey together with Cllr Mann

- 1/06.26 To receive apologies for absence – to consider for approval reasons for absence submitted by councillors**
Apologies were received and accepted for Cllr Farrar
- 2/06.26 To receive declarations of interest in the matters to be transacted at the meeting**
There were none
- 3/06.26 To consider any applications by councillors for dispensation**
There were none
- 4/06.26 Opportunity for public comment for items not on the agenda**
There were none
- 5/06.26 a) To consider for approval the Minutes of the meeting held 13th May 2026**
Resolved. Minutes were signed by Chair, Cllr Hayes
- b) To consider for approval the minutes of the annual meeting held 14th May 2026**
Resolved. Minutes were signed by Chair, Cllr Hayes
- 6/06.26 Audit & AGAR**
Clerk reported that the council were now in the period for the exercise of public rights and had not been contact by the external auditor.
- 7/06.26 Internal Audit Review**
Clerk reported that there was no new information from the internal audit.
- 8/06.26 New Councillor Update**
Three people have applied for the position available on the council. Cllrs said they were planning to meet with them through the month and a vote will be taken at the next meeting for the new cllr position.
- 9/06.26 Increase Parish Council**
The Clerk informed the council that an application to increase the number of councillors is unlikely to be approved by North Yorkshire Council (NYC) at this time
- 10/06.26 Village matters**
- a) Mill Pond way forward**
Cllr Cobb reported witnessing a resident fly-tipping garden waste into the pond area.
Regarding maintenance, the council discussed hiring a contractor for hedge cutting.
Cllr Phipps reported a meeting with lawyers is scheduled for late June to discuss re-establishing the Mill Pond Association and potential transfer of the site to the Parish Council.
- b) Parking**
Complaints regarding dangerous parking near the primary school continue. The Clerk will contact the school again. Councillors were encouraged to gather photographic evidence of obstructions. It was resolved to invite NYC parking wardens to the village to witness drop-off and pick-up issues firsthand. The

council will also request the Village Hall to increase free parking in their car park from 20 to 30 minutes

c) SIDs

NYC has raised concerns that the current SIDs are non-compliant with Department of Transport guidance because they display emojis. It was resolved to investigate if the SIDs can be reprogrammed to show only a "20/30/40" speed and a "Slow Down" message to reach compliance.

The device at Walton Park is to be removed.

d) Xmas lights

NYC has been in contact with Parish Council regarding a tree that needs to be removed that has Xmas lights wrapped around. It was RESOLVED that the council will remove those lights and request to see if they can be wrapped around another tree.

11/06.26 Finance and Governance

a) Risk Management Scheme

The Parish Council risk assessment and management scheme was updated and will be monitored quarterly.

b) Internal Controls

The council reviewed the internal control checklist and was signed by Cllrs, Hayes and Sharkey. Efforts to move fully to online banking for better transparency are ongoing

c) Income & Expenditure Budget for 2026-2027

It was reported that the budget for 2026-2027 was the same as the previous year. Since then, the council has had some changes which would mean the budget will need adjusting.

Due to some expected spend council are expecting to use some reserves to update some of the councils systems.

The council will have their first quarterly review in July.

d) April 2026 Financial Report

The Council resolved that they would not publish monthly finance reports

e) May 2026 Financial Report

The Council resolved that they would not publish monthly finance reports

12/06.26 Monthly finance:

- i) The current account and bank statement on 11th June were approved by email and signed off by Cllrs Hayes, Farrar and Phipps
- ii) Councillors to sign off Lloyd's printout with Parish Council accounts reconciliation
- iii) The payment of invoices and expense claims received at 11th June were approved by email and signed off by Cllrs Hayes and Phipps
- iv) Clerks Wages & Pension, Change of Clerks pension from May, Microsoft £12.10, Storage King £143.74, Sainsburys £14.50, Parish & Town Auditing Services £295.00, Defib Store £336.00
- v) Above invoices to be signed off by councillors