



FULL COUNCIL MEETING

MINUTE BOOK 2025-2026

These minutes are a draft until agreed at the next meeting

Minutes of the Full Council Meeting held on Tuesday 10th March 2026

At 7pm at The Legacy Centre, Eastfield.

Councillors Present

Cllr. N. Grant

Cllr K. Elbourne

Cllr J. Bullock

Cllr J. White

Cllr. A. Hyde

Cllr H. Burn

Cllr. B. White

Cllr C. Smith

Cllr. D. Bullock

Cllr D. Leppington

Cllr T. White

Officer

Chris Parsons

Town Clerk/R.F. O

Absent Councillors

Also in Attendance

Cllr Tom Seston

North Yorkshire
Councillor

PUBLIC PARTICIPATION

No members of the public present.

COUNCIL BUSINESS

0103/26

APOLOGIES AND ACCEPTANCE

No Apologies needed

0203/26

**DECLARATIONS OF DISCLOSABLE PECUNIARY AND
OTHER INTEREST**

Members were invited to declare any interests, non-given
[Code of Conduct](#)



0303/26 CONFIRMATION OF MINUTES

It was **RESOLVED** to accept the Minutes for the 10th February 2026

0403/26 EXTERNAL REPORTS

Cllr Tom Seston – North Yorkshire Council

Cllr Seston highlighted the Town Investment Steering Group, issues with unadopted roads on M.D and the NYC discussion on moving to Resolution House.

0503/26 FINANCIAL MATTERS

0503.1 It was **RESOLVED** to approve the Transactions To date Payments totalling £ 942.44

0503.2 It was **RESOLVED** to approve Bank Reconciliation for February 2026

Cllr B White left the meeting at 7:13pm

0603/26 EVENTS COMMITTEE UPDATE

The Events Committee report was noted, it was decided to hold a Summer Event and Christmas Event this year with other events planned for next year. The next meeting on March 18th, 2026, will also have local community representation.

0703/26 GOVERNANCE MATTERS

To adopt Social Media Policy, it was **RESOLVED** to approve the Social Media Policy

To adopt a Risk Management Policy. This item was deferred to April Meeting

0803/26 TOWN INVESTMENT PLAN UPDATE

The Clerk gave a brief update on the first T.I.P Steering Group Meeting and highlighted the need for terms of Reference for the group, so everyone knows what the remit of this group is. This will be taken to the next meeting.

0903/26 TO DISCUSS THE EMPTY 120 WESTWAY BUILDING

It was **RESOLVED** to investigate the possibility of the Town Council working on a project to develop a Community/Training Café in the empty property



1003/26 CLERKS UPDATE AND CORRESPONDENCE

Clerk Training Update

The Clerk has now gained the following Qualifications I.L.C.A, FILCA and is in the process of gaining a PIALC.

The Clerk requested the budget for her to have SLCC membership at a cost of £215 Internal Audit will be on Monday April 20th, 2026

Work has started on the Council Hive, and the Clerk attended zoom meeting regarding Civic ly Smart Asset Management, this programme would record all assets owned by the Town Council and others that are the responsibility of other organisations, this would help reporting damage etc much easier. The Council agreed for the Clerk to investigate costs.

Emails regarding Planned Road Restrictions are put on the website

Email from Community Assets Improvement Team regarding public spaces and sport facilities - *previously circulated*.

Email regarding broken street furniture and who is responsible is under investigation

1102/26 PLANNING

25/04205/FUL PROPOSAL: Change of use (retrospective) from existing garage to operate as a sweet and vape shop.

The following objections were raised by the Council.

No cameras at the back of the High Street could pose a safety risk

Is located on the path to school and is made to look enticing to young school children.

Mobility Access under question as the footpath there is very narrow and could pose a danger for people with mobility issues.

Due to the roof structure this could pose a fire hazard.

Do they need and/ or have change of use.

1203/26 DATE OF NEXT MEETING

TUESDAY 14th APRIL 2026

Meeting Closed at 9.01 pm