

EMBSAY WITH EASTBY PARISH COUNCIL

Minutes of the Parish Council held on Wednesday 9th of September 2026, 7:30pm at the Methodist Chapel Embsay

PRESENT: Chair: Cllr Paul Peppate, Cllrs Brian Shuttleworth, Andrew Ayrton. Stella Kirkbride, Alex Osborn, Stewart Brewster.

Also, in Attendance: North Yorkshire Councillor David Noland, The Parish Clerk.

Members of the Public: 1

Welcome: Chair welcomed everyone and opened the meeting.

1. **APOLOGIES FOR ABSENCE:** Cllr Paul Conyers, Cllr Judith Benjamin
2. **APPOINTMENT AND ACCEPTANCE CO-OPTION:** Mr Stewart Brewster
3. **DECLARATION OF ANY PERSONAL OR FINANCIAL INTERESTS:** None. Clerk handed copies of New Forms to be completed.
4. **APPLICATION FOR ANY DISPENSATIONS:** None
5. **MINUTES OF THE LAST MEETING**

The last Ordinary Parish Council Meeting was held on the 10th June 2026. The minutes of this meeting had been circulated previously.

Approved and signed.

6. REPORT NORTH YORKSHIRE COUNCILLOR NOLAND:

Councillor Noland had previously circulated a comprehensive report covering the following points:

- New National Scheme of Delegation from central Government for planning applications.
BS suggested that the decision on planning of 9 or less dwellings be delegated to officer approval could result in the Parish Council having no say on future planning applications. **DN** Replied that he agrees and that this has not been decided at Local Authority level but at National Government Strategy level.
NYC Planning Divisional Officer Schedule is 1-2 years. YDNP under the Local Plan would go to Committee.
- Embsay to Skipton bus is now extremely popular so much so it is now almost full on every journey. Residents have complained about people getting on at the bottom of the village to ride around the drop off stops to ensure a seat. I have asked NYC to put on a bigger bus for the early services, but they do not have one available. I have therefore asked them to consider offering an 8.40am service halfway between the 8.10 and 9.10. Service changes normally occur in April.
- A recent road closure on the Barden Road caused a few problems for residents especially those on a daily commute as well as delivery drivers. I raised these complaints with NYC Highways who were helpful and informative.
- NYC Call for Sites. You can access the current NYC map here: [Call for sites June 26.](#)
- EWE PC's 20mph application was finally approved in July.
- Bailey and the Skipton Road intersection down towards Embsay. The Highways officer has accepted in principle that the '*proposed arrangement will be taken forward to consultation in the near future.*' Regarding the Skipton Road the officer wrote "Given the environment, road width and pedestrian activity on Skipton Road, the existing national speed limit is **no longer suitable**, the initial section could be reduced to 30mph and a reduction to 40mph is proposed for the rest of Skipton Road to Embsay".
- Hedges, drainage, gully cleaning assurances by NYC Highways that these will be addressed twice a year and the second effort is due in September. Further enquiries about the weed removal, awaiting a response from the relevant officer.

- Grants are available from the International Tree Foundation for community woodland and hedging projects that range from 100 – 10,000 trees planted per year. Funding is at a maximum price equivalent of £2.15 per tree (including tree protection and mulch). Projects also receive two maintenance grants of £0.10 per tree, distributed in the first and second summers after planting. Community-based organisations, such as schools, community groups, social enterprises, or parish councils can apply.

Deadline: 11 December

7. PUBLIC PARTICIPATION

- Request from resident regarding the morning bus being full on school days, could a bigger bus be requested or an extra bus available at peak times?

Cllr Noland replied he had previously requested a bigger bus but that the bus company did not have one, He will request an extra bus at peak time to accommodate the children at school in Skipton.

The Clerk advised that any results of this request will be posted on the PC Website.

DN/ PP to Action

8. REPORTS FROM LEAD MEMBERS, COUNCIL WORKING PARTIES & OUTSIDE BODIES

8.1 Planning Updates – Circulated Recommendations: - (Pending since last meeting).

- Cllr Peppiate informed members that all planning applications received since the last meeting had been approved despite two objections by the Parish Council.

8.2 Communication – Cllr Peppiate Thanked Cllrs Shuttleworth and Conyers and the Clerk for their support at the Village Fete and congratulations to Cllr Osborn on completing the Fell Race.

- A reminder to ALL Councillors when receiving emails that require a response receipt, please tick the YES box as this will inform the Clerk and other members that the message has been received.
- Due to the many requests both verbal and via emails from residents on matters that the Parish Council have no control over, there is now a sign-posting page on the PC Website that indicates what services are available with the respective contact details, please make sure you refer to this when receiving enquiries from residents.
- A notice has been posted on the PC website and in the EwE Post reminding residents that they are responsible for keeping their own boundary hedges trimmed back, especially at eye level, so not to encroach on pedestrian's right of way. This is particularly important where there are no footpaths.

8.3 Recreation Ground Project - Cllr Osborn reported.

- **Main Gate** The latch had been removed but left by the gate, it may have been a child had removed this to allow easier access to the park to be able to bump their bike to open the gate. A notice will be put up on the gate and the Facebook page highlighting the safety importance of having the latch on.
- Replacement of the old "no dog allowed" sign and a fresh lottery sign is underway.
- **Notice Board** - a replacement of the old notice board is needed with a new location near the main gate.

The Clerk asked if the design and material could be decided then it can be sourced and costed and would be paid from the Recreation Ground budget.

- **New Sign.** A new sign/board was discussed. Location - grass area in front of the main gate. This would be a printed sign. It would highlight areas of the park, a map and highlight area of no grass cutting, it could include contact details, Cllr Conyers has mentioned in an email (Woodpile, wildflower beds, bug hotels) Yorkshire Wildlife Trust awards scheme for wildlife and/or environmental features. There is a similar sign idea at Settle Park.
- **Benches.** Slats to be replaced on concrete benches. Old green bench to be removed. Bin also to be relocated near start of pump track by the old disused gate. New bench/benches to be installed, one location agreed nearer pump track.
- **Green areas/EwEEAG.** Location near concrete benches has been taken on by the environmental group. Recent email from Cllr Conyers indicated that the Woodland Trust will donate saplings for the recreation ground. The EwEEAG will organise planting. Area to be discussed, this has been supported by members of the working party and Matthew H but has not been put to a vote yet. It has been mentioned to not plant them too close to a fence as this could make maintenance to the fence hard.
- **Boulders.** Removal of large rocks/boulders. These are dotted around the toddler area and seems to be unsafe from falls. New location by the West wall for now, may be used later on in the green area. Holes to be filled in with soil.
- **Old toddler equipment.** Suggested removal of the train and relocated near roundabout, removal of spinning bucket and relocated in large sandpit. Both are in an area of bird fouling. Once removed, these areas can be filled in leaving the wooded perimeter to give green areas of wild flowers. Still under discussion.
- **Sandpit.** Needs to be weeded.
- **Oak benches.** To be cleaned on a drizzly day with a bleach to kill the fungus growing.
- **Dry stone walls.** The East side dry stone wall has 2 obvious areas which need maintenance, it is believed this is the house owners' responsibility. The Main Road section has had a brief repair, but we have been advised it may need some more work/repair to save further collapsing.
- **New Tarmac.** Everything is good, advised keeping on top of any weeds if they start growing through. Lines to be painted, was discussed to keep minimal, more can be added later if needed.
- **Tree report.** Recent tree report was positive, one advisor is a large tree West side which needs a branch bracing. Awaiting a tree specialist to quote on this. There is also less urgent tree work needed with quotes for this work will be sorted. The Clerk will look into source for tree bracing.

Clerk to Action

- **New equipment.** The equipment is looking tired and also there is a lack of suitable equipment for SEN children. There may be funding available for new equipment for children with SEN. The Clerk will look into sources of funding.

Clerk to Action

The areas due for clearing could be used for a hopscotch area.

- **Litter picking and weeding.** Matthew, a young lad from the village, has offered his services in helping to keep the park clean, he has cleared the dropped rubbish and done some weeding on his own initiative. The Working Party are requesting to pay or gift him for his service.

The Clerk advised this could be an honorarium payment on Council approval.

8.4 Village Maintenance – Cllr Peppiate informed members:

- Weed Control Site Visit had taken place with himself, Cllr Benjamin, and Iain Summerson from NYC Waste Management.

Communication from Mr Summerson confirmed that NYC initially focus on clearing the main routes through the villages. The residential streets will be completed separately to allow parked vehicles to be moved from the main routes with minimal disruption. Once the programme is confirmed, dates will be provided so residents can be informed. A request for assistance from Parking Services team to arrange advance warning signage.

The footway works from Bow Bridge will be conducted using specialist machinery to clear the weed growth. The equipment is being hired to allow NYC to assess its efficiency and suitability for use on similar projects across the county. For this reason, it will only be undertaking approximately 450m of footway, from the railway bridge to the first property boundary. The works are currently expected to be delivered in mid-September. The operation will be planned to avoid busy school drop-off and pick-up times wherever possible.

- **Cricket Club Boundary Land.** Still ongoing. Cllr Ayton suggested contacting the Bolton Abbey Trustees to move things along.
- **Defibrillators.** New Volunteer Defibrillator Guardian is Mr Michael Thompson. Clerk informed members that the volunteer was doing an excellent job and PC expressed its thanks.
- Cllr Kirkbride offered to arrange a training session on use of defibrillators date to be confirmed.

SK to Action

8.5 Road Safety – Cllr Osborn informed members that the new working party is yet to meet and asked if any other Councillors would like to be involved. I am pleased to report that the proposal put forward to reduce the speed limit from 30mph to 20mph on sections of the villages has now been approved, by NYC Executive Committee, after many years of campaigning by the Parish Council after consultation with parishioners.

This is a positive step forward for road safety and reflects the concerns that have been raised regarding vehicle speeds and the safety of pedestrians, cyclists, and other road users. We received an update from David Griffin - Traffic Engineering, David has confirmed that NYC Legal have advised that the operational date for the Traffic Regulation Order is 18 January 2027. This means that the associated signing works cannot be undertaken before this date, but it is anticipated that the works will be conducted shortly afterwards.

The current plan includes the introduction of speed bumps as part of the traffic-calming measures. 2 sets in each village, However, from the feedback received, these do not appear to be particularly popular with residents. Interestingly, this view is shared by both those who support the 20mph speed-limit reduction and those who do not.

The Clerk informed members after a conversation with Mr Griffiths that no decision on design or materials as yet been made,

Previously North Yorkshire County Council had supplied the hire of VAS (Vehicle Activated Speed) signs at both end of the village which resulted in little or no effect according to the previous Road Safety Working Party. This was a trial period of 4 years throughout the Craven District before being withdrawn, it was suggested at this time to the Parish Council to purchase its own VAS equipment, this was voted against by Parish Council members.

The Clerk was informed that NYC are now reviewing VAS signs and this will take place later in 2027. As NYC are not in favour of speed bumps and that VAS signs are considered a more favourable means of encouraging drivers to comply with the speed limit. I would

therefore suggest that the Parish Council continues discussions with Cllr Noland and North Yorkshire Council regarding the feasibility and positioning of VAS signs at both ends of the village, and whether these could be introduced as additional measure to the proposed speed bumps.

The speed reduction does not cover Kirk Lane all the way to Eastby. The Clerk informed all members that several efforts by the Parish Council and

Cllr Noland to include this area have been rejected by NYC Executive Committee.

8.6 Village Institute Rep Update: Cllr Shuttleworth informed members that in summary the previous plans for solar panels to be installed has now been removed for the near future due to funding streams not being available and need for more internal improvements needed.

8.7 Representative Verbal Reports Received: Cllr Kirkbride Fair Trade Group have received their new 3year Certificate - this will be displayed on the village noticeboards. Thanks to the diligent small number of volunteers who made this possible. Swishing, Coffee Morning, and Training events raised £439.20.

- A village litter pick will be taking place in October - all volunteers welcome please contact Cllr Kirkbride or watch Embsay Update Facebook page for details.
- Cllr Kirkbride will now be the PC representative on the Nature Reserve Committee.
- Allotments – The Clerk informed members that Bolton Abbey Estate Assistant Land Agent Annabel Jones had replied to a request for the new lease agreement and the interest in land for lease for allotment use. Cllr Aryton is meeting with Ms Jones and will ask for any updates.

9. REPORT OF THE PARISH CLERK (Clerk Admin report circulated)

- In addition to circulated report the External Audit had bow been completed and Certificate Issued this will be available on the website shortly.
- New Digital Training as been arranged for all Clerks to attend ahead of the 2026/7 fiscal year. The Clerk will attend.

Chair and members expressed it thanks to the Clerk for all her hard work on completing the Audit.

10. PC ADMINISTRATION (Proposals):

106 Applications received since last meeting (circulated) to be approved.

- Application for New Bowling Mats for the Indoor Bowls Group was presented and approved. **Proposed AA Seconded PP. All agreed.**

11. FINANCIAL MATTERS (Detailed Invoices approved for payment circulated)

*The Council has met its employment contract obligations in terms of paying the clerk for hours worked and has dealt with liabilities such as NI and Tax.

- Other monthly Invoices & Bank Reconciliations
No Questions raised.

June £2322.18 July £1266.46 Aug £ 4898.84

Approved & Signed Chair

- 2027/28 Budget Discussion – **The Clerk** presented a budget review showing balances on 01 September discussion tool place on areas that may need to be increased in next years budget, The Clerk asked members to take into

consideration the possibility of election costs and crossover expenses and salaries for a new clerk. These will be reflected in draft budget presented at the next PC Meeting.

12. POLICIES & PROCEDURES REVIEWS: Document Review Updated

- **Business Continuity Plan – The Clerk** informed members after attending recent LCCA training for handing over to a new clerk a Business Continuity Plan was vital, and this would require a Councillor willing to know the day-to-day practices of the Clerk role for a full year. Hold confidential information and financial procedures. Cllr Osborn offered to collaborate with the Clerk on this.

13. ITEMS FOR DISCUSSION:

- **Clerk Job Share Timetable** Question to members regarding advertising upcoming vacancy for the position of Clerk Experienced, or Non-Experienced Split role of existing Clerk with a shadowing period. To be finalised at November's meeting.
- **2027 Elections Nominations** – Clerk reminded members if no extra candidates stand it will be a non-contested election with 2 vacancies for co-option. Should there be 9 candidates then a formal election will need to take place overseen by NYC and each member will now need 1 proposer and 1 seconder from registered Parish Residents.
- **Bus Service Complaints** - previously discussed.

Meeting closed at: - 9.35pm

Next ordinary meeting will be the on **7th October 2026** at 7.30 pm Methodist Chapel Main Street Embsay.

Contact Parish Clerk: Gillian Alcock [Tel:07414850766](tel:07414850766) - Email: clerk@embsayeastby-pc.gov.uk

Website: <https://embsaywitheastby-pc.gov.uk>

Signature.....

Date.....07/09/2026.....

RECEPT						PURCHACES		
Date	Voucher No.	External Party Involved	Transaction Details	BANK		Date	Method	External Party Involved
19/06/2026	10467165	NYC		380.72		05/06/2026	DC	Adobe
08/06/2026		Bank Interest	Business Saver	41.64		10/06/2026	DC	Plan.COM
08/06/2026		Bank Interest	Business premium	28.42		15/06/2026	DC	SLCC
						18/06/2026	DC	HP INK
						26/06/2026	ON LINE	Clerk Salar
						26/06/2026	ON LINE	Office Utilities, Travel Exp,
						26/06/2026	ON LINE	HMRC
						29/06/2026	ON LINE	MH Landscapin
TOTALS				450.78				

RECEPT						PURCHACES		
Date	Voucher No.	External Party Involved	Transaction Details	BANK		Date	Method	External Party Involved
				0.00		06/07/2026	ON LINE	Village Institute Ha & Room Hi
						06/07/2026	DC	Adobe
						06/07/2026	DC	Plan.COM
						20/07/2026	DC	HP INK
						24/07/2026	ON LINE	Craven Staionery
						24/07/2026	ON LINE	Clerk Salar
						24/07/2026	ON LINE	Office Utilities, Travel Exp, fete fee
						24/07/2026	ON LINE	HMRC
						29/07/2026	ON LINE	Merrett & Fryers
						30/07/2026	ON LINE	Tom Lovatt
TOTALS				0.00				

RECEPT						PURCHACES		
Date	Voucher No.	External Party Involved	Transaction Details	BANK		Date	Method	External Party Involved
				0.00		05/08/2026	DC	Adobe

						05/08/2026	ON LINE	Merrett & Fryers
						05/08/2026	ON LINE	MH Landscaping
						07/08/2026	DC	Plan.COM
						13/08/2026	DC	Avanquest Driver Software
						17/08/2026	DC	HP INK
						19/08/2026	ON LINE	Cllr Shuttleworth
						19/08/2026	ON LINE	Skipton Computer Services
						21/08/2026	ON LINE	YLCA
						21/08/2026	ON LINE	Clerk Salary
						21/08/2026	ON LINE	Office Utilities, Travel Exp,
						21/08/2026	ON LINE	HMRC
						24/08/2026	DC	McAfee Subscription
TOTALS				0.00				

