

## **HALEBANK PARISH COUNCIL**

**ALWAYS PUTTING THE PEOPLE OF HALEBANK FIRST**

**Website:** [www.halebanksparishcouncil.gov.uk](http://www.halebanksparishcouncil.gov.uk)

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### **MINUTES OF ORDINARY**

### **MEETING OF HALEBANK PARISH COUNCIL MEETING HELD**

**9 JUNE 2025**

**PRESENT:** Cllr Terry Colquitt (TC) (Chair)  
Cllr Jayne Caslin (JC)  
Cllr John Anderton (JA)  
Cllr Billy Knowles (BK)

**ALSO PRESENT:** Christine Southern (Clerk)  
Four members of the public

#### **1. Welcome and Introductions**

TC welcomed all those present to the meeting.

#### **2. To receive and accept apologies for absence.**

Apologies for absence were received from Parish Cllrs Stokes and Harrison.

#### **3. Declaration of Interests**

Members are reminded of their responsibility to declare any personal or prejudicial interests.

Councillors were reminded to complete declaration of Pecuniary interest forms previously distributed by the Clerk.

#### **4. Minutes of Previous Meetings**

To resolve to approve the minutes of the Annual Parish Meeting on 12 May 2025.

**Resolved that:** The minutes of the Annual Parish Council Meeting on Monday 12 May 2025 be accepted as a true record.

#### **5. Clerks Report**

Clerk to update meeting on any initiatives or events since meeting held on 12 May 2025

5.1 The Clerk updated the meeting on actions taken in respect of the Noise/Dust complaints regarding Seras/Eskin.

- A report has not yet been received from the environment agency and the noise and dust continue to impact on the lives of the residents.

**Action:** Clerk to continue to liaise with all parties involved.

## 6. Finance

- 6.1 To approve accounts submitted for payment since last meeting on 12 May 2025.

**Resolved that:** The schedule of payments since last meeting on 12 May 2025 be approved and accepted.

## 7. To agree and sign the Annual Governance Statement and Return

- 7.1 *Members to acknowledge and confirm Annual Governance Statement Sections 1 24/25 to be read to the meeting by the clerk as follows:*

1. *We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.*

The Clerk confirmed that the Council had answered 'yes' to this question and asked if Elected Members agreed. Members confirmed their agreement.

2. *We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.*

The Clerk confirmed that the Council had answered 'yes' to this question and asked if Elected Members agreed. Members confirmed their agreement.

3. *We took all reasonable steps to assure ourselves there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business and manage its finances.*

The Clerk confirmed that the Council had answered 'yes' to this question and asked if Elected Members agreed. Members confirmed their agreement.

4. *We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.*

The Clerk confirmed that the Council had answered 'yes' to this question and asked if Elected Members agreed. Members confirmed their agreement.

5. *We carried out an assessment of the risks facing this authority and took appropriate action to manage those risks, including the introduction of internal controls and/or external insurance cover where required.*

The Clerk confirmed that the Council had answered 'No' to this question and asked if Elected Members agreed. Members confirmed their agreement.

6. *We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.*

The Clerk confirmed that the Council had answered 'Yes' to this question and asked if Elected Members agreed. Members confirmed their agreement.

7. *We took appropriate action on all matters raised in reports from internal and external audits.*

The Clerk confirmed that the Council had answered 'yes' to this question and asked if Elected Members agreed. Members confirmed their agreement.

8. *We considered whether any litigation, liabilities or commitments, events, or transactions, occurring either during or after the year-end have a financial impact on this authority and where appropriate, have included them in the accounting statement.*

The Clerk confirmed that the Council had answered 'yes' to this question and asked if Elected Members agreed. Members confirmed their agreement.

*7.2 The Annual Governance Statement and Return were signed by the Chair and Clerk.*

*7.3 To agree Section 2 of the Annual Governance and Accountability Return (AGAR).*

**Resolved that:** Section 2 of the AGAR be agreed and accepted.

7.4 To agree the dates of the Exercise of Public Rights

**Resolved that:** The Exercise of Public Rights be published from 11 June 2025 – 22 July 2025

7.5 To accept the Internal Auditors Report for 24/25 previously distributed to all members.

**Resolved that:** The internal auditors report be agreed and accepted.

7.6 To resolve to appoint Jo Donoghue FSLCC as internal Auditor for 25/26

**Resolved that:** Jo Donoghue FSLCC be appointed as internal Auditor to the Parish Council for 25/26.

**8. Ward Councillors Report**

No Ward Councillor report was received.

**9. Planning Applications**

9.1 Application 25/00196/FUL Proposed extension and alteration to existing Warehouse at Central Waste Ltd, Pickering Road.

**Action:** JA to investigate and report back.

**10. Planning Updates**

To receive updates on planning applications currently being addressed by the Parish Council.

10.1 Application 24/000126/FUL Proposed conversion of public house to form Private dwellings including construction of two detached houses at Beehive Halebank Road,

**Resolved that:** No further updates to report.

10.2 Application 25/00165/COU Proposed change of use from social club to commercial storage at Oddies Social Club Hale Road.

10.3 Update on actions taken in respect of Ditton Bridge.  
JA updated the meeting on action taken regarding Ditton Bridge. A discussion took place regarding documents that had come to light.

**Action:** JA to submit relevant documents to HBC

10.4 Update in respect of application 22/00423/OUTEIA Housing Development Hale Gate/Halebank Road.

None to report.

**11. To Review proposal to nominate a community asset for bid to My Community.**

JA suggested that the Parish Council nominate the Oddies as a Community Asset to gain funding.

**Resolved that:** The Parish Council contact My Community in regarding information on the matter.

**Action:** Parish Clerk to familiarise herself with the My Community Process.

**12. Police Report**

No police report was received.

Action: Clerk to contact PCSO to request up to date report.

**13. Public Participation**

A general discussion took place between councillors and members of the public.

**14. Correspondence**

To Review any correspondence received since previous meeting.

14.1 Correspondence was received from a member of the public regarding damage to a Public Right of Way (PROW) on Pickering Pasture.

**Action:** TC to visit the site & Clerk to liaise with members of the public, Friends of PP and HBC

**15. Vacancies:**

Contact had been received from a local resident in respect of a vacancy for PC member.

**Action:** Clerk to liaise with candidate and application for co-option on Monday 7 July

**16. Chairpersons closing comments.**

TC thanked everyone for their attendance.

**17. To confirm proposed time and date of next meeting.**

The next meeting of the Parish Council will be held on Monday 7 July in Halebank Youth Club at 8:00pm.

Signed

(Chair)

Date