



KILPIN PARISH COUNCIL

Chair: Stephen Brett Deputy Chair: Liz Vollans

Correspondence Address: 21 Bell Lane, Rawcliffe, DN14 8RP

MINUTES for ORDINARY PARISH COUNCIL MEETING in JANUARY 2026

Date of Meeting: Thursday 8th January 2026

Procedural Matters	
1	To record Cllrs present at the meeting Cllr Vollans, Cllr Parnham, Cllr Todhunter Cllr Brett
2	To receive any Cllr apologies received for absence at the meeting Apologies received from Cllr Sykes.
3	To record declarations of interest by any Cllrs in respect of the agenda items listed below No declarations of interest.
4	Public participation session (15 minutes) No comments from the public
5	To confirm approval of the Minutes for the previous meeting Item 9: Add surname to Shelley Parnham.
6	To consider any planning matters/decisions submitted in time for the Parish Meeting None to note.
7	To record Accounts and Financial Officer Report covering the months of November/December and approve payments for January. Apart from normal monthly expenditure (Salaries etc.), payments for PAT testing, heating oil and boiler service will also be needed. This was all approved at the meeting. Additionally, a new defibrillator battery will be required (See item 9)
8	To discuss correspondence received Nothing noted that is not already in the Agenda.
Business to be transacted	
Part 1: Ongoing Items	
9	Scholfield Village Hall a) Maintenance (caretaker updates) <ul style="list-style-type: none">- Oil is low. Cllrs to approve new order. Cllrs all approved- Boiler service and PAT testing coming up. Cllrs approved getting our regular gas technician and PAT tester. Clerk to contact and arrange.- Christmas decorations taken down.- Fresh water delivery from Yorkshire Water now in the Village Hall.- Security Lights: Caretaker took a look. Suggestion to ask the PAT tester if they can take a look and/or contact other electricians Action- All salt grit bins are fully stocked b) Defibrillator updates (Cllr Todhunter) <ul style="list-style-type: none">- Cllr Todhunter informed the meeting that the Howdendyke defibrillator will need a new battery next month. This is within expected budget. c) Hall Lettings (Clerk to report) <ul style="list-style-type: none">- Nothing to report.

10	<p>Update on projects identified by Cllrs</p> <p>a) New Village Signs + floral display</p> <ul style="list-style-type: none"> - Nothing to report. Currently awaiting approval from ERYC. - <p>(Ongoing)</p> <p>b) New Projects identified for new financial year: To discuss any updates.</p> <ul style="list-style-type: none"> - Noticeboards: Cllr Brett and Vollans to provide an update on the installation of the noticeboards following agreement at the last meeting to try new locations. <p>Cllr Vollans has approval to install the noticeboards. Cllr Brett to ask around who would install this for us. May be delayed due to the bad weather.</p> <ul style="list-style-type: none"> - Speed Indicator Signs: Clerk to provide an update on the SIDs and ANPR's since the last meeting <p>Cllrs have agreed to contact Leo Hammond to ask whether we can buy the SIDs prior to applying for the grant. It was also requested that we ask Leo what type of SIDs other councils have.</p> <p>(Ongoing)</p>
11	<p>Yearly plan</p> <p>Clerk to go through items in the Yearly plan for Jan/Feb and Cllrs are to discuss these items where necessary. (i.e. events, boiler service etc.)</p> <p>Cllrs discussed items in the yearly plan. No additional items were highlighted that need to be discussed at this meeting.</p> <p>(Ongoing)</p>
12	<p>Grants</p> <p>Following last meeting, all grant Agenda items were closed. Cllrs to discuss whether to keep this as a rolling item as and when grants become available.</p> <p>Cllrs agreed that unless there is a specific project we need a grant for, that this was not needed.</p> <p>However, Cllrs did discuss the need for new windows and back door to the village hall. Cllrs would like to pursue a grant to get these fixed. First step would be to get a few quotes to understand how much we would need to ask for.</p> <p>Cllrs suggested possible contractors (SMC joinery, Brendan Byrne near minister in Howden) Cllrs to suggest other possibilities via email.</p> <p>(Ongoing)</p>
13	<p>Land at Lamb Lane, Newport</p> <p>Following the November meeting, it was agreed to contact Screecons to understand how we might be able to increase the rent on the field. Clerk to provide an update.</p>

	<p>Email sent to Screetons. They are working on this as we speak.</p> <p>(Ongoing)</p>
14	<p>Lighting at Ward Cottages.</p> <p>At the last meeting, a date for a meeting between ERYC and residents was trying to be organised. Clerk to provide an update.</p> <p>No updates on this as no contact has been received from either ERYC or residents. To keep on as an Agenda item in case the parties get in contact.</p> <p>(Ongoing)</p>
15	<p>Christmas Party</p> <p>Cllrs are to discuss the outcome of the Christmas Party. Any successes/improvements?</p> <p>Cllrs noted that it was a success. Plenty of attendees (32), a good quiz and bingo.</p> <p>Suggestion by Cllrs to bulk order the food next year.</p> <p>Suggestion to cater for 35-40 attendees at next years event.</p> <p>(Closed)</p>
16	<p>Submitting a request to the ports to cut back hedges.</p> <p>At the last meeting, it was requested to contact the Ports to cut back their hedges overhanging the main road. Clerk has emailed the ports twice. Cllrs are to confirm whether this has been carried out.</p> <p>Cllrs have explained that this has not been done. Cllrs to provide Clerk a picture of the issue and Clerk will send further emails including the Ports head office.</p> <p>(Ongoing)</p>
New items	
17	<p>Meeting Calendar for the year of 2026 – Cllrs to agree the dates of the meetings for the Parish Council in the new year of 2026 including dates for the Annual Parish Meeting and the Annual General Meeting</p> <p>5th March 28th May for the APM and AGM. 2nd July 3rd September 4th November</p> <p>(Closed)</p>
18	<p>Financial regulations – Cllrs and Clerk are to begin reviewing the financial regulations for approval at the March meeting.</p> <p>Cllrs agreed to review these before the next meeting.</p> <p>(Ongoing)</p>

19	<p>Cllrs are to consider, discuss and agree matter concerning the Parish Precept Demand for the Financial Year of 2026-2027. This will need to be signed and completed at the meeting.</p> <p>6.1: Projects to be agreed and costs considered which will need funding via the precept demand Cllrs discussed that there are ongoing projects such as the SIDs and ANPR cameras which will need funding. A suggestion of repairing windows or doors.</p> <p>6.2: If to retain the current demand or increase or decrease the demand Increase demand by 0.64% in line with the budget forecast for next year (minus village hall costs). This means we have requested £13214.00 which is less than last year.</p> <p>6.3: To discuss other avenues of income (e.g. grants, village hall)</p> <p>Cllrs to look at other funding avenues for any projects. Any savings sourced through grants will be added to the councils savings account for future projects or other essential maintenance</p> <p>(Closed)</p>

Meeting closed 20:19

Signed as true on 5th March by Cllr Brett and Todhunter.

Financial Report for November and December 2025

At the end of October 2025, our bank balance stood at **£12,755.42** with **£5006.62** in savings. During November/December, our debits were **£1420.88** and our credits were **£693.90**. This means our bank balance at the end of December 2025 stood at **£12,028.44**.

All expenses were expected and within budgets. Credits received were through the village hall and donations from the Skelton Collective from the Christmas Party.

Kilpin Parish Council
Accounts for the months of November and December.25'

From: Parish Clerk
To: Parish Councillors

Unity Trust account: Balance as of end of last reporting period (Oct. 25) = £12,755.42

Bank Transactions in November/December 2025

Debits

Date Cashd	Cheq No or Unity Trust	Payee & Reason	Amount
03/11/2025	DD	Sky Wifi Business	£ 29.94
14/11/2025	Unity Trust	Weed Control in Village Hall CarPark - HUM-1075	£ 84.00
14/11/2025	Unity Trust	HMRC Nov-Dec	£ 82.40
14/11/2025	Unity Trust	Clerk Salary October	£ 244.75
14/11/2025	Unity Trust	Christmas Flyers - reimburse S. Brett	£ 22.70
14/11/2025	Unity Trust	Caretaker Salary October	£ 84.82
14/11/2025	Unity Trust	Central Fire Service (80147-Kilpin)	£ 49.12
14/11/2025	Unity Trust	S.Brett reimburse for coffee morning	£ 32.80
21/11/2025	Unity Trust	Reimburse Clerk for Printer Ink	£ 22.99
21/11/2025	Unity Trust	Reimburse Caretaker for Village Hall supplies	£ 4.15
25/11/2025	DD	British Gas	£ 35.40
30/11/2025	Unity Trust	Bank Charges	£ 6.00
01/12/2025	DD	Scottish water	£ 20.58
03/12/2025	DD	Sky Wifi	£ 29.94
10/12/2025	Unity Trust	Reimburse Cllr Vollans for Pickards Pies (Xmas Party)	£ 78.00
10/12/2025	Unity Trust	Autela Payroll 16335//PCKIL001	£ 87.00
10/12/2025	Unity Trust	Clerk Salary November	£ 244.95
10/12/2025	Unity Trust	HMRC Dec-Jan	£ 82.40
10/12/2025	Unity Trust	Reimburse Karen Orridge for Xmas Party	£ 42.71
10/12/2025	Unity Trust	Caretaker Salary November	£ 84.62
24/12/2025	DD	British Gas	£ 31.03
29/12/2025	DD	Scottish Water	£ 20.58

Credits

Receipt Date	Ref No	Reason	Amount
03-Nov-25	KPCDPG01	Susan Glass Photography	£ 40.00
03-Nov-25	KPCVB01	U3A October	£ 20.00
03-Nov-25	KPC/PG01	V Barnes	£ 30.00
05-Nov-25	KPCART03	M Wright	£ 20.00
10-Nov-25	U3A ukulele	A Lewis Art Classes	£ 40.00
10-Nov-25	Unity Trust	U3A Ukulele	£ 40.00
10-Nov-25	Unity Trust	Halls for All Grant (Used for coffee morning + Xmas Party)	£ 100.00
01-Dec-25	KPCPS25	Water Colour Classes Autumn 2025	£ 120.00
01-Dec-25	KPCDPG01	Photography Classes Nov.25	£ 40.00
01-Dec-25	KPC/PG02	M Wright	£ 20.00
02-Dec-25	KPCTP01	Transport Group	£ 20.00
02-Dec-25	Unity Trust	Art Classes November	£ 40.00
03-Dec-25	Unity Trust	Victoria Barnes - Dance Classes	£ 40.00
08-Dec-25	KPC/UKU02	Ukulele Classes	£ 40.00
12-Dec-25	Unity Trust	Cheque Payment - Carole Kean History Classes Autumn.25	£ 40.00
12-Dec-25	Unity Trust	Cash Payment from Xmas Party - Donation from the Skelton	£ 43.90

Summary of Unity Trust Account until end of	
Bank Balance at end of previous reporting period - Oct.25	£12,755.42
(Actual) Total Spend in Nov/Dec.25 (cashd)	£1,420.88
(Actual) Credit Payments made	£693.90

Bank Balance on Dec 31st £12,028.44

Savings Account Value	Total paid In	Interest
£ 5,006.62	£ 5,000.00	£ 6.62