

HORTON IN RIBBLESDALE PARISH COUNCIL

Parish Clerk – Ian Orton

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Minutes of the Annual Meeting of Horton-in-Ribblesdale Parish Council held in the Sports Pavilion on Monday 11th May 2026 at 7.30pm.

Present – Parish Cllrs: Martin Hanson (Chair), Fiona Durham (Vice Chair) , Kathryn Jackson, Lorraine Leary, Ian Mounsey and Liz Hornby
North Yorkshire Councillor David Staveley.

Parish Clerk: Ian Orton

015/27: Election of Chair: Cllr Hanson was elected as Chair being proposed by Cllr Jackson and seconded by Cllr Mounsey

016/27. Election of Vice Chair: Cllr Durham was elected as Vice Chair being proposed by Cllr Hanson and seconded by Cllr Jackson

017/27. Elected Representatives:

Yorkshire Local Councils: The Chair and the Clerk

School Foundation Governors: Cllr Jackson

School Exhibition Governors: Cllr Leary and Cllr Mounsey

Settle Aid in Sickness: The Chair

Dole Charity: Cllr Jackson

018/27: Apologies for Absence: Cllrs Thomas Millman and North Yorkshire Police.

019/27. Code of Conduct – Localism Act 2011 To record any councillor’s disclosable pecuniary interests in relation to any item on this agenda. To consider any changes in members’ register of interests & to consider any dispensations: None were declared.

020/27. Appointments Panel 13 May 2026: The Chair gave details of the recruitment process for a replacement clerk and requested one more member to join the interview panel. After discussion it was agreed Cllr Jackson should join the panel. It was further agreed the successful candidate would be appointed by the Council on 8th June with the existing clerk working with the new clerk until Friday 12 June 2026.

021/27. Minutes of Annual Parish Council Meeting held on 12th May 2025:

Council resolved to recommend approval of the minutes

022/27. Minutes of Parish Council Meeting held on 13th April 2026

Council resolved to recommend approval of the minutes

023/27: Matters Arising: Cllr Hornby spoke about two issues within the March 2026 minutes and these items were noted.

024/27: Public Participation: No questions were raised.

025/27: North Yorkshire Council Reports: Cllr Staveley went through the April 2026 report commenting on a record year for families to receive their first-choice primary school and free online too to support residents. In addition Cllr Staveley outlined the main sections of the North Yorkshire Councillor Annual Report 2025-26 emphasising the challenges of a reduced grant from central government.

026/27: Annual Governance Documentation:

a) Certificate of Exemption:

The Council were given details of expenditure and income during 2025/65 and resolved it was below £25,000 so the Chair signed the Certificate of Exemption.

b) AGAR Section 1:

The clerk read through the statements and the Council resolved to approve the document.

c) AGAR Section 2:

The clerk read through the statements and the Council resolved to approve the document.

d) Asset Register 2026: *The clerk explained that it had been necessary to increase the value of assets such as the bus shelter, notice boards etc and the value of Council assets had increased from £36203 to £381103. In due course this will increase the insurance bill. The chair requested that the two new picnic tables at Helwith Bridge and the third defibrillator were added to the Asset Register.*

e) Risk Management Policy 2025: *The clerk went through the risk management policy requesting that every few months a member may wish to go through the payment procedure with the clerk to ensure the process is followed and to familiarize themselves with Council finances.*

027/27: General Power of Competence: The Council considered the general legislative power and the criteria requirements as presented by the clerk. As the criteria of eligibility having been met as defined by the Localism Act 2011 the Council resolved to adopt the General Power of Competence.

1) Councillors elected were more than one third of the Council

2) The clerk holds the Certificate in Local Council Administration (CILCA)

028/27: Review Financial Regulations: The clerk went through the major points in the Financial Regulations adding that as the parish council was now handling cash from the Helwith Bridge Car Park he had informed the insurers. Cash was paid into the post office or bank when enough coins of all value were ready for payment. The Council noted the Annual Financial Regulations and agreed the set levels enabled the clerk to adequately manage the resources of the Council. The Vice Chair requested that the HSBC had the facility in place for two signatures for electronic banking as well as cheque signing.

029/27: Financial Statement and Invoices: The clerk reported that at 8th May 2026 there was £17609.08 in the Business Account, £6502.68 in the Savings Account and £3285.41 in the Dimsdale Account. The clerk also gave details of fourteen invoices to be paid and income of £11076.70 during the last month. The clerk added that the monthly salary would be managed in future using the HMRC PAYE App with the council identifying tax and national insurance and paying this direct to HMRC.

030/27: Planning Application:

a) There were no planning applications reported.

031/27: Highways, Street Lighting & Maintenance: No items were raised.

032/27: Correspondence: The Chair asked about the removal of old wooden gates from Helwith Bridge and the clerk confirmed he would investigate.

033/27: Reported Incidents: North Yorkshire Police had 8 reports to the police between 11.04.26 & 08.06.25 including concern for safety, road related offence and a road traffic collision in Selside involving a motorbike.

During 2025/26 there were 124 reported incidents compared with 105 in 2024/25.

034/27: Email provision: The clerk indicated that he had been very disappointed with the recent performance of the email/website provider and the new clerk may wish to review service provision for the future. It was agreed the clerk should approach the contractor with a request for a reduction to the 2025/26 bill owing to the reduced service.

035/27: To determine any Matter not included on the agenda which the Chair considers to be a matter of urgency: a) Cllr Hornby raised concerns about anti-social car parking by the village green and after discussion it was agreed that up to £300 could be spent putting wooden stakes adjacent to the village green to prevent anti-social car parking. Cllr Hornby to supply the clerk with details of suitable contractors.

036/27: Date of The Next Parish Council Meeting in the Sports Pavilion:

Monday 8th June 2026 at 7.30pm

**Public Meeting to Discuss a Community Facility Wednesday 17th June 2026 at 7pm
at the Village Hall**

Signed

Date