



Official Minutes of an Ordinary Council Meeting of ULLESKELF PARISH COUNCIL

Date: 13th August 2026

Time: 7:00pm

Venue: Ulleskelf Village Hall, Main Street, Ulleskelf

Present: Cllr Adamson (Chair), Cllr Parkes, Cllr Caruana, Cllr Lowe, Cllr Smith, Cllr Collins and the Clerk.

No members of the public were in attendance

The meeting opened at 7.03pm

MINUTES

66/27 APOLOGIES

To receive apologies and consider accepting the reasons for absence

None

67/27 DECLARATIONS OF INTEREST

To receive declarations of interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests (DPI) in the business to be transacted at this meeting

None

68/27 PUBLIC OPEN FORUM

The Council received the following comments from electors;

None

69/27 MINUTES

To approve the minutes of the Parish Council meeting held on the 9th July 2026 as a true and accurate record

Resolution: To approve the minutes as a true and accurate record

70/27 CO-OPTION

a. To consider applications from eligible residents to fill the current vacancy on Ulleskelf Parish Council

No applications were received

b. To consider and approve the co-option of an eligible applicant and receive the required statutory documentation

Not applicable

71/27 HIGHWAYS MATTERS

a. To consider any highways matters raised and determine any action

The Clerk provided an update on highways matters, advising that an update had been requested from the Highways Manager regarding the footway assessment and its outcome. The Clerk had also followed up with North Yorkshire Council Highways regarding the previously reported loose chippings on the footway and at the Rowley Close junction. Overgrown vegetation affecting the footways between the Leeds East Airport site and Church Fenton and on Bell Lane had also been reported to Highways.

The Council noted correspondence from Sir Alec Shelbrooke MP regarding the footway between the Leeds East Airport site and Church Fenton.

Resolution: Cllr Caruana to respond to Sir Alec Shelbrooke MP, highlighting the Council's concerns regarding public funds being required to replace a footway which the Council considers was incorrectly installed in the first instance.

The Council agreed that future correspondence relating to Leeds East Airport would be published on the Parish Council website, subject to applicable confidentiality and data protection requirements.

The Clerk will invite Sir Alec Shelbrooke MP to a future Parish Council meeting.

b. To consider matters relating to the Vehicle Activated Signs, including concerns regarding the activation threshold and any associated actions.

Cllr Adamson reported concerns regarding the activation threshold of the Vehicle Activated Sign on New Road, including two residents' reports that the sign was activating at approximately 27mph.

Resolution: The Clerk to contact the manufacturer regarding recalibration of the sign.

72/27 SPORTSFIELD/RECREATION FACILITIES

a. To note any updates

The Council noted that the bus shelter replacement panel had not yet been completed.

The Council discussed concerns regarding unauthorised use of the MUGA and the access code being known by others. The MUGA sign was also noted to require reinstatement.

Resolution: The Clerk to liaise with the Sportsfield Administrator regarding changing the MUGA access code.

Cllr Collins to reinstate the MUGA sign.

b. To consider matters relating to the maintenance of the play park, including financial projections and a quotation for the repair and repainting of the mural

The Council considered the quotation for repair and repainting of the mural and quotations for full replacement of the play equipment. Grant funding, CIL funding and fundraising opportunities were discussed, including potential support from local organisations. It was agreed to proceed with the repairs in the short term and consider full replacement and funding options in the longer term.

Resolution: To approve the quotation of £4818, for the equipment repairs at the playpark.

The Clerk to obtain a further two quotations for full replacement of the play equipment.

Cllr Lowe to contact Askham Bryan College regarding potential play equipment and installation advice.

73/27 RESIDENT CONSULTATION

a. To consider quotations for the supply of picnic benches for the sports field and benches within the village, and to determine arrangements for their installation

The Council noted the landowners permission for picnic benches on the sports field, provided they support the existing use of the field. The quotation for two composite picnic benches was considered. The Council also discussed replacement benches within the village, including noting broken benches at Bell Lane and on the field/PROW, and potential locations for additional benches subject to the necessary permissions.

Resolution: To approve the purchase of two picnic benches for the sports field, to be located directly behind the MUGA, at £1,520 plus VAT, including ground anchors.

To approve the purchase of two three-seater replacement benches at £455 each, for Hallgarth Close and Bell Lane, including ground anchors.

The Clerk to seek permission from North Yorkshire Council for a bench and two planters on the green space on Church Fenton Lane.

The Clerk to contact the relevant management company regarding permission for a bench on Busk Lane.

Cllr Adamson to measure the existing bench on the field to determine whether it can be repaired.

Cllr Collins to receive delivery of the new furniture.

b. To receive and consider an update on the requirements for the Christmas lighting scheme

The Clerk reported that a response was awaited from North Yorkshire Council regarding the use of lampposts on Church Fenton Lane. Confirmation of the order was also awaited from the Christmas lighting supplier.

Resolution: To defer the matter to the next meeting..

74/27 MATTERS FOR CONSIDERATION

a. To receive an update from the Clerk on actions arising from previous meetings

The Clerk provided the following updates:

- Contacted the contractor regarding the Electrical Installation Completion Certificate for the sports pavilion works. A replacement certificate can be provided at a cost.
- Submitted the Parish Council's response to planning application ZG2025/1179/FULM, Land at Bell Lane, Ulleskelf.
- Purchased the paint and stencil for the Scouts.

Actions: The Council discussed arranging a village meeting and agreed to invite village organisations to attend the September Parish Council meeting, with the agenda kept concise.

The Clerk will contact the committee involved with the original pavilion installation to establish whether they hold relevant information.

- b. **To consider whether the Parish Council wishes to join the North Yorkshire Average and Fixed Speed Camera Group**

Resolution: The Parish Council agreed to join the North Yorkshire Average and Fixed Speed Camera Group.

- c. **To consider arrangements for the installation of the new Main Street noticeboard.**

Resolution: Cllr Adamson to liaise with Cllrs Collins and Smith to arrange a suitable date for installation.

- d. **To receive and consider an update from Cllr Collins regarding the land at Hallgarth Close**

The Clerk confirmed which areas around Hallgarth Close were the responsibility of North Yorkshire Council Highways. Cllr Collins provided an update on the remaining land and advised that residents may wish to undertake improvements.

75/27 COMMUNITY GROUPS

To receive and consider any reports from the following groups:

- a. **Sports and Social - To receive feedback from the Councillor surgery (DP)**

Cllr Adamson reported no matters arising from the recent Councillor surgery. The Council noted the positive feedback from the line dancing event and discussed a Christmas light switch-on event.

Resolution: To pay the room hire for the Pop-Up Pub for the event. Cllrs Fraser and Smith to liaise with the organiser.

- b. **Flood group – to note the next meeting date**

The next Flood Group meeting was noted as 20 August at 7.30pm. Cllr Lowe confirmed his attendance.

- c. **Wildlife group**

The next meeting and children's wildlife competition were noted.

Resolution: To approve funding from the Inspire Grant for the Wildlife Group's bird box project.

- d. **Selby and District Rail Users Group**

Nothing to note

76/27 PLANNING

- a. **To consider any planning applications received**

None

- b. **To note any planning decisions**

None

- c. **To note any planning appeals**

Ref	Address	Details
ZG2026/0114/PIP	Wharfedale Cottage Wath Lane Ulleskelf	Permission in principle for new 2 storey detached single dwelling with garage

Resolution: Council noted the outstanding planning appeal

- d. **To consider any actions required in relation to planning matters at Leeds East Airport, including:**

- i. **To note the Information Commissioner's Office (ICO) decision**

Resolution: The Council noted the Information Commissioner's Office decision and agreed that it be published on the website.

- ii. **To consider and approve the final submission letter to North Yorkshire Council**

Resolution: The Council approved the final letter for submission to North Yorkshire Council.

- iii. **To consider whether to send any correspondence to County Councillor Lee and Sir Alec Shelbrooke MP**

Resolution: To send a copy of the correspondence to Sir Alec Shelbrooke MP and County Councillor Lee, seeking their views and assistance.

77/27 FINANCE

- a. **To receive and consider the bank reconciliation for July 2026**

Resolution: The Council received the bank reconciliation for July 2026 and noted the net position as £113,976.86 as at the 31st July 2026

- b. **To receive and consider the budget report**

Resolution: The Council received and considered the budget report for the period 1 April to 31 July 2026. The report showed a £12,007 deficit of income against expenditure, which would currently be met from reserves. The deficit may reduce if budgeted expenditure is not fully utilised.

- c. **Receipts – To note monies received**

Supplier	Description	Total
Tenant	Garage Rental	£40.00
Total		£40.00

Resolution: The Council noted the monies received

d. Payments made between meetings - To note the following payments

Supplier	Description	Total
Unity Trust Bank	Service Fee	£7.00
Talk Talk	Village Hall Broadband	£34.11
HMRC	PAYE and Employers NI contribution	£543.88
Meadowmania	Seeds	£22.88
Meadowmania	Seeds	£30.88
Village Hall	Grant – Pop up Pub	£150.00
Total		£788.75

Resolution: The Council noted the payments made between meetings

e. Schedule of Payments

To consider and approve the schedule of payments up to the 7th August 2026 and any additional received prior to the meeting

Supplier	Description	Total
Parish Clerk	Salary	£570.62
Amazon	Dog fouling stencil and paint	£19.78
EDF Energy	MUGA Electric	£31.83
Carter Jonas	Sportsfield rental	£1.00
C Clayton	Grass Cutting	£36.00
Total		£659.23

Resolution: The Council approved the schedule of payments presented

78/27 To receive updates on matters previously raised and not covered elsewhere on the agenda (for information only)

The Council noted the following updates and matters raised:

- The Clerk provided an update on the broadband contract, which is currently held in a personal name. The Clerk will approach the Village Hall to ask whether the contract could be transferred into its name.
- The ownership of potential planter locations, including those on Church Fenton Lane, Bell Lane, Busk Lane, Village Hall and opposite the MUGA entrance.
- The condition of the Yorkshire Water pumping station.
- Footway concerns at Five Lanes End, including the previously quoted £18,000 works. Cllr Collins to obtain photographs of the affected section.
- A broken fence on the route to the railway and rear of the playpark.
- The need to chase the railway bus stop matter.
- An updated list of Parish Councillors for the noticeboard.
- Concerns regarding the blocked PROW between the sports field and Bowlam Bank.
- A sponsored walk being undertaken by Cllr Lowe, with details to be added to Facebook.

79/27 To note and consider correspondence received.

The Council considered correspondence regarding the overgrown grass walkways in the dog walking field at the bottom of Cawood Crescent. The Clerk had asked the resident to confirm the area concerned and received a map. The Clerk had also made enquiries regarding responsibility for the land. Cllr Adamson confirmed that neither of the Parish Council's grass contractors currently cuts the area on the Council's behalf. Cllr Andrew Lowe confirmed that the Parish Council had previously agreed to cut the grass walkways.

The previously discussed possibility of creating a footpath connecting the Village Hall side of the village with the airport side was also raised, and it was suggested that the field could potentially provide an option, subject to ownership and permissions.

Resolution: The Clerk to investigate ownership of the land through the Land Registry and, if appropriate, contact a former Cllr regarding the grass cutting.

80/27 To note items for inclusion on the agenda for the next meeting

The Council discussed the proposed format for the next meeting with village groups. Council business will be dealt

with first, followed by approximately 15 minutes for each group to provide an update, with time at the end for a general discussion. Groups will be advised in advance of the format and time available. Cllr Collins to prepare a brief list of Council business and activities undertaken over the previous six months and circulate by email.

81/27 To confirm the date of the next meeting – 10th September 2026 at 7.00pm

The meeting closed at 9.20pm

Signed

Cllr J Adamson, Chairman

10th September 2026