

HILLAM PARISH COUNCIL

CHAIR: Carly Hayburn-Hayhut

CLERK: Mrs Juvina Janik

43 Chapel Street, Hambleton, Selby YO8 9JG

EMAIL: clerk@hillamparishcouncil.gov.uk

**DRAFT Minutes of Hillam Parish Council Ordinary Meeting
MONDAY 6 OCTOBER 2025, 7PM
held at Monk Fryston and Hillam Community Centre**

2526/10/1 Present and Apologies

Councillors in attendance: C. Hayburn-Hayhut (Chair), M. Cooke (VC), P. Atkinson, R. Evans, L. Hutchinson-Hayhut and A. Oliver. Also in attendance: J. Janik (clerk) R. Pickering (Hillam In Bloom)
Apologies from Councillor N. Tuddenham received and accepted.

2526/10/2 Declaration of Interests

None declared.

2526/10/3 To receive updates from PC Wood and County Councillor

TG not in attendance. PC Wood in contact and will attend December meeting. Also plans to set up some community drop in sessions in Hillam.

2526/10/4 To approve and sign Minutes for Hillam PC Ordinary Meeting 1/9/2025

The minutes were approved by Council and signed by the Chair.

2526/10/5 To receive comments from Attendees

No attendees. RP to contribute at agenda point 6a.

2526/10/6 Village Maintenance

- a) Hillam In Bloom: Dry summer has made upkeep more difficult but helpful neighbours have been invaluable, especially MA on Chapel St, thank you note to be arranged. Tubs recently deadheaded and will be refreshed once the weather turns colder, beginning Nov. Budget includes £250 voluntary donation and £100 from Hillam Historians. Additional grants will be sought. **Action RP:** It was agreed RP approach White Rose Plants for the 2026 season stock given the quality of the blooms provided in MF. The chair thanked RP for all the time and effort put in to the project, it is much appreciated.
- b) Streetlight Audit: 10 bulbs currently out. RE to report online and follow up. Some are long term failures that are just not being attended to. **Action JJ:** It was agreed to report to TG to follow up too.
- c) Other updates:
 - VAS report still to be downloaded and the unit moved, delayed due to weather.
 - 30mph is in operation now
 - Stocking Lane fly-tipping reported to North Yorkshire Council – resident suggested Asbestos
 - Ring Tree electrics, timer fault. RE corrected. **Action RE:** To get several keys cut.
 - LVS meeting 4th November – CHH and AO to attend
 - YLCA Talking Tables Training at Thirsk 16th October – MC to attend **Action JJ:** Reserve.
 - Noticeboards and funding – funding application started for 4 boards, 3 stand alone and one noticeboard which also has an info board. Info to SN for discussion re suitable/interesting/ appropriate info for each board and its best location.

2526/10/7 Planning

- a) Applications to be considered:
- i) ZG2025/0764/FUL | Conversion of existing farmhouse and associated barns to form two dwellings, including the conversion of a rear outbuilding to ancillary use, associated landscaping, creation of wildlife ponds, orchard and wildflower meadow, and installation of ecological enhancements following the demolition of agricultural buildings | Maspin Grange – No observations
 - ii) ZG2025/0786/HPA | Creation of a dropped kerb | Beech Lodge Hillam Lane – Local knowledge would highlight this as creating a dangerous access, so the PC urges Highways to enforce conditions to ensure it is safe.
 - iii) ZG2025/0895/CPE | Lawful development certificate for existing use as a dwelling | Silverfields Hillam Common Lane – concern over original planning conditions relating to infrastructure not having been met, and this should be recorded as still unresolved or confirmed as being completed for future reference e.g. a new owner.
 - iv) ZG2025/0937/HPA | Demolition of existing garage and the provision of a new single storey side and front extension | Iona Betteras Hill Road – No observations.
- b) Notices of Decision
- i) ZG2025/0746/CPP | Talania Hillam Common Lane | Permitted
 - ii) ZG2025/0550/FUL | Sandkim Farm Hillam Common Lane | Withdrawn

2526/10/8 Finance

- a) To approve the Financial reconciliations for September 2025. **Resolved:** The reconciliation was checked against the statement and approved.

September 2025 Bank Reconciliation

Cashbook opening balance: 1.9.25	£18,126.10
Receipts	£7,532.50
Payments	£572.86
Cashbook closing balance: 30.9.25	£25,085.74
Reconciliation: _____	
Bank Statement Balance 30 Sept 25	£25,085.74
Less o/s payments	£-
Add o/s receipts	£-
Reconciled balance: _____	£25,085.74

b) To confirm payments to be made in October 2025

Ref: 25-040	Payee: Juvina Janik - September Salary	Amount: £312.88	VAT £0
Ref: 25-041	TPJones & Co LLP – Payroll services Q2	Amount £50.50	VAT £8.42
Ref: 25-041	Payee: SG PARKIN Landscapes	Amount: £290	VAT £0

2526/10/9 To carry out a Budget Review

Following a discussion regarding the budgets set for categories, it was agreed that the precept demand would need to account for an increase in the training budget and also contribute to future projects' funding. **Proposed by MC to increase the precept by 2%. Seconded by LHH. Resolved: All in Favour.**

2526/10/10 Website

- a) Site Map Meeting Update – attended by RE, AO and JJ, presented by Aubergine. Confirmation of site map and content. Useful look into how to create and edit pages, how to ask for help and make pages look good. It was suggested that Drone footage would make an impact on the homepage, however Hillam is in a No-Fly zone – RE following up with drone pilots and Sherburn Aeroclub.

- b) Items and content to be included - The creation of basic pages that the PC *needs* is included in the price. CHH has drafted the Foreword to be used on the website and in the Plan. For the additional 13 pages PC *wants*, it will be £120+VAT. Members can create these at their leisure, but Aubergine would be able to do it more proficiently. The aim is to be live with the website for the New Year. **Proposed by RE to use the remaining Transparency Fund grant, to pay for Aubergine to create the additional pages. Seconded by AO. Resolved: All in Favour.**

Action JJ: to confirm with Aubergine and continue to work on content creation.

2526/10/11 Policies to be allocated to persons for review (per YLCA List)

Using the YLCA list, MC has identified several policies that are missing and the majority of policies are in need of updating. Updated policies will be written using the YLCA templates where necessary. Formatting will be the same throughout and simple, transparent, bulleted paragraphs will be used where possible to allow it to be easily understood.

Stage 1: Review the existing policies **MC, AO and JJ**

Stage 2: Create new statutory policies where required **MC, AO and JJ**

Stage 3: In time, create additional policies where appropriate and good practice. **All.**

2526/10/12 Items for the next Agenda

Policy updates // Website Progress // Hillam Lights // VAS // Follow up from Plan Zoom Meeting // Noticeboard funding // Remembrance service

2526/10/13 Items for Social Media

Next Hillam News profile: CHH

Defib Training session

2526/10/14 To confirm the date and time of the next Ordinary PC Meeting

Monday 3rd November 2025, 7pm. PA apologies.

2526/10/15 Meeting close – 9.20pm

Signed: _____

Date: _____