

## ARKENGARTHDALE PARISH COUNCIL

Clerk: Susan Dray  
Email: arkengarthdalepc@gmail.com

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Dear Councillor,

You are hereby **SUMMONED** to attend a meeting of **Arkengarthdale Parish Council**, to be held on **Monday 1 September 2025** at 7.15pm at St Mary's Church, Arkengarthdale.

S. Dray (Clerk)  
26 August 2025

### AGENDA

- 36\_25/26 Reminder by the Chair of the Council's expectations for the audio or visual recording of this meeting
  
- 37\_25/26 Apologies and reasons for absence
  - 23.1 To receive apologies
  - 23.2 To consider approval for the reasons for absence
  
- 38\_25/26 Declarations of interest
  - 24.1 To receive any declarations of interest not already declared under the council's code of conduct or members Register of Disclosable Pecuniary Interest
  - 24.2 To receive, consider and decide upon any applications for dispensation
  
- 39\_25/26 To confirm the minutes of the meeting held on 7 July 2025 as a true and correct record.
  
- 40\_25/26 Acceptance of Office
  - Cllr Stubbs to sign the Declaration of Acceptance of Office, having been re-elected as Chair at the Annual Meeting of the Parish Council in May.
  
- 41\_25/26 Public Session
  - To note or consider the following issues from members of the public:  
(none)
  
- 42\_25/26 Arkengarthdale Community Emergency Group (ACEG)/CEP
  - 42.1 To note the ACEG update for August 2025
  - 42.2 To consider and approve the monitoring form for the completion of the Locality Grant for the ACEG start up kit
  
- 43\_25/26 Annual review and inspection of assets
  - 43.1 To consider reports from councillors on the condition of assets and any necessary actions

- 43.2 To note developments regarding registration of Langthwaite Pin Fold
- 43.3 To review and approve the Bench Policy
- 44\_25/26 Statement of Receipts and Payments for the first quarter and 2026/27 budget
  - 44.1 To note receipts and payments for the period 1 April to 30 June 2025 in respect of the budget
  - 44.2 To consider the salary budget for the current financial year in view of the recent notification of salary increases for clerks for the year 1 April 2025 to 31 March 2026 (Minute 6-25/26 refers)
  - 44.3 To consider the cost options for renewing IT licences – MS Office (MS Office 2019 extended support ends 14 October 2025 and Norton licence expires 12 Dec 2025).
  - 44.4 To consider the options and costs for authority-owned website and email account domain
  - 44.5 To consider the draft Budget for 2026/27, including salary increases with a view to setting the precept for 2026/27 (deadline 31 December 2025)
- 45\_25/26 Remembrance Day
  - To consider arrangements for Remembrance Day 2025 and the purchase of a wreath
- 46\_25/26 Clerk's report
  - 46.1 To note the police report for the periods June-July & July-Aug 2025
  - 46.2 To note tree pruning at the Bouldershaw exit started in August.
  - 46.3 To note the final report of the Swaledale Housing Needs Survey and that NYC had organised a meeting for councillors of all parishes in Reeth on 10 September, and to consider whether or not to ask the NYC Housing Enablers to attend a meeting of the parish council.
  - 46.4 To note the situation with the (in)frequency of the recycling collections at Langthwaite carpark, and the replacement of all of the large 'skip' bins with smaller wheelie bins on 14 August.
  - 46.5 To note that confirmation had been received from PKF Littlejohn for the council's exemption from external audit for the financial year 2024/25.
  - 46.6 To note the requirement for an IT policy, and to consider a draft policy.
  - 46.7 To consider a proposal for a Business Continuity Plan
- 47\_25/26 Matters requested by Councillors
  - (None)
- 48\_25/26 Planning
  - 48.1 To note a TPO & Conservation application to fell 1 conifer at Mill Stable, Arkengarthdale Ref.F106200
  - 48.2 To consider the following planning applications:  
Householder planning permission for erection of ground floor single storey extension to provide dining area at Low Faggergill Cottage R/01/72C
- 49\_25/26 County Council report
  - To receive a report on County matters from Councillor Peacock
- 50\_25/26 Highways
  - 50.1 To note any updates on outstanding cases
  - 50.2 To note any updates on the cutting of visibility verges by Highways

50.3 To note the update from NYC engineer on the plans for the damaged culvert and the severe hump on the temporary bridge during the winter months

51\_25/26 Financial matters:

51.1 To note the following bank balances as at 26 August 2025:

Current account	£1950.89
CEP account	£ 777.95
Seat Maintenance account	£ 19.98
Liquidity Manager Seat Maint. account	£1189.75

51.2 To note the following payments made since the last meeting

S Dray	salary July	£265.20
St Mary's	room hire for Feb, Mar, May	£ 90.00
ICO	registration fee (data protection)	£ 47.00
The Red Lion	Contribution to VE Day for catering	£ 85.90
Viking Direct	Start up kit for ACEG	£ 369.75
The Red Lion for R.Hutchinson	War Memorial maintenance	£ 40.00

51.3 To resolve to make the following payments:

Vision ICT	Email account domain	amount pending decision
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51.4 To note the following receipts at 26 August 2025:

Interest on CEP account for July	£1.05
Interest on Seat Maint account for July	£0.02
Interest on Liq. Mgr Seat Maint for July	£3.41

52\_25/26 Date of next meeting: **Monday 3 November 2025**, in St Mary's Church at 7.15pm

Please email the clerk if you are unable to attend: Susan Dray [arkengarthdalepc@gmail.com](mailto:arkengarthdalepc@gmail.com)