

BURTON-CUM-WALDEN PARISH COUNCIL
MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD ON
TUESDAY, 5 MAY 2026

The Annual Parish Council Meeting was held in the Village Hall, West Burton on Tuesday, 5 May 2026.

Present: Miss Jane Ritchie, Mr Andrew Landau, Mrs Sally Sahin, Mrs Victoria Whitehead and Mr David Dent, Councillors, Mr Richard Nolan, Clerk

1. Election of a Chairman

Councillor Jane Ritchie proposed, and Councillor Victoria Whitehead seconded, that Councillor Sally Sahin be elected as Chairman, and this resolution was passed unanimously. Councillor Sally Sahin then signed, and the Clerk countersigned, the Declaration of Acceptance of Office.

2. Apologies

There were no apologies, all the members being present.

3. Declarations of interest

There were no declarations of interest. The Members' Code of Conduct (LGA Model Code, App 03/12/2020, rev 19/01/2021 and 17/05/2021) was reviewed and confirmed as the applicable Members' Code of Conduct for the Council. The current Register of Members' Interests was circulated and confirmed as still accurate.

RESOLVED: that the confirmed Register of Members' Interests be published on the Parish website.

4. Minutes

The minutes of the Parish Council Meeting held on Tuesday 7 April 2026, having been circulated to all Members, were confirmed as a true record, and duly signed by the Chairman.

5. Clerk's Report

The Clerk presented the Clerk's Report on the following matters:

- No Entry signs on Back Nook
- Council Finances

RESOLVED: that the Clerk's Report be received and noted.

6. Nomination of Councillors to Committees, Working Groups and other organisations

RESOLVED: that the Council would be represented on committees, groups and other organisations as follows:

Aysgarth Cemetery Committee – Cllrs Sally Sahin and Victoria Whitehead

Upper Dales Health Watch – Cllr Jane Ritchie

Village Hall Committee – Cllr Sally Sahin

Emergency Working Group – Cllrs Andrew Landau and David Dent

YLCA – Cllr David Dent and the Clerk, Richard Nolan.

7. Trustees of West Burton Charity

The Council considered nominations for trustees for the West Burton Charity.

RESOLVED: that Councillor Jane Ritchie and Mrs Gail Dent should remain as trustees.

8. Internal scrutiny of the Council's finances

RESOLVED: that Councillors Andrew Landau and Victoria Whitehead are appointed to scrutinise the Council's finances.

9. Internal Audit Report for 2025-26

The Clerk reported that the Internal Audit had taken place on Friday 24 April 2026 and page 4 of the AGAR had been duly completed by the Internal Auditor. The Internal Auditor's Report,

circulated to councillors before the meeting, was tabled and discussed. There were no matters arising.

RESOLVED: to note and accept the Internal Auditor's Report.

10. Annual Return

The Clerk tabled the completed draft Certificate of Exemption of the Annual Governance and Accountability Return (AGAR). The Council then completed section 1 (the Annual Governance Statement 2024/25) and Section 2 (the Accounting Statements 2024/25). All other sections of the AGAR were then completed. There were no outstanding issues.

RESOLVED:

- (1) that the Certificate of Exemption be and is accepted and approved, and should be duly signed by the Chairman and the Clerk and be forwarded to the external auditors;
- (2) that the completed AGAR be and is accepted and approved, that it should be signed in the relevant places by the Chairman, the former Chairman and the Clerk, and that it should be forwarded to the website manager to be published on the Parish website.

11. Matters arising from the Annual Parish Meeting

There were no matters arising from the Annual Parish Meeting on 21 April 2026. The Council requested that the Clerk continue to chase North Yorkshire Council about the re-positioning of the 30mph speed limit signs on the B6160 in the vicinity of West Burton.

12. Trespass on Private Land in the vicinity of the Waterfall

The Council noted and discussed the concerns raised with it about trespass on private land near the Waterfall.

RESOLVED: to investigate further signage at the Waterfall so as to indicate which areas are open to the public, and which are not, and to liaise with affected landowners.

13. Vacancy at Cavey Garth

The Council had been informed that a local person had applied for a tenancy of 7 Cavey Garth, which is currently vacant, but had been told by Sanctuary Housing (the landlord) that bungalows in Cavey Garth, including 7 Cavey Garth, were reserved for people over the age of 55. The Council noted that all of the houses in Cavey Garth were intended for local people, but that it would be permissible, and in accordance with the original intention expressed when Cavey Garth was built, if local people over the age of 55 were preferred for a tenancy of one of the bungalows over younger local people. However, the Council also noted that it was not the original intention that people over the age of 55 from outside the area should be preferred over local people of whatever age.

RESOLVED: That (i) the clerk should write to Sanctuary Housing asking it to clarify its position on age preferences for tenancies at Cavey Garth, and to note the Council's concern that preference for local people should remain paramount in the selection of tenants at Cavey Garth; (ii) if the response from Sanctuary Housing did not reflect the Council's understanding of the preference for local people, the Clerk should remind Sanctuary Housing of the local residency term in the original planning permission for Cavey Garth, and that local people under the age of 55 had, in the past, been tenants of bungalows at Cavey Garth.

14. West Burton School

The Council received an oral report from Councillor Ritchie on developments relating to the School. Councillor Ritchie reported that: (i) the School still had not been handed back by North Yorkshire Council, and hand-back was now anticipated for 2 June 2026; (ii) the Chairman was now trustee of the school under the terms of the trust, in succession to Councillor Ritchie, and (iii) there had still been no response from Yorkshire Dales National Park Authority to the pre-planning enquiry Councillor Ritchie had lodged with the authority when she was chairman and trustee, but apparently YDNPA hoped the reply should be forthcoming by the end of the week.

15. Items of Interest or Concern from the NYC Parish Update, the YLCA White Rose Bulletin and the YLCA weekly News and Notifications

Councillors raised the following items of interest or concern arising since the last meeting of the Council in any of (i) the NYC Parish Update, (ii) the YLCA White Rose Bulletin and (iii) the YLCA weekly news and notifications:

