



## Linton Parish Council

### **Minutes of the Annual Parish Council Meeting held on Monday 18<sup>th</sup> May 2026 at 7.30 pm in the Anderton Memorial Institute**

**Present:** Cllr Midgley (Chairman), Cllr Boothman, Cllr McGuinn, Cllr Oakes and Cllr Hill  
**Also in attendance:** L Coverdale Parish Clerk

Councillor Midgley welcomed all to the meeting.

- 1. To elect the Chairman of the Council**  
It was Proposed by Councillor Boothman, Seconded Councillor Oakes and RESOLVED that Councillor Midgley be elected Chairman for 2026/27. (*unanimous*)
- 2. To receive a signed Declaration of Acceptance of Office from the Chairman**  
Councillor Midgley signed a Declaration of Acceptance of Office.
- 3. To receive apologies for absence.**
  - a. To receive apologies for absence given in advance of the meeting  
There were none.
  - b. To consider the approval of reasons given for absence  
There were none.
- 4. To receive any declarations of interest under the Council's Code of Conduct.**  
There were none.
- 5. To approve the minutes of the ordinary Parish Council meeting held on 9<sup>th</sup> March 2026 as a true and correct record.**  
Proposed by Cllr Boothman, Seconded by Cllr Oakes and it was RESOLVED that the minutes of the ordinary Parish Council meeting held on 9<sup>th</sup> March 2026 be approved and signed as a correct record of the meeting. (*unanimous*)
- 6. To receive information on the following on-going issues and decide further action where necessary.**
  - a. **Anderton Memorial Institute – update**  
Cllr Midgley advised that the transfer of trustees was in progress and this was being undertaken willingly by both the current Anderton Institute and Sports Ground trustees and the proposed trustees who are Linton Parish Councillors for the collective good of Linton Parish.  
Cllr Oakes mentioned that the Anderton Institute boiler had broken and was beyond repair. The village had been undertaking additional fund raising to replace the boiler. Whilst a material amount of money had been raised through generous donations and fund raising activities it was short of the amount required. It was proposed by Cllr

Boothman and seconded by Cllr McGuinn and RESOLVED that the Community Fund would be asked for assistance to bridge the financial gap between monies raised and the total boiler replacement cost with a cap of £1,000. (*unanimous*)

**b. Maintenance Updates**

- i. **Clapper Bridge** – this item is carried forward
- ii. **Tree work** – Cllr Boothman updated the meeting that during the windy weather two trees had fallen and blocked Well Lane by obstructing the path. These had been made safe and removed.
- iii. **Other: On-going sewage repair work on Well Lane** – Cllr Midgley advised that the work had damaged the surface of Well Lane and a complaint had been raised with Yorkshire Water. It was agreed that Cllr McGuinn would follow this up via a land agent.  
**Placing of stones to protect the verge from damage from large farm vehicles** - it was noted that this was to complete

**7. To consider the following Planning Application:** (Any applications received by the clerk after publishing the agenda will be tabled at the meeting)

There were none.

**8. To receive and minute the following planning applications considered by the Parish Council between meetings:**

There were none.

**9. To receive the following planning decisions:**

- a. C/50/58F Catchall Barn – Approved Conditional - Noted
- b. C/50/128 Llyn Bank – Approved Conditional - Noted
- c. C/50/65H/LB The Old Farmhouse - Approved conditional - Noted
- d. C/50/86F/LB – Sunny Bank - Approved Conditional - Noted
- e. C/50/20G Linton House – Approved Conditional - Noted
- f. C/50/20H/LB – Linton House - Approved Conditional - Noted

**10. Financial Matters:**

**a. To report payments made between meetings** (Annex 1: Finance Report)

The payments below had been made. These were all approved.

Year 2025-26

Payee	Details	TOTAL COST
Louise Coverdale	Clerks expenses - postage stamps	£3.48
Louise Coverdale	Clerks Expenses - paper	£3.99
Louise Coverdale	Clerks Expenses - punched pockets	£1.79

Year 2026-27

Payee	Details	TOTAL COST
YLCA	Membership Subscription	£71.00
Npower	Electric supply 010125-310326	£352.92
Vision ICT	Annual website domain renewal	£30.00
Clare Smith	Internal Audit	£60.00

**b. To approve accounts for payment** (Annex 1: Finance Report) and confirm arrangements for insurance cover

The payment below were approved and the insurance arrangements confirmed.

Payee	Details	TOTAL COST
Zurich Municipal	Insurance	£666.66
SLCC	Membership Subscription	£116.00

**c. To report receipts since last meeting** (Annex 1: Finance Report)

Payee	Details	TOTAL AMOUNT
Northern Powergrid	Wayleave	£4.60

- d. **To receive finance report from Responsible Finance Officer** (Annex 1: Finance Rep)  
The Responsible Finance Officer reported an account balance of £2,693.95 at 07/05/2026 (excluding the insurance)
- e. **To receive a statement of the Council's end of year accounts for 2025/2026**  
A statement of the Council's end of year accounts for 2025/26 was received, with an opening balance of £3,046.23 and the year-end balance at 31 March 2026 of £3,737.51.
- f. **To review system of Internal Control Measures and approve the Statement of Internal Control Measures for 2026/2027**  
The Council considered its system of internal control. It was proposed by Cllr Oakes and seconded by Cllr Hill, and RESOLVED that it was adequate for the purposes of the Council. It was RESOLVED to approve a Statement of Internal Control Measures for the year ending 31 March 2026 and to follow the same system of internal control for 2026/27 financial year. *(unanimous)*
- g. **Verification of bank reconciliations** – Cllr Oakes  
Cllr Oakes advised that there were no issues.

## 11. Annual Audit

- a. To certify Linton Parish Council as exempt from external audit for fiscal year 2025/26  
It was proposed by Cllr Hill, seconded by Cllr Oakes and RESOLVED that Linton Parish Council is exempt from external audit for the year 2025/26 as its annual turnover does not exceed £25,000. *(unanimous)*
- b. To note the Annual Internal Audit Report for 2025/26 included at page 4 of the Annual Governance and Accountability Return 2025/26  
It was proposed by Cllr Midgley, seconded by Cllr Boothman and RESOLVED that the Annual Internal Audit Report for 2025/26 included at page 4 of the Annual Governance and Accountability Return 2025/26 be noted. *(unanimous)*
- c. **To approve Section 1 - Annual Governance Statement 2025/26 for Linton Parish Council on page 5 of the Annual Governance and Accountability Return 2025/26.**  
It was proposed by Cllr McGuinn, seconded by Cllr Hill and RESOLVED that Linton Parish Council approve Section 1 Annual Governance Statement 2025/26 for Linton Parish Council on page 5 of the Annual Governance and Accountability Return 2025/26. *(unanimous)*
- d. **To approve Section 2 - Accounting Statements 2025/26 for Linton Parish Council on page 6 of the Annual Governance and Accountability Return 2025/2026**  
It was proposed by Cllr McGuinn, seconded by Cllr Boothman and RESOLVED that Linton Parish Council approve Section 2 - Accounting Statements 2025/26 for Linton Parish Council on page 6 of the Annual Governance and Accountability Return 2025/2026. *(unanimous)*
- e. **To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, SI 2020/404 The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities**  
It was proposed by Cllr Oakes, seconded by Cllr Hill and RESOLVED that, in accordance with the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, SI 2020/404 The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities, Linton Parish Council will publish the following documents on a public website:

- Certificate of Exemption,
- Annual Internal Audit Report 2025/26,
- Section 1 – Annual Governance Statement 2025/26,
- Section 2 – Accounting Statements 2025/26, page 6
- Analysis of variances
- Bank Reconciliation to 31 March 2026
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015  
(*unanimous*)

**12. To consider and adopt the following Council policies and procedures:**

**a. Financial Regulations**

It was proposed by Cllr Oakes, seconded by Cllr Boothman and RESOLVED to adopt the Financial Regulations. (*unanimous*)

**b. Financial Risk Assessment**

It was proposed by Cllr McGuinn, seconded by Cllr Hill and RESOLVED to adopt the Financial Risk Assessment. (*unanimous*)

**c. Asset Register – last updated at March 2026 meeting**

It was proposed by Cllr Boothman, seconded by Cllr Oakes and RESOLVED to continue with the Asset Register dated in February 2026 which was accepted at the March 2026 meeting. (*unanimous*)

**d. Standing Orders**

It was proposed by Cllr Hill, seconded by Cllr Oakes and RESOLVED to adopt the standing orders. (*unanimous*)

**13. Matters requested by Councillors**

**a. Maypole – Cllr Hill**

Cllr Hill advised that a portable Maypole had been offered to the Parish Council from a parishioner. The Councillors agreed that they were very pleased to accept this and the parishioner was to be thanked.

**b. Grassington Hub – Cllr Hill**

The meeting was informed by Cllr Hill about a welcome to the area booklet which was produced by the hub and could be tailored to a village. This was discussed and it was agreed not to pursue a tailored version however a local version could be put on the website.

**14. Matters requested by the Clerk**

**a. Summer Maintenance – this was discussed and items noted were:**

- Flag Pole – to be maintained by parishioner
- Some village posts required treating with preservative
- Telephone box requires cleaning – suggested to ask the pub to assist with this
- Road verges – agreed to look at these in the Autumn predominantly around the bridge area
- Linton Sign – the immediate surrounding area was looking unwelcoming -untidy and overgrown. It was agreed that Cllr Hill would ask the contractor to trim this.

**15. To discuss correspondence received & decide further action if required**

**a.** The appointment of council representatives to the council's local YLCA Branch – received from YLCA circ via email 14/04/26 - Noted

**b.** Local Plan Main Modifications Consultation received from YDNPA circ via email 31/03/26 (closes 12/05/26) - Noted

**c.** YDNPA Local Plan Design Guide Consultation received from YDNPA circ via email 28/04/26 (closes 24/05/26) - Noted

- d. Updated Parish Charter received from NYC circ via email 02/05/26 - Noted
- e. Problem-Solving Plan: Safety in and around the River Wharfe received from North Yorkshire Safety Officer circ via email 02/05/26 - Noted
- f. Highways Workshops received from NYC circ via email 06/05/26 - Noted

**16. To receive updates on any matter (for information only)**

**a. Gathering on the Green Saturday 16<sup>th</sup> May 2026**

Cllr Hill advised that £501.80 had been raised for the Institute. The Councillors thanked Cllr Hill and the community for organising the afternoon.

**17. To consider the date of the next meeting of the Council.**

It was RESOLVED that the next meeting would be Monday 6<sup>th</sup> July 2026 at 7.30 pm in the Fountaine Chapel.

The meeting closed at 8.15 pm

**Public Participation:**

There was no public participation.

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