

**MINUTES OF THE MONTHLY MEETING OF POTTO PARISH COUNCIL HELD ON  
TUESDAY 21 OCTOBER 2025 AT 7.15 PM AT POTTO VILLAGE HALL**

**1. Reminder by the Chairman of the Councils expectations for the audio or visual recording of this meeting**

No requests received.

**2. Apologies for absence and approve reasons for absence**

Present: Councillor Mr A Wilde (Chairman), Councillor Mr I Macpherson and Councillor Mrs E Griffin and Councillor R Walker.

Apologies: Councillor Mr S March and Unitary Councillor D Hugill.

**3. Minutes of August and September meeting**

The minutes of August's meeting were discussed and agreed as a true record and resolved.

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**4. Matters Arising from last month's meeting**

4.1 Police Report – No report received.

4.2 Footpaths, Bridges and Stiles - Hedges on footpath to Swainby has been cut back.

Discussed tree opposite the Owl bench which was taken down, may be a nice area to have the stump carved in a similar style.

Email received from Hutton Rudby Parish Council regarding bridleway towards Sexhow. Councillors will walk the path and look into what needs to be done.

4.3 Annual Returns – the Interim Report for 2023/24 has been received from the external auditor..

Discussed exemption from review performed under limited assurance regime. Agreed.

4.4 Traffic Calming - Speed sign has now left Potto for Seamer, highest speed recorded 60mph, which is a 10mph decrease from last period.

4.5 ICO - Freedom of information requests and reviews, the following cases were discussed:

- EA-2024-0028
- FT/EA/2025/0154
- FT/EA-2025-0228

4.6 Parish Plan - To be reviewed at next meeting.

4.7 Community Governance Review - Discussed email from CGR Team. Closing date 22 December.

Website - Layout of website was discussed at last month's meeting. Clerk contacted Mr Whitlock who is our webmaster and he is able to amend the layout to be similar to Hutton Rudby's at no cost to the Parish Council. Discussions on layout were held. Agreed

**5. Report from Unitary Councillor**

No report received.

**6. Planning Applications to consider and decide upon**

None

**7. Planning Decisions of Hambleton District Councils**

- 7.1 REF: ZB25/01281/OUT - Proposed agricultural workers' dwelling. Goulton Grange Farm, Potto. Comments regarding concerns of '4+ bedrooms' recommended no more than 3 bedrooms. *Awaiting Decision*
- 7.2 Ref: ZB25/00332/MRC - Application for the removal of Condition 6 (occupancy) on two holiday lets. Potto Fields Farm, Black Horse Lane, Potto. *Awaiting Decision*
- 7.3 Ref: ZB25/00332/MRC - Application for removal of Condition 4 (Occupancy) and 8 (access) for previously approved application 08/03395/FUL. Potto Fields Farm, Black Horse Lane, Potto. *Awaiting Decision*
- 7.4 Ref: 22/00984/FUL - Change of use of land for the siting of 3 holiday chalets. Land to the south of Butcher Lane, Potto. *Awaiting Decision*

**8. Matters requested by Councillors.**

- 8.1 Pam Fanthorpe Bench - Discussed email received from Pam Fanthorpe's daughter and offer of a new bench in memorial to her. Agreed Pam's daughter can choose and purchase a bench and PPC would arrange instalment, Councillor Macpherson is corresponding with Pam's daughter.
- 8.2 Stell Inspection - Date to be arranged.  
Environmental agency to be contacted as trees down in Potto beck and getting blocked.
- 8.3 Traveller Site - Noted a lot of caravans have gone. Continue to monitor.
- 8.4 Community Governance Review. Received email from NYC regarding the Community Governance Review. Awaiting further information on the consultation process.

**9. Finance**

- 9.1 To receive bank reconciliation and budget comparison to 21 October 2025.

Community Account	£ 15,112.63
Business Premium Account	£ 5,193.04

Invoices received:

S&J Kitson	Grass Cutting	£ 126.00	Agreed
Whorlton PPC	Graveyard maintenance	£ 300.00	Agreed

- 9.2 Budget - The current budget and expected expenditure were discussed.
- 9.3 Clerks Salary - Agreed.
- 9.4 Barclays Bank - Issues with bank ongoing.

**10. Correspondence**

To note correspondence received not specifically dealt with on this agenda.

10.1 Emails from members of the public.

10.2 Review of Correspondence.

**11. Any Other business**

None

**12. To confirm date & time of next meeting**

**Next meeting date Tuesday 18 November 2025 at 7.00pm.**

The Chairman declared the meeting closed at 8.15 pm.