

ROMANBY PARISH COUNCIL
Minutes of the ORDINARY Parish Council Meeting Held on
Tuesday 9 December 2025
At Romanby Parish Office

Present: Chair: Councillor S Bradnam
 Councillors: S Adsett, P Wilkinson, J Davies, K G Hardisty,
 D Jemson, D A Atkinson, J Town
 Clerk/RFO: A W Lambert
 Admin. Assistant: Apologies
 Public: None
 Police: None

Min No.		Action
25 / 187 Introductions / Welcome	The Chair welcomed everyone to the meeting.	
25 / 188 Declarations of Business Interests	<u>To Note Any Declarations of Business (or other) Interests by Elected Members</u> Planning – J Town.	
25 / 189 Apologies	<u>To Receive Any Apologies for Absence by an Elected Member</u> Councillors N Jones, A Deas, A Everington, B Phillips.	
25 / 190 Open Forum	<u>To Hold Open Forum</u> There were no members of the public present.	
25 / 191 Minutes	<u>To Approve and Sign the Minutes of the Previous Meeting</u> The minutes of the Parish Council meeting held on Tuesday 11 November 2025 had been circulated prior to the meeting. <i>Resolved: That the minutes be agreed as a correct record and signed by the Chair.</i>	
25 / 192 Matters Arising	<u>To Consider Any Matters Arising from the Previous Meeting which have not been Signed Off</u> Community Resilience Plan <i>Shared: The final Community Resilience Plan.</i> It was noted that the final plan was now in place. This would need to be tested at some point. Final sign off is awaited from North Yorkshire Council. The volunteer group has been drawn up should they be required. A meeting with representatives of the Environment Agency had been held to add the final information to the Plan regarding flooding (notes of the meeting shared). The Parish Council was commended on the Plan and how “ready” the Parish is should the worst happen. Councillors were asked to familiarise themselves with the Plan. <i>Resolved: To consider communication to areas of the Village (mainly Chantry Road) regarding flood alerts / warnings and what to look out for including how to sign up to the Environment Agency’s Flood Warning Service and Flood-line Telephone Service.</i> Retention of Parish Documentation It was noted that a review of Parish documentation both paper and	

	<p>electronic was underway with work to archive, shred and refile documentation. Good progress has been made but Parish Council will need to decide on whether to bind Parish minutes. Work to create a Business Continuity Plan and process mapping would start following work on the documentation.</p>	
25 / 193 Clerk's Report	<p><u>To Receive the Clerk's Report</u> Shared: The Clerk's Report which was noted. Finance & Resources Councillors were asked to note that the Tesco Blue Box "Stronger Starts" Scheme would commence in January to raise funds for a new roundabout at Thistle Close. Work to look at a similar application to the Co-op Community Fund would take place.</p> <p>It was noted that the three-year financial checks have been undertaken and were up to date.</p>	
25 / 194 North Yorkshire Council Report	<p><u>To Receive a Report from North Yorkshire Councillor Peter Wilkinson</u> Councillor Wilkinson reported on the following:</p> <ul style="list-style-type: none"> ➤ Boundary Commission work ➤ LA budget information ➤ National grant information ➤ SEND funding ➤ Flooding 	
25 / 195 Police Report	<p><u>To Receive a Report from the Police</u> The police report was noted.</p>	
25 / 196 Any other Authority	<p><u>To Receive a Report from any other Authority</u> There was no report from any other Authority.</p>	
25 / 197 Governance Committee	<p><u>To Receive a Report from the Governance Committee</u> There was currently nothing to report.</p>	
25 / 198 Finance & Resources Committee	<p><u>To Receive a Report from the Finance Committee</u> To Approve the invoices received since the Previous Meeting Circulated: The list of invoices to be paid since the last meeting for approval. Resolved: That the invoices be agreed unanimously.</p> <p>Bank Reconciliation The bank reconciliation for November 2025 was shared and was noted. The current balances were:</p> <ul style="list-style-type: none"> ➤ Community Account - £13,828.95 cr ➤ Business Premium Account - £60,473.64 cr 	
25 / 199 Parks & Recreation Committee	<p><u>To Receive a Report on Parks and Recreation</u> The Chair of the Parks and Recreation Committee gave a verbal update. The quarterly inspection had taken place and the report received. Issues arising would be investigated.</p>	
25 / 200 Projects & Planning	<p><u>To Receive a Report from the Projects & Planning Committee</u> The Chair reported on the work to the clock tower which was nearing completion. Thanks were expressed to those who had helped to erect</p>	

Committee	<p>the Christmas tree.</p> <p>The Christmas Event would take place on 21 December 2026. The Silver Band had been booked and the programme for the event was in production. The provisions for the afternoon were in hand. Set up time would be 2.15 pm.</p> <p>Planning</p> <p>Shared: The list of planning applications.</p> <p>It was noted that there was no further news on the Arla site planning application although an amended application had been submitted. This would not be considered at the December NY Planning meeting. Notice had been given to the allotment holders by Lovells to vacate. This would be monitored closely.</p> <p>ZB25/01760/ADV – This planning application had been withdrawn.</p>	
25 / 201 Joint Burial Committee	<p><u>To Receive a Report from the Joint Management Committee (N/A/Romanby JBC)</u></p> <p>Shared: The draft minutes of the meeting held on 2 December 2025.</p> <p>Work was going well. There had been twelve different projects over the summer including painting of the wall. The JBC was in a strong financial position. Work was ongoing to look at the ownership of the cemetery.</p>	
25 / 202 Outside Organisations	<p><u>To Consider any Reports from Outside Organisations</u></p>	
25 / 203 Correspond- ence	<p><u>To Receive Any Correspondence and Action Taken</u></p> <p>Circulated: A list of correspondence received since the last meeting.</p> <p>The correspondence list was noted.</p>	
25 / 204 Member Reports	<p><u>To Receive any Member Reports</u></p> <p>There were no member reports.</p>	
25 / 205 Date of the Next Meeting	<p><u>To Confirm the Date, Time, and Location of the Next Meeting</u></p> <p>Tuesday 13 January 2026 commencing at 7.00 pm.</p> <p>All meetings to commence at 7.00 pm at the Parish Office.</p>	ALL

There being no further business the meeting closed at 8.20 pm.

December 2026