



# Nunburnholme with Kilnwick Percy Parish Council

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An Ordinary Meeting of Nunburnholme with Kilnwick Percy Parish Council was held on **Thursday 6<sup>th</sup> November 2025** at the Madhyamaka Kadampa Meditation Centre, Kilnwick Percy.

Present: Cllrs Halkon (Chair), C. Bird, R. Bird, Crabtree, Danter, Philips and Richardson  
Ward Cllr Hammond  
The Clerk  
1 member of the public

The Minutes from this Meeting appear below.

## Minutes

### 2025.65 Chair's Welcome

The Chair welcomed everyone to the Meeting.

### 2025.66 Apologies

*To receive and agree or note apologies for absence from the Meeting.*  
Apologies had been received from Ward Cllrs Cary and West.

### 2025.67 Declarations of Interest

- (a) *To receive Declarations of Pecuniary or Non-Pecuniary Interest in any Agenda item*  
There were no Declarations of Interest
- (b) *To note any Grants of Dispensation*  
There were no Grants of Dispensation

### 2025.68 Public Participation

*To resolve that the Meeting is suspended for a period of up to 15 minutes to allow for Public participation. **Please note that discussion is not permitted during this session.***  
There was no suspension of the Meeting as the member of the public did not wish to address the Parish Council.

### 2025.69 Minutes

- (a) *To adopt the Minutes of the Ordinary Meeting held on Thursday 4th September*  
The Minutes of the Ordinary Meeting held on Thursday 4<sup>th</sup> September were agreed to be a true and accurate record of that Meeting and were signed by Cllr Halkon.
- (b) *To consider any matters arising from the Minutes of the above Meeting*  
Ward Cllr Hammond to follow up the below issues with ERYC Highways;
- Missing/obscured signage on Featherbed Lane
  - "Passing Place" sign on Lowfield Lane
  - Broken "fingerpost" sign on Totterdown Lane

Initials: *HH*



**2025.70 Ward Councillors' Reports**

*To receive a report from the Ward Councillor(s) present at the Meeting.*

Ward Cllr Hammond provided the following updates;

- The repairs to Nunburnholme Hill and the road to Warter have been approved and a date for commencement of these works is awaited
- Repairs have been made on the road between Nunburnholme and Burnby, with the work being completed to a good standard
- The [Fair Funding Review 2.0](#) is expected to negatively impact ERYC's budget through changes to funding for Councils in more rural areas and a change in the percentage of business rates which are retained by local authorities. As a result, Council Tax is likely to be increase by the full 5% each year for the foreseeable future.

**2025.71 Finance**

- (a) *To review and approve the Accounts, Bank Statement and Bank Reconciliation*  
The Accounts, Bank Statement and Bank Reconciliation were reviewed and approved by Cllrs Phillips and C. Bird
- (b) *To approve the Schedule of Payments, including the Clerk's Salary and Expenses*  
The Schedule of Payments, including the Clerk's Salary and Expenses were reviewed and approved by Cllrs Phillips and Richardson

T. Phillips	Repayment for Defibrillator supplies	£180.00
Clerk	Clerk's Expenses (May June Jul Sep)	(Redacted)
Clerk	Clerk's Salary (Sep)	(Redacted)
Clerk	Clerk's Salary (Oct)	(Redacted)
Clerk	Clerk's Expenses (Nov)	(Redacted)

- (c) *To hold an initial discussion regarding the 2026-27 Precept Demand*  
An initial discussion was held, with the below Action Point being agreed  
ACTION: Clerk to circulate the current Budget v Actual position for consideration

**2025.72 GDPR Policy**

*To review and approve an updated version of the Parish Council's GDPR Policy.*

RESOLVED: Adoption of the updated GDPR Policy was proposed by Cllr Phillips and seconded by Cllr Richardson with all in favour.

**2025.73 Traffic Signs**

To approve the replacement of two signs in Kilnwick Percy advising motorists that there is no access to the KP Holiday Lodges through the Kilnwick Percy residential estate.

RESOLVED: A budget of £100.00 was proposed by Cllr Phillips and seconded by Cllr Richardson with all in favour.

ACTION: Ward Cllr West to enquire whether the signs can be provided by ERYC

ACTION: Cllr R. Bird to obtain a quote for the signs from a third party

ACTION: after feedback is received from Ward Cllr West and from Cllr R. Bird, Cllr Phillips to source two signs from the best available option

Initials: *AA*

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**2025.74 The Beck**

*To consider the Parish Council's position and scope for action regarding water quality.*

RESOLVED: Water sampling is to be arranged to ascertain the water quality, and any incidents of pollution are to be reported to the Environment Agency.

**2025.75 Councillors' Reports**

*To received updates from Councillors on any urgent issues which have arisen since the Agenda was published. **Please note that decisions cannot be made during this item.***

- Cllr Richardson raised the ongoing issue of littering, particularly on the roadside between Burnby and Nunburnholme and on Quarry Hill
- Cllr R. Bird raised the issue of a damaged verge between The Gatehouse and the triangle  
ACTION: Ward Cllr Hammond to report this matter to ERYC Highways
- Cracking of the road surface on Millington Lane was also reported
- Cllr Halkon confirmed the arrangements for Remembrance Sunday

**2025.76 Clerk's Report**

*To receive updates from the Clerk.*

The Clerk suggested opening a business savings account to earn interest on General and Earmarked Reserves.

RESOLVED: Clerk to open a NatWest Liquidity Manager 95-Day Notice Account, with the amount of an initial transfer to be agreed at the Meeting in January.

ACTION: Cllr Phillips to check the type of card that NatWest had provided, as it may be a debit card which could be used for future purchases.

**2025.77 Date of Next Meeting**

- (a) *To agree that the next Ordinary Meeting will be held on Thursday 8<sup>th</sup> January 2026 at the Madhyamaka Kadampa Meditation Centre, Kilnwick Percy*

RESOLVED: The next Ordinary Meeting will be held on **Thursday 8<sup>th</sup> January 2026 at 7:00pm at the Madhyamaka Kadampa Meditation Centre, Kilnwick Percy**

- (b) *To note any items for inclusion on the Agenda for the next Meeting*

ACTION: Clerk to receive items for inclusion and add them to the Agenda

As there was no further business to transact, the Meeting was closed by Cllr Halkon at 8:40pm.

Signed to confirm that the above Minutes are a true and accurate record of the Meeting:



Date: Thursday 8<sup>th</sup> January 2026.

Cllr H. Halkon, Chair of Nunburnholme with Kilnwick Percy Parish Council.