

Thornton le Dale Parish Council

To all members of the Council:

You are hereby summoned to attend a Thornton le Dale **Annual Meeting of the Parish Council and an Ordinary Meeting** of the **Parish Council** at the **Hill Memorial Institute Maltongate, Thornton Dale, Pickering YO18 7SE**, on

Tuesday 05 May 2026 @ 6:30pm for the purpose of transacting the following business.

J. Collins - Clerk.

Members of the public and press are invited to attend, there will be a Public Question Time at the start of the Ordinary meeting, **at the discretion of the PC**. Public Participation is managed by the Chair and in line with the Parish Council Rules. Members of the public must adhere to the rules set by the Council for Public Participation, available at <https://thorntonledale-pc.gov.uk>

Protocol on audio/visual recording and photography at meetings: Recording is allowed at Parish Council Meetings; subject to: (i) Compliance with the Council's protocol on audio/visual recording and photography at meetings ii) Any recording must be clearly visible to anyone at the meeting and be non-disruptive.

Annual Meeting of the Parish Council (AMPC)

AMPC/2627/1	To Consider appointment of Chairman for 2026-2027
AMPC/2627/2	To Receive the Chairmans Declaration of acceptance of office.
AMPC/2627/3	To Receive apologies & consider approval for reasons given for absence
AMPC/2627/4	To Elect a Vice-Chairman for 2026-2027
AMPC/2627/5	To Consider appointments to Finance Committee.
AMPC/2627/6	To Consider appointments to Staffing Committee.
AMPC/2627/7	To Consider appointments to Councillor Liaison roles.
AMPC/2627/8	To Consider adoption, review or updating of Parish Council policies: a) Standing Orders b) Financial Regulations
APCM/2627/9	To Review Parish Council Insurance Policy
APCM/2627/10	To Propose the close of the Annual Meeting of the Parish Council

Estimated Close of the Annual Meeting time: 6:50pm

Ordinary Parish Council Meeting

To all members of the Council:

You are hereby summoned to attend a Thornton le Dale **Ordinary Meeting** of the **Parish Council** at the **Hill Memorial Institute Maltongate, Thornton Dale, Pickering YO18 7SE**, on **Tuesday 05 May 2026 @ 7pm** for the purpose of transacting the following business.

J. Collins - Clerk.

Public Session – 15 mins prior to the start of the council meetings...

Please ensure to read the guidance within the **Standing Orders & the Rules for Public Session**.

AGENDA

Public Session – 15 mins prior to the start of the council meetings...

Please ensure to read the guidance within the **Standing Orders & the Rules for Public Session**.

- 2627/289** To **Receive & Consider** apologies for absence given in advance of the meeting, and to consider the approval of reasons given for absence.
- 2627/290** To **Receive** declarations of interest in items on the agenda.
- 2627/291** To **Confirm & Sign** Parish Council Meeting minutes of Tuesday 07 April 2026
- 2627/292** To **Receive** declaration of parish councillor vacancy
- 2627/293** To **Receive & Consider** updates for the village maintenance:
- i) Caretaker work completed since April PCM: general maintenance all areas
 - ii) Work for the cemetery gates/Church yard wall - update
 - iii) Work to the village benches/Maltongate railings/moles - update
- 2627/294** To **Receive & Consider** progress/actions on the following proposed new documents:
- New Grant Application Form
- 2627/295** To **Receive & Consider** updates/preparations for the Annual Meeting of the Parish Council
- 2627/296** To **Receive & Consider** update on the Parish Plan documents: sub-group update
- 2627/297** To **Receive & Consider** the purchase of the following council items:
- Waste bins
 - Blood control kit
 - PC mobile phone
- 2627/298** To **Consider** new planning applications or previous Applications/Decisions/Update.

New Applications

- i) WTCA/2026/00095: Woodbine Cottage, Westgate, TLD
- ii) HP/2026/00117: Whitbygate House, Whitbygate, TLD
- iii) LB/2026/00118: Whitbygate House, Whitbygate, TLD
- iv) LB/2026/00124: The Coppice, Whitbygate, TLD

Update/Decisions

- i) NYMNPA: PRE/2026/00033 Land East of Longlands Lane, TLD
- ii) Consultation meeting – NYMNPA: NYM/2024/0877/Thorpe Cottage, chestnut Ave, TLD

All planning decisions are available on the NYMNPA and NYC website

2627/299 To **Receive & Consider** matters raised by Parish Clerk/RFO.

- a. To **Receive** current bank balances: see Clerks Notes
- b. To **Consider** payments made/received & those awaiting authorisation: see Clerks Notes
- c. To **Receive & Approve** mop request for a one-off payment plan for a cemetery EROB fee
- d. To **Receive & Approve** information and payment for streetlighting (energy costs) for 2023-26, and the maintenance invoice for 2025-26
- e. To **Receive & Accept** resignation of Clerk/RFO officer

2627/300 To **Receive** new Correspondence received by Clerk & agree action required.

- a. Update on allotment administration including new process/invoices
- b. Freedom of Information request from mop
- c. Signed contract received for Bull Field, TLD
- d. ICCM subscription paid and renewed
- e. NYC planning enforcement letter re Bull Field
- f. YLCA subscription invoice received – awaiting approval
- g. Update on Year End/VAT

2627/301 To **Receive & Consider** the Parish Council Forward Plan 2026-27

Date	Description	Responsibility	Decision Maker	Checks
May	Hold AGM and APM (refer to Agendas for key actions) Consider and elect key appointments: Chair/VC/Committees Review and update all regulatory PC policies Agree Internal Audit Sign Off/Prep AGAR return	Chair/Council Full Council Full Council Clerk	Full Council Full Council Full Council Clerk/Fin Comm	 Fin Comm
June	Sign off all AGAR docs including EoPR at PCM Submit all AGAR docs to External Auditor Publish all AGAR docs on PC website/including EoPR on noticeboard Book annual service for PC All Saints Church clock/HMI clock Check quarterly Bank Recs on Scribe	Clerk/Council Clerk Clerk Clerk	Full Council Clerk Clerk Clerk	Fin Comm Fin Comm

2627/302 To **Receive** matters raised by members for inclusion on future agendas & note outstanding matters for future agendas

- To consider the cancellation of the August PCM due to councillor commitments
- To consider the vacancy and succession planning for the Clerk/RFO Officer

2627/303	To Confirm the dates of the future meeting(s) for 2026: 02 June 2026 07 July 2026 TBC
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2627/304

- a. To **Resolve** to exclude members of the press and public due to the nature of the business to be transacted at agenda below, being prejudicial to the public interest. (Public Bodies (Admissions to Meetings Act 1960) & Standing Orders 3 (d).

CLOSED SESSION – THE PUBLIC/PRESS WILL BE ASKED TO LEAVE THE MEETING

1. [Cemetery Issue](#) – To **Consider & Receive** update
2. [Clerk Vacancy](#) – To **Consider & Agree** details of vacancy advert