

## Thornton Le Dale Parish Council

### Minutes of the Annual Meeting of the Parish Council and the Parish Council Meeting held at 7.00pm on Tuesday 06 May 2025 at The Hill Memorial Institute Maltongate, Thornton le Dale YO18 7SE

**In attendance:**

**Present:**

Cllr Green (Vice Chair); Cllr Garbutt; Cllr Hetherton; Cllr Goodson-Moore; Cllr Markham; J Collins (Clerk)  
Apologies: Cllr Barrett (Chair); Cllr Balderson  
Members of Public (mop)

The Vice-Chair, Cllr Green opened the session for the Annual Meeting of the Parish Council.

### Annual Meeting of the Parish Council (AMPC)

- AMPC/2526/1** To **Consider** appointment of Chairman for 2025-2026  
The current Chair Cllr P Barrett was proposed as Chair for a further year (in his absence), this was seconded.  
**Resolved: Motion passed, Vote taken, and all councillors were in favour.**
- AMPC/2526/2** To **Receive** the Chairmans Declaration of acceptance of office.  
**Resolved: Chair to Sign and return to Clerk/RFO within 28 days of the decision.**
- AMPC/2526/3** To **Receive** apologies & consider approval for reasons given for absence.  
**Resolved: Apologies received and accepted for Cllr Barrett and Cllr Balderson**
- AMPC/2526/4** To **Elect** a Vice-Chairman for 2025-2026.  
The current Vice Chair Cllr Green, agreed to be elected as VC for a further year, this was proposed and seconded.  
**Resolved: Motion passed, Vote taken, and all councillors were in favour.**
- AMPC/2526/5** To **Consider** appointments to Finance Committee.  
The current Chair of the Committee, Cllr Green, agreed to serve for a further year, with the same committee members Cllr Hetherton and Cllr Garbutt.  
**Resolved: Motion passed, Vote taken, and all councillors were in favour**
- AMPC/2526/6** To **Consider** appointments to Staffing Committee.  
The current Chair of the Committee, Cllr Garbutt, agreed to serve for a further year, with the same committee members, Cllr Green and Cllr Balderson.  
**Resolved: Motion passed, Vote taken, and all councillors were in favour.**
- AMPC/2526/7** To **Consider** appointments for Councillor Liaison roles.  
The Councillor Liaison role to remain the same, Cllr Barrett.  
**Resolved: Motion passed, Vote taken, and all councillors were in favour.**
- AMPC/2526/8** To **Consider** adoption, review or updating of Parish Council policies...
- a) Standing Orders
  - b) Financial Regulations
  - c) Health & Safety at Work Policy
  - d) Generic Risk Assessment / Management Document
  - e) Financial Risk Assessment Document
  - f) Closed Churchyard Risk Assessment Document
  - g) Cemetery Risk Assessment Document
  - h) Allotment Risk Assessment Document
  - i) Parish Council Working Action Plan.

Vice-Chair proposed that all the above Council policies be re-adopted based on the existing policy, all of which are published on the council's website. All the above policies (including the new ones) have been written and reviewed within the last 6-8 months, and therefore no further changes were needed. The only exception being the recently circulated NALC revised 2025 Standing Orders.

**Resolution: Motion passed to adopt all the above policies including the proposed NALC revised 2025 Standing Orders, Vote taken, and all councillors in favour.**

**APCM/2526/9** To **Review** Parish Council Insurance Policy

The Parish Council Insurance Policy was reviewed, agreed and adopted in November 2024, and therefore no further review is needed as the policy is in place for the next 3 years.

**Resolved: Motion passed to continue with the policy for the above reason, Vote taken, and all councillors in favour.**

**APCM/2526/10** To **Approve** dates of next meetings.

**Resolved: The date of Tuesday, 5 May 2026 was proposed and approved. Motion passed, Vote taken, and all councillors in favour.**

**AMPC Closed at 19:20 hours.**

## **Parish Council Meeting Commenced**

The Vice-Chair, Cllr Green opened the public session and summarised the rules of the meeting, and the public session, including the announcement of the video recording of the meeting, and that mobiles phones should be on silent.

### **Public Session**

MoP raised the issue regarding the All Saints Church PC clock, which is running 10 minutes slow. This was caused by pat-testing (every 5 years). Agreement to add to the agenda for the next PCM, to discuss the options to solve the issue, one being a call-out from Cumbria Clocks which may be an opportunity to then replace the light bulb in the HMI clock.

### **Formal Council Meeting Commencement 19:25 hrs**

**2425/223** To **Receive** apologies for absence given in advance of the meeting, & to consider the approval of reasons given for absence.  
**As previously mentioned Cllr Barrett and Cllr Balderson. Noted**

**2425/224** To **Receive** declarations of interest in items on the agenda.  
**None declared. Noted.**

**2425/225** To **Confirm & Sign** Minutes of the PCM of the 01 April 2025  
**Minutes were noted, confirmed and signed.**

**2425/226** To **Consider & Note** ongoing matters arising from previous meetings and council business

- a) To **Receive and Consider** update re the boundary wall – All Saints Church  
The notes below represent the discussions from April's PCM. It was agreed to leave on the agenda for June, as the chair Cllr Barrett has taken the lead on this and he will provide a further update and Work in Progress at the next meeting.  
*Cllr Barrett had previously circulated the report from the Church architect to full council. Recommendation was to look at structural engineers as next step, however a MoP present confirmed that they are a structural engineer and kindly offered to take an initial look at the wall and provide a summary report. Clerk agreed to explore an alternative option just to gauge costs. Proposal was to explore the costs and options for a structural engineering report. Voted: all in favour.*  
**Resolved: To bring forward to the next PCM.**
- b) To **Receive and Consider** updates from the Parish Plan Group  
First version of the outcome was printed in the recent TLD village newsletter. The report/results will also be presented at the Annual Parish Meeting on 20 May 2025.  
**Resolved: Noted. To bring forward to the next PCM.**

- c) To **Receive and Consider** plan for the village upkeep and maintenance
- Update to TLD Beck Isle/main village/Maltongate: Work to be begin once the spring bulbs have finished.
  - Cemetery: Water butts/water supply. Tree work chipping has been completed in the Churchyard. Discussion then took place on the water butt being installed at the entrance of the cemetery.  
**Resolved: Vote: Motion passed to leave the water butt in the cemetery shed for now and not to install at the cemetery entrance. Vote taken and 4 councillors against installing the water butt due to the logistics and cost, 1 councillor in favour. To remove from the agenda.**
  - Summary of costs for village upkeep/maintenance. This is work in progress and will move to June's agenda for a vote once costs for materials are established. Mop D. Rajab kindly offered the services of a small group of volunteers to help with the maintenance. Clerk to research costs for sanding paper/oil & paint. To be agreed at June's PCM.  
**Resolved. Noted. To bring forward to the next PCM.**
- d) To **Receive and Consider** update from the Forest & Dale Community Flood Prevention Group  
Cllr Green kindly gave a further update confirming that the event in Snainton was well attended, and that the flood prevention work was nearing its end in terms of work and grant funding. Cllr J Sanderson added that there is consideration around a further working group to continue the efforts, and this will possibly be around Community Resilience/Emergency Planning to flooding and climate change.  
**Resolved: To bring forward to the next PCM.**
- e) To **Receive and Consider** an update from the Cemetery Working Group  
No change from April PCM. This is still Work in Progress, including documentation/process and cemetery fees. New documentation including Rules/Application Forms/Fees to be circulated, reviewed and considered at the next PCM.  
**Resolved: To bring forward to the next PCM.**
- f) To **Receive & Consider** VE Day Commemorations  
Cllr Green provided a summary of the VE celebrations/events in the village. **No vote needed.**  
**Resolved: To bring forward to the next PCM.**
- g) To **Receive & Consider** date/preparations for Annual Meeting of the Parish Council  
Date confirmed as Tuesday 20 May 2025, at the Old Grammar School, Thornton Le Dale for 7pm. Invitations were sent to the Parish Councillors, local MPs of the main political parties/key contractors. Discussion took place on the option for refreshments for attendees. Decision to continue as per previous years, and therefore no refreshments will be available.  
**Resolved: To bring forward to the next PCM.**
- h) To **Receive & Consider** request for further memorial benches on the road to Ellerburn  
This was discussed with the mention that the land does not actually belong to the PC. It is believed that the landowner is Mr. Alwyn Dudley-Smith. Clerk to inform those who have made enquiries.  
**Resolved: To remove from the agenda.**
- i) To **Receive & Consider** adoption of the village BT phone box  
BT had recently approached the Parish Council with the option to adopt the phone box, as the intention was for BT to remove the phone equipment, this has also been notified to Parks. The option was for the PC to adopt the phone box for a nominal fee of £1.00. The motion was to be adopted for a pound (£).  
**Resolved: Motion passed to NOT adopt the phone box. 4 councillors in favour, 1 councillor abstained**
- j) To **Receive and Consider** update on the Employment Tribunal  
The update was that there was no update/no decision by the Judge.  
**Resolved: To bring forward to June PCM.**

**2425/227** To **Consider** any new planning applications received, or previous Applications/Decisions.

#### Planning Applications Update

#### **New Applications**

- NYM/2025/0251 – Victory Mill, Priestmans Lane, TLD
- NYM/2025/0227 – Heron Garth, Maltongate, TLD
- NYM/2025/0252 – 1-12 Lady Lumley's Almshouses, Chestnut Avenue, TLD
- NYM/2025/0254 – 1-12 Lady Lumley's Almshouses, Chestnut Avenue, TLD
- NYM/2025/0262 – Briardale Manor, Station Road, TLD
- NYM/2025/0288 – Three Gables, Maltongate, TLD
- NYM/2025/0277 – Amadys, Church Lane, TLD
- NYM/2025/0284 – Village Hall, TLD
- NYM/2024/0877 – Thorpe Cottage, Chestnut Avenue, TLD \*\*\*

## Update/Decisions

- a) NYM/2025/0114 – Bridale Manor, Station Road, Thornton Le Dale: AWC
- b) NYM/2025/0108 – Nisa Local, 5 Pickering Rd, Thornton Le Dale: GRANTED
- c) NYM/2024/0801. Becks Pharmacy, Maltongate, Thornton le Dale: REG
- d) NYM/2025/0096 – Sleepy Hollow, Rectory Lane, TLD: No objections
- e) NYM/2025/0057 – Fern Cottage, Maltongate, TLD: REG
- f) NYM/2025/0147 - Amadys, Church Lane, TLD: NMA/AWC
- g) NYM/2025/0138 – 1 The Mount, TLD: REG
- h) NYM/2025/0155 – Applegarth, Castle Close, TLD: REG

**LBC – Listed Building Content**  
**AWP – Approved with Provisions**

**AWC – Approved with Conditions**  
**REG – Still Registered**

Resolved: All **planning applications Received and Considered**. All planning applications circulated to councillors prior to the meeting.

**\*\*\* Motion passed unanimously to object to the new planning application NYM/2024/0877 due to the impact of both the visual aspect from the roadside, and the impact of the gable end proximity to the Almshouses, which is a listed building. Vote taken, all 5 in favour to register these comments with NYMNPA.**

**2425/228** To **Receive and Consider** matters raised by Parish Clerk/RFO:

- a) To **Receive** current bank balances:  
Barclays Community £13,629.59 Mar £29,008.11 Apr  
Barclays Premium (Reserve) £73,172.95 Mar £73,172.95 Apr  
NB: The above balances include PC contractual payments

\* Balance at the end of April 2025.

**Resolved: All balances received.**

- b) To **Consider** Payments Received and for Approval

**Resolved:** All payments **Approved** as detailed in the Clerks Notes and signed Scribe Report

- c) To **Consider** future payments in/Received (see Clerks Notes)

**Resolved:** All payments in/Received were **Noted**. Additional payments/invoices to be approved were **Noted** as follows:

|    |  |                      |        |                            |
|----|--|----------------------|--------|----------------------------|
| TA |  | Vale of Pickering    | 10.30  | Land Drainage              |
| TA |  | Advantage Web Design | 269.00 | Web site hosting & support |
| TA |  | J. Brown             | 300.00 | Tree debris chipping       |
| TA |  | WeiMedical           | 121.07 | Defib Pads                 |

**Resolved: All councillors voted in favour to approve.**

- d) To **Receive** information/update on the Interim/Full Audit for 2024/25

**Resolved: No further update. To remain on the agenda.**

- e) To **Receive** update on the AGAR challenge to the 2023-24 submission

Cllr Green confirmed that all 21 original objections had been rejected by PKF LittleJohn (external auditors)

**Resolved: To remove from future Agenda.**

- f) To **Receive and Consider** the 03 June for Finance Committee meeting to sign off 2024-25 AGAR

**Resolved: Agreement reached for the Finance Committee to meet ahead of the 03 June PCM at 6pm**

- g) To **Consider** the 03 June for the Cemetery Working Group meeting to agree next steps and document sign-off

**Resolved: Agreement reached for the CWG to meet ahead of the 03 June PCM at 6.30pm**

**2425/229** To **Receive** new correspondence received by clerk and any action required. Please see the accompanying notes detailing the content of the correspondence.

- a. The tree work documentation for All Saints Church: Parks & York Diocese  
Work in Progress
- b. Damaged railings notified by Mop: Roxby Road  
Railings fixed; Mop notified.
- c. ICO correspondence: training  
The clerk confirmed the new report published on the PC website detailing training courses
- d. Ryedale Lions: bench donation  
PC formerly acknowledged and expressed its thanks to Ryedale Lions for their kind gesture
- e. Defibrillator: requested CPR training  
To carry forward to a future meeting
- f. Village Caretaker Grant 2025: from Parks  
The clerk confirmed that the submission for the Grant is in hand
- g. Request to Northern PowerGrid re Trees/power lines  
Clerk to chase for an update
- h. Request to formally consider re-wilding of corridors of grassland in TLD  
To carry forward to a future meeting

**2425/230** To **Receive** matters raised by members for inclusion on future agendas & outstanding matters for future agendas.

**Resolved: Councillors greed unanimously to propose a discussion regarding the date for the August PCM at the June meeting.**

**2425/231** To **Confirm** the dates of the future meeting(s) -

**03 June 2025 01 July 2025 05 August 2025**

The Vice-Chair Cllr Green proposed a motion to close the meeting.

**Resolved: All councillors in favour, motion passed.**

**Meeting Closed at 20:20 hours.**

**Sign**

**Print**

**Date**