

Thornton Le Dale Parish Council

Clerk & Responsible Financial Officer – Emma Douglas-Smith

PO Box 92, PICKERING, YO18 9AT

email: parishclerk.thorntondale@outlook.com

Tel: 01751 477985

MINUTES OF THE MONTHLY MEETING OF THORNTON LE DALE PARISH COUNCIL HELD AT 6.30 P.M. ON TUESDAY 3RD NOVEMBER 2020 BY REMOTE VIDEO & TELEPHONE CONFERENCE USING ZOOM MEETING APPLICATION

PRESENT :

By Video: Cllr Sandra Bell – Chair (arrived late), Cllr John Garbutt – Vice-Chair, Cllr Martin Sanderson, Cllr Peter Argument, Cllr Carolyn Flynn – (arrived late 19.00), Clerk & RFO – Emma Douglas-Smith

By Telephone: Cllr Henry Hallsworth (arrived late)

By Video: representative Member from NYCC Cllr Janet Sanderson (part of meeting) **MOPs: 2**

Meeting commenced 18.45

1. **APOLOGIES** – To receive apologies and note reasons for absence. It was **Resolved** to note all apologies and reasons for absence: **Cllr Nancy Firth – work related**
2. **To Note any Declarations of Interest:**
 - 2.1 To Note Declarations of Interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests: **Resolved: None declared.**
3. **MINUTES**
 - 3.1 To accept the minutes of the remote Parish Council Meeting held Tuesday 6th October 2020 @ 6.00 p.m : **Resolved:** Accepted and approved by Council as a true and accurate record.
4. **FINANCE**
 - 4.1 To approve the **Financial Statement & Bank Reconciliation to end September 2020** - Spreadsheet **Resolved:** accepted and approved by Council
 - 4.2 To review and approve the **November payments schedule (Oct Invoices)** – BACS payments made **Resolved:** Council approved the payments in the sum of £2326.10
 - 4.3 **Insurance Renewal:** Council to review renewal docs received for Came & Co – quotes from 3 Companies, 1 or 3 years, with or without Street Lighting cover : decide which company and level of cover. **Resolved:** Council agreed to renew with Pen Underwriting / AXA **without** including Street Lighting, for the 3 year term at the sum of £964 fixed for 3 years.
 - 4.4 **Street Lighting – Phase 3 NYCC :** council to consider and approve Phase 3 (final phase) upgrades as per email/ spreadsheet – estimate cost £9105 +VAT. **Resolved:** Council approved the Phase 3 works to proceed based on the estimated costs. Clerk to check with NYCC Lighting Dept who owns those fitted to sides of buildings.
 - 4.5 **Annual Budget & Precept 2021/2022** – to consider the 1st draft of the Budget as per spreadsheet prepared by Clerk – complete the budget figures for 2021/22 & Precept setting – RDC forms to complete **Resolved:** Council worked through the budget cost items agreeing budget figures; budget income figures & the Precept were discussed. Budget to be finalised at December meeting & Precept set then. Carry forward Budget to December meeting
 - 4.6 **Cllr Flynn request to reimburse Hub Group Paint Costs:** Council to consider invoice value of £106.65 and approve any contribution to be made; **Resolved:** Council agreed that they fully support all the work the Hub Group do in the village & agreed to pay the full amount of the materials funding request. Clerk to arrange payment.

5. **PLANNING**

Current & Historic Planning applications can be viewed by Councillors at

<http://planning.northyorkmoors.org.uk/Northgate/PlanningExplorer/ApplicationSearch.aspx>

Ryedale DC – <https://planningregister.ryedale.gov.uk/caonline-applications>

Council to consider Planning consultation notifications and any relevant responses required:

- 5.1 **NYM2020 0711FL** Timber Lodge Pexton Moor Farm Low Dalby **Resolved:** No Objections
- 5.2 **NYM20 0785FL** Extension Cranbrook Church Lane – **Resolved** – No objections
- 5.3 **NYM20 0796FL** rear extension 2 The Mount – **Resolved:** No Objections
- 5.4 **NYM2020 0843WTCA Tree Works** Conservation area Sleepy Hollow – **Resolved:** No objections
- 5.5 **NYM2020 0856FL** Variation to planning approval Old School Chestnut Ave **Resolved:** No Objections

6. **To Receive Reports & Updates from NYCC & RDC, or Other Authorities**

- 6.1 **NYCC Report from Cllr Janet Sanderson to TLD PC** – Council to consider report content –

Resolved: taken as read – no further action

- 6.2 **NYCC Highways / One Network Road Closures:** to consider the road closure information

NOTIFICATION - 00027387 - Brook Lane, 1 day between 9th Nov2020 and 9th Nov2020

The Road Closure and any associated Diversion Routes can be viewed using this URL link

<https://one.network/?tm=119136459>

NOTIFICATION - 00027388 - South Lane, period of 1 day between 9th Nov & 13th Nov2020

Resolved: Noted by Council – no further action required

7. **COUNCILLOR CONDUCT:**

- 7.1 **Motion by the Chair** – to consider issues of correct means of communication and the correct processes for asking the Clerk to put items on an Agenda. **Resolved:** Council agreed that any items being requested to be put on an Agenda must have at least a sentence of descriptive context to explain what it is that is to be considered by Council. Requests that do not come in a written format with a proper context description will not be placed on an agenda.

8. **Village Maintenance and the Village Environment:**

- 8.1 **Cemetery Management - Rules:** Council to consider and approve amendments to newly adopted Rules Oct20 – Some queries about the rules have been raised by a Monumental Mason as follows – Council to consider the issues raised and decide on any amendments to the Rules: to refer to the highlighted amendments in the Rules doc.

a. Sizes for Monuments/ Headstones on cremated remains plots are smaller. Clause 9.6 Cremated remains to be the same size as full plots as amended

b. CR plot tablet style plaque stated as flat only – allow tapered tablet normally 4” depth to 2” depth. Clause 9.6

c. New rules state membership only of the BRITISH REGISTER OF ACCREDITED MEMORIAL MASONS (BRAMM) Clause 9.11 some Masons are members of NAMM (National Association of Memorial Masons – **allow both** . The ICCM recommend stating the British Standard to be used which all Masons should fit to

Resolved: Council agreed to the recommended amendments a., b. & c to the Cemetery Rules – changes to be made an adopted as of 3rd Nov20

d. **Transfers of Exclusive Rights of Burial (ERoB):** Council to consider that normally a fee is associated with this as there is a lot of Admin work involved for the Clerk / PC. Investigation work has to be undertaken, which has to be documented fully - ICCM recommended fee £50 – Fee document needs amending to reflect any changes to fees – Council to agree to fee and adopt revised Fee Doc. **Resolved:** Some discussion took place regarding the appropriate level of fee. Council agreed that the fee for a Transfer of ERoB should be set at £75. Fees to be updated and adopted.

- 8.2 **Motion brought by Cllr Hallsworth** – Council to consider the hedge cutting of the Cemetery – **Cllr Hallsworth claimed he did not bring the motion and asked to withdraw.** **Resolved:** Council agreed that the Hedges in the Cemetery did need attention. Clerk stated she had done some initial investigation

into finding a contractor. Cllr Martin Sanderson to provide Clerk with contact information. Costs to be obtained and presented to future meeting.

- 8.3 **Grit Bins – NYCC Highways** – Council to consider whether 3 PC responsible Grit Bins need refilling at the cost of £75 + VAT per bin. This will include a second refill for this season should it be required. Grit Bin list provided. **Resolved:** Council had check the bins & agreed none need filling at this point in time; they are currently full.

9. **Employment Matters & Training:** None to consider

10. **Policies & Procedures:**

- 10.1 **YLCA / NALC – Code of Conduct Consultation Update :** Council to consider the YLCA email and NALC update information and any relevant response **Resolved:** Council agreed there was no need for a reply.

11. **To Note Correspondence Received and Approve action required:**

- 11.1 **Remembrance Sunday** – YLCA Covid-19 Guidance email – **Resolved:** Clerk explained that due to the pending Government Covid-19 lockdown, new guidance had been issued and that the information could be obtained from the Royal British Legion web site – Council acknowledged this & that Cllr Martin Sanderson has ordered a wreath to be placed at the Memorial. He will arrange that at a suitable day and time, Cllr Sanderson was thanked.

- 11.2 **YLCA Training Programme – Remote :** Council to consider latest training schedule & attendance **Resolved:** Agreed that Councillors would review the training programme and contact the Clerk with any Training requests.

- 11.3 **Citizen's Advice Update** – Council to consider – **Resolved:** Taken as read

- 11.4 **Letter Trustee Lady Lumley's Educational Foundation:** Council to consider if a Council Member would like to be nominated as a Trustee **Resolved:** Council agreed that they would like to nominate Mr Geoff Acomb to continue as a Trustee. Clerk to email response to letter.

12. **Activities of Outside Bodies – Village Associations & Committees:**

To Receive Reports from those Councillors who attend Village Committees, & Meetings - **NONE**

13. **To Note matters for a future monthly meeting agenda -**

Cllr Garbutt suggested that the Hedge Cutting of the Cemetery should be carried to another meeting for further consideration; it was also discussed that the issues with fence or gateposts should be considered **Resolved:** Council agreed that both items needed further consideration & costs obtaining

14. **Date of next PC Meeting:**

Tuesday 1st December 2020 - by Remote Video & Telephone Conference using Zoom Meeting (unless Government restrictions/ guidelines on face to face meetings are lifted)

Meeting closed at : 21.05

