

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 MEETING OF THORNTON LE DALE PARISH COUNCIL HELD AT 7.00 P.M. ON TUESDAY 6TH JULY 2021 AT THE HILL MEMORIAL INSTITUTE, MALTONGATE

PRESENT :

Cllr Sandra Bell – Chair, Cllr Carolyn Flynn – Vice Chair, Cllr John Garbutt, Cllr Martin Sanderson, Cllr Nancy Firth, Cllr Henry Hallsworth

Clerk & Responsible Financial Officer – Emma Douglas-Smith

Representative Councillors from NYCC – Cllr Janet Sanderson & RDC Cllr William Oxley MOPs: 1

1. APOLOGIES – To receive apologies and note reasons for absence :

It was **Resolved** to note all apologies and reasons for absence: **Cllr Peter Argument**

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 Zoom Annual Parish Council Meeting held Tuesday 4th May 2021 @ 7.00 pm **Resolved**: Accepted, approved and signed by Chair

3.2 Council to consider any updates on matters raised at the 4th May 2021 meeting, not included on this Agenda. **Resolved**: None

4. FINANCE

4.1 To approve the **Financial Statement & Bank Reconciliation to end May 2021** - Spreadsheet **Resolved**: some discussion took place about the account balances, and outstanding costs for street lighting. The Financial Statement spreadsheet was approved and it was noted that some action may be needed in regard to the balance levels.

4.2 To review and approve the **payments schedule (April21 Invoices paid May21 & May Invoices paid July21)** – BACS payments made **Resolved**: Approved payments in the sum of £4491.28

4.3 **Thornton le Dale (Manthorpe) Play Park – Grant Application – Additional Grass Cutting :** Council to consider the Grant Application Form received and consider approval or not. Caretaker estimates 16 cuts this year – based on between 2 & 3 hrs work at £19.75 – estimate £59.25 per cut; total approx. £711 in funding per year. Additional cost £237 for 4 additional funded cuts (16). Council have been funding 12 cuts per year for a few years now. **Resolved**: Grant Application Approved up to an additional 17 cuts if required; Clerk to inform applicant & Caretaker;

4.4 **Annual Year End AGAR (Annual Governance & Accountability Return 2019/2020 – MOP Complaint to the External Auditors (YE 31March2020):**

Despite the MOP having been supplied with as much information as possible by the PC during the 2020 Covid-19 pandemic restrictions in hard copy, email or on the web site, the MOP raised an official complaint to the External Auditor for the Year Ending 31st March2020. The PC need to officially respond to the External Auditor in this regard. **The External Auditors are charging the PC £355 per hour**, to deal with the MOP complaint. The Clerk has reviewed all the information from last year, emails, accounts and the issues raised by the MOP again and has drafted a **letter response to the External Auditor that the PC need to consider and approve for issuing to the**

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External Auditors. This item may need to be discussed in a private session (no public attendance) as it might be necessary to discuss private, personal or sensitive information including individual's names. **Resolved:** This item was discussed in a closed session at the end of the open meeting (no public attendance) due to the potential sensitivity and personal elements of it. PC Approved the letter prepared by the Clerk as the formal response to be sent to the External Auditors. Letter signed by Chair. Clerk to issue response to the External Auditors.

- 4.5 **Councillor 3 Monthly Check of Accounts – income & expenditure:** Council Member to undertake the 3 monthly check for the period Q1 of 2021/2022 1 April 21 to 30 June 21 – Council to agree which Member will undertake the task to liaise with Clerk. **Resolved:** Cllr John Garbutt to undertake the Q1 check.

- 4.6 **NALC Briefing Doc – Precept Analysis :** analysis of council tax levels of local precepting authorities 2021-22 – Council to consider report content and any relevant action required. **Resolved:** PC noted and taken as read.

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 **NYM21 0423FL - Go Ape Dalby Forest – Container Office – extension to previous planning approval.** **Resolved:** No objections
- 5.2 **NYM2021 0310FL Langhills Church Lane dormer windows roof lights & parking** **Resolved:** No Objections
- 5.3 **NYM2021 0426FL Ellerbeck House extension -** **Resolved:** No Objections
- 5.4 **NYM2021 0464FL Holly Cottage Maltongate garage alternations** **Resolved:** No objections
- 5.5 **RDC - Baldersons Pavement Licence Application :** application and decision from RDC for Council information – no action required **Resolved:** PC Noted the outcome of the application
- 5.6 **RDC – Ryedale Plan Review – email update from RDC & Call for Sites – for Council consideration** **Resolved:** PC Noted and taken as read

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:** PC noted the content of the Report which was taken as read. There was some discussion / update in regard to the Beck Management and Siltation issues. PC agreed to keep a watchful eye on this with a view to possible future action being required.
- 6.2 **NYCC Highways letter – announcing structure changes to Highways – for council consideration** **Resolved:** Noted and taken as read by PC
- 6.3 **NYCC Highways – Notification of road works TLD, Yeddingham, Ebberston – email & map** **Resolved:** Noted by PC
- 6.4 **YLCA Email Update - High Court Judgement On The Continuation Of Remote Meetings – Council to consider any response required.** **Resolved:** PC noted the correspondence – taken as read
- 6.5 **NYCC Highways – Road Works Notification – Hurrell Lane 14th to 16th July 2021 – for information** **Resolved:** Noted and taken as read.

7. **Village Maintenance and the Village Environment:** No items to consider

8. **Employment Matters & Training:**

Specific employment matters will be discussed in a private session as they relate to personal information of employee(s)

- 8.1 **YLCA July Training Bulletin – Council to consider and approve any training requests**

Resolved: No specific requests for training from Members currently. It was noted that Cllr Carolyn Flynn may wish to attend a Chairmanship Skills course in the future when these return to in class-room training.

- 8.2 **Change to Clerk's contracted working hours** – Council to consider request (meet in private to discuss Clerk's contract of employment & terms – confidential employment matter) **Resolved:** This item was discussed in the closed private session (no public) at the end of the open meeting, as it related to personal information. The PC agreed the requested change to the Clerk's contracted weekly hours.
9. **Policies & Procedures:** No current items to consider
10. **To Note Correspondence Received and Approve action required:**
- 10.1 **MOP Vexatious Behaviour Ban from August 2020** – ends of 12th August 2021 – Council to consider the vexatious behaviour by this MOP and any further action or lifting of the ban. Advice from the RDC Monitoring Office to be considered in regard to the PC employing a Solicitor – ***Private Session as discussing personal and sensitive information (no public attendance).*** **Resolved:** This item was discussed at the end of the meeting in a closed session (no public) due to the sensitive and personal nature of it. Clerk to draft the agreed letter to send to the MOP – Council to approve letter via email / letter / telephone for it to be issued before 12th August 2021. Council agreed to investigating taking further legal advice.
- 10.2 **YLCA Information regarding the Queen's Platinum Jubilee June 2022** – Council to consider the information and agree any action to be taken. **Resolved:** some discussion took place regarding the PC engaging with other Village groups to liaise on what to do for this event. Agreed that it was a good opportunity to bring community groups together in arranging events or a street party. Cllr Carolyn Flynn offered to be involved in assisting with setting up meetings and co-ordinating. Clerk to make initial contact with the Chair of the Hub Group and to then liaise with Cllr Flynn – keep as a running item on the agenda. PC also agreed that a separate meeting with other groups and residents would be useful.
- 10.3 **MOP Letter (hard copy only) request to use Village Green for Scarecrow Festival 17th & 18th July 2021** – Council to consider request and approve. **Resolved:** Approved by PC.
- 10.4 **John Stockdale Educational Foundation governor appointment 2021 TLD Letter** – Council to consider letter content and the request to approve the representative Governor for TLD as per the letter **Resolved:** PC approved the Governor representative.
- 10.5 **MOP Visitor letter** – Visitor feedback to Traders Association – for Council information only **Resolved:** PC noted the feedback and that it was good to get such a positive response
11. **Activities of Outside Bodies – Village Associations & Committees:**
To Receive Reports from those Councillors who attend Village Committees, & Meetings - **NONE**
12. **To Note matters for a future monthly meeting agenda** **Resolved:** None raised
13. **Date of next PC Meeting:**
Tuesday 31st August 2021 at the Hill Memorial Institute, Maltongate, Thornton le Dale. 7 p.m.
(N.B. no August meeting and the *September meeting is being held one week early on 31st August 2021*)

Meeting ended: 19.58

Closed Session Commenced : 20.00 to discuss items 4.4, 8.2 & 10.1 – session ended at 20.51

