

Thornton Le Dale Parish Council

Clerk & Responsible Financial Officer – Emma Douglas-Smith

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MINUTES OF THE MEETING OF THORNTON LE DALE PARISH COUNCIL

HELD AT 7.00 P.M. ON TUESDAY 6 SEPTEMBER 2022

AT THE HILL MEMORIAL INSTITUTE, MALTONGATE, THORNTON LE DALE YO18 7LF

Present Councillors Bell, Charles, Hallsworth, N Firth, D Firth and Markham Clerk – Nicki Lishman (RDC) Representative Councillor from RDC – Cllr Oxley Members of the public – Eight attendees	
1	Apologies for absence
	Apologies for absence were received from Councillor Flynn and from Emma Douglas-Smith, Clerk and Responsible Financial Officer.
2	Declarations of Interest
	Councillor Charles declared a personal, non-pecuniary and non-prejudicial interest in Items 6.1 to 6.8 as he is a local builder.
3	Minutes
3.1	The minutes of the meeting held on 5 July 2022 were presented. Resolved That the minutes of the meeting held on 5 July 2022 be approved and signed by the Chair as a correct record, subject to the following amendments; Minute 4.7 – Cllr Hallsworth had not been contacted to facilitate the inspection of accounts Minute 12 – Cllr Charles had not been asked to attend a meeting at the cemetery. Voting record 3 For 3 Against Carried by the Chair's casting vote
3.2	Updates Minute 7.3 – The Clerk advised that a Land Registry search had found that the land at Beck Isle was not registered. Resolved • That the Council commence the process to register the land. Cllr Oxley advised that Allerston Parish Council had recently undertaken the same process and may be able to provide advice on the process • Report silt and weed in the beck to the Internal Drainage Board if the ongoing work did not address all areas of concern. • Contact K Nattress at RDC regarding the replacement of a grit bin at Castle Garth.

4	Finance
4.1	The Chair advised that there had been a number of issues with the Council's bank regarding the authorisation of a third signatory for the Parish Council bank accounts. Resolved That the Financial Statement and Bank Reconciliation spreadsheet be circulated when the signatory issues had been resolved and payment made.
4.2	The Chair advised that the Clerk's salary had been the only BACS payment made, due to the signatory issues advised in 4.1 above. Resolved - Noted.
4.3	The Chair advised that, due to an oversight, the Internal Auditor had not been officially appointed for the financial year 2022/23. Resolved That Rachael Pearson be appointed as Internal Auditor for the period 1 April 2022 to 31 March 2023 and that the appointment for the next financial year would be reviewed in January 2023.
4.4	The Clerk advised that a number of questions had been received from those Members of the public who had requested to inspect the accounts for 2021/22. It was hoped that answers would be provided by w/e 9 September 2022. Resolved - Noted.
5	To receive and consider reports from NYCC, RDC or other authorities
5.1	It was proposed by Cllr Charles and seconded by Cllr N Firth that a Public Forum be included in the agenda for future meetings and the questions and answers to be noted in the minutes of the meeting. Resolved That a Public Forum be included in future agendas and minutes.
5.2	Citizen's Advice had requested a donation to the charity. Resolved The Clerk to check the sums previously donated and bring to the next meeting for consideration.
5.3	Consultation on Council Tax Reduction Scheme. Resolved - Noted
5.4	Consultation on Short Term Holiday Lets Resolved - Noted
6	Planning
6.1	NM/2022/0565 – Change of use from café and bed and breakfast to dwelling house (3-4mths) / holiday letting unit (8-9 mths) Warrington Guest House, Whitbygate Resolved - No objections.

6.2	NYM/2022/0562 – Extension to existing garage at 2 Dale View, Pickering Road Resolved - No objections.
6.3	NYM/2022/0522 – Demolition of existing single garage and construction of home office/storage building at Bankfield, Rectory Lane Resolved - No objections.
6.4	NYM/2022/0473 – Conversion of former cart/granary building to residential annex and construction of link to extension to dwelling together with the change of use of the land to form an extension to the domestic garden at Plantation Barn, Roxy Terrace Resolved - No objections.
6.5	NYM/2022/0478 – Installation of three replacement uPVC windows to front elevation at 1 Low Mill Court, Westgate Resolved - No objections.
6.6	NYM/2022/0590 – Rendering of all elevations of the dwelling (retrospective) 19 Castle Road, Thornton le Dale Resolved - No objections.
6.7	NYM/2022/0572 – Replacement of timber windows, door and cladding at front of dwelling at 2 Roxby Terrace, Thornton le Dale Resolved - No objections.
6.8	NYM/2022/0612 – installation of replacement uPVC windows at Bridgefoot House, Chestnut Avenue, Thornton le Dale Resolved - No objections.
	Notification of the following planning application was received after the dispatch of the agenda for the meeting but was discussed due to deadlines from the Planning Authority. NYM/2022/0620 – installation of 13 replacement uPVC windows at Brookwood, Brook Lane, Thornton le Dale Resolved - No objections.
7	Village maintenance and the village environment
7.1	Cllrs Hallsworth, D Firth and N Firth had inspected the cemetery and supplied photos of the memorials, trees and plant growth that required work. Resolved • That the family of the Nellis memorial be contacted to request the removal of 2x conifers • Cllrs D Firth and Bell to meet at the cemetery to identify the plot numbers of the appropriate graves • Contact the village caretaker to check/tend to the trees shown on the photos
7.2	The plans and estimate from NYCC and NPG to replace 10x streetlights at Maltongate and Westgate were presented.

	Resolved That the works be agreed subject to confirmation that the redundant columns will be removed.
7.3	Cllr Oxley had contacted the Council to suggest that a bench(es) in the village be designated as Buddy Benches. Resolved That one of the benches on The Green without a memorial plate be designated as a Buddy bench That an estimate for the cost of 2x and 6x of the Bench plates be sought from local suppliers
7.4	The faults to the clocks at All Saints Church and the Hill Institute had been reported to Smiths and the work completed. Both clocks were now operating correctly. Resolved - Noted.
8	Employment matters
	The Chair reported that the Parish Clerk and Responsible Financial Officer remains on sick leave. Resolved - Noted.
9	Policies and Procedures
	Resolved That a timetable of review of policies and procedures be brought to the next meeting of the Council.
10	To consider correspondence received and approve action required
10.1	Vehicle parking in the Roxby Road area - K Nattress (RDC) had responded directly to the correspondent. Resolved - Noted.
10.2	Overhanging ivy at 1 and 2 Lodge Gardens – the village caretaker had attended and cleared the ivy as requested. Resolved - Noted.
10.3	Weed in beck – the majority of the weed had been cleared and the Council would monitor and reported any areas that had been missed. Resolved - Noted.
10.4	Request for information from Leavening Parish Council – suggest that Leavening contact Pickering Town Council which had recently provided allotments and that the Clerk be contacted for advice closer to any allotments in Leavening becoming operational. Resolved - Noted.
11	Activities of outside bodies, village associations and committees
	Nothing to report
12	To note matters for a future meeting agenda

	• Tree maintenance at Priestmans Lane, Thornton le Dale • Training for Councillors
13	Date of next meeting
	Tuesday 4 October 2022 at the Hill Memorial Institute, Maltongate, Thornton le Dale at 7pm