

Thornton Le Dale Parish Council

Minutes of the Parish Council Meeting Held at 7.00 P.M. On Tuesday 13 August 2024 at The Hill Memorial Institute Maltongate, Thornton le Dale YO18 7SE

In attendance:

Present:

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

Members of public

The Chair, Cllr Barrett 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

Members of the public raised the following questions:

None raised

Formal Council Meeting Commencement 19:02 hrs

2425/139. To **receive** apologies for absence given in advance of the meeting, & to consider the approval of reasons given for absence.
Cllr Markham gave apologies. Noted.

2425/140. To **Receive** declarations of interest in items on the agenda.
No declarations of interest. Noted.

2425/141. To **Confirm & Sign** Minutes of the PCM of the 02 July 2024.
Confirmed & duly signed. Noted

2425/142. To **Consider & Note** ongoing matters arising from previous meetings and council business

- a) To **Receive and Consider** updates to the Tree Works: The tree works took place on the 15 July 2024. Cllr Green thanked all volunteers and made mention of the competitively priced work completed by J. Brown, contractor. Trees will continue to be assessed, with the next formal inspection not due until January 2025.
Resolved and noted.
- b) To **Receive** update from Community Fund Raising Group re Clock Repair (TOR): the project is processing slowly, with little update since the last PCM. As previously noted, the report had been received and reviewed by the Parish Council. The Chair Cllr Barrett confirmed that the clock (from the findings of the report) warrants recognition of being a war memorial, and that the church bells are of national significance. Therefore, this will now be potentially seen as a repair rather than replacement. This is still being considered by the Diocese, timescales still yet to be decided. Possibility that no Faculty needed if a repair is being considered. Cllr Hetherton to request whether the full report produced by Cumbrian Clocks can be published on the pc website. **To be added to next agenda.**
- c) To **Receive and Consider** the proposed new model of the NALC Financial Regulations
The draft model document was circulated both before and at the meeting to all council members. Agreement reached that the new model will be adopted at the next PCM. Finance Committee to perform final review and agreement, and then bring to Council in September.
Resolved: To bring forward and adopt final version at the next PCM.
- d) To **Receive** update on Banking Matters including Virgin Money Mandate

Resolved: Cllr Green confirmed that the new Barclays mandate is now in place. The Virgin Money mandate has been signed and sent for processing. This has been chased since the July PCM, Cllr Green awaiting to hear back from Virgin Money. **Cllr Green confirmed those on the VM Bank Mandate will be councillors DG/PB/RH/JG and the Clerk/RFO JC. To be added to next agenda.**

- e) To **Receive** update on the proposed review of the Parish Action Plan.
Resolved: Cllr Barrett confirmed that this has been updated and adopted. **Cllr Barrett to forward a final version to the Clerk/RFO for uploading to the pc website.**
- f) To **Receive and Adopt** Terms of Reference for the new Parish Plan
Resolved: The new group has developed a framework for the plan, this will focus on engagement across all age groups within the parish and will include a public consultation. This group will be led by residents and Cllr Goodson-Moore will be the link back to the parish council. The Terms of Reference are confirmed and adopted. A timescale of meetings involving community engagement has been agreed. Activities will include resident engagement, surveys and presentations. Results, publication and presentations are planned for May 2025, to coincide with the Annual Parish Meeting. **To be added to next agenda and to be kept as a regular feature.**
- g) To **Receive and Consider** plan for the village upkeep and maintenance – Caretaker
- i. Update to TLD Beck Isle fencing. Clerk gave update that the Parks have instructed a contractor to perform full replace/repairs of fencing. It was voted and agreed by 4 of the council members present to contribute a donation of £500 to the total cost, which is estimated at £2,500. It was noted that 2 of the councillors present voted against the cost/donation agreed of £500 however the motion was passed. Clerk to inform Parks of the agreed amount of donation from the Parish Council. NYMNPA has agreed to pay the remaining funds.
Resolved: Parish Council to pay the £500 cost/donation towards the repairs/replacement.
 - ii. Update to Roxby Terrace. NY Highways has unblocked the drain, due to silt/debris. Street cleaning will perform a full clean of the area. NY Councillor Sanderson confirmed it has been a multi-agency success.
 - iii. Update to snicket between Crescent and Roxby Road. This was confirmed by both the Chair Cllr Barrett, and Cllr Hetherton that this area of land belongs to the parish Council, however it is NOT a public Right of Way and as the legal owner, this strip of land does not require to be cleared as in theory this is not a right of access/thoroughfare.
- h) To **Receive** update on Employment Matters
Resolved: No further update.

2425/143. To **Consider** any new planning applications received, or previous Applications/Decisions.
New Applications

- | | |
|--|----------------------|
| a) NYM/2024/0459 – 2 Willow Garth, TLD | No objections |
| b) NYM/2024/0454 – 5a, The Flat, Whitbygate, TLD | Registered |
| c) NYM/2024/0505 – Bridle Manor, Station Road, TLD | AWC |
| d) NYM/2024/0501 – 3 Forge View, Maltongate, TLD | Registered |

Update/Decisions

- | | | |
|---|--------------------------------|-----------------|
| a) NYM/2024/0406 – Comber House, Church Hill, TLD | Registered | |
| b) NYM/2024/0281 – The Poplars, Dale View, Pickering Road, TLD | | AWC |
| c) NYM/2024/0397 – Village Hall, Pickering Road, TLD | AWP | |
| d) NYM/2024/0343 – Overbrook Caravan Site, Station House, Maltongate, TLD | | Approved |
| e) NYM/2024/0375 – Beck Hall, Priestman's Lane, TLD | Listed Building Consent | WC |
| f) NYM/2024/0459 – 2 Willow Garth, TLD | No objections | |

*** Retrospective**

AWC – Approved with Conditions

AWP – Approved with Provisions

All Received and Considered, comments as above.

2425/144. To **Receive and Consider** matters raised by Parish Clerk/RFO:

- a) To **Receive** current bank balance -
- * Community Account: £8,318.67 July
 - * Business Premium Account: £52,473.36 (1.51% Interest) July
 - * Virgin Money: £26,313.88 July
- * Balance at the end of July 2024. All balances **Received**.
- b) To **Note & Consider** bank mandate status and any actions required
Cllr Green already provided an update.

- Resolved:** Cllr Green to chase Virgin Money mandate update.
- c) To **Consider** Payments for approval
Resolved: All payments **Approved** as detailed in the Clerks Notes (attached to the agenda)
- d) To **Consider** Payments In/Received
Resolved: All payments In/Received were **Noted**, including the total allotment income received to date. Additional payments/invoices to be approved were **Noted** as follows:
 External Audit 22.23 – PKF £10,708.50
 Remembrance Wreath - £25.00
- e) To **Consider** current Insurance Policy provisions
Resolved: Noted. Clerk/RFO to circulate comments from the Internal Audit Report (it is on the website) and consider this in line with the annual review, which is due for the Insurance policy, to include looking at alternative providers. Cllr Green kindly agreed to head this review, as previously planned.
- f) To **Receive** Conclusion of External Audit/update to challenge to AGAR 2022.23
Resolved: The Conclusion of the External Audit has been circulated to all council members, including the full Audit Report produced by PKF LittleJohn. This has been published on the Parish Council website. The Chair Cllr Barrett read a prepared statement on behalf of the Parish Council.
- g) To **Consider** Scribe Reports for publication on the parish Council website
Resolved: It was agreed that the Clerk/RFO will produce and publish the Cost Centre report of all Payments which will be circulated for the PCM and quarterly for the website.

2425/145. To **Receive** new correspondence received by clerk and any action required. Please see the accompanying notes detailing the content of the correspondence.

- a) TLD pc website update including new look and training documents
Resolved: New website now available. Clerk now trained in managing documents and uploading to the website. **To be reviewed with some suggested tweaks and links needing updating.**
- b) Parish Portal access for TLeD pc. NYC has assured access will be available before the next PCM
Resolved: To keep on the agenda.
- c) Update on Public Inspection for 23.24 AGAR submission and Financial Accounts.
 The Clerk confirmed 2 Inspections were carried out by mops. Further details are available in the Clerks Notes. **To carry forward to the next agenda.**
- d) Cemetery – Moles/Maintenance. Clerk agreed to instruct mole contractor due to re-emergence of the problem. **To keep on the agenda.**
- e) Allotments: reminder of policy/availability
 These were **Noted**. The policy has been circulated to some allotment holders. Availability has been advertised on the pc website.
- f) All other correspondence
 As covered in the Clerks Notes document. The Clerk agreed to circulate an email to all council members from the Allotment holder following email complaint received.
 Cllr Barrett added the correspondence received re the AED Battery/Defib Pads quote of £310.68 from the supplier. This was agreed and voted to accept the quote and purchase ahead of the next PCM.

2425/146. To **Receive** matters raised by members for inclusion on future agendas & outstanding matters for future agendas.

- **Resolved:** To consider the following
 - Replacement and/or removal of salt/grit bins. More information needed. **To be added to next agenda.**
 - Almshouses Update. **To be added to next agenda.**
 - Flood Group update. **To be added to next agenda.**
 - To remove Audit 22.23, as this has now concluded.
 - To include review of Asset Register and Risk Assessment in line with the Internal Audit Report 23.24. **To be added to next agenda**
 - Approval of Clerks overtime re Inspection of Accounts **to be added to next agenda**
 - Approval of admin materials, including printing Ink & copier paper **to be added to next agenda**

2425/147. To **Confirm** the dates of the future meeting(s) -

03 September 2024 01 October 2024 05 November 2024

The Chair Cllr Barrett **Proposed** a motion to close the meeting.

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

Meeting Closed at 20:25 hours.

DRAFT

DRAFT

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