

Thornton Le Dale Parish Council

Minutes of the Parish Council Meeting

Held at 7.00 P.M. On Tuesday 01 October 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. Cllr Sanderson reminded those present of the pending temporary closure of the public toilets in the village during 4-8th October, and that the Buck Inn is offering facilities during this time.

Formal Council Meeting Commencement 19:03 hrs

2425/157 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.

2425/158 To **Receive** declarations of interest in items on the agenda.
None declared. Noted.

2425/159 To **Confirm & Sign** Minutes of the PCM of the 03 September 2024 and the EOM Friday 13th September 2024.
Minutes were noted, confirmed and signed.

2425/160 To **Consider & Note** ongoing matters arising from previous meetings and council business

- a) To **Receive and Consider** update re Parish clock & Hill Memorial Institute clock repair/service
Cllr Hetherton confirmed that the 30% deposit has been paid to Cumbria Clocks (£979.20) for the repairs to the Parish clock sited on the All-Saints church tower. **Cllr Hetherton agreed to chase for a repair date, with the hope that this will be completed by the end of October. It was also agreed to stop the clock due to it continually losing time since the previous inspection. Resolved and noted.**
- b) To **Receive and Consider** updates from the Parish Plan Group
Cllr Goodson-Moore confirmed that the group is making excellent progress, meetings are ongoing with a regular core of 4 attendees. Cllr Sanderson confirmed that one of the conditions of the grant is for the money to be spent by the end of September 24, she also confirmed she would request a special extension to this. It was confirmed that although the group does not need approval to spend the £1,000.00 grant, it does need to comply with the Financial Regulations of the Parish Council as well as meet the grant requirements. Expression of thanks goes to Joy from the Hub in her help with the flyers. Cllr Barrett to take over the link role going forward between the PC and the PPG.
Resolved: To bring forward to the next PCM.

- c) To **Receive and Consider** plan for the village upkeep and maintenance
 - i. Update to TLD Beck Isle fencing: Repairs imminent as confirmed by Parks, to keep on the agenda.
 - ii. Cemetery: Clerk to contact K Atkinson re moles to discuss ongoing issues, to keep on the agenda. Hedge trimming to start during the Autumn on the front sections by the caretaker & Cllr Green. Rear section to be cut by tractor during early Spring 2025.
 - iii. Salt Bins: Cllr Barrett confirmed he has been in regular contact with the NY Highways, the bins will not be removed by NYC until empty. To keep on the agenda.
- d) To **Receive and Consider** Parish Council Insurance policy cover review/renew update.
Cllr Green has sought quotes from both the incumbent and 2 other Insurers. Quotes due in early October and these will be brought to council at the November PCM. Insurance cover has been updated in line with the Internal Audit recommendations and will include revised insurance values as well as the inclusion of both the parish council clock sited on All Saints Church tower, and on the Hill Memorial Institute. Indemnity covers such as personal accident, employer liability, public liability has also been reviewed and considered.
Resolved: To bring forward to the next PCM
- e) To **Receive and Consider** updates/actions to Asset Register/Risk Assessment (as above)
Query raised regarding the church wall and who has responsibility for this. NY Councillor Sanderson confirmed she would investigate with NY Highways and feedback to council. Asset Register has been updated in line with the Insurance review.
Resolved: Agreement to keep on the agenda but place under point 160 c).
- f) To **Receive and Consider** budget forecasts for 2025-26.
Agreement reached to delegate budgets to the Finance Committee and bring to Council, along with the Reserves Policy for the November PCM. All in favour.
Resolved: Agreement to bring to the PCM November meeting
- g) To **Receive and Consider** update on Almshouses in TLeD
Cllr Balderson kindly gave a further update confirming that the architects are still involved, and the consultation is with Parks. No further update at this point.
Resolved: To bring forward to the next PCM.
- h) To **Receive and Consider** update from the Forest & Dale Community Flood Group
Cllr Green kindly gave an update which included the meetings with Jonathan Dickens at NYC, Sue and Alan re Snainton to identify the possible causes of the flooding and report back. A further Flood group meeting is due to take place in October and a further update will be provided at the November PCM.
Resolved: To bring forward to the next PCM.
- i) To **Receive and Consider** update on Employment Tribunal
Councillor Barrett gave full update, the case is subject to a judicial review, it is ongoing and will be discussed in more detail in the Closed meeting, after October's Ordinary meeting.
Resolved: To bring forward to the next PCM.
- j) To **Receive** update from PKF re Parish Council Accounts/AGAR 23.24.
Update received from the Clerk, Interim Report received from LittleJohn external auditors, and all respective information has been published on the website and noticeboard. Awaiting further direction from PKF.
Resolved: To keep on the agenda

2425/161

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

New Applications

- a) NYM/2024/0640 – Heron Cottage, Maltongate, TLD
- b) NYM/2024/0605 – The Hall Stables, Chestnut Avenue, TLD
- c) NYM/2024/0609 – High Dalby House, TLD
- d) NYM/2024/0608 – China Garth, Brook Lane, TLD

Update/Decisions

- a) NYM/2024/0572 – 9 Low Dalby, Pickering (retrospective): **registered**
- b) NYM/2024/0584 – 4 The Close, TLD: **no objections**
- c) NYM/2024/0454 – 5a The Flat, Whitbygate. TLD (amended details): **registered**

*** Retrospective**

AWC – Approved with Conditions

AWP – Approved with Provisions

Resolved: All **Received and Considered**, no further comments. All planning matters had been emailed to all councillors present prior to the meeting.

2425/162 To **Receive and Consider** matters raised by Parish Clerk/RFO:

- a) To **Receive** current bank balances:
* Community Account: £10,360.17
* Business Premium Account: £52,669.59 (1.51% Interest)
* Virgin Money: £34,497.24

* Balance at the end of September 2024.
Resolved: All balances **Received**. Council was reminded that £10,000.00 was transferred from the Virgin Money account into the Barclays Community account during September as agreed previously.
- b) To **Note & Consider** bank mandate status and any actions required
Cllr Green provided further update, this remains unresolved, and he will chase for a further update from Virgin Money.
Resolved: Noted, and to be brought forward to November PCM.
- c) To **Consider** Payments for approval
Resolved: All payments **Approved** as detailed in the Clerks Notes (attached to the agenda).
Agreement also made to transfer £20,000.00 precept money (received at the end of September) from Virgin Money account into the Barclays Premium/Reserve account. Cllr Green to action this instruction. This agreement was voted for unanimously by all councillors.
- d) To **Consider** Payments In/Received
Resolved: All payments In/Received were **Noted**. Additional payments/invoices to be approved were **Noted** as follows:
Clerk Admin/prINTER Ink – £86.49
Business Stream/water bills - £54.28 approx.
- e) To **Consider** update and actions re bad debtor from the 23.24 financial year
Resolved: Comments noted. It was agreed unanimously that the Clerk will write to the supplier, summarising the Council's previous contact including request for payment as well as outlining its intention to commence Small Claims court action. To bring forward to next PCM.
- f) To **Consider and Receive** Internal Audit quote for 24.25 Financial year.
Resolved: Cllr Garbutt kindly suggested the Council consider accepting the offer for an Interim as well as end of year Audit. **Council unanimously agreed that this would be a good idea and agreed to the additional cost of this. Clerk to communicate to R. Pearson that her services would be required for the 24.25 Audit, and that her quote had been accepted.**
- g) To **Consider and Receive** the option to a further reclaim of VAT
Resolved: This was considered and voted unanimously to recover VAT on some larger items of expenditure before the end of the calendar year.

2425/163 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 further changes
Resolved: Noted. All updates now completed re the relaunch of the website
- b) Parish Portal access for TLeD pc: NYC still trying to resolve the issue.
Resolved: To keep on the agenda.
- c) Allotments/Cemetery: new release from Scribe. Sill being considered, further update to be provided at the Nov PCM. Clerk confirmed that the option for the Asset module is possibly not appropriate due to it being independent of Scribe and expected additional costs.
- d) Cemetery: future planned Audit/Noticeboard contacts. Burial records have now been returned and audit will commence at the earliest opportunity.
- e) Remembrance Parade planning: Cllr Barrett confirmed all forms have been returned, and he is in dialogue with NYC and volunteers re the parade/Remembrance Day planning.
- f) To receive update on the Restoring Nature Conference (Pickering & Ryedale Environment Group) by Cllr Goodson-Moore: update provided with an offer from Cllr Goodson-Moore to be the link between this and any other initiatives re a Biodiversity policy/plan for the Council. A MoP confirmed that there are grants available, and this would be considered for the future.
- g) All other correspondence: Sanctuary Housing/Southern Area Parish Forum (10 Oct)/Citizens Advice All circulated and received.

2425/164 To **Receive** matters raised by members for inclusion on future agendas & outstanding matters for future agendas.

Resolved: None considered.

2425/165 To **Confirm** the dates of the future meeting(s) -

05 November 2024 03 December 2024 07 January 2025

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

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

Meeting Closed at 20:24 hours.

CLOSED SESSION

2425/166

(a) To **Resolve** to exclude members of the press and public due to the nature of the business to be transacted at agenda below, being prejudicial to the public interest. (Public Bodies (Admissions to Meetings Act 1960) & Standing Orders 3 (d).

Resolved: Members of the press and public were excluded. Council members agreed unanimously.

(b) To **Note & Consider** Employment Tribunal update from Ward Haddaway Solicitors.

Resolved: Noted and considered. Confidential so NO notes available for public review.

Meeting Closed at 20:55 hours.

DRAFT

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