

Thornton Le Dale Parish Council

Minutes of the Ordinary Meeting of the Parish Council held at 7.00pm on Tuesday 4 November 2025 at The Hill Memorial Institute Maltongate, Thornton le Dale YO18 7SE

In attendance:

Present: Cllr Green (Chair); Cllr Garbutt; Cllr Hetherton; Cllr Sanderson; Cllr Tempest; J Collins (Clerk)

Apologies: None

Absent: Cllr Markham

Members of Public (mop)

The Chair, Cllr Green 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

1. A resident of the parish requested the need for the cutting back/removal of trees from the area known as the cut-through/snicket off Maltongate, adjacent to the respective resident's house. Resident confirmed their contact with the National Park and offered to fund the removal of the necessary trees. Peter Lockwood (Parks volunteer and present at the meeting) reported the Ranger service at NYMNPA had agreed to investigate with a view to progress the maintenance (ie. cutting back) of the overhanging vegetation on the public footpath particularly in the middle section of the snicket but not specifically the tree works that the resident had wished to carry out - these works amounted to removing the two trees near the bottom of the snicket, which action the Trees Officer in the Planning Dept of NYMNPA would need to advise on. Matter closed.
2. Resident requested the parish council comment/offer support on the addition of Swift boxes/bricks on all future planning applications received involving housing developments. Chair confirmed this was not practical for reasons explained and concluded the matter.

Formal Council Meeting Commencement 19:12 hrs

- 2425/206** To **Receive & Consider** apologies for absence given in advance of the meeting, and to consider the approval of reasons given for absence.
Resolved: Clerk confirmed no apologies received. It was noted that Cllr Markham was absent.
- 2425/207** To **Receive** declarations of interest in items on the agenda.
Resolved: Cllr Sanderson offered her blanket non-pecuniary interest regarding all matters related to North Yorkshire Council. Cllr Sanderson also declared an interest in agenda items 217.i (Thorpe Cottage – a disclosable pecuniary interest) and 219.e. (non-pecuniary interest). Interests and reasons accepted by the council.
- 2425/208** To **Confirm & Sign** Parish Council Meeting minutes on Tuesday 14 October 2025
Resolved: Cllr Green proposed the Minutes be approved and signed, all councillors in favour, to include the amendment of the word Highways to Street Scene following a councillor request. Motion passed unanimously.
- 2425/209** To **Receive & Consider** a change of the Staffing Committee to a Review and Staffing Panel
Resolved: Chair confirmed the resolution to be brought back to the council meeting in December. Agreement reached to amend the item to read Review and Staffing Committee.
- 2425/210** To **Receive & Consider** councillors to take on the Parish Council Liaison vacancies
Resolved: Agreement reached to update the PC liaison vacancies with the nominated councillors. Clerk to update the official list, circulate and publish on the website.

- 2425/211** To **Receive & Consider** updated versions to the following PC policy documents:
- i) Bench Policy (confirmation of maintenance cost for recycled)
 - ii) Council Code of Conduct
 - iii) Training Policy
 - iv) Vexatious Policy
- Resolved:** Chair proposed to adopt the circulated documents. Agreement reached to update the following policies with immediate effect: Bench Policy with additional cost for maintenance of re-cycled benches of £50/Council Code of Conduct/Training Policy. Vote taken, agreement reached unanimously with all councillors present.
Vote taken, agreement reached to re-present the Vexatious Policy, in line with the new Review and Staffing Panel at the December council meeting.
- 2425/212** To **Receive & Consider** new PC policy documents:
- i) IT Policy
- Resolved:** Vote taken and agreement reached to re-present the IT policy at the December council meeting. Clerk agreed to seek further clarification/advice from YLCA following feedback received from councillors.
- 2425/213** To **Receive & Consider** updates for the village maintenance:
- i) Update on caretaker work completed since October PCM – **work continues in key areas in the village including Maltongate/memorial/village centre/Beck Isle**
 - ii) Update on work for the cemetery gates/Churchyard wall – **Clerk has confirmed the work with Nick Cousins (joiner). Awaiting a schedule/timescale of work for completion.**
 - iii) Update on work to the village benches/Maltongate railings/allotment fencing – **Materials ordered ahead of the planned maintenance. Work will commence during November.**
 - iv) Update on the Remembrance Parade Nov25 – **Clerk to confirm previous payments made for wreath. Road will be closed by order from NYC and contractors made aware of road closure.**
- Resolved:** Clerk presented the following updates as summarised above. Updates received by all councillors present.
- 2425/214** To **Receive and Agree** updates to the Asset Register and the Parish Council Insurance Policy cover renewal
- Resolved:** Both Asset Register and PC Insurance policy cover were noted. Clerk reminded all councillors present of the agreed 3-year deal with Zurich, renewal will be into year 2 at the end of November. All assets are held on the Scribe accounts software.
- 2425/215** To **Receive and Agree** budget forecasts for 2026-27, including Ear-marked reserves
- Resolved:** Chair Cllr Green kindly gave an update on the Finance Committee meeting, which had taken place prior to the start of the Ordinary council meeting. It was proposed to receive and agree the budget forecasts for 2026-27, including Earmarked reserves policy, which were agreed in the Finance meeting. Vote taken, all councillors were in favour. Clerk to update the council website with the agreed Budget 2026-27 and the Earmarked reserves policy.
- 2425/216** To **Receive and Agree** Parish Council precept for 2026-27
- Resolved:** It was agreed unanimously to increase the precept to £49,705.00, representing a 1.65% increase on last year (based on Band D properties in Thornton Le Dale parish. Clerk to confirm to NYC Finance department.
- 2425/217** To **Consider** new planning applications or previous Applications/Decisions/Update.
- New Applications**
- i) NYMNPA: NYM/2024/0877, Thorpe Cottage, Chestnut Ave, TLD*
 - ii) NYMNPA: NYM/2025/0673 Hemmell House, Dog Kennel Lane, TLD
- *Amendment
- Update/Decisions**
- All planning decisions are available on the NYMNPA and NYC website
 Please refer to the NYMNPA website for more information on **planning decisions**.
<https://www.northyorkmoors.org.uk/planning>
- Resolved:** All new applications considered. Councillors present (excluding Cllr Sanderson) agreed unanimously to object to the planning application NYM/2024/0877 due to the following

reasons: the development was seen as inappropriate and intrusive. Clerk to feedback the meeting comments to the planning department at NYMNPA.

2425/218 To **Receive and Consider** matters raised by Parish Clerk/RFO.

- a. To **Receive** current bank balances: see Clerks Notes

End of Month closing Balances:

Barclays Community £25,048.77 Sept £9,048.94 Oct
Barclays Premium (Reserve) £93,000.00 Sept £93,000.00 Oct

NB: The above balances include PC contractual payments.

The above balance of the Prem, includes the £10,000.00 transfer from the Comm

All bank statements at month end have been reconciled with Scribe

Resolved: All bank balances Received and Considered by councillors.

- b. To **Consider** payments made/received & those awaiting authorisation: see Clerks Notes

Credit/ Debit	Invoice Date	Supplier Name	Gross Amount (£)	Description
D	27 Oct	Brunton	22.51	Cemetery Waste (new DD)
D	02 Oct	Business Stream	54.01	Water bill (new DD)
D	06 Oct	Clerk/J Collins	13.92	Postage
C	06 Oct	Resident	150.00	Annual Parking Rent
C	15 Oct	Bank Transfer	10000.00	Transfer of funds into Prem
TA				See attached Scribe Report

TA – To approve

Resolved: All payments as detailed above and on the Scribe report were received and authorised.

- c. To **Receive** update on savings/investment option with Skipton BS
Resolved: Clerk to take completed forms with covering letter to Skipton Building Society
- d. To **Receive & Consider** new Scribe accounts 3-year pricing proposal
Resolved: Clerk made all councillors aware of the cost warning from Scribe, regarding the proposed price increase which will take effect from May 2026. Clerk confirmed this is a 3-year review and is in line with their pricing model. It means an increase of £8/month on the Accounts package versus the current pricing.
- e. To **Receive & Consider** options to manage administration of allotments from 2026/27
Resolved: Clerk confirmed the action to explore alternatives, and this will be brought back to council once this exercise has been completed.

2425/219 To **Receive** new correspondence received by the Clerk & any action required.

- NYC notification of precept paperwork for 2026/27
- Grubs-Up request/update
- Acknowledgment parish paths/RoW have been registered for future maintenance
- Remembrance Day parade road closure confirmation: Sun 9th November
- Draft Order received from NYC re amendment to Parking restrictions: Priestmans Lane
- Request to consider the Parish Noticeboard as a Council asset: information needed
- Rough sleeper request for information: NYC
- Internal auditor replacement
- 3 x Freedom of Information requests received
- Vat reclaim made: £2,079.91
- Scribe data breach: update

Resolved: All items received and noted. Councillors agreed to await further information on 219.f before this can be brought to council.

2425/220

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

- i. Cllr Sanderson proposed a 2-year Rolling/Forward plan
- ii. Cllr Sanderson proposed a Handover/Succession plan, to include the defined area for the caretaker v Street Scene/Parish partnership
- iii. Cllr Sanderson proposed a Parish Council Emergency Planning plan
- iv. Cllr Garbutt proposed a more structured proposal from the Manthorpe playground committee, including the idea of a 3-phase plan for delivery/installation, to enable the PC to make a future decision on a potential donation
- v. To **Consider** cancellation of February 2026 Parish Council Meeting
- vi. To add the agenda item to the December PCM, re the request received from a resident for the agreement to rent/purchase land. Clerk to circulate copy letter.

Resolved: Councillors agreed to cancel the February 2026 PCM, and re-schedule the January meeting from the 06th of January to the 20th of January 2026. All other above items were considered and noted for the December council meeting.

2425/221

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

02 December 2025 20 January 2026 No February meeting.

The Chair Cllr Green proposed a motion to close the meeting.

Resolved: All councillors in favour, motion passed unanimously.

Meeting Closed at 20:35 hours.

Thornton Le Dale Parish Council, Tuesday 4 November 2025: Clerks Notes

Parish Council Banking Update

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**this may change as this report is being compiled & sent on the 31 Oct 2025 before close of business*

Other noted points

ICCM annual subs: SO/DD for £105 pa – **still to action**

Cemetery waste contractor Brunton has increased price by £0.50p on collection cost of wheelie bin, effective from 01 October 2025. New net price £18.76

A £100.00 credit has been applied to the Water bill accounts, reflecting the incentive offered to switch to D/D by Business Stream, Yorkshire Water

One further planning application arrived post-agenda publication: NYM/2025/0678

Sign

Print

Date

Sign

Print

Date