

Thornton Le Dale Parish Council

Minutes of the Ordinary Meeting of the Parish Council held at 7.00pm on Tuesday 07 July 2026 at The Hill Memorial Institute Maltongate, Thornton le Dale YO18 7SE

In attendance:

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

Apologies: None **Absent:** N/A

Members of Public (mop)

The Chairman, Cllr Sanderson 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

Points recorded at the end of the Minutes document.

Formal Council Meeting Commencement 19:15 hrs

- 2627/321** To **Receive** written applications for the office of parish councillor and to **Co-opt** candidates to fill existing vacancies
Resolved: Written application received, short speech was kindly given by candidate, Ismail Ahmed. Clerk confirmed all eligibility criteria had been checked. Vote taken, unanimously agreed to co-opt candidate Ismail Ahmed. Declaration of Interest was duly completed, signed and authorised. Cllr Ahmed then joined the meeting.
- 2627/322** To **Receive & Consider** apologies for absence given in advance of the meeting, and to consider the approval of reasons given for absence.
Resolved: No apologies given, no absence recorded. Note, this agenda item was taken before 2627/321.
- 2627/323** To **Receive** declarations of interest in items on the agenda.
Resolved: Resolved: Cllr Sanderson declared a non-pecuniary interest regarding all matters relating to North Yorkshire Council. Declarations of interests noted and accepted by the Council.
- 2627/324** To **Confirm & Sign** Ordinary Parish Council Meeting minutes of Tuesday 02 June 2026
Resolved: Cllr Sanderson proposed the Minutes of the Ordinary Parish Council Meeting of Tuesday 02 June 2026 be approved and signed. Vote taken, motion passed by all council members.
- 2627/325** To **Receive** presentation from NYC Highways Communications Officer, Deborah Flowers
Resolved: Deborah kindly gave a presentation about Highways, and took questions at the end. Deborah was thanked for her time by the Parish Council.
- 2627/326** To **Receive & Consider** both Task & Finish, and Adoption of the Parish Plan documents
Resolved: Cllr Garbutt kindly gave an informed update re the Plan, confirming the working group had met to discuss actions/outcome. On behalf of the PC, Cllr Garbutt thanked both the residents for completing the survey, and the working group, acknowledging their time and efforts to produce the Parish Plan document.

Parish Council agreed to take forward the key findings and key concerns within the 6 categories and produce a Task & Finish report based on the rest of the document. The Plan will also be used by the PC to inform outside agencies of areas/items which may fall outside of the PC jurisdiction. Vote taken, motion passed by council members, with 1 abstain.

- 2627/327** To **Receive & Consider** updates for the village maintenance:
- i) Caretaker work completed since June PCM: general maintenance all agreed areas
Resolved: Update given. Cllr Hetherton to take pictures of the reported hedge just down from the Church, so this matter can be reported to Highways.
 - ii) Church yard wall – minor works/civil engineering assessment update
Resolved: Clerk confirmed works for the repairs to be completed in July, and that email request had been sent to a recommended civil engineer regarding a commissioned report.
 - iii) Work to the village benches – next date (s) agreed
Resolved: Clerk confirmed this is still ongoing, with futures dates agreed to complete benches on Chestnut Avenue, village green and Maltongate.
 - iv) Waste Bins – Consider & approve size/location
Resolved: Cllr Sanderson agreed to walk the village with NYC StreetScene. Locations have already been identified/bin size TBC. To be kept on the agenda.
- 2627/328** To **Receive** update on Clerk vacancy/recruitment process
Resolved: Cllr Garbutt kindly gave an update, confirming the Parish Council had received 6 applications, with 3 candidates invited for the next stage of the process, to include an informal tour of the village and interview conducted by all council members. To be kept on the agenda.
- 2627/329** To **Receive & Adopt** new or updated council policies:
- i) Standing Orders
 - ii) Financial Regulations
 - iii) Co-option Policy
 - iv) Data Protection Policy, including DP Log
 - v) Recruitment & Selection Policy
- Resolved: All council policies listed above were agreed to be adopted. Vote taken, council members agreed, 1 abstain.**
- 2627/330** To **Consider** new planning applications or previous Applications/Decisions/Update.
New Applications
- i) HP/2026/00200: 7 The Mount, TLD
- Resolved: No comments received.**
Update/Decisions
- NB: All planning decisions are available on the NYMNPA and NYC website
- 2627/331** To **Receive & Consider** matters raised by Parish Clerk/RFO.
- a. To **Receive** current bank balances: see Clerks Notes
Resolved: Current bank balances received. Balances detailed at the end of the document.
 - b. To **Consider** payments made/received & those awaiting authorisation: see Clerks Notes
Resolved: Payments considered & authorised, vote taken, council members agreed, 1 abstain. Details of all authorised payments at the end of the document.
 - c. To **Receive & Approve** passing on part-cost of allotment upkeep to tenant
Resolved: Proposal made by Cllr Green to pass on the full cost of the allotment upkeep to make ready for new tenants. Vote taken, all council members agreed unanimously to proposal.
 - d. To **Receive** the YTD budget reports
Resolved: Received.

- 2627/332** To **Receive** new Correspondence received by Clerk & agree action required.
- NYC planning enforcement letter re Bull Field: case closed. **Noted**
 - Email received from TLD Nature Group: circulated. **Noted**
 - Email received from mop re Parish Plan: circulated. **Noted**
 - Village clocks: serviced/repaired. **Noted**
 - Initial cemetery information/paperwork to Cemetery Working Group: circulated. **Noted**
 - Initial tender information/feedback for grass cutting to full council: circulated. **Noted**
 - AGAR docs submitted/AGAR inspection of Accounts request received. **Noted**
 - NYMNP Village Enhancement Scheme: update. **To discuss at the Sept PCM.**
 - Internal Auditor recommendation for council files back-up (90days+): update. **Clerk gave update. Recommendation to be brought to Sept PCM.**
 - TLD Village Hall refurbishment: update. **Clr Tempest kindly gave the update.**

2627/333 To **Receive & Consider** the Parish Council Forward Plan 2026-27

Date	Description	Responsibility	Decision Maker	Checks
July	Agree to cancel August PCM Review Budgetary Reports YTD	Council Clerk	Full Council Full Council	Fin Comm
August	No PCM due to TLD Country Show			

- 2627/334** To **Receive** matters raised by members for inclusion on future agendas & note outstanding matters for future agendas
- Working Groups to have met to discuss Cemetery documentation, & grass cutting tenders
 - Full Council to have met in an EOM to select new candidate following Recruitment & Selection process
 - Grass cutting contractors to be approved at a closed session after September PCM.
 - Update on new cemetery documentation to be provided at September PCM

2627/335	To Confirm the dates of the future meeting(s) for 2026: 04 August – cancelled 01 September 2026 06 October 2026
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MEETING CLOSE at 20:38

Public Session Notes:

- Mop asked whether questions can be asked during the council meeting after the Public Session. Chair confirmed the answer as “no”.
- Mop gave feedback on the state of the vegetation growing up the boundary wall, adjacent to the Thornton Dale Beck and the public car park, opposite the Almshouses. It was confirmed this will be the responsibility of the Parks, Clerk to liaise with Parks voluntary Ranger



3. Mop asked the questions regarding the recent email comms headed the Parish Plan. Chair confirmed that the comments made in said email had been noted, and that the working group meeting had taken place.

Thornton Le Dale Parish Council, Tuesday 07 July 2026: Clerks Notes

Parish Council Banking Update

Credit/Debit	Invoice Date	Supplier Name	Gross Amount (£)	Description
D	8 Jun	J Collins	13.78	Postage
D	8 Jun	Vale of Pickering	10.82	Land Drainage
D	10 Jun	TLD Volunteers	300.00	PC Grant
D	10 Jun	St. Catherines Hospice	100.00	PC donation
D	15 Jun	N Cousins Joinery	3,237.00	Cemetery Gates
D	19 Jun	YLCA	20.00	Clerk role advert
C	01 Jun	MoP	300.00	EROB/Cemetery Fee
C	04 Jun	NYC grass cut grant	916.19	Allotment Fees
C	10 Jun	MoP	300.00	EROB/Cemetery Fee
C	23 Jun	JW Myers	125.00	Memorial/Cemetery Fee
C	08 Jun	Barclays	161.55	Bank Interest/Prem acc
C	June	Mops	137.57	Allotment Income

End of Month closing Balances:

Barclays Community	£17,306.71	May	£11,704.10	Jun
Barclays Premium (Reserve)	£48,395.47	May	£28,557.02	Jun
Skipton Building Society	£40,100.00	May	£60,100.00	Jun

NB: The above balances include PC contractual payments.

All bank statements at month end have been reconciled with Scribe

Other noted points

Payments to authorise overleaf

Thornton le Dale Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

02 July 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
7	Street Light Electricity	27/04/2026		1 Community Accour	490170111	Street Lights - energy bill	North Yorkshire Council	S	6,567.50	1,313.50	7,881.00
28	Grass Cutting	03/06/2026		1 Community Accour	INV-0297	Grass Cutting	GROUNDSEV Ltd	X	1,301.36		1,301.36
28	Grass Cutting	03/06/2026		1 Community Accour	INV-0297	Grass Cutting	GROUNDSEV Ltd	X	70.00		70.00
32	Gates	08/06/2026		1 Community Accour	Handle	Cemetery Gates	B & M Retail Ltd	S	5.42	1.08	6.50
33	Donation	10/06/2026		1 Community Accour	A LINDSAY	Donation	Saint Catherines Hospice	X	100.00		100.00
37	Clock Repair	29/06/2026		1 Community Accour	INV-22204	Clock Services	The Cumbria Clock Ltd	S	350.00	70.00	420.00
40	Postage	01/07/2026		1 Community Accour	postage	Postage & Stationery	Jennifer Collins	X	7.28		7.28
39	Bench Repairs	01/07/2026		1 Community Accour	June26	Village Maintenance	Flintoff Ironmongery	S	72.48	14.50	86.98
Total									8,474.04	1,399.08	9,873.12

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Parish Council
Thornton-le-Dale

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