

Thornton Le Dale Parish Council

Minutes of the Ordinary Meeting of the Parish Council held at 7.00pm on Tuesday 06 October 2026 at The Hill Memorial Institute Maltongate, Thornton le Dale YO18 7SE

In attendance:

Present: Cllr Sanderson (Chairman); Cllr Garbutt; Cllr Green; J Collins (outgoing Clerk); E Frankland (incoming Clerk)

Apologies: Cllr Hetherton; Cllr Tempest; Cllr Ahmed **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. Cllr Sanderson issued a warm welcome to the new Clerk, Ebony Frankland.

Public Session

Points recorded at the end of the Minutes document.

Formal Council Meeting Commencement 19:05 hrs

- 2627/336** 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 that 3 apologies for absence were received, with reasons given and had been circulated to all councillors. Absences recorded, councillors present considered and agreed to accept reasons for absence.
- 2627/337** To **Receive** declarations of interest in items on the agenda.
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.
- 2627/338** To **Confirm & Sign** the Ordinary Parish Council Meeting minutes of Tuesday 07 July 2026
Cllr Sanderson proposed the Minutes of the Ordinary Parish Council Meeting of Tuesday 07 July 2026 be approved and signed. Vote taken, motion passed by all council members.
- 2627/339** To **Receive & Consider** resident request regarding streetlighting, as well as an update on PC enquiries made with NY Council re conserving energy/reduce costs
Resolved: Cllr Sanderson confirmed she had been in discussions regarding the switching off of the village street lighting during the hours of midnight until 6am, as in many other villages/parishes within North Yorkshire to save money/energy. Along with the resident request, this agenda item will remain for October as all matters continue to be explored. This will include the options to possibly remove the bulb/attach a shield/switch off lights at midnight.
- 2627/340** To **Receive & Consider** the Review of the Caretaker Role
Resolved: Agreement reached to carry this forward to the October council meeting, when most councillors will be present. Cllr Garbutt suggested by reviewing the role, this should lead to producing a more "Task-Specific" document and that these future tasks be a feature of the future agendas until any changes to the role were agreed.
- 2627/341** To **Receive & Consider** updates for the village maintenance:
- Caretaker work completed since July PCM: general maintenance of all agreed areas
Clerk covered the main tasks completed, including remedial tree maintenance on village green, litter picking, drain clearance on road from Chestnut Ave to Church, and weed clearance alongside church wall along A170.
 - Church yard wall – minor works/civil engineering assessment update
Clerk confirmed the 2 areas of pointing identified had been completed. The council will continue to wait for assistance/consultation from the civil engineering contractor identified, who continues to recover from illness.

- iii) Work to the village benches
Clerk confirmed that the benches on the Green and those outside the HMI, will be painted next (Sept). Those outside the Almshouses are now complete. Ellerburn road benches will be considered at a future meeting. Chairman confirmed that the majority in this area seem sturdy but the area around the benches does need a trim. Clerk to discuss with caretaker.
- iv) Waste Bins – **Consider & Note** the costs to purchase and install
Clerk agreed to arrange purchase and liaise with contractor regarding the installation work. Agreement reached regarding type/location and associated costs. This matter has previously been discussed at council meetings with approval to purchase. Vote taken, all councillors in favour to progress to a conclusion.
- v) Request for the upkeep of Castle Road area – from the volunteer TLD ranger
Peter Lockwood kindly gave an update on the request for help from the council to tidy and manage this area near the school, which is a Public Right of Way. Agreement reached to target those residents whose hedges border this area. Chairman suggested that the council write to Parks (NYMNPA) suggesting contact is made with residents requesting them to cut their own hedge. It was suggested that NYMNPA are asked to regularly maintain the footpath access to the school. Agreement reached to carry this matter forward to the October meeting.
- vi) Update on concerns raised re the vegetation Beck-side (opp. Almshouses)
This matter remains outstanding due partly to absence of the Parks ranger, to keep on the agenda for an update in October.

2627/342

To **Receive & Consider** Freedom of Information requests
Resolved: Chair summarised the 3 FOI items which had been received and fully responded to. Clerk circulated all emails/documentation ahead of the meeting to all councillors for review. The Chairman confirmed that the ongoing management of the FOI's, despite complete responses being given, does impact directly on the public purse and unnecessarily distracts the Clerk away from core duties. The three requests were looked at individually against the current vexatious policy appendix one and for the following reasons were deemed to be of a vexatious nature -
PKF/External Auditor Invoice request - The PC acknowledged the right to challenge, but identities must remain confidential. As such no further information could be given
Manthorpe Grant request/Hill Memorial Institute request - appendix 1, A, B, D, and G
Annual Parish Meeting request - appendix 1, A, B, C, E, and G.
Vote taken to classify all matters relating to the Freedom of Information latest responses from the requester as Vexatious. Councillors agreed unanimously to classify all 3 items listed below as vexatious: - Chairman also wished to note the abusive comment made within one of the responses from the requester, and that harassment of any kind will not be tolerated. A legal view on the comment made will be sought.

2627/343

To **Receive & Consider** the re-appointment of the Internal Auditor for 2026-27, including proposed costs
Resolved: Clerk confirmed a proposal had been received from Sabrina Docherty, and that this had been circulated to all councillors. It was proposed to accept the 1-year agreement at a cost of £315.00, vote taken and all councillors agreed unanimously.

2627/344

To **Receive & Consider** the recommendations made to the Cemetery Working Group, to include updated cemetery documentation
Resolved: Clerk confirmed all cemetery forms/documentation and process had been considered and updated where necessary. All proposed paperwork has been circulated to the Cemetery Working Group for review. Clerk confirmed all documentation will be updated on the website. All points noted by those councillors present.

2627/345

To **Receive & Consider** the recommendations for the PC expression of interest to the NYMNPA Village Enhancement Scheme, including the proposed works at Beck Isle
Resolved: Chairman and Cllr Garbutt gave update on the ongoing discussions between the council and the Parks regarding this new scheme, and how the council could see it working in the village, especially around the Beck Isle area. A proposal has been provided to the Parks, alongside a video highlighting where the Enhancement Scheme could be put to use. To stay on the October agenda for further update and discussion.

2627/346 To **Consider** new planning applications or previous Applications/Decisions/Update.

New Applications

- i) WTCA/2026/00366: KINGFISHER COTTAGE CHESTNUT AVENUE TLD
- ii) ADV/2026/00287: BUCK HOTEL CHESTNUT AVENUE TLD
- iii) LB/2026/00288: BUCK HOTEL CHESTNUT AVENUE TLD
- iv) LB/2026/00344: RORTY CRANKLE MALTONGATE TLD
- v) FL/2026/00279: THORNTON DALE PLAYING FIELD TLD
- vi) FL/2026/00258: EXISTING MAST WITHIN ROXBY PLANTATION TLD

Resolved: No comments received.

Update/Decisions

NB: All planning decisions are available on the NYMNPA and NYC website

2627/347 To **Receive & Consider** matters raised by Parish Clerk/RFO.

- a. To **Receive** current bank balances: see Clerks Notes
Resolved: Clerk confirmed all bank balances, as detailed overleaf.
- b. To **Consider** payments made/received & those awaiting authorisation: see Clerks Notes
Resolved: Clerk confirmed payments made/received/awaiting authorisation, as detailed overleaf
- c. To **Receive & Approve** Clerk overtime of 4 hours due to FOI & EoPR enquiries, and any accrued holidays for outgoing clerk
Resolved: Vote taken, councillors agreed unanimously to the 4 hours overtime and the accrued holidays for the outgoing Clerk.
- d. To **Receive & Approve** incoming Clerk be added to the Bank mandates, including Skipton BS and remove outgoing Clerk to all banking mandates
Resolved: Vote taken, councillors agreed unanimously to add incoming Clerk to the banking/building society mandates and to remove the outgoing Clerk from the same.
- e. To **Receive & Consider** next course of action for unpaid invoice relating to allotments
Resolved: Payment received prior to the meeting. Noted.

2627/348 To **Receive** new Correspondence received by Clerk & agree action required.

- a. Internal Auditor recommendation for council files back-up (90days+): update
Clerk agreed to circulate details of proposal for future consideration
- b. EoPR challenge to the 2025-26 accounts received with the External Auditor
Noted
- c. Grass Cutting & Cemetery/Churchyard tenders published/Submissions received
Noted
- d. Restoring Nature Conference, 18 Sept 2026 at Kirby Misperton. Invite circulated
Noted
- e. Comms re Thornton Dale bridge work
Noted
- f. Registering for the new forms/NYC Highways portal
Noted

2627/349 To **Receive & Consider** the Parish Council Forward Plan 2026-27

Date	Description	Responsibility	Decision Maker	Checks
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Sept	Check all grit bins: order salt/grit for PC owned bins if required	Clerk/Council	N/A	
	Read waters meters in the first week – Allotments/Cemetery	Clerk/Council	Full Council	
	Check all Allotments/Action any remedial work	Clerk/Council	Clerk Full Council	
	Check quarterly Bank Recs on Scribe			
	Review Budgetary Reports YTD	Clerk		Fin Comm
	Invoice annual car park rental/2 nd 50% invoice for Bull Field (if agreed)	Clerk		Fin Comm

2627/350 To **Receive** matters raised by members for inclusion on future agendas & note outstanding matters for future agendas
 - Chairman recorded a note of thanks for outgoing Clerk

2627/351	To Confirm the dates of the future meeting(s) for 2026 : 06 October 2026 03 November 2026 01 December 2026
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Public Session Notes:

1. Mop asked whether the council would be interested in funding Swift boxes on some resident houses. Cllr Green requested the number of boxes in question. Chairman suggested that the mop construct a proposal for this to be considered at the Oct meeting. Other grants may be more appropriate.
2. Mop queried the rules around the ability for the public to interject during the council meeting. Chairman clarified the rules to those present.

ORDINARY PARISH COUNCIL MEETING CLOSE at 20:25

2627/352

- 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: Vote taken and agreed unanimously in the Ordinary meeting to hold a Closed session.

CLOSED SESSION – THE PUBLIC/PRESS WAS ASKED TO LEAVE THE MEETING

2627/353

1. **Cemetery Issue** – To **Consider & Receive** final updates
Resolved: Clerk gave final updates and closure of issue. A summary of the outcome to be made available at a future PC Ordinary meeting.
2. **Tenders for the Grass Cutting/Cemetery & Churchyard** – To **Consider & Receive** tender submissions
Resolved: Tender submissions opened and noted. Vote taken to defer the decision until the October meeting due to councillor absences.
3. **Evaluation of Tenders** – To **Consider & Discuss** contractors for Grass Cutting/Cemetery & Churchyard and agree next steps. **Resolved: Agenda point 2 refers.**

CLOSED PARISH MEETING CLOSE at 21:00

Thornton Le Dale Parish Council, Tuesday 1 September 2026: Clerks Notes

Parish Council Banking Update

Credit/Debit	Cashed Date	Supplier Name	Gross Amount (£)	Description
D	20 Aug	PC bank transfer	5,000.00	Transfer of funds from Prem account
D	03 Aug	M. Cunningham contractor	85.00	Grave repair (client funded)
D	03 Aug	Groundserv	105.00	Assemble/Install mem bench (client funded)
D	03 Aug	Post Office	7.28	Postage
C	20 Aug	PC bank transfer	5,000.00	Transfer of funds into Comm account
C	28 Aug	Allotment tenant	63.00	Allotment payment

End of Month closing Balances:

Barclays Community £8,387.60 July £9,777.17 Aug
 Barclays Premium (Reserve) £18,557.02 July £13,557.02 Aug
 Skipton Building Society £60,100.00 July £60,100.00 Aug

NB: The above balances include PC contractual payments. Balances are reported up to 30 Aug 2026.

All bank statements at month end have been reconciled with Scribe

Other noted points (planning applications noted and received post-publication of the PC agenda)

Payments to authorise overleaf. The above includes an agreed transfer of £5,000 from the Prem account to the Comm account.

Planning application: WTCA/2026/00379 – Bleach Mill Farm, Maltongate TLD

Planning application: WTCA/2026/00378 – Greystones, Maltongate TLD

Planning application: HP/2026/00385 – Ganstead, Whitbygate, TLD

Thornton le Dale Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

30 August 2026 (2026-2027)

Vouche	Code	Date	Minute	Bank	Payment Ref.	Description	Supplier	VAT Type	Net	VAT	Total
59	Postage	03/08/2026		1 Community Accour	postage	Postage & Stationery	jennifer Collins	X	7.28		7.28
Total									7.28		7.28