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 J. Garbutt (JG) - Vice chair, Cllr D. Green (DG), Cllr R. Hetherton (RH), Cllr S. Tempest (ST) and Cllr I. Ahmed (IA); E Frankland (EF) - Clerk
Apologies: Cllr J. Sanderson (JS) - Chair **Absent**: N/A
Members of Public: (MOP)

The Vice Chair, Cllr Garbutt 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: 19:00

ITEM		ACTION
2627/354	**<u>To Receive & Consider apologies for absence given in advance of the meeting, and to consider the approval of reasons given for absence</u>** Cllr J. Sanderson offered their apologies **Resolved:** to ***Approve*** all apologies and reasons for absence	
2627/355	**<u>To Receive declarations of interest in items on the agenda</u>** No Declarations	
2627/356	**<u>To Confirm & Sign the Ordinary Parish Council Meeting minutes of Tuesday 01 September 2026 and EO/Staffing Committee Minutes Friday 25 September 2026</u>** **JG** proposed the Minutes of the Ordinary Parish Council Meeting of **Tuesday 01 September 2026** and Staffing Committee Minutes **Friday 25 September 2026** be approved and signed. **Resolved:** ***Approved*** by all Councillors, **JG** signed • **JS** suggested an amendment to parish council minutes **01 September 2026** via email ahead of the meeting	
2627/357	**<u>To Receive & Consider the Review of the Caretaker Role</u>** **JG** proposed councillors consider alternative model for role following negative around the existing one. Suggestions circulated for either fixed hour contract, or	

flexibility with preferred contractor. **JS** previously proposed a seasonally based job list on rotation

Resolved: Councillors tasked with identifying the types of jobs needed for the role, how to manage it and then finally collate into a job list. Decision no later than Jan 27 Agreed, view for **December Agenda** **EF**

2627/358 **To Receive & Consider updates for the village maintenance:**

i) ***Caretaker work completed since September PCM:***
general maintenance of all agreed areas. Ellerburn benches repainted, Splays maintained, Beck Isle cut back vegetation, Litter pick and leaf clearing

ii) ***Church yard wall – civil engineering assessment update:***
Agreed to postpone to the December Agenda

iii) ***Work to the village benches – Completed village green and HMI:***
Council satisfied with works completed

iv) ***Waste Bins – Note update:***
Images circulated, **EF** awaiting correspondence to proceed with purchase and arrange installation

2627/359 **To Consider new planning applications or previous Applications/Decisions/Update**

New Applications:

i) **WTCA/2026/00437** - COPY NOOK, CHURCH LANE, TLD
ii) **FL/2026/00434** - THORNTON DALE PLAYING FIELD, ROXBY ROAD, TLD
iii) **ZE26/00770/FUL** - LAND OFF THORNTON LANE, TLD
iv) **NYM/2025/0393** - 6 WESTFIELD TERRACE, TLD
v) **HP/2026/00392** - LOW PAPER MILL BARN, ELLERBURN ROAD, TLD
vi) **NM/2026/00420** - 6 WESTFIELD TERRACE, TLD

Resolved: No comments received
Update/Decisions: NB All Planning decisions are available on the NYMPA and NYC websites

2627/360 **To Receive & Consider matters raised by Parish Clerk/RFO:**

a. ***To Receive current bank balances: see Clerks Notes***
DG proposed transfer of £20,000 to Skipton BS
Approved by all councillors

b. ***To Consider payments made/received & those awaiting authorisation: see Clerks Notes***
Considered, No further actions

c. ***To Consider & Approve payment of mileage for attendance of Parks meetings for sum of £27.50***
DG proposed**,** ***Approved*** by all councillors
- Proposal for Volunteer fuel costs to be covered for future meetings ***Approved*** by all councillors

d. ***To Receive update on Clerk being added to Bank mandates, including Skipton BS and remove outgoing Clerk to all banking mandates***

Current clerk being added to Barclays, Skipton BS to be confirmed

e. ***To Receive update on AGAR 25/26 submission from PKF Littlejohn***
Certification received to confirm all AGAR done correctly, full certification to be given later due to outstanding FOI requests

f. ***To Consider purchase of Remembrance Day 2026 wreath***
Councillors ***Considered, Approved*** by all councillors. It was also mentioned that the payment for 2025 wreath is still outstanding. **EF** to reconcile overdue payment

g. ***To Consider & Approve the cost of YLCA Cemetery Management training for Clerk for the sum of £56.40***
Approved by all councillors **EF**

2627/361 **To Receive new correspondence received by Clerk & Agree action required:**

a. ***Remembrance Day parade 2026 update, application submitted to Highways***
Noted

b. ***Hurrell Lane, correspondence - PC action to be decided***
No further action – previous correspondence to highways

c. ***To Note NYMNP will now be servicing TLD public toilets***
Noted

d. ***To Note update Manthorpe Park Planning permission***
Noted

e. ***Correspondence received from TLD Nature Group and circulated to all Councillors***
Comments ***Received*** and ***Considered*** by council. No further action taken

f. ***To Receive NALC pay award for 2025-2026***
Received

g. ***To Receive correspondence RE recent bulb planting***
Received. No further action taken

h. ***To Note remittance advice received***
Noted

2627/362

Date	Description	Responsibility	Decision Maker	Checks
October	Prep for Insurance Renewal	Clerk		
	Finalise Remembrance Day preparation / road closure / wreath purchase	Clerk/Councillor		
	Prep/Agree Invitations for Grass Cutting Tenders	Clerk/Council		

2627/363 **To Receive matters raised by members for inclusion on future agendas & note outstanding matters for future agendas:**

- Update on concerns raised re the vegetation Beck-side (opp. Almshouses) November
  Resolved by caretaker

All other matters ***Received***

2627/364 **To Confirm the dates of the future meeting(s) for 2026/2027:**

03 November 2026 01 December 2026

Public Session Notes:

- MOP expressed appreciation for parish council funding for owl boxes, contact to be made by MOP regarding further funding request for Swift boxes with costing.

ORDINARY PARISH COUNCIL MEETING CLOSED: ***19:56***

2627/365 **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

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

2627/366

1. **Evaluation of Tenders – To Consider & Approve contractors for Grass Cutting/Cemetery & Churchyard**

   Cemetery/Churchyard Tender - ***Considered*** and ***Approved*** by all councillors
   Grasscutting Tender **– *Considered*** and ***Approved*** by all councillors

2. **To ratify the consideration of the Staffing committee meeting held 25 September 2026**
   Councillors ***Agreed*** to ratify the recommendations and resolutions.

CLOSED PARISH MEETING CLOSE: ***20:36***

SIGNED: **PRINTED:** **DATE:**

Thornton Le Dale Parish Council, Tuesday 06 October 2026: Clerks Notes

Parish Council Banking Update

Credit/Debit	Cashed Date	Supplier Name	Gross Amount (£)	Description
D	09 Sep	Lady Lumleys	60.00	Hall Hire
D	18 Sep	J Collins	55.80	Mileage
D	24 Sep	Bruntons	24.26	Cemetery Waste
D	25 Sep	Scottish Water Bus	302.06	Water Allotments
D	25 Sep	Scottish Water Bus	26.67	Water Cemetery
C	04 Sep	J W Myers	125.00	Memorial/Cemetery Fee
C	07 Sep	Barclays	58.65	Interest/Prem account
C	08 Sep	Parking Space Invoice	150.00	Parking Space Fee
C	28 Sep	Bull Field Invoice	450.00	Bull Field Fee
C	30 Sep	North Yorkshire Council	24,852.50	Precept received Comms account

End of Month closing Balances:

Barclays Community	£9,777.17	Aug	£31,457.30	Sep
Barclays Premium (Reserve)	£13,557.02	Aug	£13,615.67	Sep
Skipton Building Society	£60,100.00	Aug	£60,100.00	Sep

NB: The above balances include PC contractual payments. Balances are reported up to 30 September 2026.
All bank statements at month end have been reconciled with Scribe

Other noted points

Damaged bench has been repaired and is set to be put back in place.