

TERRINGTON PARISH COUNCIL

Minutes of a Council Meeting held under delegated powers at Smithy House on 4 August 2020 at 11:00.

Present : Cllr Winning (Chair), Cllr Barnett (Acting Clerk and RFO)

Public : no members of the public were present

In view of Government advice regarding social distancing during the Covid 19 lockdown, the decision at the TPC meeting on 20 March 2020 to devolve decision making power to Cllr. Barnett (Acting Clerk) and Cllr Winning (Chair) and the weather, the caucus was held in Cllr Barnett's house, with patio doors open and with over two metres distance between both those present.

1. Minutes of Interim Caucus Meeting held on Friday 22 May:

The minutes were approved as a true and accurate record and signed by Cllr Winning as chair. The Acting Clerk confirmed that he has set up a formal register of signed and approved minutes in line with recommended practise.

2. Public Display of notice of access to Financial Statements:

The Acting Clerk confirmed that notices had been put on the public notice boards in the form prescribed from 1 June to 13 July.

3. Financial statement

Cllr Barnett presented a statement of the council's financial position (copy attached) as at 16 July, reconciled to the bank statement of that date.

Cllr Winning reviewed the statement of finances, checked that it reconciled to the bank statement and signed both statements.

4. Dog waste bins

Cllr Winning informed the meeting that the recently purchased dog waste bin has been installed by himself and Cllr Stockdale at the head of the track to Primrose Hill. Cllr Stockdale has subsequently installed two paving stones to facilitate access. Ryedale DC Street Scene have been informed of the bin's installation and it is now being emptied on a regular basis.

Cllr Winning informed the meeting that he has been approached by a resident living at the East end of Main Street suggesting that a dog waste bin at that location would be beneficial. It was agreed to ask Councillors to consult residents about this possibility. What level of need was foreseen? And where might a new bin be sited?

5. Risk Assessment and Financial Risk Assessment

Cllr Barnett as RFO presented a proposed (general) Risk Assessment for 2020/21 together with a Financial Risk Assessment and proposed that these be adopted on a provisional basis, pending their consideration at a full council meeting when next possible.

Meeting discussed these documents and made minor changes.

It was agreed to adopt the amended documents on a provisional basis, subject to consideration and confirmation by full council when it next meets.

It was noted that some follow up work is required:

The RFO to circulate councillors on a bi-monthly basis with a financial statement reconciled to the most recent bank statement.

Various issues around GDPR and information required to be displayed on the website need to be reviewed and appropriate action taken.

6. Income and Expenditure budget

A proposed income and expenditure budget for the year was presented by the RFO, Cllr Barnett, showing performance YTD against the proposed budget.

The proposed budget for 2020/21 shows projected income of £5,089 and expenditure of £5,406. Compared to this budget, broken down on a monthly basis, the council was overspent by £690 as at 16.07.20. This situation was due to income being £400 below budget (no income having been received for burials) and expenditure being £290 over budget (dog bin purchase and website set up costs).

The budget was discussed by the meeting and adopted – copy attached to these minutes. Cllr Barnett noted that bi-monthly reports comparing actual performance to budget will be produced and circulated prior to meetings.

7. Code of Conduct and Complaints Procedure

Cllr Winning presented a proposed Code of Conduct and Complaints Procedure, as recommended by YLCA and based on model documents. Cllr Winning noted that these model documents are currently being consulted on and will probably be amended in the near future.

The meeting considered and discussed these documents and made minor changes. The meeting accepted the amended documents on a provisional basis pending a full council meeting and to be reviewed when the consultation process is completed.

8. Councillors potential disqualification

The YLCA update on 3 July notes that

A local councillor will, of course, cease to be a councillor if they fail to attend a meeting, or represent the council, for a period of six consecutive months. Remember that sending apologies for a meeting does not constitute an approved absence; apologies are a courtesy only, nothing more. A councillor who has not attended a meeting for six consecutive months (or made an approved representation for the council in that time), has failed to do so whether or not a meeting has been called because s.85 of the Local Government Act 1972 says that the six months starts with the last meeting attended and therefore covers the

entire period up to the next meeting called. If there are no meetings for six months all councillors will cease to be councillors.

The Covid regulations covering Wales (made by the Welsh Assembly) specifically exclude from the six-month rule the initial period between the making of those regulations and the day after the first meeting. In other words they exclude the period when no meeting is called. However, the UK Government could have made a similar provision covering England but it has chosen not to do so. As a result, a local council must either meet or grant dispensations (approved absence) to all councillors covering the period without meetings. If a council is not meeting, that can only be done if its clerk has been formerly delegated to make that decision on the council's behalf.

The meeting noted that a decision was made at the full council meeting held on 20 March to delegate full powers to the Chairman and Acting Clerk whilst normal "in person" meetings cannot be held.

In this situation it was resolved that dispensations from disqualification would be granted to all councillors until normal meetings can be resumed.

9. Health and Safety policy

Cllr Barnett presented a proposed Health and Safety policy statement to the meeting. This policy was discussed and adopted on a provisional basis pending the next full council meeting.

10. Help at Home

Cllr Barnett informed the meeting that he had received a request for support from Kathy Peacock of Community Catalysts. Kathy is running a scheme sponsoring people who wish to set up their own small business offering help to people at home. Meeting discussed and agreed to circulate details to all councillors who will be able to bring it to the attention of any resident who they think it may interest. Cllr Barnett to reply to Ms Peacock to this effect.

11. Planning Applications

It was noted that planning consent had been granted for re-development of outbuildings at Goodlands in Main Street Terrington to form holiday accommodation.

Planning applications have been submitted for the council's comments as follows:

- 653,654 - Work to trees at Old Wells Main Street Terrington
- 656 - Extensive re-modelling of the Pheasantry Main Street Terrington
- 690 - Single storey extension to Rose Cottage Main Street Terrington
- 700 - New rear extension to Fairview at New Road Terrington

12. Any other business

Road markings to brow of hill on Western approach

A resident has approached Cllr Winning suggesting that white line markings to

the middle of the road at the brow of the hill near the Lavender Farm are needed, given the number of incidents and near misses and also a crash resulting in fatalities some years ago.

Meeting discussed this suggestion and agreed such road markings are needed. Councillors to gather further information prior to Cllr Winning writing to NYCC.

Letter from Keane Duncan, Leader Ryedale DC

Cllr Barnett has received a letter from the leader of Ryedale RDC asking for Councillors and the Council's views of the government proposal that Ryedale DC be absorbed into NYCC.

Those present were both strongly against, feeling that sensitivity to local issues would be lost. Cllr Winning to canvas views of all councillors and to respond on the council's behalf.

BT telephone box

A further letter has been received from Ryedale DC asking for the council's views on the continued existence of the red telephone box near the shop in Terrington. Cllr Winning to reply that our views remain unchanged from those expressed in the letter he wrote to RDC on the council's behalf in January.

Cheque signatories

Cllr Barnett noted that the Financial Regulations require us to have three active signatories. For cheques. Currently we only have two (Cllrs Winning and Barnett) following the retirement of Ann Hartas as Clerk. Cllr Barnett to arrange for Cllr Stockdale to replace Ann Hartas as a signatory.

Safety notice to the Plump

Cllr Winning suggested that consideration be given to installing an advisory notice at the steps on to the Plump making users aware of the unprotected drop at the edge of the Plump and the possible risk to young children and vulnerable people. Meeting agreed this is desirable.

13. Date and time of next meeting

Cllr Winning noted that advice to council's is not to hold face to face meetings before spring next year. When the decision was taken by the council in March to suspend full meetings and to delegate powers it was anticipated that this situation would only last a few months, rather than what now looks likely to be at least a year.

It was agreed that Cllr Winning will consult with all councillors to see if they wish to continue as at present or to consider an alternative such as video conferencing.

Next meeting date and time to be agreed between the Chairman and Acting Clerk and probably to be held late September.

The meeting closed at 12:50.