

# **Terrington Parish Council with Wiganthorpe and Ganthorpe**

## **Agenda for a Council meeting to be held on Monday 8 Nov 2021 at 7:30pm in Terrington Village Hall**

### **1. Attendance and Apologies**

Update on procedures for compliance

### **2. To confirm the minutes of the meeting held on 13 September 2021**

### **3. Declarations of interest**

### **4. Finance**

4.1 To receive a statement of receipts and payments to date under each budget head (see end of Agenda).

4.2 To receive a list of payments made since the last meeting:

- i £36.80 on 4-10-2021 to Yorkshire Local Councils Associations for Induction session for new Clerks (approved 6-9-2021/item 3)
- ii £2220.00 on 4-10-2021 to Robert Goodwill for grass cutting (approved 3-5-2021/item 12)
- iii £15.98 on 4-10-2021 to Cllr Stockdale for Security bolt and lock for sexton's hut (approved 12-7-2021/item 4)

4.3 To authorise payment of:

£58.80 to Cllr Winning for Defibrillator pads purchased on 26-7-2021 (approved 26-7-21/item 5)

4.4 To authorise the following expenditure already incurred and to pay:

- i £9.75 to Cllr Lewis for light bulbs for telephone box purchased on 2-8-2021
- ii £42.30 to Terrington Village Hall for hire of the hall for Council meetings on 12 and 26 July and on 6 and 13 September 2021, and for Clerk interview on 1 September 2021.
- iii £38.00 to Ryedale District Council or to repay Mrs Barnett for burial ground green waste bin collection for 2021/22

4.5 To approve payment of £15.00 made on 4-10-2021 to Yorkshire Local Councils Associations for advertising the vacancy for a Parish Clerk.

4.6 To approve the renewal of Yorkshire Local Councils Associations membership for which payment of £211 was made on 20-5-2021.

4.7 To renew authorisation for the Direct Debit annual payment to EON for the unmetered electricity supply to the defibrillator cabinet for which the last payment of £101.70 was made on 13-4-2021.

4.8 To approve the following expenditure:

- i Purchase of batteries for the badger fence at the cemetery, costing up to £25.
- ii Specialist verge cutting by Nigel Fargher costing up to £275.
- iii Terrington Village Hall hire for the November 2021, January 2022 and March 2022 Council meetings at £10.80 per session. Total cost for the year £74.70.

4.9 To acknowledge the receipt from Yorkshire Water of a cheque in the sum of £2,000.

4.10 To amend the Financial Regulations to read (added text in italics):

4.1. Expenditure on revenue items may be authorised up to the amounts included for that class of expenditure in the approved budget. This authority is to be determined by:

4.1.1. the Council for all items over £100, *unless in the case of an emergency (see 4.7).*

4.1.2. the Clerk in conjunction with the Chairman of Council, for any items below £100, *or in the absence of the Clerk, the Chairman in conjunction with the RFO or should the Chairman also be absent, the RFO in conjunction with one other Councillor.*

4.7 In cases of extreme risk to the delivery of council services, the Clerk may authorise revenue expenditure on behalf of the Council which in the Clerk's judgement it is necessary to carry out. *This authorisation to be exercised where possible in conjunction with the Chairman of Council or in the absence of the Clerk, the Chairman in conjunction with the RFO or should the Chairman also be absent, the RFO in conjunction with one other Councillor, and to be evidenced by a duly signed authorisation slip.* Such expenditure includes repair, replacement or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of ~~£100~~ £400. The Clerk shall report such action to the Council as soon as practicable thereafter.

4.11 To approve the draft Financial Reserves policy (available on Terrington Parish Council website).

4.12 To review the level of current General Reserves and to set the level of General Reserves and Earmarked Reserves to be held.

4.13 To agree a proposed budget for 2022-2023 and to set the level of the Parish Precept for 2022-23 (see end of Agenda).

## **5. Planning Applications**

1. 21/00892/House New Wells Mews. To note RDC's approval for a single-story extension and installation of new windows.
2. 21/01304/TPO Application for work to trees, 5 Cliffe Mews
3. 21/01353/CAT Application for work to trees, Jasmine Cottage
4. 21/01370/CAT Application for work to trees, Church House

## **6. Updates and consideration of further action on new and ongoing issues**

1. Phone box light
2. Road signing
3. Footpaths and verge stones
4. Website development. To consider issues such as incorporating a newspane.
5. Storage of documents. To consider use of the cloud for electronic storage.
6. Working party at the cemetery report –back plus consideration of the Yew trees whether to prune, prior to wiring and the removal of a cut back Yew inside the cemetery gates to facilitate hearse access.

## **7. Correspondence**

The Council received information from NYCC about a voucher scheme for residents affected by the Bilsdale TV transmitter failure. The voucher scheme allows those affected to purchase a TV streaming device. The Chairman posted the article on the Village notice board and spoke to some village residents who have had issues with their TV sets.

## **8. Matters for inclusion on next agenda**

9. **Date and time of next meeting.** To agree date for January 2022 meeting

Kerr Wilson  
(Clerk to the Council)  
1 November 2021

**TERRINGTON PARISH COUNCIL**  
**Statement of Receipts and Payments for financial year 2021-22**

Statement date: 1/11/2021

	<i>Budget (£)</i>	<i>To date (£)</i>	<i>Projected year end (£)</i>
<b>RECEIPTS</b>			
Parish precept	3180.00	3180.00	3180.00
Burial fees	950.00	425.00 (1)	425.00
Grass cutting - NYCC contribution	333.97	0.00	333.97
VAT refund	445.00	0.00	450.00
Wayleave payment	12.65	0.00	12.65
Yorkshire Water donation	0.00	2000.00 (2)	2000.00
<b>Total receipts</b>	<b>4921.62</b>	<b>5,605.00</b>	<b>6401.62</b>
<b>PAYMENTS</b>			
Clerk's fee	1200.00	0.00 (3)	552.00
YLCA membership	215.00	211.00	211.00
Insurance	139.26	140.60	140.60
Grass cutting - village	2220.00	2220.00	2220.00
Grass cutting - road verges	250.00	0.00	250.00
Village Hall hire	54.00	0.00	74.70
Defibrillator costs	110.00	101.70 (4)	434.25
Cemetery waste collection	40.00	0.00	38.00
Minor purchases	100.00	15.98	15.98
Contingency	600.00	101.03	576.03
<b>Total payments</b>	<b>4928.26</b>	<b>2,790.31</b>	<b>4512.56</b>
Surplus	-6.64	2814.69	1889.06
Opening balance brought forward	5342.16	5342.16	5342.16
<b>Closing balance carried forward</b>	<b>5335.52</b>	<b>8156.85</b>	<b>7231.22</b>

**Notes**

- (1) Burial fees so far lower than budgeted.
- (2) Yorkshire Water donation not budgeted.
- (3) Clerk's fee only for about 7 months so much less than budgeted.
- (4) New pads and possible new battery needed for defibrillator.

**Bank Reconciliation at 15/10/2021**

<b>Bank balance</b>	<b>£</b> <b>10436.17</b>
Plus petty cash	8.46
Plus uncleared receipts	0.00
Minus unrepresented payments	2287.78
<b>Closing balance</b>	<b>8,156.85</b>

## Proposed budget for 2022-23

£

### RECEIPTS

Parish precept	3418.50
Burial fees	750.00
Grass cutting - NYCC contribution	333.97
VAT refund	480.00
Wayleave payment	12.65
<b>Total receipts</b>	<b>4995.12</b>

### PAYMENTS

Clerk's fee	1040.00
YLCA membership	225.00
Insurance	150.00
Grass cutting - village	2220.00
Grass cutting - road verges	275.00
Village Hall hire	64.80
Defibrillator costs	200.00
Cemetery waste collection	40.00
Consumables	80.00
Maintenance of open spaces and cemetery	700.00
<b>Total payments</b>	<b>4994.80</b>

**Surplus** **0.32**