

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

## **Agenda for the Annual Parish Council meeting to be held on Monday 23 May 2022 at 7:30pm in Terrington Village Hall**

### **1. Election of Chairman**

### **2. Appointment of Councillors**

Uncontested Councillors – Bill Winning, Keith Adkins, Andrew Lewis

Co-opted Councillors

### **3. Councillors' Declaration of acceptance of office**

### **4. Attendance and Apologies**

### **5. To confirm the minutes of the**

5.1 Extraordinary Council meeting held on 6 September 2021

5.2 Council meeting held on 14 March 2022

### **6. Election of Responsible Finance Officer (RFO)**

### **7. Declarations of interest**

### **8. Review of Standing Orders**

**8.1 Motions** – (Proposed by Cllr Winning) To consider amending relevant paragraphs in Standing Orders on how to deal with the creation, discussion and voting on a motion.

**8.2 Planning Applications** – to consider delegating responsibility to the Clerk for informing the Planning Authority when the Council has no objections to a Planning Application.

Motion – (Proposed by Cllr Winning) To include the following text in Standing Orders.

*'If the deadline for comments on a Planning Application set by the Planning Authority, expires before the next Council meeting, Councillors are to inform the Clerk if they wish to discuss any issues relating to the application. If they do, the Clerk will consult the Chairman to arrange for the matter to be listed for a Council discussion. If there are no objections, the Clerk is authorised to submit, on behalf of the Council, a 'no objection' reply to the Planning Authority'.*

**8.3 Finance** – (Proposed by Cllr Adkins) To consider whether to adopt NALC Model Standing Orders (2022) or to amend section 18 of the Council's current 2020 version by replacing Section 18 f with new text and deleting 18 g that deals with public contracts and the Official Journal of the European Union (2022 version attached).

**8.4 Parish Council Representation –** (Proposed by Cllr Winning) To consider the development of a Council policy that aims to reflect the proportional representation by Councillors of its three main settlements, Terrington, Wiganthorpe & Ganthorpe.

## **9. Review of Financial Regulation**

## **10. Review of Burial Authority Policy**

**Terrington Cemetery –** (Proposed by Cllr Winning) to consider, for approval, the draft Cemetery Regulations, revised Code of Conduct, Deed of Grant of Exclusive Rights of Burial and of Interment and cemetery fees (attached)

## **11. Finance**

**11.1** To receive a list of payments against approved expenditure made since the last meeting, as follows:

£8.10 on 12-05-2022 to Terrington Village Hall for hire of hall for Council meeting in March 2022 (approved by Minute 08-11-2021/4.8iii)

£16.20 on 29-03-2022 to Terrington Village Hall for hire of hall for Council meetings (approved by Minute 08-11-2021/4.8iii and Minute 14-03-2022/4.2)

Clerk's Salary on 31-03-2022, in accordance with contract approved by Minute 06-09-2021/2

£214.00 on 04-04-2022 to Yorkshire Local Councils Associations for annual membership (approved by Minute 14-03-2022/4.8)

£18.20 on 08-04-2022 to Cllr Stockdale for materials for repair of seat at The Plump (approved by Authorisation Slip 3)

£53.13 on 19-04-2022 to NPower for electricity supply to defibrillator from 01-12-2021 to 31-03-2022 (direct debit approved by Minute 08-11-2021/4.7)

£38.00 on 30-04-2022 to Ryedale District Council for waste collection at the cemetery (approved by Minute 14-03-2022/4.8)

£13.98 on 17-5-2022 to Cllr Winning, for a pack of dehumidifiers for the defibrillator.(approved Authorisation slip 4)

**11.2** To receive a statement of receipts and payments under each budget head for the financial year 2021-22 (see Appendix 2).

**11.3** To certify that the Parish Council is exempt from external audit for the financial year 2021/22.

**11.4** To appoint an Internal Auditor for the financial year 2021/22 at a cost of up to £100.

## **12. Bridge over Sawmill Beck –** (Proposed by Cllr Winning) To receive an update on the replacement of Sawmill Beck bridge (see Appendix 2) and consider

making a contribution of £500 towards the installation of a new bridge, noting that NYCC are to fund the bridge.

### **13. Planning Applications**

**13.1** To note - Planning Application 21/01267/FUL Thorn House Farm – Approved by NYCC

The Council received the following applications and raised no objections.

**13.2** 22/00378/HOUSE Columbine Cottage, Terrington – Rear extension

**13.3** 22/00422/LBC Columbine Cottage, Terrington – Listed Building Consent

**13.4** 22/00426/HOUSE, Jasmine House, South Back Lane

The Council made the following comments on

**13.5** 22/00199/HOUSE, Beechcroft, New Road (amended application)

The Council has no objection to the proposed extension, garage and home office building. However, it does object to the position of the office which is sited well in front of the building line established on New Lane.

To consider whether to make any observations regarding the following retrospective Planning Application

**13.6** 22/00420/FUL Rose Cottage Farm, New Road

Change of use of agricultural land to allow the siting of 1no. Romani Wagon, 1no. Bell Tent and associated shed comprising kitchen, compost loo and shower for holiday letting.

### **14. Updates on current issues**

**14.1 Queen's Platinum Jubilee Celebrations** - To receive an update

**14.2 Definitive Map Modification Order Application** -To receive an update

### **15. Feedback and further consideration relating to recent events**

**15.1 Submitted Sites** – The Annual Parish Meeting was held on 9 May 2022 and the main topic of concern was the proposed development site at Ganthorpe. The Council will consider whether to take this matter forward.

**15.2 Defibrillator Training** – A very successful training course on the use of the defibrillator was held on Tuesday 22 March 2022.

**15.3 Litter Picking Day** – Many thanks to those who helped with the litter picking on 26 March 2022.

**16. Correspondence**

Acknowledgement from North Yorkshire County Records Office of receipt of Terrington Parish Council Minutes dating from December 1894 for archiving.

**17. Councillor Elaine Taylor** – The Memorial Service for Councillor Taylor will be held on Saturday 21 May 2022 in Terrington Church.

**18. Matters for inclusion on next agenda**

- Councillors areas of responsibility
- Road Safety
- Village signs
- Emergency planning

**19. Date and time of next meeting (to be advised)**

Kerr Wilson (Clerk to the Council)

16 May 2022

## Appendix 1

### Statement of Receipts and Payments for financial year 2021-22

Statement date: 31/03/2022

	£
<b>RECEIPTS</b>	
Parish precept	3180.00
Burial fees	800.00
Grass cutting - NYCC contribution	333.97
VAT refund for 2020-21	481.46
VAT refund for 2021-22	522.11
Wayleave payment	12.65
Yorkshire Water donation	2000.00
Web hosting contribution	32.85
<b>Total receipts</b>	<b>7363.04</b>
<b>PAYMENTS</b>	
Clerk's fee	541.93
YLCA membership	211.00
Insurance	140.60
Grass cutting – village	2220.00
Grass cutting - road verges	0.00
Village Hall hire	66.60
Defibrillator costs	506.03
Cemetery waste collection	38.00
Minor purchases	32.97
Contingency	566.23
<b>Total payments</b>	<b>4323.36</b>
Surplus	3039.68
Opening balance brought forward	5342.16
<b>Closing balance carried forward</b>	<b>8381.84</b>

#### Bank Reconciliation at 31/3/2022

<b>Bank balance</b>	<b>£8381.84</b>
Plus petty cash	£0.00
Plus uncleared receipts	£0.00
Minus unrepresented payments	£0.00
<b>Closing balance</b>	<b>£8,381.84</b>

## Appendix 2

### Sawmill Beck Bridge - Agenda item 12

As the Parish Council has noted previously, the bridge over Sawmill Beck had fallen into disrepair and was eventually removed by North Yorkshire County Council, back in early 2021, and the footpath upon which it was located had a closure notice placed upon it. The circular footpath (which runs on the north of Terrington village from the green lane off Church Lane, through Terrington Preparatory School playing fields, north to Sawmill and Wath Becks, then west along Wath Beck and back via Rose Cottage and New Road to Terrington) is one of the most popular from Terrington, for residents and visitors alike and it served us all well during Covid when we were confined to the parish.

Since February 2021 I have been in regular correspondence with the Footpaths team at NYCC and have kept the Parish Council informed. It has been clear throughout that the Footpaths team do not have the resources to keep up with all the repairs that are needed throughout the whole of North Yorkshire: at any one time they have some 17 bridge repairs among some 69 footpath closures where a timescale for repair is assigned. Terrington's is not one of them because they could no longer say how long it would be before they would get to us. I have therefore explored with them the possibility of speeding up the replacement of the bridge over Sawmill Beck, were some cost sharing from within the Parish to be forthcoming. This they have welcomed and have moved ahead, sharing with me specifications and approximate costs. They have also confirmed to me that NYCC would remain in overall control of the installation of the new bridge and would remain responsible for its maintenance and eventual replacement (many years ahead, we hope).

After the last meeting of the Parish Council the Chairman asked me to obtain clarification on various matters which the Footpaths team have now supplied. The bridge will be of a very similar construction to the one it is replacing and meets the specification required on a bridge of this length on a Public Right of Way. It will measure 1m wide and as such should be of a suitable width for the wheelchair trike (the Parish Council was asked by a parishioner to specifically check this). Depending on topography and ground levels during construction, the bridge once completed should be level with the ground. If there is a height difference between the ground and bridge they normally ramp the edges.

The cost for the bridge is £2600 and the installation cost is estimated to be £2000-£3500. The Footpaths team points out that due to the increasing costs of timber, materials and the alterations to the white and red diesel usage, they are seeing increases in the cost of supplies and also in cost for all works including bridges. They have already looked into how they would get the bridge and materials to the site itself.

They are hoping for the bridge to be installed this financial year, hopefully over the summer months before winter. However, this is dependent on weather, contractor availability and access at the time. Until they receive a quote from the contractor and potential start dates they are unable to give very specific timescales.

**They conclude “Any contribution would be gratefully received and appreciated, it will also speed up the bridge replacement.”** [the bold font is mine. HJH]

I conclude that we have moved ahead in the queue of bridges due for replacement or repair and have established a good working relationship with the Footpaths team. I hope that the Parish Council will see its way to a making a contribution to the cost of replacing the bridge over Sawmill Beck. Any individual or business residents who would like to make a contribution are also welcome to do so.

Jane Hanstock

16.5.22