

Terrington Parish Council

Minutes of the Parish Council meeting held on Monday 26 September 2022 at 7:30pm in Terrington Village Hall

1. Attendance and Apologies

Present - Cllr Winning (Chairman), Cllr Adkins, Cllr Hanstock, Cllr Lewis, Cllr Stevenson.

Apologies - Cllr Challoner Walker (accepted by the Council)

Parish Clerk – Kerr Wilson

Three members of the public were present.

2. To confirm the minutes of the Parish Council meeting held 25 July 2022

The minutes of the Council meeting held on 25 July 2022 were approved as a true and accurate record.

Proposed Cllr Lewis

Seconded Cllr Hanstock

3. Declarations of interest

None

4. Finance

4.1 To receive a list of payments made since the last meeting as follows:

4.1.1. £12.50 on 24-8-2022 to YLCA for Cllr Hanstock to attend a webinar on Government Reform of the Planning System (authorised by slip 22-23/2)

4.1.2. £25.00 on 24-8-2022 to YLCA for Cllrs Hanstock and Lewis to attend a webinar on Cemetery Management and Memorial Safety (authorised by slip 22-23/2)

The Council noted the above payments made against approved expenditure.

4.2 To receive a finance report including a statement of payments and receipts in the current financial year to date by budget heading and a bank reconciliation statement.

The Council noted the statement of payments and receipts.

4.3 To note that Cllr Lewis has been added to the bank mandate.

The Council noted that Cllr Lewis is now an authorised signatory.

4.4 To approve an overspend provision on the budget for 2022/23 for the hire of Terrington Village Hall by up to £65, ie up to a total of £135.

4.5 To approve an overspend provision on the budget for 2022/23 for Development & Training by up to £40, ie up to a total of £90.

The Council approved the overspend itemised in 4.4 and 4.5.

Proposed Cllr Adkins

Seconded Cllr Winning

- 4.6 To approve expenditure on the hire of Terrington Village Hall as follows:
4.6.1. £9.00 for the Ganthorpe Development meeting on 24-5-2022;
4.6.2. £8.10 for the Extraordinary Parish Council meeting on 28-6-2022;
4.6.3. £8.10 for the Extraordinary Parish Council meeting on 19-7-2022;
4.6.4. £13.50 for the Development meeting on 2-8-2022.

The Council approved the expenditure for the hire of the Village Hall on the dates as listed above.

Proposed Cllr Adkins

Seconded Cllr Stevenson

- 4.7 To approve expenditure of £21.00 for 200 colour leaflets distributed to parishioners advertising the Proposed Development meeting on 2 August, to be charged to the Consumables budget heading.

The Council approved the expenditure for the leaflets.

Proposed Cllr Hanstock

Seconded Cllr Lewis

- 4.8 To approve unbudgeted expenditure of £26.97 plus VAT on 16-3-2023 for the renewal of the domain name terringtonpc.co.uk for 3 years.

The Council approved the expenditure itemised in 4.8.

Proposed Cllr Adkins

Seconded Cllr Hanstock

- 4.9 To approve payment of the following:

- 4.9.1. £46.80 to Terrington Village Hall for hire of the Hall on 24-5-2022, 28-6-2022, 19-7-2022, 2-8-2022 (authorised by item 4.6 above) and 25-7-2022 (authorised by Minute 4.8.3 on 14-3-2022);
4.9.2. £13.98 to Cllr Winning as reimbursement for the payment on 9-4-2022 for a dehumidifier pack for the defibrillator (authorised by slip 22-23/01);
4.9.3. £21.00 to Cllr Winning as reimbursement for the payment on 28-7-2002 for colour leaflets (authorised by item 4.7 above).

The Council approved the payments for the hire of the Village Hall listed above and the reimbursements to Cllr Winning.

Proposed Cllr Adkins

Seconded Cllr Stevenson

- 4.10 To appoint a member other than the Chairman to verify bank statements and bank reconciliations produced by the RFO, in accordance with Financial Regulation 2.2.

The Council appointed Cllr Lewis as set out in 4.10.

Proposed Cllr Hanstock

Seconded Cllr Winning

- 4.11 To amend the procedures in the Financial Regulations for approving and making payments as proposed in the attached paper.

The Council approved the proposed amendments to the Financial Regulations in Section 5 and 6.

Proposed Cllr Adkins

Seconded Cllr Winning

5. Burial Authority and Cemetery

5.1 To consider, subject to any amendments agreed by the Council, approving the Terrington Cemetery Regulations and associated documents, Information for visitors, Cemetery Deed of Grant – burials, Cemetery Deed of Grant – ashes, Exclusive Right of Burial application form, Memorial application form and Request for burial.

The Council agreed to defer discussion on this item to the next meeting.

5.2 To confirm the Cemetery Fees document

The Council confirmed the charges listed for residents and non-residents.

5.3 To consider changing the name 'Clerk to the Burial Authority' to 'Burial Authority Officer'

The Council agreed the person responsible for the management and day to day running of the cemetery would be called the 'Burial Authority Officer'.

5.4 To consider the appointment of a new Burial Authority Officer, including job description, salary and advertising the position.

The Council agreed to defer discussion on this item to the next meeting.

5.5 To discuss the need for a cemetery committee as against the appointment of a deputy Burial Authority Officer. If the Council is in favour of a Cemetery Committee to formally propose the formation of a committee, its composition of 3 members and its remit.

The Council agreed to defer discussion on this item to the next meeting.

6. Rural Community Grant Scheme - to discuss applying for funds, available to rural communities under 1500 population, of around £1,400 for projects including carrying out limited repointing to the cemetery stone wall.

The Chairman informed the Council that it has until 21 November 2022 to identify and apply for the Rural Community Grant of £1467 from RDC. Cllr Stevenson suggested inviting residents and groups to forward ideas on how best to use this fund and offered to be the email point of contact. Cllr Hanstock mentioned that other parties would be interested in this grant including the Village Hall and the Church. It was agreed that local groups should be notified and a poster put on the village notice board. Cllr Stevenson agreed to take this forward.

7. Discharges from Terrington Water Treatment Plant

To note an increase in discharges upstream of the water treatment works in Terrington and consider what actions the Council might wish to take such as -

7.1.1 To ask Yorkshire Water what action they are taking or propose to take to eliminate these discharges.

7.1.2 Bring the issue of discharges to the attention of the Local Planning Authority when responding to applications for planning approval for new houses or for new development within the Parish.

7.1.3 To request that Yorkshire Water change the name of the discharge pipe known to them as "Ryedale/New Road CSO" to "Terrington CSO" so as not to be misleading.

Cllr Hanstock drew the Council's attention to Yorkshire Water's 2021 Storm Overflow Report that details the number of sewage discharges into open watercourses from Terrington Treatment works, and proposed that the Council write to Yorkshire water inviting comment on the three issues mentioned above.

The Council asked the Clerk to write to Yorkshire Water in these terms.

Proposed Cllr Hanstock

Seconded Cllr Winning

8. Request from Citizens Advice for financial support.

The Council acknowledged the excellent work done by Citizens Advice but, because of the Council's limited finances, decided it is not able to make a financial contribution to Citizens Advice. The Clerk was asked to inform Citizens Advice of the Council's decision.

9. Planning Application 22/00991/LBC

The Lodge, Main St, Terrington. Erection of garden room with roof lantern following part demolition of existing extension.

The Council has no objection to this planning application. However, as this is a Listed Building and the work may require digging foundations, the Council suggests that the County Archaeologist is asked to visit the site to inspect the excavated ground.

10. Mailing List - To consider setting up a voluntary mailing list to provide parishioners with Parish Council information.

The Council agreed to defer discussion on this item to the next meeting. In the meantime, Cllr Stevenson offered to provide the Council with his initial thoughts on a mailing list.

11. Sawmill Beck Bridge - To consider whether to name the bridge and arrange to formally open the bridge with a ribbon cutting ceremony.

The Council agreed that County Councillors Steve Mason and Duncan should be invited to formally open the new bridge at Sawmill Beck at a ribbon cutting ceremony - naming the bridge 'The Platinum Bridge'.

Proposed Cllr Hanstock

Seconded Cllr Adkins

The Council decided to approach Councillors Mason and Duncan regarding possible dates in November 2022.

12. Updates and information

12.1 Submitted sites update

Cllr Stevenson reported that, having been in contact with a number of people regarding the submitted sites agenda, there is little new information to report. The next key stage will be when the preferred sites are announced.

12.2 Plump tree with Ash-die back

Cllr Winning reported that there is a tree at the Plump with ash-die back. He will contact the Ryedale Tree Officer for advice on the state of the tree and if necessary, will report it to Castle Howard.

12.3 Council Tax Reduction Scheme – to report a consultation that is ongoing until the 18th September.

The consultation has now finished.

13. Matters for inclusion on the next agenda

Burial Authority and Cemetery

Rural Community Grant Scheme

Village signs and grass verges

Mailing list

14. Date and time of next meeting – 14 November 2022 at 7.30pm

The meeting closed at 21.05 hrs

Signed by

Date.