

TERRINGTON PARISH COUNCIL

Minutes of a Council Meeting held on Wednesday 22 March 2023 at 7.00pm in Terrington Village Hall

1. Attendance and Apologies

1.1 Attendance - Cllr Winning (Chairman), Cllr Adkins, Cllr Lewis, Cllr Stevenson.

Apologies – Cllr Challoner Walker (accepted by Council)

Parish Clerk – Kerr Wilson

3 members of the public were present.

1.2 Co-option of a Councillor. Jane Kendrick applied for the vacancy on the Council and was duly co-opted to the office of Councillor of Terrington Parish Council and signed the 'Declaration of Acceptance of Office'.

2. Declarations of interest

None

3. Confirmation of Minutes

3.1 To confirm the minutes of the Council meeting held on 16 January 2023.

The minutes of the Council meeting held on the 16 January 2023 were approved as a true and accurate record.

Proposed Cllr Lewis

Seconded Cllr Stevenson

3.2 To confirm the minutes of the extraordinary Council meeting held on 8 February 2023.

The minutes of the Council meeting held on the 8 February 2023 were approved as a true and accurate record.

Proposed Cllr Winning

Seconded Cllr Lewis

4. Finance

4.1 To note the following payments against approved expenditure made since 9-1-2023:

£16.20 on 18-1-2023 to Terrington Village Hall for hire of the Wimbush room for Parish Council meetings in November & December 2022 (expenditure approved by Minute 4.8.3 on 14-3-2022 and Minute 4.3 on 16-1-2023).

The Council noted the above payments made against approved expenditure.

4.2 To note the following receipts since 9-1-2023:

£1536.09 on 12-1-2023 from Ryedale DC as Rural Community Grant for a badger fence in Terrington Cemetery.

Cemetery fees of £300.00 on 3-3-2023 and £125.00 on 6-3-2023.

VAT refund on 10-3-2023 of £382.28 for the period Mar 2022 to Feb 2023

The Council noted the receipts received.

- 4.3 To receive a statement of receipts and payments to date in the Financial Year 2022-23 under each budget head (Appendix 1).

The Council noted the statement of receipts and payments to date in the Financial Year 2022-23

- 4.4 To create an earmarked reserve of £1536.09 towards to cost of a badger fence for the Cemetery.

The Council approved reserving £1536.09 towards to cost of a badger fence for the Cemetery.

Proposed Cllr Adkins Seconded Cllr Winning

- 4.5 To approve an increase in the budget for Terrington Village Hall hire in Financial Year 2022-23 from £135 to £200.

The Council approved an increase in the budget for Terrington Village Hall hire in the Financial Year 2022-23 to £200.

Proposed Cllr Adkins Seconded Cllr Stevenson

- 4.6 To authorise expenditure for the hire of Terrington Village Hall as follows:

- 4.6.1 £7.20 for a 'pre-meeting' on 16-1-2023;
- 4.6.2 £16.20 for a public meeting on 1 February 2023;
- 4.6.3 £7.20 for an Extraordinary Parish Council meeting on 8 February 2023;
- 4.6.4 £10.80 for Neighbourhood Plan Steering Group meeting on 28 February 2023.
- 4.6.5 £10.80 for Neighbourhood Steering Group meeting on 16th March 2023.

The Council approved the expenditure for the hire of Terrington Village Hall as set out in 4.6.1 to 4.6.5 inclusive.

Proposed Cllr Adkins Seconded Cllr Winning

- 4.7 To authorise payment of the following:

- 4.7.1 £32.36 to Cllr Adkins as reimbursement for renewal of the domain name terringtonpc.co.uk for 3 years from 15-03-2023 (expenditure approved by Minute 4.8 on 26-9-2022).
- 4.7.2 £38.70 to Terrington Village Hall for room hire on 16-1-2023, 1-2-2023 and 8-2-2023 (expenditure approved by Minutes 4.6.1, 4.6.2 and 4.6.3 above and by Minute 4.8.3 on 14-3-2022).
- 4.7.3 £40.00 to Cllr Winning as reimbursement for cost of flyer advertising public meeting on 1-2-2023 (expenditure approved by authorisation slip 22-23/03).
- 4.7.4 £162 inc vat. to Nigel Fargher for 3 hours cutting the verges (expenditure approved by minute 4.8.6)

The Council approved the payment of the items 4.7.1 to 4.7.4 inclusive

Proposed Cllr Adkins Seconded Cllr Lewis

- 4.8 To appoint Mike Blunt as internal auditor of the accounts for the Financial Year 2022-23.

The Council agreed to appoint Mike Blunt as internal auditor of the accounts for the Financial Year 2022-23.

Proposed Cllr Adkins Seconded Cllr Lewis

4.9 To approve the budget for Financial Year 2023-24 (Appendix 2).

The Council approved the budget for Financial Year 2023-24 as set out in appendix 2

Proposed Cllr Adkins Seconded Cllr Winning

4.10 To authorise the following items of expenditure in Financial Year 2023-24:

- 4.10.1 Clerk's salary for the Financial Year 2023-24 as agreed in the contract of September 2021.
- 4.10.2 Yorkshire Local Councils Associations membership from 1 April 2023 at up to £240.
- 4.10.3 Renewal of the annual insurance policy with BHIB from 1 June 2023 at a cost of up to £175 (the policy schedule is available on Terrington Parish Council website in the Policies section).
- 4.10.4 Village and cemetery grass cutting in 2023 at £2220 including VAT as agreed in the 3-year contract with Messrs Goodwill for 2021-23.
- 4.10.5 Verge grass cutting in 2023 at up to £200.
- 4.10.6 Hire of Terrington Village Hall for all Parish Council meetings, including committee meetings, and Parish meetings during Financial Year 2023-24 up to the level of budgetary provision.
- 4.10.7 EON Direct Debit for defibrillator electricity for 2023-24.
- 4.10.8 Cemetery waste collection for 2023-24 at up to £45.
- 4.10.9 Remuneration or donation in lieu of remuneration of up to £100 for internal auditing of the 2022-23 accounts.
- 4.10.10 Renewal of website hosting for 4 years from 15-3-2024 at £141.60 plus VAT.

The Council approved the items of expenditure listed as 4.10.1 to 4.10.10 inclusive for the Financial Year 2023-24:

Proposed Cllr Stevenson Seconded Cllr Kendrick

5. Planning Applications

5.1 To report Planning Applications received for comment –
22/01323/CAT The Lodge, Terrington. Tree pruning – no objection

5.2.1 To consider the planning application -
23/00171/HOUSE The Summit, first floor extension

The Council raised no objection to the above application

Proposed Cllr Lewis Seconded Cllr Kendrick

5.2.2 To consider the planning application –
23/00235/LBC, The Hollies, Terrington, windows

The Council raised no objection to the above application

Proposed Cllr Winning Seconded Cllr Kendrick

5.2.3 Planning Application 22/00899/FUL Tipi on land off North Back Lane Terrington.

The Chairman reported that RDC received objections to this application. The application is currently on hold pending further consideration.

5.3 Further proposed changes to Permitted Development Rights.

The Chairman reported that the government is proposing further changes to permitted development rights in England. Of interest to this parish are –

5.3.1 A new permitted development right to support temporary recreational campsites that -

- i) allows the placing of tents and moveable structures related to the campsite use. The right would not allow for the siting of caravans, motorhomes and campervans.
- ii) limits the number of tent pitches allowed. It is proposed that no more than 30 tents to be erected on the land at any one time.
- iii) the right should allow for campsites to operate for up to 60 days per calendar year.

5.3.2 Changes to the existing permitted development rights to allow for the installation of solar equipment on and within the curtilages of domestic and non-domestic buildings, as well as the introduction of a new permitted development right to enable the construction of solar canopies.

6. Terrington Neighbourhood Plan

6.1 To receive an update.

The chairman reported that a Neighbourhood Plan Steering Group, comprised of parish residents with Parish Council input, had been formed. A small working party was set up to produce an application for the Terrington Parish to be designated as a Neighbourhood Plan Area, the first stage in developing a Neighbourhood Plan. The Chairman thanked the Group that researched the information needed for the application and Ali Wilson for her work in collating the Group's submission.

6.2 **Motion:** To consider the approval of an 'Application for designation of a Terrington Parish Neighbourhood Plan Area' prepared by the Neighbourhood Plan Steering Group, for submission to Ryedale District Council.

Proposed Cllr Winning

Seconded Cllr Kendrick

Resolution – The motion was carried unanimously and the Council **resolved** to submit an application for the Terrington Parish to be designated as the Neighbourhood Plan Area.

7. Defibrillator

To receive an update on the current status of the village defibrillator. The Chairman reported that he is looking to identify a suitable replacement cabinet to house the defibrillator.

8. 20's plenty – request for a 20 mph speed limit

Following concerns about the speed of vehicles passing the two schools, the Council contacted NYCC Highways to request making Main St, Church Lane and North Back Lane subject to a 20 mph speed limit.

NYCC have informed the Parish Council that they are consulting on the proposal to introduce a 20 mph limit in North Back Lane. The Council are asked to comment on the

the proposal to make North Back Lane subject to a 20 mph speed limit.

The Council asked the Clerk to report back to NYCC that it has no objection to North Back Lane being subject to a 20 mph speed limit and would expect local residents to be consulted.

9. Cemetery and badger fence

9.1. To receive an update on the badger fence.

The Chairman has identified different types of fence post for the proposed badger fence. However, it is not entirely clear what posts would be the most suitable. The Chairman is seeking advice and quotes from fencing contractors to assist the Council in making a considered decision.

9.2. To consider a request for installing a (2nd) seat within the cemetery, to the left/ s/east of the gate in a position to be agreed.

Cllr Winning, in his capacity as Burial Authority Officer, informed Councillors that he had received enquiries regarding placing a memorial seat in the Cemetery. Councillors expressed some concern about the maintenance, security and safety associated with an increase in the number of seats. Cllr Winning agreed to feedback the concerns to the enquirer. The Council agreed that consideration should be given to developing a policy for dealing with requests for memorials to be placed in the cemetery.

10. Rights of Way

10.1 To receive an update on the South Back Lane Definitive Map Modification Order.

The Clerk reported that the formal consultation has now closed with no objections. The next step is that the Order will go to NYCC's Legal Dept for its confirmation seal and then the final six-week Public Consultation will begin.

10.2 To consider creating, maintaining and reviewing annually, a list of Rights of Way issues within the Parish, such as missing way marks or blocked paths, which have been reported to the Parish Council and/or NYCC with a record of action taken.

The Council agreed that the accessibility of Rights of Way was important and that a list of reported issues should be established. Cllr Adkins offered to take this forward and produce a list for publication on the Council website.

11. Increase in discharges

To receive an update.

The Clerk reminded the Council that concern over the increase in discharges was first raised with Yorkshire Water in October 2022. After several prompts a message was recently received (March 2023) from the Area Manager, advising that the Combined Sewer Overflow (CSO) (located between Terrington and the Water Treatment Plant), is going to be fitted with telemetry. This is so that Yorkshire Water can understand the rate at which the CSO discharges so they can get an early indication of when the asset is at risk of discharge. It is claimed that this data will provide a better understanding of the next steps they need to take. In the meantime, they cannot advise on any next steps until this is installed.

The Council were dismayed at the tardy response from Yorkshire Water and asked the Clerk forward the Yorkshire Water reply to Councillor Mason (NYC).

12. Village signs and grass verges

To receive an update.

Cllr Winning is in the process of obtaining prices for the purchase of suitable signs.

13. Access to O.S Maps by Parish Councils

To receive information on this subject.

Cllr Adkins reported that Parish Councils can now have access through the 'The Public Sector Geospatial Agreement' to Ordnance Survey premium maps and data. This may prove useful when the Parish Council needs to have access to detailed maps of our local area and may be useful, for example, in developing our Neighbourhood Plan.

Cllr Adkins has registered the Council and is exploring how we can make best use of the available maps and data sets.

14. Matters for inclusion on next agenda

Burial Authority Officer – job description, costs of employment

15. Date and time of next meeting. Monday 15 May 2023

The meeting closed at 8.32pm

TERRINGTON PARISH COUNCIL.

Appendix 1

Statement of Receipts and Payments 01-04-2022 to 20-03-2023 &
Bank reconciliation at 20-03-2023

	<i>Budget</i> (£)	<i>To 20-03-2023</i> (£)
RECEIPTS		
Parish precept	3419.00	3419.00
Burial fees	850.00	3000.00
Grass cutting - NYCC contribution	333.97	333.97
VAT refund	520.00	383.28
Wayleave payment	12.65	0.00
Rural Community Grant	0.00	1536.09
Total receipts	5135.62	8672.34
PAYMENTS		
Clerk's salary	1060.00	780.99
YLCA membership	230.00	214.00
Insurance	170.00	155.85
Grass cutting – village	2220.00	2220.00
Grass cutting - road verges	220.00	0.00
Village Hall hire (£135 max approved on 26-9-22)	70.00	109.80
Defibrillator costs	200.00	66.66
Cemetery waste collection	45.00	38.00
Consumables	70.00	21.00
Maintenance of open spaces	400.00	18.20
Maintenance of cemetery	400.00	0.00
Training & development (£90 max approved on 26-9-22)	50.00	37.50
Internal audit	0.00	100.00
Donation for bridge	0.00	500.00
Total payments	5135.00	4262.00
Surplus	0.62	4410.34
Opening balance brought forward	8381.84	8381.84
Closing balance carried forward	8382.46	12792.18

**Bank Reconciliation at
20/03/2023**

Bank balance	£12792.18
Plus petty cash	£0.00
Plus uncleared receipts	£0.00
Minus unrepresented payments	£0.00
Closing balance	£12792.18

Reserves at 20/03/2023

General Reserves	£8792.18
Earmarked Reserves:	
Cemetery fund	£2000.00
Tree fund	£1500.00
Defibrillator fund	£500.00
Total Reserves	£12792.18

Appendix 2

Terrington Parish Council

Revised Draft Budget for the Financial Year 2023-24

	Budget for 23-24	Comment
RECEIPTS		
Parish precept	3863.47	13% increase
Burial fees	1300.00	Estimate
Grass cutting - NYCC contribution	333.97	Known
VAT refund this financial year	520.00	Depends on spendings
Wayleave payment	12.65	Known
Website contribution from TArts	40.00	For 4 years hosting
A. Total receipts	<u>6070.09</u>	
PAYMENTS		
Clerk's salary	1200.00	£1069.32 this year
YLCA membership	240.00	£214 this year
Insurance	175.00	£155.85 this year
Grass cutting – village & cemetery	2220.00	Known
Grass cutting - road verges	220.00	Estimate
Hire of TVH for PC and Parish meetings	200.00	About £135 this year
Defibrillator costs including electricity	300.00	Estimate
Cemetery waste collection	45.00	£38 this year
Consumables	100.00	Estimate
Maintenance of open spaces	400.00	Estimate
Maintenance of cemetery	400.00	Estimate
Training & development	50.00	£37.50 so far this year
Internal audit	100.00	£100 this year
Web site	170.00	For 4 years hosting
Neighbourhood plan steering group	250.00	For room hire & consumables
B. Total payments	<u>6070.00</u>	
C. Surplus (= A - B)	<u><u>0.09</u></u>	