

## Terrington Parish Council

### Minutes of the Parish Council meeting held on Monday 11 March 2024 at 7:00pm in Terrington Village Hall

#### 1. Attendance

Cllr Winning (Chairman), Cllr Challoner Walker, Cllr Kendrick, Cllr Lewis and Keith Adkins (Responsible Finance Officer (RFO)).

Kerr Wilson (Clerk), Richard Darn (Guest speaker) and 9 members of the public.

**Apologies** - None

#### 2. Declarations of interest - none

#### 3. To confirm the minutes of the meeting of Terrington Parish Council held on Monday 22 January 2023.

*The minutes of the Parish Council Meeting held on 22 January 2024 were approved as a true and accurate record.*

Proposed Cllr Lewis

Seconded Cllr Kendrick

**(Dark Skies Friendly Village – agenda item 8.** The Chairman suspended Standing Orders and invited Richard Darn to talk about the Dark Skies project (see item 8 for a brief summary).

The Chairman lifted the suspension of Standing Orders and returned to the business of the Council. He announced that Keith Adkins had resigned as a Terrington Parish Councillor and thanked him for his service to the Parish and for offering to continue as RFO for the time being. The Parish Council now has two vacancies for Councillors.

#### 4. Finance items

##### 4.1 To note the following payments against approved expenditure made since 16-01-2024:

24-01-2024: £852.90 + £170.58 VAT (total £1023.48) to Pickersgill Consulting & Planning Ltd (expenditure approved by Minute 4.1 on 12-12-2023).

04-03-2024: £10.80 to Terrington Village Hall for Wimbush Room hire for the January 2024 Parish Council meeting (expenditure approved by Minute 4.10.6 on 22-03-23).

*The Council noted the above payments made*

##### 4.2 To note the following receipts since 16-1-2024:

January 2024: £58.16 interest for November and December 2023 from Cambridge Building Society.

26-02-2024: £500.00 from North Yorkshire Councillor Locality Budget towards costs of the Swifts and Friends Project.

04-03-2024: £529.50 bridging loan from the Swifts and Friends Project Manager Jane Hanstock to cover the costs of the project until re-imburement is received from the Howardian Hills NL/AONB grant.

*The Council noted the above receipts.*

##### 4.3 To receive a statement of receipts and payments to date in the Financial Year 2023-24 under each budget head.

*The Council noted and received the statement of payments and receipts to 5 March 2024 in the financial year 2023-24.*

- 4.4 To authorise payment of £169.92 including £28.32 VAT to K Adkins as reimbursement for renewal of web hosting with Hostinger for 4 years from 15-03-2024 (expenditure approved by Minute 4.10.10 on 22-03-2023).

*The Council authorised payment to K Adkins.*

Proposed Cllr Winning                      Seconded Cllr Kendrick

- 4.5 To authorise payment of £136.00 including £22.67 VAT to Cllr W Winning as reimbursement of payment to Howarth Timber for materials for Plump seat repair (expenditure approved by Minute 4.5 on 12-12-2023).

*The Council authorised the payment to Cllr Winning.*

Proposed Cllr Lewis                      Seconded Cllr Kendrick

#### Neighbourhood Plan Budget

- 4.6 To vire £263.10 from Neighbourhood Plan budget heading NP5 (survey) to budget heading NP7 (printing publicity materials).

*The Council agreed to the request to vire from budget NP5 to NP7 as above.*

Proposed Cllr Kendrick                      Seconded Cllr Winning

- 4.7 To authorise expenditure not exceeding £275.10 excluding VAT from budget heading NP7 (printing publicity materials).

*The Council authorised the expenditure as set out in 4.7.*

Proposed Cllr Kendrick                      Seconded Cllr Challoner Walker

- 4.8 To authorise a total payment of £2636.00 to Chapman Planning for Neighbourhood Plan consultation work as follows:

- i £1161.00 from budget heading NP1 Attendance at NP Steering Group/tour of parish (expenditure approved by Minute 4.2 on 12-12-2023);
- ii £375.00 from budget heading NP2 Miscellaneous advice on NP matters (expenditure approved by Minute 4.3 on 12-12-2023);
- iii £1100.00 from budget heading NP3 Advice on developing evidence base, consultation, draft NP document (expenditure approved by Minute 4.4 on 12-12-2023).

*The Council authorised the expenditure as set out in 4.8 i, ii, iii.*

Proposed Cllr Kendrick                      Seconded Cllr Winning

- 4.9 To appoint an internal auditor of the accounts for the Financial Year 2023-24.

*The Council appointed Mike Blunt as auditor for the year 2023-24.*

Proposed Cllr Winning                      Seconded Cllr Kendrick

- 4.10 To approve the budget for Financial Year 2024-25.

*The Council approved the budget for 2024-25.*

Proposed Cllr Winning                      Seconded Cllr Lewis

- 4.11 To authorise the following items of expenditure in Financial Year 2024-25:

- 4.11.1 Clerk's salary for the Financial Year 2024-25 as agreed in the contract of September 2021.

- 4.11.2 Yorkshire Local Councils Associations membership from 1 April 2024 up to £237.60.
- 4.11.3 Village and cemetery grass cutting in 2024 up to £2312.50 plus VAT.
- 4.11.4 Verge grass cutting in 2024 up to £175.00 plus VAT.
- 4.11.5 Hire of Terrington Village Hall for all Parish Council meetings and Parish meetings during Financial Year 2024-25 up to £129.60.
- 4.11.6 EON Direct Debit for defibrillator electricity for 2024-25.
- 4.11.7 Cemetery waste collection for 2024-25 up to £49.50.
- 4.11.8 Remuneration or donation in lieu of remuneration up to £100 for internal auditing of the 2023-24 accounts.

*The Council authorised the expenditure of items listed (4.11.1 to 4.11.8).*

Proposed Cllr Winning

Seconded Cllr Kendrick

## 5. Swifts and Friends Project

- 5.1 To receive an update and note that funds from the North Yorkshire Councillor Locality Budget and a bridging loan from the Project Manager to cover the costs of the project until re-imburement is received from the Howardian Hills NL/AONB grant, have been received solely for the Swifts and Friends project.

Keith Adkins reported that the Group is moving on with the project and ordering boxes and producing publicity material for distribution.

Cllr Winning acknowledged receipt of the group's terms of reference.

- 5.2 **Motion** - To approve expenditure up to £1696.00 by the Swifts and Friends Project in financial year 2024-25 subject to the receipt of offers of grant from North Yorkshire Council and the Howardian Hills NL/AONB and the Project Manager lodging £1696.00 with the Council to underwrite the Project.

Proposed Cllr Winning

Seconded Cllr Challoner Walker

**Resolution** – The Council unanimously agreed to approve expenditure up to £1696.00 by the Swifts and Friends Project in financial year 2024-25 subject to the receipt of the anticipated funding.

## 6. Terrington Parish Neighbourhood Plan – To receive an update on the work of the Neighbourhood Plan Group.

Cllr Kendrick reported that the Planning Consultant visited the parish in January and worked with the planning group in developing the draft vision statement, aims and policies for the Neighbourhood Plan. The engagement event, held at the village coffee morning on 17<sup>th</sup> February, was well attended and generated a lot of interest. The next village coffee morning (23<sup>rd</sup> March) will focus on the Design Codes draft document and more details of the Neighbourhood Plan. The residents' survey report was completed in January and is on the Parish Council website.

The Group are now seeking to list the non-designated heritage assets and green spaces.

- 7. Two Acre Quarry, Terrington** – Two Acre Quarry is designated as Common Land. The Council expressed concern at the reports of fly-tipping.
- 8. Dark Skies Friendly Village** – Richard Darn outlined the benefits of reducing light pollution. By using appropriate lighting, by directing the light to where it is needed, by angling lights downwards, by using PIR motion sensors, all help to protect our dark skies. Please let your Parish Councillors have your views.
- 9. Litter picking** - The date for the next litter picking event is Saturday 30 March 2024 meeting at the village shop at 10 am.
- 10. Planning Applications**

Cllr Winning asked if Councillors had any observations on the following planning applications -

ZE24/00223/CAT Prune apple tree, 25 South Back Lane – no objection

ZE24/00246/HOUSE Erect car port/office, Bracken Lodge, Flat Top – no objection
- 11. Matters for inclusion on next agenda**

The date of the Annual Parish Meeting and the Annual Meeting of the Parish Council is Monday 29 April 2024.

*The meeting closed at 20.30 h*