

## TERRINGTON PARISH COUNCIL

### Minutes of a Council meeting on Monday 8 March 2021 at 7:30 remotely by multiple video conferences on “Zoom”

#### 1. Apologies and attendance

Attendance : Cllr Winning, Cllr Lewis, Cllr Stockdale, Cllr Watson and Cllr Barnett

Apologies : Cllr Taylor

Members of the public : six members of the public were present for some or all of the meeting.

#### 2. Consideration and approval of the previous minutes of a meeting held on 11 January

The minutes were approved as written.

#### 3. To receive information on the following matters and decide further action as appropriate:

##### **Yorkshire Water – current renewal works, road closures and signage**

Cllr Winning is being regularly updated by YW who report that they are running ahead of schedule. YW have also recently circulated a signage plan for the next stage of works. Cllr Winning has requested that the planned signs referring to “Hepton Hill” refer to “Malton” instead.

##### **Pub refurbishment – reply from Ryedale DC**

Cllr Winning has written to RDC regarding the pub frontage. RDC Heritage Planning Officer informed Cllr Winning that the plasticised paint now cleaned off the stonework to the pub was damaging the stonework. The Heritage Officer is contacting the pub owners to determine their intentions. The owners have submitted a planning application to replace most of the windows, the exception being the bow window to the front which they plan to restore. Cllrs confirmed that they had no objections to this proposal.

##### **Plump – update on agreed warning sign**

The new sign arrived and has been fixed in place by Cllr Stockdale.

##### **Footpath – update on bridge closure**

NYCC are aware and have diversion signs in place. The path through Cotril farm is now open again.

#### 4. Finance – an update on YTD performance vs budget and current financial position

Cllr Barnett (RFO) reported that our bank position remains very healthy, with a balance of £5,208 per the last statement received (18/01). Income is low this year as cemetery income at £390 to date is well below the average income of £1,100 pa.

We have stayed within our budget for the year and have been fortunate not to have any significant item of unexpected expenditure.

**5. Review of agreed Provisional Financial Regulations adopted on 15.09.20 and confirmation of full adoption**

Cllr Barnett explained that we had not yet fully adopted the Financial Regulations and proposed that we do so. This was discussed and agreed.

**6. Review of Financial Risk Assessment – annual review, prior to insurance renewal**

This covers our policies for handling cash, contracts and tendering, practical bank administration, bookkeeping and audit as well as noting our need to comply with legislation.

Cllrs considered and agreed to adopt the Financial Risk Assessment.

**7. Review of Risk Assessment - annual review of Assessment adopted on 15.09.20 prior to insurance renewal this June.**

Cllr Barnett explained that in proposing these Regulations for approval, he wished Cllrs to vote on slightly amended wording to that circulated with the Agenda, changing three paragraphs so that they referred to fixed monthly payments to a Clerk rather than to variable hourly based remuneration.

Cllrs considered the Regulations and this amendment and agreed to adopt the amended Risk Assessment.

**8. Budget 2021/22 – consideration of the proposed budget for 2021/22 financial year, discussion and agreement of same.**

Cllr Barnett explained that the budget for next year is based on the current and previous years. It projects income at £4,922 some £629 higher than this year. This is due to projecting cemetery income at £950, more in line with our historical experience.

Expenditure is projected at £4,928 with closely in line with experience, except for two items - the Clerk remuneration is provisionally budgeted at £1,200 and a contingency line of £600 is allowed.

The result of these income and expenditure projections is a nominal deficit of £7.

Cllrs considered and agreed to adopt the Budget for 2021/22.

**9. Appointment of a new Parish Clerk – review brief presented and agree a course of action**

Cllr Winning noted that our Clerk recruitment process - started in early 2020 - had stalled due to the pandemic. However, Cllr Winning has consulted with YLCA regarding process and obtained guidance from them. Cllr Barnett commented from his experience of being Acting Parish Clerk that he was aware that we needed to recruit someone who either has, or is prepared to rapidly acquire, an adequate knowledge of the legal framework for Parish Councils together with a

good understanding of best practise. Cllr Barnett also noted our need to work within a very limited budget.

Cllr Winning asked if Councillors were in agreement that we recruit a new Parish Clerk, and this point was agreed. It was further proposed and agreed that we proceed via a sub-committee of Cllr Winning and Cllr Barnett who were tasked to produce a detailed outline of proposed process with appropriate documentation for Councillors to consider at their next meeting. Cllr Winning noted the offer of help with this recruitment process from a parishioner with relevant experience.

**10. Grit bins – review of current bin siting and proposal for a new grit bin – to be sited on South Back Lane, estimated cost c.£60**

Cllr Winning reported on the grit bin situations since the last meeting.

**New Road** - a request for a grit bin was made following cars being stuck trying to come up the hill. An unused grit bin was found on village hall premises and relocated to New Road to meet this request.

**Stores Lane** - (the footpath down from North Back Lane opposite the shop). Unfortunately, a resident had a significant fall here during the bad weather. It is felt that a grit bin is needed at this location.

**South Back Lane** – views here are varied with some residents feeling an additional bin around the centre point is desirable and others feeling a number of new bins are needed. It was decided to install one new grit bin on land belonging to Cllr Stockdale approximately half way up SBL.

Meeting discussed and agreed to progress the purchase of two new grit bins at a cost of c.£60 each.

**11. “No Through Road” sign for Holebeck Close and consideration of the road name believed previously Cliff Hill.**

Cllr Winning explained the situation regarding the transition in name of Holebeck Close from a field area to the adjacent road. It was agreed to continue a dialogue with NYCC to determine the feasibility and potential cost of a name change.

Additionally, a number of cars have gone down this road in the belief that it is a through road to York. It is therefore felt desirable to have “no through road” signs at the entrance to this road. This proposal was agreed but will also have to be put to NYCC.

**12. Home composting bins - available from Household Waste Recycling sites and online.**

Cllr Winning informed the meeting that home composting bins are available for purchase from local re-cycling sites as well as on-line from RDC.

**13. Census day.**

Cllr Winning noted for information that a national census is taking place on 21 March.

**14. Plump – pump spout replacement.**

The spout has come off the pump on the Plump and needs replacing. Cllrs Stockdale and Winning have reviewed the situation and believe it likely that the head can be re-attached with new fixings. Meeting agreed that Cllr Stockdale progress this at modest cost.

**15. Matters for inclusion on the next agenda**

Swift boxes, update on Clerk recruitment, notice board Perspex replacement, water on road from Cross Hill.

**16. Date and time of next meeting**

Originally planned for Terrington Village Hall on Monday 10 May at 7:30, subject to government Covid 19 mitigation restrictions.

However, there is currently a period from 7 May to 17 May when it appears that the emergency Regulations prohibit the holding of any meeting, either in person or digitally.

Would Councillors please keep 10 May available, but also Monday 7 June and 14 June in case one of these is needed.

Meeting adjourned shortly after 9:00 pm.