

# **Terrington Annual Parish Meeting 2021**

## **Minutes of Terrington Annual Parish Meeting 2021 held on Monday 3 May at 7:30 remotely by video conference on “Zoom”**

**Present :** Cllr Winning, Cllr Lewis, Cllr Stockdale, Cllr Watson, Cllr Barnett and 11 members of the public.

**Apologies :** Cllr Taylor

### **Welcome and introductory remarks**

Cllr Winning welcomed all to the meeting and suggested a moments reflection prior to the commencement of the meeting to remember two residents we have lost in the last couple of weeks – Terry Strickland and Richard Wylie.

Cllr Winning is not aware of arrangements regarding Richard’s funeral, but does know that Terry’s funeral is this Thursday and is a private funeral. However, the cortege will be processing down Church Lane and turning west up Main Street and along past Little Terrington to give residents and friends an opportunity to pay their respects.

#### **1. Apologies**

Received from Cllr Taylor.

#### **2. Consideration and approval of the previous minutes of the last Annual Parish Meeting held on 13th May 2019.**

The minutes were approved by unanimous vote.

#### **3. To receive a Report by the Chairman of Terrington Parish Council.**

Cllr Winning, as Chairman, presented his report for 2020/21. Cllr Winning identified the Covid pandemic as the major event of the year and commented on the wide variety of matters that the council had considered, decided about, and taken action on during the year.

The Chairman also thanked various people for their work and/or support during the term specifically Cllr Barnett as Acting Clerk as well as RFO, NYCC Cllr Goodrick, RDC Cllr Docwra, Mark Wigham, Sam and team in the shop, the Surgery team and all the many other people who have contributed to village activities.

A copy of the Chairman’s report is attached.

#### **4. To receive a Report by the Parish Clerk.**

Cllr Barnett, as Acting Parish Clerk, presented his report and covered mainly administrative items, in particular noting the considerable work undertaken during the year to update and expand the written policies and procedures of

the council to ensure that we are fully compliant with current requirements.

A copy of the Acting Parish Clerk's report is attached.

**5. To receive a Report by the Responsible Financial Officer.**

Cllr Barnett, as Responsible Financial Officer, presented his report. This noted that the council had a surplus of £868 for 2020/21. However, whilst there were both exceptional income and expenditure items during the year, if the five year trend is reviewed, then the council has an underlying running deficit of c.£900 pa. Whilst the council has a good balance of funds, this running deficit needs to be addressed.

A copy of the Responsible Financial Officer's report is attached.

**6. To receive a Report by the Clerk to the Burial Board.**

Cllr Winning, as Acting Clerk to the Burial Board, presented his report. This noted that Burial Board activity and income had been at unusually low levels during the year. Cllr Winning noted particular thanks to Ann Hartas, our long serving former Clerk, who retired in December 2019 but nevertheless has kindly continued to give considerable help with the Burial Board on a voluntary basis.

A copy of the report of the Acting Clerk to the Burial Board is attached.

**7. Matters for Public Discussion.**

Cllr Winning invited members of the public attending to put any questions they might have to the councillors present.

*Mowthorpe Lane re-surfacing – some areas are still in poor condition – is more work going to be done?*

Cllr Winning replied that the contractors inform him they have done all the work they are authorised to do.

*Cemetery trees – a suggestion was made that some of the trees spaced between the yew trees should be removed.*

Cllr Winning replied that this idea would be looked into.

*North Back Lane – what is the purpose of the two cables crossing the road?* Cllr Winning replied that these are to monitor driving speeds in NBL.

*How are Yorkshire Water progressing with laying the new water main?*

Cllr Winning replied that whilst works had initially gone in line with plans recently some issues had occurred, and work would not be starting in the village on 4/05 as planned, but more likely a week or so later. YW have advised that all householders will be personally visited the day before works directly impact upon them.

*Will traffic come in from the west (no entry) end of North Back Lane during the roadworks?*

Cllr Winning replied that this was not planned to happen. YW aim to affect no area greater than 60 to 90 metres at any one time.

*What is the status of the pub re-development?*

Cllr Winning replied that two planning applications for the pub are yet to be decided on – one to renew windows and the second for slightly larger managers accommodation than previously agreed.

The meeting concluded shortly after 8:00 pm.

## **CHAIRMAN'S REPORT 2019- 2021**

Due to the pandemic and the abandonment of annual meetings last year, I have now served two years without being reappointed. This report covers both, back in the days when things were 'normal,' then a year when most of life was anything but.

So, with everyone locked down, that will have meant much less to do? Well, actually, No! But let's go back to May 2019.

Local elections had seen two new faces join our Parish Council, one becoming RFO, (Treasurer). We had a talk by John Hoy the then new CEO at Castle Howard on his view of it's future. A new website had been designed by Keith Adkins and a mock-up was online for us all to examine. A third mast was proposed, this time for smart meters.

We then launched into the year, to be hit with a cardiac arrest- the defib developed a fault and had to make a trip back to the USA, when that was still possible. It returned and has been fine since. As has Keith's website, that we loved and so it went live and has developed really well.

We had a brush with minor vandalism in the village. A former policeman kindly volunteered to solve the case and smooth over the troubled waters. He did both, so thank you Trevor.

Lots of planning applications received and the future of the Phone Box came up for review. It stayed.

But the bomb dropped when Ann Hartas, our Clerk to the Parish Council and Clerk to the Burial Board for, then 47, now 49 years, announced she was to retire. Far too young! The end of an era.

2020 arrived and with it fresh challenges, for us all including our now RFO and Acting Clerk, Cllr Ian Barnett. The main challenges concerned the policies including those that we had in writing, as they needed to become electronic. Ian will mention more on that. I've not ignored all manner of everyday things as they still came-up

like potholes, dog fouling, signage problems, tree issues and planning queries. There were ecological subjects that arose too. But now the biggest challenge we've all ever seen, arrived in York courtesy of a bat from Wuhan. The UK had coronavirus! We had our March meeting but then an emergency EGM to delegate powers and that was the end of us all meeting together. We did manage an essential, legal, socially distanced meeting in September, with Rosalind on Jitsi (no, not Zoom) and I'm grateful to all Councillors for attending that.

OK, we're into the second year and so let's pop back 12 months and review what happened then. John Hoy CEO, gone and the Head of Estates at the Castle is now James Holliday, who had joined our March meeting and put us a bit more 'on warning' about their future and it's local impact.

The website? Was and is going well and that at third mast, well it was already up and in use. Now it was a case of Joe Wicks on morning TV. We were in Lockdown. But the emails flowed in as did phone calls. The usual issues as I've mentioned but with new ones, different trees, a flagpole, dogs, speeding... grass cutting, a damaged footbridge and an overgrown bridge on New Road, Terrington.....Terrington St. John, Norfolk!

There have been quite a few regarding planning. Of those, many have been about the Bay Horse but many others including a holiday home and that local Occupancy Clause. More recently, campsites. We've looked at installing No Parking signs, a new Dog Bin, a Grit Bin, a Safety Notice on The Plump, trying to get renewal of white centre lines on the road. Now Dave is also repairing a Plump seat.

A year ago, signage issues were a hot topic as we had major road works in the village.

Looking to tomorrow, as they return into the village, it seems not so much has changed. Oh, did I mention that the future of the phone box had come up for review? I did! Well, it came up again. And stayed. Again!

Slightly more serious issues have included the cemetery, revising regulations, updating the burial fees and now we will need to look at the wall and the trees. The future disappearance of Ryedale District has also featured. I don't think the Parish Council is especially enamoured of the change nor of either choice, for the future, as far as this parish is concerned. Quite a few changes in the pipeline for the fairly near future, including to planning.

So, that's a broad-brush picture of the last 2 years but I can't end without passing on a few thanks.

To all our Councillors, for reading my lengthy emails, for reading all the detailed policy documents, embracing video conferencing and for being supportive throughout.

To our superior authority Councillors, Claire from Ryedale and Caroline from County and

Ryedale, for attending meetings and being there to support us when we've needed advice.

To Mark Wigham for all those jobs he sees that need someone to fix and just, well, fixing them.

To Sam and the team in the Village Shop, which has been a true lifeline to so many particularly through the pandemic.

To the doctors and their team of true front-line professionals in all the jobs at the surgery. Ian has more people to thank but I am going to mention our Ryedale bin men and our post men as well as our Post Office van staff. You've all been brilliant.

Finally our thanks go to all the residents of this Parish, not just those who join our meeting but everyone, for their care for one another and compassion in these thought provoking times.

**Bill Winning – Chairman, Terrington Parish Council**

## **REPORT FROM THE PARISH CLERK FOR 2020/21**

The last year has been an exceptional one in all our experience due to the Covid pandemic. A Covid support group was formed, linked to but separate from the council. This saw over a hundred people offer to help, and links to give support to residents requesting assistance were quickly established. Whilst the pandemic generated a sense of camaraderie, it nevertheless took its toll on normal village life, with the village hall virtually unused and normal groups unable to meet in person.

The practical impact of the pandemic on us as a council has been on meetings - rather than six we have held nine meetings, some under delegated powers and some by video link. As a council we took the decision at our March meeting last year to delegate the council's powers to the Chairman and Clerk, and we operated in this fashion – with informal consultation of other councillors – until September when we were - for a brief period - able to meet in person again. From November we met again as a full council using video conferencing, and have continued to do so since then.

Bill has covered the practical decisions and actions of the council over the last year, leaving me to cover administrative matters. Each year we are required to have an audit and to produce a formal report – the Annual Governance and Accountability Return. When completing our return last May it became apparent that we needed to review our written policies and procedures, and also to originate a number of new policies that have now become mandatory.

Whilst the volume of policies required seems to us excessive for a council of our diminutive size, we are advised by the Yorkshire Local Councils Association that we need to have a total of nineteen up to date policies or registers in place, to review them all annually and to make them available on our website in accessible format. This has entailed a considerable amount of work by Bill and I over the last few months, but if councillors adopt the drafts proposed later in this meeting, then we will be fully compliant with these requirements.

I would at this point like to record our considerable thanks to Keith Adkins who has set up the parish council website and spent hours advising Bill and I and posting policies and other data on to the website. Thank you very much Keith – we would not be in the good position we now are without your considerable help.

The council formed a Staffing Sub Committee at our last meeting and is due to roll this decision over at this meeting. The subcommittee has been working on the documents and processes required to recruit a new Parish Clerk and if their proposals are confirmed by council, we hope that a new Clerk will be in position within the next couple of months – and I will be able to focus more of my time on my golf handicap, which needs urgent attention.

**Ian Barnett - Acting Parish Clerk**

## **REPORT FROM THE RESPONSIBLE FINANCIAL OFFICER 2020/21**

The council reported a surplus of income over expenditure of £868 in the year ending March 31<sup>st</sup> 2021. Whilst pleasing, this figure was the result of an unusual year, and does raise some concerns.

Income was £4,293. Average income during the previous four years (excluding the defibrillator appeal) was £5,172, meaning income last year was £879 below the average of the previous four years. This was mostly due to much lower burial board income at £390 compared to an average of £1,100 pa, a drop of £710.

Expenditure was £3,425, just over £2,000 below the average excluding defibrillator costs. This is mostly due to a saving of £900 through not having a paid clerk and the absence of any tree cutting costs which averaged £841 in the previous four years.

However, if we adjust for the exceptional defibrillator costs our running income is c.£5,000 pa and our running expenditure c. £5,900 allowing £750 for clerks pay and £840 for tree surgery. This analysis suggests a running deficit of £900 pa – and is based on paying a clerk £750 pa which is less than we anticipate needing to pay.

Fortunately, our financial position is strong – our lowest bank balance over the last year was £4,700.

**But we do need to accept that we have an imbalance between income and expenditure which, whilst not pressing, nevertheless does need to be addressed.**

**Ian Barnett - Responsible Financial Officer**

## **REPORT FROM THE CLERK TO THE BURIAL BOARD 2020/21**

Ann Hartas, whilst having retired over a year ago, has kindly continued to fulfil the role of Clerk to the Burial Board until now, a post she has now held for 49 years.

We are most grateful to Ann for keeping this responsibility due to her considerable knowledge of all that is entailed, and the fact that somehow, somewhere, Ann is related to all those in the cemetery and indeed to those living in the Parish. You may have to look back ten generations, but Ann or her forebears will be there!

In the year 2019 to 2020 we did say goodbye to several local residents, who have chosen to stay with us as their final place of rest.

Last March, the future prospects leapt from being uncertain to bleak. A news bulletin on the BBC instructed that those Parishes who run cemeteries should each reserve 30 plots plus a site for a mass grave, in order to assist in the Coronavirus plague that was spreading. This may have meant helping out the nearest City, in our case York.

The clock ticked and the chips fell and up until this present day, in terms of Covid 19, I guess this local community has been lucky. Sensible and careful maybe but lucky.

In April we lost Edwin to the virus then Beryl the next day to her horrible MND. They rejoined us a few months later down Mowthorpe Lane. A few weeks on, a family member of a resident passed away from a perhaps related cause but he rests elsewhere. Gwen Hayward left us this March, from Covid 19, after living in a Nursing Home in Norton for some time. And that is the extent of our losses from the disease within this Parish as far as I know, to date.

There have been other burials, several having taken place for partners where their spouse already has been at rest with us in an existing grave.

In financial terms the effect of this is that we have seen fewer burials and a handful of interments of ashes this last year giving an income of £390, compared to an income for the previous year of £1,200--. It's not often that a drop in income can be associated with good news.

Our burial fees have undergone review, which means they have been increased, to fall in line with similar graveyards in the area. A list of the revised fees can be found on the Parish Council website.

The maintenance of the cemetery is important and this is ongoing. I'd like to thank Cllr Dave Stockdale for a number of repairs and other jobs he's undertaken including maintaining the electric fence. Thanks also go to Derek Holah for installing the fence in the first place to deter the badgers. Thanks too, go to Mark, our contractor who cuts the grass and associated tasks but who has also taken it upon himself, having asked, to raise and re-bed at least two gravestones.

Looking to the future we need to take action to carry out some repairs to the stone boundary wall and to carry out essential works to the trees. Moles are a problem as are rabbits but the badgers have not been getting in very often, despite being a nuisance when they do. In due course we will have to be proactive in relation to the badgers, within all acceptable legal limits to ensure we can continue to serve the parish as we have done for over 100 years.

**Bill Winning – Acting Clerk to the Burial Board**