

# **Terrington Parish Council with Wiganthorpe and Ganthorpe**

## **Minutes of the Annual Parish Council meeting held on Monday 23 May 2022 at 7:30pm in Terrington Village Hall**

### **1. Election of Chairman**

Cllr Bill Winning was nominated and elected as Chairman of the Parish Council.  
Proposed Cllr Lewis                      Seconded Cllr Adkins

### **2. Appointment of Councillors**

Councillors – Bill Winning, Keith Adkins and Andrew Lewis were duly elected for the Terrington Parish without contest.

Following the May 2022 election, the remaining 3 vacancies on the Council were advertised. Expressions of interest to serve on the Council were received from Clara Challoner Walker, Jane Hanstock and Amadeus Stevenson. All 3 were duly co-opted on to the Terrington Parish Council.

### **3. Councillors' Declaration of acceptance of office**

All six Councillors signed the declaration of acceptance to duly and faithfully fulfil the duties of a Parish Councillor.

### **4. Attendance**

Present - Cllr Winning, Cllr Adkins, Cllr Challoner Walker, Cllr Hanstock,  
Cllr Lewis, Cllr Stevenson.

Parish Clerk – Kerr Wilson

Five members of the public were present.

### **5. To confirm the minutes of the**

#### **5.1 Extraordinary Council meeting held on 6 September 2021**

The minutes of the Council meeting held on the 6 September 2021 were approved as a true and accurate record.

Proposed Cllr Adkins                      Seconded Cllr Lewis

#### **5.2 Council meeting held on 14 March 2022**

The minutes of the Council meeting held on the 14 March 2022 were approved as a true and accurate record.

Proposed Cllr Adkins                      Seconded Cllr Lewis

### **6. Election of Responsible Finance Officer (RFO)**

Cllr Adkins was nominated and elected as the Responsible Finance Officer.

Proposed Cllr Winning                      Seconded Cllr Lewis

## 7. Declarations of interest

None

## 8. Review of Standing Orders

**8.1 Motion** – (Proposed by Cllr Winning) To consider amending relevant paragraphs in Standing Orders on how to deal with the creation, discussion and voting on a motion.

Cllr Winning explained that some sections of the Standing Orders (SO) need updating and others would benefit from better clarity. He provided Councillors with a draft paper with some proposed amendments. The Council discussed whether the amendments should be incorporated into the SO.

Cllr Winning moved the following **amendment** to the motion –

To amend the Standing Orders in Section 1 on rules of debate at meetings and Sections 9 & 10 on motions, by incorporating the text as set out in the draft paper.

Proposed Cllr Winning

Seconded Cllr Lewis

The vote on the amendment was carried unanimously and became the substantive motion **8.1.1**.

**8.1.1 Resolution** - the motion was carried unanimously. The Council resolved to amend the Standing Orders as outlined in the amendment.

**8.2 Planning Applications**– to consider delegating responsibility to the Clerk for informing the Planning Authority when the Council has no objections to a Planning Application.

**8.2.1 Motion** – To consider including the following text in Standing Orders at section 15b -

*xvi. 'if the deadline for comments on a Planning Application set by the Planning Authority, expires before the next Parish Council meeting, Councillors are to inform the Proper Officer if they wish to discuss any issues relating to the application. If they do, the Proper Officer will consult the Chairman to arrange for the matter to be listed for a Council extraordinary meeting. All Councillors are required to respond to the Proper Officer in writing stating any comments, objections or if they have no objections at all. This may then allow the matter to be the subject of a formal Council discussion or to proceed without objection. If there are no objections, the Proper Officer is authorised to submit on behalf of the Council, a "no objection" reply to the Planning Authority.*

Proposed Cllr Winning

Seconded Cllr Hanstock

**8.2.1 Resolution** - the motion was carried unanimously and the Council resolved to insert the above text (xvi) in the Standing Orders.

**8.3 Finance** – The Council discussed whether to adopt NALC Model Standing Orders (2022) or to amend section 18 of the Council's current 2020 version by replacing Section 18 f with new text and deleting 18 g that deals with public

contracts and the Official Journal of the European Union.

**8.3.1 Motion** To consider amending section 18 of the Council's current version of Standing Orders by replacing Section 18 f with revised text and deleting 18 g that deals with public contracts and the Official Journal of the European Union and to delete Appendix 1 on EU procurement threshold amounts.

Proposed Cllr Adkins

Seconded Cllr Hanstock

**8.3.1 Resolution** - the motion was carried unanimously and the Council resolved to amend the Standing Orders as described above.

**8.4 Parish Council Representation** – (Proposed by Cllr Winning) To consider the development of a Council policy that aims to reflect the proportional representation by Councillors of the three main settlements, Terrington, Wiganthorpe & Ganthorpe in the Parish.

In 1975 Ganthorpe joined the Parish of Terrington with Wiganthorpe to become the Terrington Parish Council. A motion passed at a Parish Council meeting on 22 Oct 1975 specified that Terrington with Wiganthorpe should be represented by five councillors and Ganthorpe by one councillor. As residents from all three settlements are now eligible for election to Terrington Parish Council, it would be unlawful to exclude any successfully elected resident who meets the eligibility criteria, from being appointed as a councillor to the Parish.

The Council agreed to defer this matter for a future discussion and to consider whether it is necessary to overturn to the Parish Council motion passed in 1975.

## 9. Review of Financial Regulations

Cllr Adkins, as RFO, reported that after reviewing the financial regulations some aspects of expenditure and payments may require further consideration. The Council agreed that these matters should be deferred and included on the agenda for the next Council meeting.

## 10. Review of Burial Authority Policy

**Terrington Cemetery** – (Proposed by Cllr Winning) to consider, for approval, the draft Cemetery Regulations, revised Code of Conduct, Deed of Grant of Exclusive Rights of Burial and of Interment and cemetery fees.

Cllr Winning reported that some aspects of these proposals require more work. The Council agreed to defer this item to a future meeting.

## 11. Finance

**11.1** To receive a list of payments against approved expenditure made since the last meeting, as follows:

£8.10 on 12-05-2022 to Terrington Village Hall for hire of hall for Council meeting in March 2022 (approved by Minute 08-11-2021/4.8iii)

£16.20 on 29-03-2022 to Terrington Village Hall for hire of hall for Council meetings (approved by Minute 08-11-2021/4.8iii and Minute 14-03-2022/4.2)

Clerk's Salary on 31-03-2022, in accordance with contract approved by Minute 06-09-2021/2

£214.00 on 04-04-2022 to Yorkshire Local Councils Associations for annual membership (approved by Minute 14-03-2022/4.8)

£18.20 on 08-04-2022 to Cllr Stockdale for materials for repair of seat at The Plump (approved by Authorisation Slip 3)

£53.13 on 19-04-2022 to NPower for electricity supply to defibrillator from 01-12-2021 to 31-03-2022 (direct debit approved by Minute 08-11-2021/4.7)

£38.00 on 30-04-2022 to Ryedale District Council for waste collection at the cemetery (approved by Minute 14-03-2022/4.8)

The Council noted the list of payments against approved expenditure.

**11.2** To receive a statement of receipts and payments under each budget head for the financial year 2021-22.

The Council noted the finance statement.

**11.3** To certify that the Parish Council is exempt from external audit for the financial year 2021/22.

The Council confirmed that based on the financial statement it is exempt from external audit for the financial year 2021/22.

**11.4** To appoint an Internal Auditor for the financial year 2021/22 at a cost of up to £100.

The Council agreed to appoint Mr Mike Blunt as its Internal Auditor for 2021/22.

## **12. Bridge over Sawmill Beck**

To receive an update on the replacement of Sawmill Beck bridge and consider making a contribution of £500 towards the installation of a new bridge, noting that NYCC are to fund the bridge.

NYCC have planned to fund the replacement and installation of the bridge during the summer months, estimated total cost about £5000 - £6000. The bridge is part of a regularly used circular walk that contributes to community well-being and public enjoyment of the countryside as an AONB. The Council understands that, due to the financial pressure NYCC is under, a contribution to the cost will help progress the reinstatement of the bridge. Cllr Adkins confirmed that the contribution of £500 can be met from the General Reserves budget heading. Before making the payment, the Council will need to be satisfied that the work has been completed to a satisfactory standard.

**12.1 Motion** – to make a contribution of £500 from the General Reserves towards the installation of a new bridge at Sawmill Beck, noting that NYCC are to fund the bridge and abutments.

Proposed Cllr Winning

Seconded Cllr Challoner Walker

**Resolution** - the motion was carried unanimously and the Council resolved to allocate £500 as a contribution to the cost of the installation of the bridge.

### 13. Planning Applications

**13.1** To note - Planning Application 21/01267/FUL Thorn House Farm – Approved by NYCC

The Council received the following applications and raised no objections.

**13.2** 22/00378/HOUSE Columbine Cottage, Terrington – Rear extension

**13.3** 22/00422/LBC Columbine Cottage, Terrington – Listed Building Consent

**13.4** 22/00426/HOUSE, Jasmine House, South Back Lane

The Council made the following comments on

**13.5** 22/00199/HOUSE, Beechcroft, New Road (amended application)

The Council has no objection to the proposed extension, garage and home office building. However, the Council did object to the position of the office, which is sited well in front of the building line established on New Lane.

Subsequently, the Council was informed that the application for an office building in the garden has been withdrawn.

**13.6** 22/00420/FUL Rose Cottage Farm, New Road

Change of use of agricultural land to allow the siting of 1no. Romani Wagon, 1no. Bell Tent and associated shed comprising kitchen, compost loo and shower for holiday letting (retrospective application).

The Council made the following observations on the above application.

The Council has no objection to the change of use or the siting of the Wagon. However, the Council does object to the visible impact of the white Bell Tent which is incongruent with the surrounding landscape and asks for a condition to be made that the Bell Tent should blend in with the surrounding environment by use of camouflage or a more appropriate colour.

Proposed Cllr Winning

Seconded Cllr Stevenson

The Council agreed to make representations to the Planning Authority.

### 14. Updates on current issues

**14.1 Queen's Platinum Jubilee Celebrations** - To receive an update.

Responsibility for the Jubilee Beacon ceremony on 2 June 2022 has now been taken over from the Council and is being organised by local residents and fully funded by generous donations. The Pop-up-Pub will open at 6pm, BBQ from 7pm and Beacon lighting about 9pm. Sunday 5 June is family picnic day.

**14.2 Definitive Map Modification Order Application** -To receive an update

The Parish Council DMMO was submitted to NYCC on 31 March 2022. The application received a priority score of 36 that reflects the significant amount of user evidence submitted. NYCC have a backlog of applications and it may be some time before the application is considered by NYCC.

## **15. Feedback and further consideration relating to recent events**

**15.1 Submitted Sites** – The Annual Parish Meeting was held on 9 May 2022 and the main topic of concern was the proposed development site at Ganthorpe.

Following on from the meeting on the 9 May, the Council, working together with the Ganthorpe local interest group, facilitated a well-attended public meeting in the Terrington Village Hall on 24 May 2022. A presentation on the proposed development at Ganthorpe by Castle Howard was followed by a Q and A session. Interested residents are encouraged to express their views by completing the RDC on-line feedback form.

### **15.2 Defibrillator**

**15.2.1** The training course on 22 March 2022 was well attended.

**15.2.2** The Chairman reported receiving an alert from the defib hub ‘The Circuit’. The defibrillator had been taken from the cabinet but was not used and returned a few hours later. The Circuit requested that a status check be carried out. The device was checked and found to be in working order and the battery at 90%. Excessive condensation was seen in the cabinet so the dehumidifiers were replaced at a cost of £13.98 for a pack of 10. The Chairman to be reimbursed for the cost of the dehumidifiers in due course.

**15.3 Litter Picking Day** – Many thanks to those who helped with the litter picking on 26 March 2022.

## **16. Correspondence**

North Yorkshire County Records Office has acknowledged receipt of Terrington Parish Council Minutes dating from December 1894 for archiving.

**17. Councillor Elaine Taylor** - The Memorial Service for Councillor Taylor was very well attended on Saturday 21 May 2022 with refreshments served at the Village Hall. Donations to the L.I.A.M. charity and Terrington Church amounted to £680.

## **18. Matters for inclusion on next agenda**

- Cemetery
- Representation on the Parish Council
- Financial regulations
- Councillor’s areas of responsibility
- Road Safety
- Village signs
- Emergency planning and business continuity

**19. Date and time of next meeting** – Parish Council meeting - 25 July at 7.30pm

A date before the end of June 2022 will be set for an Extraordinary Meeting to approve the Annual Governance and Accountability Return and Internal Audit.

The meeting closed at 21.55 hrs