

## FOSTON & THORNTON-LE-CLAY PARISH COUNCIL

### MINUTES OF A PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON WEDNESDAY 05 JUNE 2024 AT 7.30PM

**Councillors Present:** Calum Balding Simon Burton  
Stephen Collier Evelyn Conlon

**In Attendance:** Fiona Hill - Parish Clerk

**Public Present:** 0

Chairman – Calum Balding

**24/135a To receive apologies for absence given in advance of the meeting:**

Parish Councillors Bryan Pillow, Paul Readey and Christine Walker

**24/135b To consider the approval of reasons given for absence:**

Resolved / Not Approved (Unanimous)

**24/136 To record declarations of interest in items on the agenda:** None

**24/137 To confirm the minutes of the Parish Council Meeting and the Annual Parish Council Meeting held on Wednesday 01 May 2024:**

Resolved / Approved (Unanimous)

**24/138 To discuss new planning applications received:**

- ZE24/00425/FUL – Erection of general purpose equestrian store and stable with apron to front (part retrospective) @ Redshaw Rise, High Street, Thornton-le-Clay  
Resolved / No Objections (Unanimous)

**24/139 Public Session:** None

**24/140 To discuss matters arising from previous minutes:**

Website – domain name purchased. Currently obtaining quotes for new website and will research emails.

**24/141 To approve financial documentation for 2023-24:**

- a) Certificate of Exemption on page 3 of the Annual Government and Accountability Return (AGAR)
  - b) Annual Internal Audit Report on page 4 of the AGAR
  - c) Section 1 - Annual Governance Statement on page 5 of the AGAR
  - d) Section 2 - Accounting Statements on page 6 of the AGAR
  - e) the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities - Certificate of Exemption, Annual Internal Audit Report, Section 1 – Annual Governance Statement, Section 2 – Accounting Statements, Analysis of variances, Bank Reconciliation, Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015
- Resolved / Approved (Unanimous)

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Approved ..... Chairman

Date.....

- 24/142

**Councillors to discuss long-standing matters:**

  - Traffic Measures – Awaiting update from Cllr Readey
  - Allotment – Rent Review – Deferred until next meeting
- 24/143

**To discuss matters raised by Parish Clerk/Responsible Financial Officer:**

  - Bookkeeping records to date – Cllrs noted receipt of a bank reconciliation totalling £14942.39, along with an income and expenditure account.
  - Financial Management:
    - Internal Control Check(s) – NTR
    - Property Checks – NTR
  - Yorkshire Local Councils Association – NTR
  - Payment Approval:
    - Parish Clerk – Salary/PAYE
    - YLCA – Subscription 2024-2025 - £139.00

Resolved / Approved (Unanimous)
- 24/144

**To report any new correspondence received by the council:** None
- 24/145

**To receive matters raised by members:**

  - Overgrown hedge, High Street – Cllr Collier would speak to the property owner
  - Village Signs – Cllr Collier will obtain quotes for materials/flowers, as he offered to make planters to site in front of signs

Faded traffic signs – Highways would be asked if these could be refreshed.
- 24/146

**To confirm the dates of the future meeting(s) on Wednesdays at 7.00 p.m. in the Village Hall, Thornton-le-Clay:**

2024 – 03Jul, 07Aug, 04Sep, 02Oct, 06Nov, 04Dec

|                         |                          |                     |                 |
|-------------------------|--------------------------|---------------------|-----------------|
| <b>Important Dates:</b> |                          |                     |                 |
| White Swan              | Asset of Community Value | Granted 19Aug21     | Expires 19Aug26 |
| Defibrillators:         |                          |                     |                 |
| Foston                  | Batteries Expire 30Oct24 | Pads Expire 31Dec24 |                 |
| Thornton-le-Clay        | Batteries Expire 30Oct24 | Pads Expire 31Dec24 |                 |

Approved .....

Chairman

Date.....