

FOSTON & THORNTON-LE-CLAY PARISH COUNCIL

MINUTES OF A PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL ON MONDAY 12 MAY 2025 AT 7.00PM

Councillors Present: Callum Balding Stephen Collier
Evelyn Conlon Suzanne Parkes
Bryan Pillow Paul Readey

In Attendance: Fiona Hill - Parish Clerk

Public Present: 2

24/213a To receive apologies for absence given in advance of the meeting:

Parish Councillor Simon Burton

24/213b To consider the approval of reasons given for absence:

*Resolved / Approved (Unanimous)

24/214 To receive any declarations of interest under the Parish Council Code of Conduct or Members register of interest: None

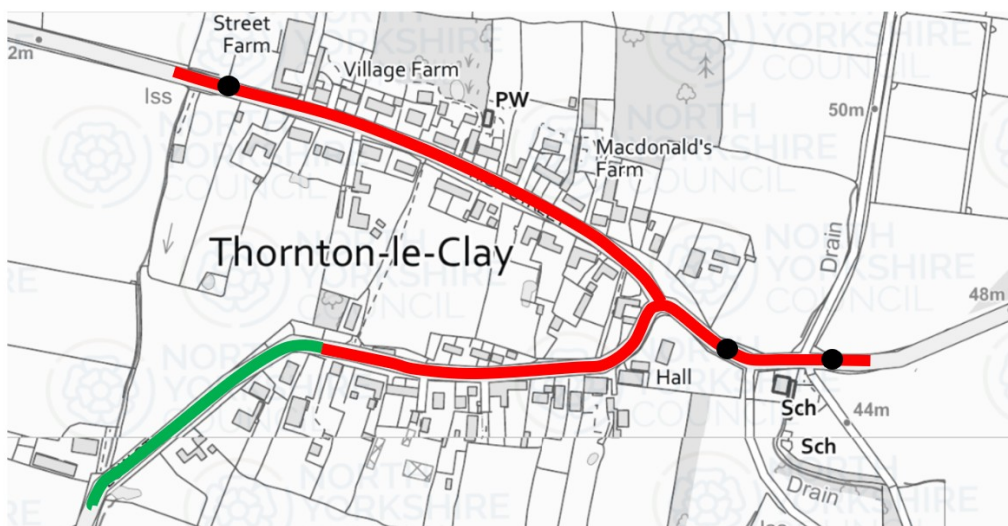
24/215 To confirm the minutes of the Parish Council Meeting held on Wednesday 03 March 2025: Resolved / Approved (Unanimous)

24/216 To discuss new planning applications received: None

24/217 Public Session: None

24/218 To discuss matters arising from previous minutes:

- Dog bin repair (o/s school) – NYC would be chased up as it still in need of repair.
- Speed Signs -



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Darren Griffiths, North Yorkshire Council had emailed as follows – “the plan above that shows the proposed extent of the 20mph zone in red. The green length is the existing 30mph speed limit that will remain. You will see some black circles in the red section – these are proposed physical traffic calming features that will be required to make the speed limit self-enforcing. These will probably have to be speed cushions or road humps. Please let me know if this is something the Parish Council can support as a village and if you would be able to contribute to the scheme as mentioned previously? We will not be supporting a 20mph speed limit in Foston after undertaking a speed survey following a request from a resident. If the scheme was to go ahead, the approximate cost would be between £20 and £25k. It all depends on the type of physical measures used. Agricultural vehicles will have to be taken into consideration in the design – especially at the ‘Street Farm’ location on the map”.

The Parish Council asked if there will be a consultation for parishioners, businesses etc and NYC had responded as follows – “Yes, of course, – in fact, this is effectively the initial informal consultation with yourselves so share the plan with whoever you think would benefit. We need to know if this is something the village wants, because when its formally advertised by our legal colleagues we don’t want to receive objections as this will prolong the whole process. Better to agree on the principle and extent at this stage before moving to the next step. Based on the speed survey results, it’s clear that physical measures are required to achieve a self-enforcing 20mph zone in the village – especially at the school end. The school is the main reason for the proposal in the first place. As it stands, I think its necessary to keep a short length of 30mph at the western end. Including this length would add to the cost as additional traffic calming would be necessary because of the high approach speeds and I don’t think the additional cost can be justified”.

- Croft Cottage allotment – welcome letter hand-delivered
- High Street Footpath – Oakwood Landscaping had quoted £350.00 plus VAT, for trimming back to widen the footpath along High Street. They would be asked to quote for widening the footpath between the villages, but Cllr Parkes would walk the footpath to see what it is like.
- Party in the field – the organisers had confirm that insurance and licensing was in place.

24/219 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

- Bookkeeping records to date – Nothing to report so soon after the year end
- Financial Management – Nothing to report
- Yorkshire Local Councils Association – Nothing to report
- Payment Approval:

- Parish Clerk	Salary	£
- YLCA	Subscription	£152.00
- Zurich	Insurance	£257.60
- Elkerlodge Services	Internal Audit	£168.00

Resolved / Approved (Unanimous)

- Future Proofing

The Parish Clerk emailed (18Mar25) Councillors as follows –

“The **Annual Parish Meeting (APM)** is not a Parish Council meeting. The Local Government Act states that every parish must hold Parish Meeting each year. This meeting must be held between 1st March and 1st June and proceedings must not begin before 6pm. If there is a Parish Council, the Chairman of the Parish Council (or vice-chair if the Chairman is unable to attend) must preside. If there is not a Parish Council, then a Chairman is elected by the meeting itself. The Agenda is a standard agenda, to give reports on the business of the last 12 months. The Parish Council reports to its electorate on its activities over the last year and there are usually reports from County Councillors and perhaps from any voluntary or local community groups. It is also an opportunity for parishioners to question people and organisations on any issues relating to the village. As the Annual Parish Meeting is not a parish council meeting it is not conducted in the same way or governed by the same rules as a parish council meeting. Members of the public are permitted to make statements on relevant matters during the meeting. Any resolutions passed do not bind the Parish Council.

The **Annual Parish Council Meeting (APCM)** - In an ordinary election year, the APCM must take place on, or within fourteen days after, the day on which the councillors elected at that election take office. In other years, it

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may be held on any day in May (paragraph 7 of schedule 12 to the 1972 Act). For example, elections taking place on Thursday 2 May, councillors would normally take office on Tuesday 7 May and the APCM will take place between Wednesday 8 May to Thursday 23 May inclusive.

Parish Councillors remain parish councillors until four days after the elections (ss 16(3) & as 35 (2) LGA1972). The exception is the chairman and vice chairman who retain their office until the APCM, when their successor is appointed. ALL councillors take office on the 4th day after elections but may make their declaration as soon as they are elected (e.g. without contest). Re-elected councillors must still make their declaration in the same way as new members.

In election years, parishes where the result is an uncontested election, a key date is in early April (TBC). Not later than 4.00pm on that date, the Returning Officer must publish the Statement of Persons Nominated. At that point, a council will know whether it has a contested election or not. If it does not, it will know who the next set of councillors will be and can begin to think about gathering their contact details together for convening the APCM. Where at this point it is realised that a parish council will be inquorate, i.e., unable to hold an annual meeting due to the lack of members, you must seek advice from Yorkshire Local Councillors Association (YLCA) and North Yorkshire Council (NYC).

Ordinary Parish Council Meetings - A parish council must hold at least three meetings, in addition to APCM, during the year (01 April – 31 March) and may hold as many as it thinks fit (paragraph 8 of schedule 12 to the 1972 Act). The proper officer (usually the clerk) of a local council convenes the ordinary meetings of the council as scheduled by standing orders or, in accordance with s.88 of the 1972 Act, on the occasion of a vacancy of the post of Chair”.

Still To Do:

July 2025	Yorkshire Local Council Association
September 2025	Budget / Precept
November 2025	Planning
January 2026	Finances – Payroll, VAT, bookkeeping
March 2026	Year End
May 2026	Employment / Recruitment
July 2026	Fixed Assets, Defibrillators, Website
September 2026	(To Be Confirmed)
November 2026	(To Be Confirmed)
January 2027	Elections
March 2027	Handover / Hand back

24/220 To report any new correspondence received by the council:

- Consultation – Federation Proposal for Foston, Langton, Stillington and Terrington Primary Schools
Resolved / The Parish Council would respond giving support to this proposal.

24/221 To receive matters raised by members:

- Continual improvement of Parish Council, Program of efficiency – efforts to make meeting and the Parish Council more effective, area one – communication method
This matter was deferred

Links between Parish Council and Village Hall Committee – Cllrs felt it would be good to improve the relationship between these two village organisations.

24/222 To confirm the dates of the future meeting(s) on Wednesdays at 7.00 p.m. in the Village Hall, Thornton-le-Clay: 07Jul, 01Sep, 03Nov

Important Dates:

White Swan	Asset of Community Value	Granted 19Aug21	Expires 19Aug26
Defibrillators:			
Foston	Batteries Expire 28Feb29	Pads Expire 30Apr27	
Thornton-le-Clay	Batteries Expire 31Dec28	Pads Expire 30Apr27	

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