

**FOSTON & THORNTON-LE-CLAY PARISH COUNCIL**  
**MINUTES OF A PARISH COUNCIL MEETING HELD REMOTELY**  
**ON WEDNESDAY 04 AUGUST 2021 AT 7.00PM**

**Councillors Present:**

|               |                  |
|---------------|------------------|
| Calum Balding | Simon Burton     |
| David Johnson | Bryan Pillow     |
| Paul Readey   | Christine Walker |

**In Attendance:**

Fiona Hill - Parish Clerk  
NYCC/RDC Cllr Caroline Goodrick  
RDC Cllr Eric Hope

**Public Present:**

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- 22/31a **To receive apologies for absence given in advance of the meeting:**  
Parish Councillor Evelyn Conlon
- 22/31b **To consider the approval of reasons given for absence:**  
Resolved – Approved (Unanimous)
- 22/32 **To record declarations of interest in items on the agenda:** None
- 22/33 **To confirm the minutes of the meeting held on Wednesday 07 July 2021:**  
Resolved – Approved (Unanimous)
- 22/34 **To revoke the delegated powers given to the Parish Clerk at the Parish Council meeting on Wednesday 03 June 2020:**  
Resolved – Approved (Unanimous)
- 22/35 **To discuss new planning applications received:**

Public Comment – Members of the public may, if registered, speak about planning applications on this agenda, in accordance with Standing Orders, at the discretion of the Chairman, but for no longer than 1 minute. No response will be given. (None received)

21/00954/HOUSE - Erection of a two storey extension to the north and east elevations replacing the single storey dining area, erection of a first floor extension above the existing single storey rear kitchen extension, alterations to front elevation dormer, increase to the existing rear elevation eaves height and addition of an oak framed open entrance porch to front elevation and demolish and rebuild the existing detached garage and turn 90 degrees to create 2no off street parking spaces @ Ingle Nook, Low Street, Thornton Le Clay  
Resolved – Support/No Comments (Unanimous)

**22/35 Public Session** – The Parish Council will, time permitting, adjourn the council meeting for a short time to allow for public comment and questions regarding any remaining items in the agenda. No response will be given. (None received)

**22/36 To discuss matters arising from previous minutes:**  
- White Swan Inn – Asset of Community Value  
Cllr Walker reported that RDC had confirmed that the application was valid and a decision would be made on 19 August 2021.  
- White Swan Inn – Representation at RDC Planning Committee  
Resolved – The Parish Council would speak at the meeting and Cllr Walker would be the speaker

**22/37 Councillors to discuss long-standing matters:**  
- BT Phone Box previously sited in Thornton-le-Clay – NTR  
- Rights of Way – NTR  
- Community Wildflower Meadow – NTR  
- Parish Plan – Cllrs discussed the questionnaire, which was nearly ready for distribution

**22/38 To discuss matters raised by Parish Clerk/Responsible Financial Officer:**  
- Bookkeeping records to date - Cllrs had received copies of the spreadsheet via email  
- Financial Management -  
Internal Control Check(s) – Cllrs had received a copy of the template form via email and these checks would recommence from this meeting.  
Internal Audit report for year ended 31 March 2021 – Cllrs had received a copy of the report via email, but did not agree with all the findings.  
Resolved – Cllr Walker would work with the Parish Clerk to produce a report for the next meeting.  
Bank Mandates -  
Resolved – Cllr Walker would contact the bank to obtain forms for completion  
New Computer Purchase Share -  
The Parish Clerk had emailed Cllrs (30Jun21) and the text is shown at the end of the Minutes  
Resolved – The Parish Council accepted the shared arrangement at a cost of £61.00 (Unanimous)  
- Yorkshire Local Councils Association  
Resolved – The Parish Council would review their training needs (Unanimous)  
- Facebook Group – "I love Thornton-le-Clay/Foston (north yorkshire, uk)  
The Parish Clerk emailed Cllrs (08Jul21) as follows -  
"For those who are not on Facebook, I just wanted to update you that on 06 July 2021, I posted as follows:  
Would you like to be an Administrator for this group?  
When this was originally set up, Craig and Karen Anderton were joint administrators. After their moved to Australia, they added me as an administrator. Subsequently, they have removed themselves as administrators. As a result I am the only administrator.  
I no longer want to administer the group, so am looking for local volunteer(s) to take over.  
Please let me know if you are interested.  
Three or four people expressed interest, and one (name/address redacted), would be invited to become an administrator. Then I will step down.  
In a private message, she conveyed some excellent ideas including:  
- Reminding people to be kind when they post  
- Reducing business posts to once a week  
Resolved – The Parish Council would seek guidance about using social media from YLCA  
- Payment approval - None

**22/39 To report any new correspondence received by the council:** None

**22/40 To receive matters raised by members:**

- Local Government Review – Cllr Goodrick gave an update.
- Flaxton Station T-Junction – Cllr Goodrick will speak to NYCC Highways. Cllr Ready would draft a letter to the homeowner
- Dog fouling around village – Cllr Goodrick will speak to RDC Enforcement.
- YDL lorries turning at Foston crossroads - Cllr Goodrick will speak to NYCC Highways.
- Drains blocked by resurfacing works – Cllr Goodrick would speak to NYCC Highways

**22/41 To confirm the dates of the future meeting(s) on Wednesdays at 7.00 p.m. in the Village Hall, Thornton-le-Clay:**

01Sep21, 06Oct21, 03Nov21, 01Dec21

#### IMPORTANT - Computer Crash!

Cllrs

On Friday 18th June 2021, the shared Parish Council laptop "crashed" and the hard drive is damaged beyond economical repair. Fortunately, files are saved to an Outlook account cloud, so can still be accessed.

I have purchased a HP laptop from Currys PC World at a cost of £549.00 and I would ask that Foston & Thornton-le-Clay Parish Council to pay one ninth of the cost, which is £61.00

The device would be used in my home office and would not travel away from that location.

If I left the Parish Councils employment within four years of the purchase, I would repay the monies (£61.00) on the sliding scale as follows:

Year ending 31 March 2022 Repay 100% of share

Year ending 31 March 2023 Repay 75% of share

Year ending 31 March 2024 Repay 50% of share

Year ending 31 March 2025 Repay 25% of share

Year ending 31 March 2026 onwards Repay 0% of share

On leaving the Parish Councils employment the user name and password to access the Outlook Account, to access emails and files, would be given to the current Chairperson, with a copy sent to Yorkshire Local Councils Association.

For your information, the previous laptop must have been bought in 2017/2018 and looking back in my notes, the agreement was as follows:

If she left the Parish Councils employment within four years of the purchase, she would repay the monies on the sliding scale as follow:

Year ending 31 March 2018 Repay 100% of share

Year ending 31 March 2019 Repay 75% of share

Year ending 31 March 2020 Repay 50% of share

Year ending 31 March 2021 Repay 25% of share

Year ending 31 March 2022 onwards Repay 0% of share

On leaving the Parish Councils employment the user name and password to access the Outlook Account, to access emails and files, would be given to the current Chairperson, with a copy sent to Yorkshire Local Councils Association.

Finally, the Parish Council does have the option to purchase their own laptop, which could be used at meetings. There is £842.88, which is ringfenced under Transparency Code, for this purpose.

This is for discussion at the next meeting.....