

FOSTON & THORNTON-LE-CLAY PARISH COUNCIL

**MINUTES OF A PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON MONDAY 03 NOVEMBER 2025 AT 7.30PM**

Councillors Present: Bryan Pillow Paul Readey
Simon Burton Evelyn Conlon
Suzanne Parkes

In Attendance: Fiona Hill - Parish Clerk

Public Present: 0

24/243a To receive apologies for absence given in advance of the meeting:

Parish Councillors Callum Balding and Stephen Collier

24/243b To consider the approval of reasons given for absence:

Resolved / Approved (Unanimous)

24/244 To receive any declarations of interest under the Parish Council Code of Conduct or Members register of interest:

Cllr Parkes – Allotment Tenant

24/245 To confirm the minutes of the Parish Council Meeting held on Wednesday 01 September 2025: Resolved / Approved (Unanimous)

24/246 To discuss new planning applications received:

ZE25/01130/HOUSE - Conversion of detached garage into a bedroom/office with bathroom for personal use @ Sycamore House High Street, Thornton-le-Clay

Resolved / Neutral – No Objection, subject to the conversion remaining subservient to and under same ownership as the house.

24/247 Public Session: None

24/248 To discuss matters arising from previous minutes:

- Community Wildflower Meadow – Gate post repair – Done
- Allotment updates including researching disposal procedure:
Resolved / The Parish Council, having read the Department for Communities and Local Government Allotment Disposal Guidance: Safeguards and Alternatives, would not proceed with the procedure for possible disposal. (Unanimous)
Resolved – The Parish Council granted permission to the allotment tenants at Croft Cottage, to plant two additional trees along the hedge line, subject to them been kept well maintained, so as not to overgrow the highway.
- Traffic Calming Measures – Awaiting proposal from NYC
- Parishioner Welcome Letter/Councillor Induction Pack – Cllr Readey is currently delivering

Approved Chairman

Date.....

24/249 To discuss arrangement for the Annual Parish Meeting 2026

Date/Time, Agenda, First Aid Training, Emergency Planning, Logo Competition
Deferred until the next meeting

24/250 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

- Bookkeeping current year to date / budget/precept 2026/2027 – A bank reconciliation totalling £11857.76, along with an income and expenditure report had been circulated to Cllrs.

Resolved / The Parish Council would request a precept of £3120.00 for 2026/2027 (Unanimous)

- Financial Management – Internal Controls / Property Inspections - NTR

- Yorkshire Local Councils Association:

– AGAR New Assertion – I.T. Policy / Councillor Emails

Parish Online have provided a free Gov.UK email for the Parish Clerk

- Business Continuity Plan

The Parish Clerk would populate the template ready for the next meeting

- Payment Approval:

-- Parish Clerk Salary/PAYE £

- Mike Duck Replacement Gate Post £180.00

Resolved / Approved (Unanimous)

- Future Proofing – Banking Review

Unity Trust – New current/saving account now open. Cllr Parkes agreed to be an additional signatory.

HSBC – Now closed

NS&I – Parish Council would write to close account

- Future Proofing List:

March 2026 - Year End, Payroll/VAT/bookkeeping May 2026 - Fixed Assets, Defibrillators

July 2026 – Website September 2026 - Planning/Portal

November 2026 - Employment/Recruitment January 2027 Elections (May 2027)

March 2027 Handover / Hand back (Including log in details for banking/YLCA/Defibs/planning portal.

24/251 To report any new correspondence received by the council:

- North Yorkshire Council – Community Governance Review

“We are consulting residents about the future governance of Lillings Ambo Parish Council. Due to a lack of residents willing to become parish councillors, North Yorkshire Council is undertaking a community governance review to ensure that parish level governance arrangements are operating as effectively as possible.

Lillings Ambo Parish Council is not currently functioning as there are no councillors to attend parish meetings.

Three North Yorkshire Council Division Members are currently temporarily appointed to the parish council to enable it to stay quorate.

Before it became inactive, the parish council considered merging with a neighbouring parish, with Sheriff Hutton being their first choice. Sheriff Hutton is a neighbouring parish council represented by seven councillors.

Flaxton Parish Council and Foston with Thornton-le-Clay grouped Parish Council are the other neighbouring parish councils that could be considered for a merger.

There are several options as indicated below:

1. Dissolve the parish council and add the parish to a neighbouring parish council to form a grouped parish council. At least one parish council would represent the parish on the parish council.

2. Dissolve the parish council and merge with a neighbouring parish council to form a single parish council, which could be warded.

3. Dissolve the parish council and change to a parish meeting. A parish meeting would consist of all the registered electors living in the parish and a meeting must take place at least two times per year. Volunteers would be required to fulfil the role of clerk and chair of the parish meeting.

4. No changes to current arrangements and retain the parish council in its current form.

You are invited to have your say as part of this consultation”.

24/252 To receive matters raised by members: None

Approved Chairman

Date.....

24/253 To confirm the dates of the future meeting(s) on Mondays at 7.00 p.m. in the Village Hall, Thornton-le-Clay:

2026:	Monday05 January	Monday 02 March	Monday 11 May*
	Monday 06 July	Monday 07 September	Monday 02 November
2027:	Monday 04th January	Monday 01st March	

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	

Approved Chairman

Date.....