

FOSTON & THORNTON-LE-CLAY PARISH COUNCIL

**MINUTES OF A PARISH COUNCIL MEETING HELD IN THE VILLAGE HALL
ON MONDAY 01 SEPTEMBER 2025 AT 7.30PM**

Councillors Present: Stephen Collier Bryan Pillow
Paul Readey

In Attendance: Fiona Hill - Parish Clerk
North Yorkshire Councillor Caroline Goodrick

Public Present: 0

24/233a To receive apologies for absence given in advance of the meeting:
Parish Councillors Callum Balding, Simon Burton, Evelyn Conlon, Suzanne Parkes

24/233b To consider the approval of reasons given for absence:
*Resolved / Approved (Unanimous)

24/234 To receive any declarations of interest under the Parish Council Code of Conduct or Members register of interest: None

24/235 To confirm the minutes of the Parish Council Meeting held on Wednesday 07 July 2025: Resolved / Approved (Unanimous)

24/236 To discuss new planning applications received: None

24/237 Public Session: None

24/238 To discuss matters arising from previous minutes:

- High Street Footpath – Oakwood Landscaping had done the work and the invoice had been paid.
- Community Wildflower Meadow – Gate post repair – Quotes had been received, but Micheal Duck had kindly offered to do the work free of charge. This was gratefully accepted, but the work was still to be done.
- Allotment Update – The 2026-2027 review was now complete, so the documentation would now be issued and sent to tenants. Mr Triffitt had advised that he would not be renewing his tenancy from 05 February 2026, so this vacancy would be advertised on the village page on Facebook. The Parish Council would research the procedure for selling allotments.
- Traffic Calming Measures – Cllrs had conducted a walkabout with Paul Griffiths, NYC who would now draft a plan, which could be used by the Parish Council to conduct an informal consultation. Feedback from this would be used by NYC to inform them when drafting the formal consultation, which was required before is could be put forward for funding.
- Emergency Planning – The Parish Clerk had checked the accessibility and contents of the Grab Bag and circulated information to Cllrs. The Parish Clerk had obtained details of the NYC scheme and forwarded to Cllrs. Christine Walker had kindly forwarded all the templates she held on file, which were mostly out of date, but the question could be used to obtain up to date information. The Parish Council felt this topic, along with a possible logo competition, could become the focus of the 2026 Annual Parish Meeting, which would be held on a different evening to the Annual Parish Council Meeting and Parish Council Meeting.
- Continued Improvement of Parish Council – Welcome Letter/Induction Pack
Cllr Readey would draft a welcome letter for new parishioners, which he would circulate for feedback.

Approved Chairman

Date.....

The Parish Council would give some thought to the drafting of an induction pack new Councillors.

24/239 To discuss matters raised by Parish Clerk/Responsible Financial Officer:

- Bookkeeping current year to date / budget/precept 2026/2027 – A bank reconciliation totalling £12722.02, along with an income and expenditure report had been circulated to Cllrs. A draft budget was circulated for discussion at the next meeting.
- Financial Management – Internal Controls / Property Inspections - The Parish Clerk had inspected all property, reconciled the list with the asset register and circulated the reports to Cllrs. The Internal Controls would be re-introduced at the next meeting
- Yorkshire Local Councils Association – AGAR New Assertion – I.T. Policy / Councillor Emails Guidance had been circulated to Cllrs. The Parish Council would monitor this issue, but take no further action at this stage.

- Payment Approval:

-- Parish Clerk	Salary	£
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Resolved / Approved (Unanimous)

- Future Proofing – Banking Review

Resolved / The Parish Council would open accounts with Unity Trust Bank, transfer balances from existing accounts, then close accounts with HSBC and NS&I

Budget/Precept, Banking/Signatories and Allotments are going to be on the agenda for the foreseeable future, so I will provide all the information in preparations for the discussions. Currently, the remaining list is: 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.

24/240 To report any new correspondence received by the council: None

24/241 To receive matters raised by members:

The Parish Council would look at the uneven footpath surface adjacent to the newly built stone wall on High Street.

Cllr Readey would inspect the footpath between the villages and obtain a quote for any works required.

24/242 To confirm the dates of the future meeting(s) on Mondays at 7.00 p.m. in the Village Hall, Thornton-le-Clay: 03rd November 2025

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.....