

TERRINGTON PARISH COUNCIL

Minutes of the Parish Council meeting held on Monday 14 September 2026 at 7.00 pm in Terrington Village Hall

Pre-meeting public participation

Cllr Winning thanked the large number of Task Force volunteers who worked across the village in the 'Big help out'. North Yorkshire Council (NYC) have not yet provided an update on their investigations on the Wath Beck footpath. With reference to the NYC Local Plan, the call for submitted sites is closed and we await an announcement on the 'preferred sites'.

1. Attendance

Present: Cllr Winning, Cllr Barber, Cllr Gray, Cllr Kendrick, Cllr Lewis
Kerr Wilson (Parish Clerk), Keith Adkins (RFO), 1 member of the public.

Note: *Cllr Barlow resigned on the 7 September 2026 for personal reasons.*

Apologies: None

2. Declaration of interests. - None

3. To confirm the minutes of the meeting of Terrington Parish Council held on 29 June 2026.

The minutes of the Terrington Parish Council meeting held on Monday 29 June 2026 were approved as a true and accurate record.

Proposed Cllr Winning

Seconded Cllr Barber

4. Finance.

4.1 To note the following receipt:

£394.62 from North Yorkshire Council as grass-cutting contribution.

The Council noted the receipt for grass cutting from NYC.

4.2 To note the following payment against approved expenditure:

Clerk salary & income tax for April-June 2026 (authorisation: 9-3-2026 Minute 4.10.1);

£187.00 to Kathryn Corlett for NP work (authorisation: 19-1-2026 Minute 4.4);

£21.60 to Terrington Village Hall for hire of room for May & June Council meetings (authorisation: 9-3-2026 Minute 4.10.6);

£75.00 to S Chapman for NP work (authorised by Chairman and Clerk by Form 26-27/1).

The Council noted the payments made listed at 4.2 against approved expenditure.

- 4.3 To receive a statement of receipts and payments to date for the current Financial Year under each budget head.

The Council received and noted the statement of receipts and payments made to date.

- 4.4 To approve expenditure of £95.08 for items purchased for the Terrington Task Force (29 August). Polystyrene Sheet, 2 pvc downpipes, support brackets and gutter stop-end and assorted sandpaper.

Cllr Winning withdrew the motion.

- 4.5 To approve the revised pay award accepted nationally and to agree that the increase in pay be back-dated to the start of the review period 1st April 2026.

Cllr Winning withdrew the motion and the Council agreed to implement the nationally agreed pay award.

- 4.6 Proposed amendment to Financial Regulation 4.4 that reads

Unspent budgets for completed projects shall not be carried forward to a subsequent year. Unspent funds for partially completed projects may only be carried forward by placing them in an earmarked reserve with the formal approval of the council.

It is proposed that Reg 4.4 is amended to read-

4.4i Funds for approved expenditure on the purchase of goods, services or works not started, not completed or not paid for by the end of the financial year shall at that point be moved into an earmarked reserve fund, with the authorisation to spend extended until completion or until the end of the next financial year whichever is sooner, at which time any unused funds shall be moved into general reserves and the authorisation to spend shall be cancelled, unless extended by a resolution of the Council.

4.4ii At the end of the financial year all unused budgetary provision shall be returned to general reserves except as set out in 4.4i.

Motion: That the Council amends Financial Reg 4.4 to read as set out above in 4.4i and 4.4ii.

Proposed Cllr Winning

Seconded Cllr Kendrick

Resolution - *The motion was carried unanimously, and the Council agreed to amend the Financial Regulations as set out above in 4.4i and 4.4ii.*

5. Data protection training. Councillors and officers to confirm that they have completed the ICO training modules on Data Protection.

The Clerk, RFO and four Councillors confirmed that they have completed the training modules on Data Protection.

- 6. Draft data retention and disposal policy. The Council to discuss and if agreed, adopt the draft policy.**

Motion: That the Council adopt the draft data retention and disposal policy. The retention schedule to be kept under review.

Proposed Cllr Winning

Seconded Cllr Barber

Resolution - *The motion was carried unanimously, and the Council agreed to adopt the draft data retention and disposal policy and keep the retention schedule under review.*

- 7. Data Protection. Record of processing activities. The Council to agree a process for recording what categories of personal data the Parish Council holds.**

The RFO explained that Terrington Parish Council is required to maintain a record of categories of data that it holds, why it holds the data, how long it is kept for, how it is secured and who it may be shared with.

Action: Councillors were asked to complete and return a table of personal data they hold relating to Parish Council business to the RFO.

- 8. Terrington Parish Neighbourhood Plan – To receive a progress report.**

Cllr Kendrick informed the Council that following the introduction of 'new basic conditions' for a Neighbourhood Plan (NP), NYC undertook a two-week consultation which ended on 1st September. NYC have made their own comments in response to the consultation which conclude that the Plan fulfils the revised basic conditions. The comments once approved by members will, along with all other comments, be published and provided to the examiner. Terrington NP group will also be invited to respond to the comments.

Once the examiner updates his previous report to confirm compliance and recommend the same modifications as before, a finalised referendum version can be produced by the NP group

- 9. Condition of trees in the Cemetery. The Council to consider engaging the services of an arborist to report on the condition of the trees in the cemetery.**

Cllr Winning, as Burial Authority Officer, reported that the condition and location of some trees in the Cemetery were of concern and need attention. He proposed that the Council engage the services of an arboriculturist to advise and report on what action should be taken for safety and aesthetic reasons to ensure overhanging branches and roots are appropriately managed.

Action: Cllr Winning agreed to enquire about the cost of obtaining professional advice from an arboriculturist.

10. Roadside reflective safety bollards - To consider the need to replace two existing plastic bollards outside Terrington Village Hall that are no longer serviceable.

Cllr Winning reported that some residents have raised concerns about the state of street plastic bollards. Those at the end of New Road have been almost destroyed. On Church Lane they show partly effective tape repairs and outside the village hall in Mowthorpe Lane, the plastic and colouration have degraded, and the reflective panels are no longer effective. It is not clear who is liable for the repair or replacement of these items.

It was agreed that the Council would write to NYC Highways.

11. Parking - The Council to discuss the concerns expressed with parking in the village in particular to look at highly popular events and a workable way of trying to ensure that Main Street, at least, remains passable by safety and emergency vehicles.

The Council is aware that occasional events such as school sports, funerals and national days can attract large numbers of vehicles into the village. Unfortunately, inconsiderate parking causes obstructions and major disruption, in particular access to properties, safety issues for pedestrians, access for emergency vehicles and effects on local businesses.

There is also traffic congestion in Church Lane and North Back Lane when cars, parked on bends and at road junctions, cause obstructions at school drop off and pick up times.

Bearing in mind that there is parking at both schools, the village hall and limited street parking there needs to be more thought and consideration from car drivers when parking their cars.

The Parish Council is in contact with NYC Highways and the matter has been referred to Parking Services.

12. Wild fires - The Council to discuss the concerns raised with the potential for wild fires.

Cllr Winning described the importance of being vigilant and careful during dry hot seasons, particularly in a rural community such as Terrington Parish. Wildfires are easily started and spread when a spark reaches combustible material.

13. Village footpaths – The Council to discuss the condition of pedestrian footpaths in Terrington.

The Council was informed that a resident had recently reported to NYC the unsafe condition of the pavement outside the village hall. NYC reported that an officer inspected the site and concluded that the state of the pavement was 'not safety critical' and the matter was 'closed'.

Councillors were reminded that about 2 years ago, following an inspection by NYC the same section of pavement (mentioned above), was deemed to be in a very poor condition and should be fitted with kerb stones and resurfaced. Earlier this year (2026) NYC re-surfaced the pavements in Main Street and marked out the pavement outside the village hall for work to commence. The work did not start. The Council heard informally that it was because an electrical cable had been detected.

Action: Cllr Winning asked the Clerk to contact NYC Highways to find out what plans it has to take this work forward.

14. Planning applications. -To note the Council does not object to the following planning applications -

ZE26/00562/CAT: Crown reduction up to 2m to reshape the canopy and removal of branch from Cherry Tree at The Mount, Main Street, Terrington.

ZE26/00582/CAT: Removal of tree *Chamaecyparis Lawsonia* at Lavender Fields, Main Street, Terrington.

ZE26/00510/73A Removal of condition 03 of planning approval 18/01370/FUL dated 13.02.2019 to allow for the removal of the local needs occupancy clause at Tyverington House, North Back Lane, Terrington.

The Council to consider if it has any observations to make on the following application –

ZE26/00367/FUL: Replacement of Romani wagon for tourism cabin and replacement siting of bell tent with a bespoke sauna at Rose Cottage Farm, New Road, Terrington.

Councillors discussed this application and raised the following points.

- i) This is a high-profile hillside site visible from various locations around Terrington.
- ii) The development should use suitable materials and have extensive screening to preserve the views and vista as set out in the Neighbourhood Plan.
- iii) The documents suggest there may be an intensification of use resulting in additional traffic to and from the site.
- iv) It appears that the existing siting of the Bell Tent and Wagon has moved from where it has been in previous years.

Action: The Council asked the Clerk to submit its observations on this application to the Planning Department.

15. Planning Restriction Methods - the use of the Article 4 Direction. - A recent 'scare' came from NYC suggesting an Article 4 Direction applied to properties in our village centre Conservation Area. The Chair will provide a

brief explanation of what that means under Article 4 of the General Permitted Development Order.

Cllr Winning explained that an Article 4 Direction is a planning measure used to remove specific permitted development rights typically done to protect the character and appearance of an area, especially within Conservation Areas. This matter came before the Council because of a query over a possible planning breach. Further investigation established this not to be the case and the matter is closed.

16. Dark Skies. The Council noted that North Yorkshire Council has confirmed that it will supply 2 dark skies friendly rectangular signs. It is possible that the cost of the signs will be covered by HHNL.

17. Howardian Hills National Landscape – The Council noted that HHNL has confirmed receipt of Terrington Parish Council's expression of interest in the 'Greening Initiative'

18. Matters for inclusion on next agenda.

- Neighbourhood Plan – to endorse the NP.
- Expenditure of £95.08 for items purchased for the Terrington Task Force.
- Rural Design Guide.

19. Date of next meeting – 9 November 2026

Meeting closed 21.05h

**TERRINGTON PARISH COUNCIL
STATEMENT OF YEAR TO DATE RECEIPTS AND PAYMENTS**

Financial year: 2026-27
Statement date : 10/9/2026

	<i>To date</i> <i>excl VAT</i>	<i>VAT</i>	<i>Budget</i> <i>excl VAT</i>
RECEIPTS			
Parish precept	4427.00		4472.00
Burial fees	0.00		2500.00
Grass cutting - NYC contribution	394.62		381.64
Building Society interest	0.00		200.00
Wayleave payment	0.00		12.65
VAT refund for last year		0.00	
VAT refund for this year		0.00	
R. Total receipts	4821.62	0.00	
PAYMENTS			
Salaries	343.62		1970.68
Village Hall hire	32.40		150.00
YLCA membership	248.00		253.70
Insurance	214.00		278.20
Training & development	0.00		100.00
Internal audit	200.00		200.00
Cemetery waste collection	0.00		60.00
Grass cutting - village	0.00		2000.00
Grass cutting - road verges	0.00		200.00
Defibrillator running costs	216.81	10.84	350.00
Consumables	0.00		100.00
Maintenance of open spaces	0.00		300.00
Maintenance of cemetery	0.00		300.00
NP work approved in previous year	187.00		
NP work approved in this year	75.00		500.00
ICO registration annual fee	47.00		
P. Total payments	1563.83	10.84	

Surplus (= R - P)	3257.79	-10.84
-------------------	---------	--------

DRAFT

NET BALANCES

Total receipts incl VAT refund	4821.62
Total payments incl VAT	1574.67
Overall surplus	3246.95
Opening balance brought forward	19371.94
Closing balance carried forward	22618.89

RESERVES***Earmarked reserves***

Burial Ground fund	2000.00	
Tree fund	1500.00	
Defibrillator fund	750.00	
Total Earmarked reserves		4250.00

Allocated funds

Unspent approvals from previous year	496.33	
Unspent budget this year	5971.91	
Total Allocated funds		6468.24

General (uncommitted) reserves		11900.65
---------------------------------------	--	-----------------

Total reserves		22618.89
-----------------------	--	-----------------

BANK RECONCILIATION at 10/09/2026**Balance on bank statements**

Barclays Bank	9473.06
Cambridge Building Society	13145.83
Plus petty cash	0.00
Plus uncleared receipts	0.00
Minus unrepresented payments	0.00

Net balance	22618.89
--------------------	-----------------