

**Minutes of the Meeting of Thirsk Town Council  
held on Monday, 16 June 2025 at Thirsk & Sowerby Town Hall**

**Present:** Cllrs: S Ward (Chairman), D Duffey, D Jackson, K Mountford, F Potter, B Smith, D Southward, K White

**Apologies:** Cllrs: S Holme (Ill), A Robinson (Work commitment), A Trueman (Alternative commitment)

**In attendance:** County Cllr G Dadd

**C1651 Declarations of Interest**

There were no declarations of interest.

**C1652 Police Report**

A PCSO attended the meeting. A police report which contained the monthly crime figures had been received and circulated to Members. The report also included an update in relation to knife amnesty bins which had been located in several areas in York and North Yorkshire. It was confirmed that a bin had been located in Millgate car park and the PCSO stated that overall there had been a good response to the bins.

**C1653 Reports on Matters Relating to Thirsk  
North Yorkshire Council**

Cllr Dadd indicated that the Boundary Commission was looking at changing some parish boundaries and that the proposals would affect the parish areas of Carlton Miniott and Thirsk.

Cllr Dadd reported that local government funding had been reduced following a recent government spending review, though he considered that a funding review later in the year would be more crucial for North Yorkshire. He also noted that an infrastructure spending review was due to take place in the near future which he hoped would incorporate funding which would enable the proposed refurbishment works at Thirsk Railway Station to proceed.

**C1654 Open Forum**

The members of the public in attendance did not address the meeting.

**C1655 Minutes**

**C1655(a) Town Council Meeting held on 19 May 2025**

**Resolved: that the Minutes of the Meeting of the Town Council held on 19 May 2025 be approved as a correct record.**

**C1655(b) Matters arising**

C1650 Reports from Members/Representatives

The Clerk reported that repairs had been carried out to the clock at St Mary's Church and that the clock was working again.

In answer to a question from Cllr Duffey, the Clerk stated that he would contact North Yorkshire Council to request an update in respect of a timescale for replacing the footpaths in the Market Place.

## **C1656 Committee Minutes and Reports**

### **C1656(a) Planning Committee – Minutes of Meeting held on 19 May 2025**

The meeting received the Minutes of the Meeting held on 19 May 2025. In response to a query from Cllr Duffey, Cllr Potter explained that the application for a scoping opinion for the proposed energy park at Hag Lane, South Kilvington (ZB25/00985/SCP) concerned a requirement to obtain an environmental report. Cllr Potter added that she had declared an interest and had not taken part in the consideration of the application.

**Resolved: that the Minutes of the Meeting held on 19 May 2025 be received and noted.**

### **C1657 Burial Board**

The Clerk advised that he had arranged for a meeting to take place on Wednesday, 18 June 2025 between himself, a builder and the owner of the adjacent field in a further attempt to resolve the issue of rebuilding part of the cemetery wall which had been destroyed by a falling tree.

**Resolved: that the application for memorial for William Swaine be approved.**

### **C1658 Correspondence/Items Raised**

#### **C1658(a) North Yorkshire Local Plan/Sustainability Appraisal Scoping Report**

The meeting received an email dated 19 May 2025 from North Yorkshire Council concerning consultations on the North Yorkshire Local Plan and on a Sustainability Appraisal Scoping Report. Following a query by Cllr Ward, the Clerk suggested that, if individual Members wished to put forward any observations, these should be forwarded to the office so that a joint response could be formulated on behalf of the Town Council.

**Resolved: that any Member wishing to comment on the consultations should forward observations to the office to enable a joint response to be submitted on behalf of the Town Council.**

#### **C1658(b) Headstone Cleaning Services – Thirsk Cemetery**

The meeting received an email dated 20 May 2025 from Ms Leanne Mangan concerning a request that she be permitted to provide a cleaning service for members of the public who wished to have headstones cleaned in Thirsk Cemetery. The Clerk advised that the Town Council occasionally received complaints of grass being stuck to headstones when the grass had been cut during wet weather and he thought that there could be a demand for a cleaning service. Discussion took place as to how the service would operate and the Clerk stated that he would contact the lady concerned to check further details.

**Resolved: that the Town Council agree in principle that a headstone cleaning service could take place in Thirsk Cemetery, subject to confirmation of further details.**

#### **C1658(c) York & North Yorkshire Combined Authority – Violence and Community Safety Survey**

The meeting received an email dated 5 June 2025 from York & North Yorkshire Combined Authority concerning a survey on the topic of violence and community safety in York and North Yorkshire. It was noted that the survey was open until Friday, 4 July 2025.

**Resolved: that the email be noted.**

**C1659 Double Devolution – Thirsk Market**

The Clerk gave an update concerning the future operation of Thirsk Market. He advised that North Yorkshire Council had previously accepted a proposal that the Town Council, along with Northallerton Town Council, submit a joint bid for both markets. He indicated that since that time the Town Council had not received any financial information from NYC and he believed that some email correspondence may have taken place which the Town Council had not been copied into. He now considered that separate business cases would need to be submitted by each Town Council but that he was unable to do this due to time constraints and that a professional would need to be engaged to carry out the work. Cllr Ward observed that NYC's guidance stated that taking over the market must be "cost neutral to NYC" and Members considered that the guidance in respect of cost implications was unclear. Cllr Duffey stated that it was impossible to prepare a business case without the relevant financial information from NYC. Discussion took place as to how to proceed and it was suggested that NYC be further requested to supply the financial information before making a final decision.

**Resolved: that the Clerk contact North Yorkshire Council again to request financial information in respect of the running costs of Thirsk Market.**

**C1660 Annual Return 2024/2025**

The meeting received and considered the Systems of Internal Control, Annual Internal Audit Report, Annual Governance Statement and Accounting Statements for 2024/2025. The Clerk went through each of the various documents and advised that the internal auditor had identified a number of payments which had not been made to the Town Council in respect of fees for burials and memorial applications. The internal auditor had therefore suggested that the Town Council set up and maintain a spreadsheet to record all Burial Board transactions/payments.

**Resolved:**

- a) that the Systems of Internal Control in place be approved**
- b) that the Internal Audit report for 2024/25 be received and approved**
- c) that the Annual Governance Statement for 2024/25 be approved**
- d) that the Accounting Statements for 2024/25 be approved**

**C1661 Risk Management**

The Clerk went through the Town Council's risk management document for 2024/25.

**Resolved: that the risk management document be received and approved.**

**C1662 Asset Register**

The meeting received the Asset Register for 2024/25. The Clerk advised that new computers and laptops had been added to the Register.

**Resolved: that the Asset Register be received and approved.**

**C1663 Accounts for Payment**

**Resolved: that the accounts for payment as at 16 June 2025 be approved and cheques signed.**

**C1664 Reports from Members/Representatives**

Cllr Potter requested that the Clerk email Thirsk Infants School Charity to confirm that she had been appointed as a Town Council Trustee.

Cllr Smith reported that an evening for volunteers and sponsors of Thirsk & Sowerby Festival had been arranged to take place at 6.30 p.m. on Wednesday, 30 July 2025 at Community Works.

**The meeting closed at 8.28 pm**

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**Chairman**