

Cundall and Norton le Clay Parish Council

Informal meeting of the Cundall and Norton le Clay Parish Council (PC)

Location: Norton House, Norton Le Clay

Date: 3 October 2025

Attendees:

Nick Brown (NB)	-	Chairman
Jim Turner (JT)	-	Councillor
Tim Swiers (TS)	-	Councillor
Clive Swiers (CS)	-	Councillor
Jade Swiers (JS)	-	Councillor
Anthony Wilson (AW)	-	Candidate for Parish Clerk

Key points

1. NB welcomed everyone and indicated the aim of the meeting was to consider formally re-constituting the Cundall and Norton le Clay Parish Council.
2. Apologies were made on behalf of Sheenagh Spence of Yorkshire Local Councils Association (YLCA) who was unable to attend as planned because of a family illness.
3. It was proposed and agreed that NB would continue to act as Chairman of the PC and its members would include TS, CS JS and JT.
4. NB indicated there would be a need to make North Yorkshire Council aware of the intention to re-constitute the PC. He also made the case for the PC to work with the YLCA to seek out their guidance and direction in re-establishing the PC.
5. NB outlined the need for a PC Clerk/Responsible Finance Officer (RFO) to administer operations and manage the finances.
6. It was noted that the body presently acting as the PC had no precept and no formal financial management. NB indicated that the new PC would need to set a precept which would be added to people's council tax and confirmed that the Parish Clerk position was a paid role.
7. After some discussion the impact of the precept was acknowledged as a necessary step to formalise the PC and it was also noted that the budget would need to be with NYC for early in the New Year.
8. NB introduced and proposed AW for the role of Parish Clerk

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9. AW summarised his background and credentials and after due consideration the PC agreed to offer the role to AW.
10. It was agreed there would be a need to create a PC web site, AW agreed to pursue once the PC is formally established.
11. TS broadly outlined how the finances of the present arrangement had been handled and it was agreed there would be a need to set up a formal bank account and signatories for the PC. It was agreed that TS and AW would meet early in the new year to formalise new bank account and signatory arrangements.
12. TS and JS highlighted that the houses in Dishforth Airfield just outside Norton le Clay, were now part of the Cundall & Norton le Clay PC boundary. This led to a discussion on a new sewage connection for privately owned properties at Dishforth Airfield being installed to connect to the Yorkshire Water public sewer network in Norton-le-Clay. As the homes are no longer owned by the Ministry of Defence (MOD) they must be removed from the private MOD sewerage network accordingly.
13. JS also indicated that the occupiers of the houses at Dishforth Airfield were having difficulties with their official address being no longer valid, impacting particularly on postage and parcel delivery.

There being no further business, the meeting was closed.

Anthony Wilson
Cundall and Norton le Clay Parish Council Clerk.
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