

MELSONBY PARISH COUNCIL						
AGM OF MELSONBY PARISH COUNCIL HELD ON WEDNESDAY 22 <sup>nd</sup> JANUARY 2014 AT 7.30PM IN MELSONBY PRIMARY SCHOOL						
PRESENT: Cllrs V. Elrington (Vice-chair) , W. Nixon, J. Hawksby, V. Golding, B. Conachy , Liz Donoghue (Clerk) and resident.						
Item	Covering	Summary	Action	By Who	By When	Date Comp.
1.	<b>Apologies</b>	G. Angus (chair) M. Heseltine, J W-P				
2.	<b>Declarations of Interest</b>	None				
3.	<b>Minutes of Last Meeting</b>	The Minutes of the last meeting were agreed	signed by Cllr V Elrington	VE		
4.	<b>Matters Arising</b>					
4.1	<b>Play Parks</b>	Documentation now ready for signing; RDC will not lift the covenant on parking at the Moor Road playing fields site.	1. PC to meet with Malcolm Scott and sign final papers. Also the licence agreement with NYCC is ready to sign for use of playing fields by Melsonby School. 2. Clerk to meet with Mr Watson regarding school & after school club use of playing fields. 3. When hand over complete zip wire is to be installed.	1.GA, JH & clerk  2.Clerk  3.sub-com	4.2.14	
4.2	<b>Telephone box</b>	Adoption of red telephone box.	Clerk contacted BT & RDC. Paper work now complete & returned to BT to finalise adoption.	Clerk & GA		
4.3	<b>Footpath</b>	St James Close footpath repairs – complaints.	Highways have responded to say that work has not yet been done to rectify the poor workmanship on the footpath in St James's Close which resulted in damage to grass. Still waiting for quality check & re-seeding. Highways will visit site to check on H&S issue. Clerk to ask for a date for completion.	Clerk & Highways	asap	

4.4	<b>Village grass cutting</b>	The area of grass cutting in the contact is being reviewed by Highways.	1. Macplant state that they include up to and 20m beyond village signs, within 30-40m/hr signs, both sides of church entrance and confirm top lip of beck. 2. Highways still under review. 3. Cllr wondered if Tim Humble might monitor cutting.	2. Clerk & Highways  3. Clerk to ask TH	asap	
4.5	<b>Street lighting</b>	Street lights are in need of cleaning	Lights are due for cleaning within the next 6 months cycle of cleaning.	Highways		
4.6	<b>Grit bin</b>	The grit bin is in place on High Row.	2 shovels have been purchased and will be kept at Nixon's garage. Discussion over a smaller, cheaper shovel to be placed in grit bin for immediate use. Thanks to WN for organising bin.	WN		
4.7	<b>Speed calming measures</b>	There was concern over speeding in the village.	1. Clerk contacted PC J Wilbor & a speeding report form has been submitted. 2. Possible use of NRCP monies for speed matrix equipment base. Clerk to make enquiries.	clerk		
4.8	<b>Christmas tree</b>	Discussion about Xmas tree resulted in a decision to not buy a cut tree, but to purchase a root tree for future years.	1. To ask Everards for advice & cost of tree. 2. JH to complete NRCP grant for monies towards tree and equipment.	1. WN 2. JH		
4.9	<b>Richmond Local Plan Core Strategy</b>	The meeting planned for before Xmas did not take place.	Clerk to re arrange meeting with John Hiles as a priority.	Clerk & cllr	asap	
5.0	<b>Dog fouling</b>	This has become a serious problem in the village & has been reported to Street Scene at RDC.	1. Arrange a walk around village with Street Scene to assess problem. 2. request further steps from Street Scene. 3. Consult YLCA for advice	1. clerk & cllr 2. 3. clerk	Asap	
6.0	<b>Emergency Planning Document</b>	VG prepared a draft document which had been circulated. Discussion about 1 <sup>st</sup> Aid & 1 <sup>st</sup> responders.	1. decision to have a further separate meeting – try to combine date with other J Hiles meeting. 2. VG to continue requesting permissions for volunteers & contact I. Robinson from	1. clerk 2. VG 3. clerk		

			Scorton. 3.to add request in newsletter for 1 <sup>st</sup> aiders & permission to use names as contacts in planning document			
7	<b>Melsonby Strategic Plan</b>	The Strategic plan is to be a 2-3 year plan. John Atkins meeting in Dec resulted in discussion about grants. Decision not to submit applications until further information from Core Strategy meeting.	1. to edit plan & re-circulate document. 2. Clerk to contact	1. & 2. clerk		
8	<b>NRCP meeting update</b>	Meeting date 27.11.13	No further meeting			
9.	<b>Library</b>	Sally wishes to stop the library using the pub from February so a new location needs to be found, as the library is considered an asset for village.	1.suggestion to use the church as a base for the library. Need to establish when it is available. Also to ask Sally for book shelves. 2.to place a request in Newsletter for volunteers to man the library & open the church	1. Judith Stansfield 2. clerk		
10	<b>Planning</b>	Update on planning in clerk's report. Brief discussion on wind turbine applications	1.To ask for feedback following planning applications (only get letter with granted, or not). Look into availability of minutes from planning meetings. 2.to request update on Durham City Transport application for housing	clerk		
11	<b>Finance</b>	The clerk had circulated the finance information prior to the meeting. The precept information had been submitted stating no change from last year .Brief discussion over RDC decision to charge for green bin collections	1.The clerk was paid for November & December 2013. 2.new budget to be prepared for March meeting.	clerk		
12	<b>Clerk's Report</b>	The clerk's report had been circulated prior to the meeting giving planning and financial details.	Clerk read out report.	Clerk		
13	<b>Police update</b>	An update for December had been	Clerk received contacts on Neighbourhood	PC J		

		provided.	watch & Ringmaster & will find out who is still involved. To provide information to VG for Emergency Planning Document	Wilbor report Clerk & VG		
14	<b>Correspondence</b>	The clerk's report dealt with correspondence.	1.Resident email regarding street cleaning & playing fields litter bin – acted on by clerk 2. decision to give usual donation to Citizens Advice Bureau	1.RDC 2.clerk		
15	<b>AOB</b>	Additional items were brought up.	Keep Clear signs outside school – possible request from resident. To continue enquiries with Area1.	clerk		