

MELSONBY PARISH COUNCIL				
MELSONBY PARISH COUNCIL MEETING HELD ON WEDNESDAY 14TH January 2015 AT 7.30PM IN MELSONBY PRIMARY SCHOOL				
PRESENT: Cllr Angus Stokoe (Chairman); Cllr V. Elrington (Vice-chair), Cllr W Nixon; Cllr Julie Hawksby; Cllr Angus Stokoe; Cllr Terry Sutton; Jill Welham (Clerk); Lisa Pratt (Play Parks Committee Chair); PC Wilbor and PCSO Danny Loughran and residents.				
Item	Covering	Summary	Action	By Who
1.	Apologies	Apologies received from Cllr J Wilson-Petch and Cllr M Heseltine.		
2.	Declarations of Interest	Cllr V Elrington; G Stokoe and T Sutton are members of the Allotment Association. G Stokoe works for Westgarths.	Recorded	
3.	Co-option of new Councillor	Only one application had been received for the vacancy. Lisa Pratt had written a letter which had been circulated to all Councillors prior to the meeting.	Lisa Pratt was nominated by Cllr Elrington and seconded by Cllr Nixon. She was duly co-opted to the Parish Council, she signed the Declaration of Acceptance and joined the Council for the remainder of the meeting.	LP to complete Register of Interest Forms and return to Clerk to send to RDC.
4.	Police update	PC John Wilbor was present and introduced new PCSO Danny Loughran who will be covering the Melsonby and Barton areas. There were no crime reports for January. In December there had been an attempted theft from property on St James Close but nothing was taken. Cllr Elrington asked if the switching off of street lights at night had had an impact on crime reports. PC Wilbor advised that there is no evidence that this is the case. In the previous 2 years crime had been increasing but in the past 6 months recorded crime has decreased. A question was also raised regarding the impact of closures on the A1 on	PC Wilbor reminded everyone to remain vigilant and report crime and suspicious activity to 101. He was to brief traffic officers on upcoming A1 closures and suggested taking up concerns relating to the A1 closures with the Highways Agency.	

		traffic through the village. When the A1 is closed during the upgrades or as a result of accidents there is an increase in traffic through the village including HGVs which are not allowed on the roads through the village.		
5.	Minutes of last meeting	The Minutes of the last meeting were agreed	Signed by Cllr A Stokoe	AS
6.	Progress Reports			
6a	Play Parks	Cllr Pratt gave an update of work by the Play Parks sub-committee. £180 had been raised by the charity car wash on 29/11/14 which had been donated to the Parish Council play parks account. The basket swing has been ordered and should be installed by the end of January to qualify for the £1500 RDC grant already agreed. An application has been made to the RDC Communities Opportunity Fund for £18000 towards Moor Road play park equipment. Cllr Pratt had received 3 estimates for picnic benches for play parks. These were discussed and it was agreed to go ahead and order 3 picnic benches from Building and Landscape Solutions costing £790. The £500 grant from NRCP is to be used towards the cost.	Awaiting outcome of RDC grant application. 1. Cllr Pratt to get quotes for fitness equipment/outdoor gym from Streetscape who were unhappy that they had not been given the job for Moor Road after all their input to the community events, etc. There is a £10,000 grant available from Awards for All which could be put towards this. Also to get quotes for St James Close with a view to applying for Yorventure grant towards upgrading play equipment. 2. Clerk to order picnic benches.	1. LP 2. Clerk
6b	Telephone box	There was no update from the Northern Echo regarding sponsorship of the telephone Box. A new person has taken over there so awaiting further info. A request was	Cllr Nixon to speak to Tom Phillips about what work is required to renovate the Telephone Box once the weather improves. He has some board suitable for a noticeboard which he is happy to supply.	WN

		made to put a noticeboard inside the Telephone Box.		
6c	Footpath repairs	A meeting had been arranged with Ian Beighton from NYCC Highways on 15 th January 2015 to discuss unresolved problems on St James Close and other Highways issues in the village.	Awaiting outcome of meeting.	Clerk/Councillors/ Cllr Heseltine/ Ian Beighton
6d	Village grass cutting	A map has been printed to use for marking up grass cutting areas within the village. Now need to meet with grass cutting contractor to finalise details and get quotes.	Clerk to contact Mac Plant and arrange meeting.	Clerk
6e	Speed calming measures	Still awaiting confirmation of continued funding for the speed matrix boards on a rota basis from NRCP. The Clerk understands that the funding may not continue as a large number of Parishes had applied and the equipment and transporting it around the Parishes is not cost effective. Councillors had noted that Hurworth has a solar powered speed matrix sign.	Awaiting confirmation of funding from NRCP. Clerk to contact Hurworth Parish clerk to find out if their matrix signs were purchased and cost; supplier; etc.	Clerk
6f	Christmas tree	The new Christmas Tree had been planted by Everards before Christmas and lights were temporarily provided by councillors. A carol singing event had been held on Christmas Eve. It is planned to purchase proper lights in time for next Christmas.	Cllr Hawksby to get quotes for lights. A power supply is required to provide electric lights it was suggested that we may be able to connect to the adjacent street light. Clerk to contact street lighting to find out. Clerk to write to Everards to thank them for supplying both trees.	JH Clerk
6g	Dog fouling	It was noted that dog fouling has increased in the winter months. Correspondence had been received from Keep Britain Tidy regarding this matter and they have launched the	It was agreed that a set of 10 (minimum order) posters should be purchased, to be displayed at various points around the village. It was decided to ask RDC for new stickers to go on all waste bins to encourage dog owners to use all bins for disposal of dog waste.	Clerk.

		<p>“We’re Watching You” Campaign. Posters are available to purchase. The provision of extra dog waste bins was discussed.</p>		
6h	Emergency Planning	No further progress on the document.	Cllr Stokoe	AS
6i	Primary Engineer	<p>Cllr Sutton gave an update. The school will be holding an introductory assembly on 4th February with the two trained teachers and engineer. Interviews will then be held for those interested followed by production of an outline plan. The school aims to hold an engineering week from 9-13th February. The Parish Council donation of £300 towards the cost of the training had been made.</p>		
6j	NRCP meeting update	No information had been received regarding dates for next meeting.	Cllr Hawksby to find out dates and advise.	JH
6k	Additional drain request on High Row	<p>The Clerk had been contacted by Steve Barker from Area 1 Highways and he had agreed to provide a temporary trench to drain the water from the puddle into the stream. He will have to check first with the Environment Agency. He will then look into a longer term solution of providing a new drain but this could take some time.</p>	NYCC Highways Area 1 to deal.	
6l	Shop	<p>The Clerk had spoken at length to the owner of the shop about the future plans. The owner is in the process of carrying out remedial works to make the property safe and habitable. Problems with sunken lintels and cracked plaster. Once the</p>	No further action until planning application is made for change of use.	

		property is in a satisfactory condition the owner plans to put it back on the market. She has no intention of running it as a shop and is not prepared to rent it out for that purpose. She stated that she had spoken to RDC about the possibility of change of use back to residential property and they had indicated this would be considered. She thinks that this will make the property more saleable.		
6m	Proposed development west of Moor Road	The clerk had received replies from all utilities providers except Northumbrian Water. They all said that nothing could be done until a formal planning application has been submitted. The clerk has received one further email from a resident regarding potential problems. The clerk had checked Cllr Heseltine's A66 report but this did not refer to increased traffic through the village after accidents on the A66.	Awaiting reply from Northumbrian Water, clerk to send a reminder. No further action until RDC go ahead with the review of village amenities and the formal submission of the planning application.	Clerk
6n	Replacement of electricity pole St James Close garages	Cllr Stokoe had spoken to Northern Powergrid after a resident contacted him with concerns that the pole was more unstable after recent high winds.	The pole is to be replaced/moved on 2 nd February 2015.	
7.	Footpath diversion	Cllr Stokoe and the clerk had met with Andrew Hunter from NYCC to discuss the possibility of diverting the footpath around the outside of the new burial ground. The cost to apply for the diversion is £1700 and is likely to increase soon. Councillors were of the opinion that the footpath	Cllr Stokoe is to cut back the overgrown ivy from the church yard which is blocking the footpath from Glebe Lodge. This is the extent of the Parish Council's responsibility.	

		does not need to be diverted and that they are only responsible for maintaining the right of way through the new burial ground.		
8.	Repairs to fence at new Burial ground	Two rails on the fence at the ramp down into the new burial ground had fallen down before Christmas. The clerk had arranged for a temporary repair by John Proudlock to replace the fallen rails. He had noted that some of the posts were rotten and would need replacing. He had given a quote of £180 for the work.	Cllr Stokoe and Cllr Elrington had looked at the fence and agreed that it needed replacing they also felt that a third rail was required as there is a large gap between the rails. The clerk was asked to contact Rob Skelton to get another quote for replacing the fence.	Clerk
9.	Street lighting	According to the RDC map of street lights there should be a light outside Layton Lane Farm on West Road but there is not one there. It is very dark at that end of West Road and is a concern particularly around the School during the winter months. It was also noted that the shrubbery around the street light at the electricity substation on the corner of the Green/East Road was very over grown and blocking the light towards the junction.	The clerk is to contact Street Lighting to notify them of the "missing" light. Clerk to contact Northern Powergrid to ask them to cut back the shrubs.	Clerk
10.	Width restriction High Row	The clerk had been contacted after an incident where a delivery van had damaged a number of cars in High Row. A resident had requested consideration of introducing a width restriction along the road.	Parish Councillors were of the opinion that this was not a matter for the Parish Council and that the refuse collection wagon has no problems negotiating the road. Cllr Pratt advised that grocery delivery vehicles usually park at one end and use a trolley to transfer the delivery to the houses on High Row. The clerk to notify the resident concerned.	
11.	Tree Survey of Village Green	The clerk had checked the date of the tree survey and it was due in November 2014.	Cllr Nixon requested that this be added to the next Agenda and to arrange a new survey in the summer when the trees would be in full leaf and would be better to see the extent of their growth. He also wishes to	Clerk

			meet with the surveyor at the time to discuss issues relating to the trees near the houses on the Green.	
12.	Parish Burial Ground Rules	The clerk had experienced a couple of issues with requests for headstones being sent to the Vicar in error. The clerk has acquired a set of rules for the Burial Ground from YLCA. Councillors agreed that the rules were acceptable and should be advertised on the website. The clerk has spoken to the vicar and church wardens and they are aware of the correct procedure.	Clerk to put rules on website.	Clerk
13.	Clerk's Wages	YLCA had notified that there was an increase to the national minimum wage recommended for Parish Clerks. The clerk is currently being paid less per hour than the national recommended amount.	Councillors agreed to increase the clerk's wages in line with the new national minimum recommended £8.613 per hour with effect from 1 st January 2015. Clerk to amend contract.	Clerk
14.	Planning Applications	Only one application had been received for an extension to 80 Moor Road. The Parish Council had no objections. A planning application had been granted for erection of a wind turbine at High Grange and the application for a wind turbine at Bracken House had been refused.		
15.	Finance	The Clerk had emailed the budget report to Councillors prior to the meeting. The precept was discussed and despite the likely increased costs of grass cutting next year it was agreed to leave the precept the same as last year.	Clerk to notify RDC of precept request.	Clerk

16.	Correspondence	Clerk had circulated details of correspondence dealt with to Councillors prior to the meeting. Notification had been received about forthcoming elections in May. RDC had advised of the possible availability of defibrillator cabinets. The clerk had requested that we be added to the waiting list. RDC had adopted the Core Strategy. The clerk had received some information about Neighbourhood Planning.	Clerk to circulate details of Neighbourhood Planning to Councillors for info.	Clerk
17.	Items for future Agenda	Concerns were raised about the continued delay in repairing stone walls on East and West Road. The barriers on West Road had been there for 4 years. There is also a large pothole on east road which is increasing in size. Tree Survey (see item 11.) Deadline for items for next Agenda to be notified to clerk by Friday 20 th March 2015.	Councillors and clerk to bring these matters to attention of Ian Beighton at meeting due on 15 th January 2015.	Clerk/Cllrs
18.	Date of next meeting	The date of the next meeting was confirmed as Wednesday 1 st April 2015.		
The meeting closed at 9.40pm. The next meeting will be 1 st April 2015				