

MELSONBY PARISH COUNCIL**MELSONBY PARISH COUNCIL MEETING HELD ON WEDNESDAY 18th JANUARY 2017 AT 7.30PM IN MELSONBY PRIMARY SCHOOL****PRESENT:** Cllr A Stokoe (Chair); Cllr V Elrington (Vice-chair); Cllr W Nixon; Cllr T Sutton; Jill Welham (Clerk); 2 residents.

Item	Covering	Summary	Detail/Action	Action/By Who
1.	Apologies and condolences	Apologies received and accepted from JWP. Condolences for Cllr Michael Heseltine	A minutes silence was observed to mark the sad death of Cllr Heseltine, he regularly attended Parish Council meetings and will be missed.	
2.	Declarations of Interest	None		
3.	Police Update	PCSO Danny Loughran attended and gave a crime update.	There had been only one incident reported of a lamp post wobbling during high winds. It was investigated but thought not to be a danger. There has been a spate of thefts from sheds and outbuildings in Gilling, tools and a farm quad bike had been taken. Residents should be aware of potential incidents, keep sheds and outbuildings secure and report suspicious activity to Police. There is still an issue with motorcyclists not wearing helmets and off-road bikes riding on the roads. Residents requested to report any sightings immediately to 101. Clerk to advertise in newsletter.	Clerk
4.	Minutes of last meeting	The minutes of the last meeting were agreed.	Signed by AS	
5.				
5a	Telephone box	Updates on signs	No update.	WN
5b	Tree pruning village green	Update on application to crown lift 3 sycamore trees on the village green.	Rob Skelton was due to complete the pruning work on 19 th January. Clerk had sent letters to residents of cottages to advise them work to be done.	Clerk
5c	Well on East Road	Update on clearance work.	Area has been cleared out and opened up, vegetation stripped back to wall, will look at providing a planter in the Spring.	AS/WN

5d	Speeding issues	Update on Community Speed Watch	Clerk had passed details of volunteers to Police. DD had been contacted and had a meeting with Andy Stott from NY Police. They have agreed positions for checks to take place on Moor Road and West Road and also now looking at possibility of checks on Aldborough Road. Some volunteers were having second thoughts so Clerk to re-advertise in Newsletter and on-line. VE asked to be added to the list of volunteers. Training is to be arranged by Police. Info sheet from Police, Clerk to scan and forward to volunteers/put on website.	Clerk
5e	Beck clearing	Update	Clerk had checked with YLCA and no further action can be taken to enforce clearance of beck. PC could report to Environment Agency if major problem but PC only has responsibility for verge side and village green. Look at sending letters to residents again later in the year. The old NYCC sign opposite the pub is in a bad state of repair. WN to check with landowner and if agreed volunteers will re-paint it.	WN/Volunteers
5f	Emergency Planning	Update from TS	TS had sent emails to the 14 people who had volunteered to join the committee to get an idea of range of skills. Next stage is to arrange a meeting which will be held in the Black Bull. Looking at setting up an Emergency Box containing high-vis vests, first aid kits, maps, forms, etc. Need to purchase box/source equipment. Meeting date TBA.	TS
5g	NRCP	Next meeting date 15th March at Gilling West Village Hall.	TS had attended last meeting where the new community messaging service had been discussed. Residents can sign up for text and email alerts regarding crime and reported issues. Clerk to advertise in Newsletter. Also discussed Defibrillator pads which will need to be replaced – who is responsible? PC is responsible and Steve Pace our first responder and caretaker of the defibrillator unit will advise when this is required. Steve Gardener had advised that any incidents in the village could be reported to Tracey Horseman at RDC Community Support 01748 901047.	Clerk

			Clerk to contact her and find out what sort of incidents and advertise in Newsletter. Road safety had been discussed and Speed Management Protocol info provided. Clerk to scan and advertise. New bus Richmondshire Rover is up and running but doesn't come to Melsonby at the moment because we already have a regular bus service. Police Border Watch scheme is active and volunteers are being sought. Volunteers to contact PC Mark Wood. Clerk to advertise in newsletter.	
5h	Damaged walls West Road	Update	No further update had been received from Area 1. Clerk to send reminder email to Area 1 and also write a letter to Rishi Sunak MP cc Area 1. WN mentioned that the sump hole at the bottom of the field owned by residents of Millgarth was blocked and needs clearing out. Clerk to write to resident and remind them of their responsibility to do this.	Clerk
5i	Grit Bins	Update	Clerk had received an email from Area 1 advising that the £180 invoice had to be paid regardless of whether grit bins were refilled at start of season or not. Cost covers maintenance of bins and refills during winter period. Invoice had been paid and grit bins had been refilled. Parish Council grit bin on High Row was still empty WN could not get in to fill it due to overgrown bush in neighbouring garden. Had requested bush be trimmed but has not yet been done.	WN
5j	Burial ground	Update on removal of soil and stone heap.	Work has not yet been done as weather conditions not suitable will be done ASAP when conditions suitable.	WN
5k	Christmas event	Successful event had been held in the Church.	Christmas event had been successful and more people had attended than expected. Event held in Church due to weather and this had helped to boost numbers. Plan to do the same again next year and improve lighting outside Church. Thanks to everyone involved especially TS who was main organiser, Kim and Bill Nixon who provided food and Gordon Angus for the mulled wine, £200 had been raised for the Church	

			"Flush Fund" from donations towards drinks and nibbles.	
51	Bungalows maintenance	Work has started to replace fascia boards	Work has started to replace the fascias at the bungalows on Moor Road and looks good. Residents advised RDC doing a good job.	
6.	Parish Councillor Vacancy	Lisa Pratt has resigned. The vacancy notice has been advertised.	RDC had advised no election has been requested so the PC can now co-opt a new Councillor. Clerk to advertise vacancy on noticeboard, newsletter and on-line. Co-option to take place at next meeting.	Clerk
7.	Available Grants	To discuss grants available for resurfacing of football field Moor Road to deal with drainage problem.	DD wanted to look in to provision of a MUGA pitch at Moor Road play park. There are grants available from Sport England and several other organisations towards this kind of project. Drainage of the field would need to be addressed as part of the job. The pitch would need to be fenced off from the surrounding play area. DD to get prices and more info. A feasibility study will be required.	DD
8.	Parking issues	<ol style="list-style-type: none"> 1. Update on possible installation of grasscrete on old canteen site to use for car parking. 2. Update on painting H-bar markings on Moor Road. 3. Update on parking issues on Church Row WN 	<ol style="list-style-type: none"> 1, RDC had agreed to pay for grasscrete to be provided on the site to create 6 parking spaces. For an additional £2000 + VAT the PC could have grasscrete provided up to the entrance to the play park and allotments. Vote taken and PC agreed to pay the additional cost. Clerk to advise RDC to go ahead. 2. The H-bar markings had been completed. 3. WN advised there had been no further issues, to monitor the situation. 	Clerk/RDC
9.	Quarry lorries	To discuss concerns regarding the number of quarry lorries travelling through the village.	Following reports of more lorries from the quarry travelling through the village Clerk had reported the matter to NYCC as planning approval stipulated lorries were not to travel through the village. NYCC had been out and conducted unannounced surveillance and had sent a letter to the quarry owners arranging a site visit. NYCC will advise outcome.	NYCC
10.	Grass cutting	To discuss and vote on the requirement for grass cutting in 2017/18 including continuing to cut	It was agreed that PC will continue to cut the verges and accept the payment from NYCC towards the cost. Clerk had received two quotes from Mac Plant £3835	Clerk

		Highways verges. Proposed contribution from NYCC is £183.43.	+VAT and Shed Grounds Maintenance £5241.60 + VAT to cut all grass maintained by PC including the three play parks. RDC have cut play parks so far but PC unhappy with quality and quantity of cuts. Vote was taken and it was agreed that Mac Plant should be asked to cut all grass for 2017 season. Clerk to arrange.	
11.	Play Parks	<p>1. Update on St James Close remedial works and payment of outstanding balance.</p> <p>2. To discuss repairs to damaged fence Moor Road play park.</p> <p>3. Play park inspection reports completed.</p> <p>4. To confirm if Lisa Pratt is to remain as Chair to Play Parks sub-committee and TS as Parish Councillor on committee.</p>	<p>1. Playdale had been and carried out remedial work as requested. The height of the new disabled swing needs to be raised as it does not meet current standards. Playdale arranging for this to be done. Agreed not to pay o/s balance until completed.</p> <p>2. Decided to leave fence as it is. If the new housing development gets the go ahead developer will be required to take action to provide an entrance in to the play park from that side and will be resolved then.</p> <p>3. The play park inspection report had been received and a few low risk issues had been highlighted. Playdale are dealing with issues relating to new equipment in St James Close. This is an annual requirement so inspection will need to be arranged again for December 2017.</p> <p>4. It was agreed that LP should remain as Chair to play parks committee and TS will continue as Parish Councillor on the committee.</p> <p>Residents attending the meeting brought up concerns about children being able to see into the bedroom of one of the bungalows from the top of the new pirate ship. Also concerns about children climbing fences into bungalow gardens. Some residents think the existing fence is not suitable and want a new fence to be provided. Clerk to investigate who is responsible for the fence.</p> <p>Clerk reported that Angela Pease from Yorventure is coming to inspect work done in St James Close on Wed 25th January. Clerk will meet her.</p>	Clerk

12.	Planning Applications	Applications received and planning decisions made by RDC. See Appendix.	List of applications and decisions attached to Agenda Appendix. In addition Clerk had dealt with a report regarding Field House Logs sign which is located in field opposite Boncoeur Wines. Sign has not got planning permission which RDC advise is required. RDC are investigating.	
13.	Maintenance of Village Equipment	To discuss and vote on purchasing a new strimmer for village maintenance.	Eddie Shedden had advised that the strimmer is unable to be repaired/serviced as it is obsolete and parts no longer available. He thought a replacement of a similar spec would cost around £400. AS to get spec for strimmer and pass to VE to get quotes. To discuss again next meeting.	AS/VE
14.	Burial ground footpath	To discuss the footpath through the new burial ground.	<p>AS had received a letter from the Ramblers Association regarding the footpath through the new burial ground which is currently blocked at the entrance from Glebe Cottage. AS had responded to the letter. He has also cut back the overgrown shrubs on the burial ground side of the access point. The blockage is now only on the other side which is the responsibility of owner of Glebe Lodge.</p> <p>Clerk asked if any arrangements were in place for a footpath through the old church yard for future use of new burial area. Existing burial area is getting full and at some point in the future the new area will be required. Access for a funeral procession carrying a coffin will be required. Clerk to contact RDC as they are responsible for old burial ground.</p> <p>Residents mentioned lack of water to fill vases in the burial ground and asked if a tap could be provided for their use. There is a water butt but there is no water in it as someone keeps putting the lid on it. May be possible to get a tap at the church as part of the project to install kitchen/toilets in the church but will need to discuss with church wardens.</p>	Clerk

15.	Finance	Clerk to provide budget report see Appendix – emailed to Councillors prior to meeting.	Clerk provided budget update see appendix to Agenda and budget report.	
16.	Correspondence	Correspondence received and dealt with since last meeting in November. See Appendix to Agenda for details.	Clerk had dealt with a number of letters/emails and telephone calls. In addition there is a meeting at RDC on 19/1 regarding revision of Ward Boundaries, no-one would be able to attend.	
17.	Public Participation	No additional items were raised by members of the public.		
18.	Items for future Agenda	Opportunity for Councillors to bring up items to be included in next meeting's Agenda.	WN reported street light faulty again at Post Box, this has been reported a number of times recently. Clerk to report again.	Clerk
19	Dates of next meeting		The next meeting date was confirmed as 22 nd March 2017 at 7.30pm.	
Meeting ended at 9.25pm				