

MELSONBY PARISH COUNCIL						
AGM OF MELSONBY PARISH COUNCIL HELD ON WEDNESDAY 21st May 2014 AT 7.40PM IN MELSONBY PRIMARY SCHOOL						
PRESENT: Cllrs G. Angus (chair), V. Elrington (Vice-chair), W. Nixon, J. Hawksby, Liz Donoghue (Clerk), Jill Welham (Clerk); Cllr J Wilson-Petch and residents.						
Item	Covering	Summary	Action	By Who	By When	Date Comp
1.	Election & Apologies	1. Election of chair & vice-chair 2. No apologies however the PC is two members down due to the resignation of B Conachy and V Golding	1. VG proposed GA, JH 2 nd , - GA elected chair again; GA proposed VE, WN 2 nd - VE elected vice-chair again. 2. A notice has been put on the village noticeboard and as long as no election is called for new councillors can be co-opted at the next meeting.			
2.	Declarations of Interest	Cllr V Elrington is a member of the Allotment Association.	Recorded			
3.	Minutes of Last Meeting	The Minutes of the last meeting were agreed	signed by Cllr G Angus	GA		
4.	Matters Arising					
4.1	Play Parks	Documentation signed and handover complete. Awaiting paperwork from solicitor and copy of lease.	1. Clerk to arrange collection of final papers from Malcolm Scott. 2. Clerk to meet with Mr Watson regarding school & after school club use of playing fields. 3. Subcommittee to meet to organise zip wire. See Village Meeting minutes and update to Strategic Plan for further details.	1.Clerk 2.Clerk 3.Sub-com		
4.2	Telephone box	Adoption of red telephone box complete.	1.Telephone box now to paint 2. To decide what to do with it – ask for suggestions? School competition? One suggestion to make it into a village noticeboard.	1. WN to organise purchase of paint and painting.		

				2. TW		
4.3	Footpath	St James Close footpath repairs – complaints.	Still not resolved. See Minutes of Village Meeting for further info.	Clerk	asap	
4.4	Village grass cutting	The area of grass cutting in the contract has been agreed by Macplant but PC unhappy with standard of work.	Meeting to be arranged between GA and MacPlant see Village Meeting minutes for details	Clerk to arrange meeting	asap	
4.5	Speed calming measures	Letter received from Pat Wilson concluding no problem with speeding in village and no further action required. PC unhappy with this result.	Clerk to email PC Wilbur for his thoughts on speeding in village. See further information in point 7 of minutes.	Clerk to email PC Wilbur		
4.6	Christmas tree	A Cypress type tree has been planted on the village green after consultation with Everards Nursery on best type of tree for situation. JH unhappy as it is not a proper Xmas tree.	Subsequently a further meeting of cllrs was arranged see addendum.			
4.7	Richmond Local Plan Core Strategy	Meeting took place with John Hiles of RDC. 20-30 houses proposed for Melsonby. Cllrs concerned about insufficient infrastructure to cope with additional properties. Additional money may be available for Village Hall if development goes ahead. Application for Village Hall will take approx. 3 yrs so need to continue with plans now.	Need to find suitable site. Sports field preferred but car parking could be an issue. Meeting required to discuss Village hall needs to be open to all.	Sub-com		
4.8	Dog fouling	This has been a bit less of a problem in the village.	See Correspondence section for further info.			
4.9	Library	Library now operating from Church. Library times now advertised on noticeboard	Suggestion made to put a sign on church gate Library open/closed.	Clerk to speak to Stephen Harwood		

5	Emergency Planning Document	New chairman required for committee. Vanessa Golding would still like to be involved. Judith Stansfield agreed to be involved. Ian Robinson, Scorton PC seen work done to date and we are as far along as them. Need evacuation procedure for older people.	1. Decision to have a further separate meeting of PC. 2. Meeting with responders required.	1.PC 2. PC and sub-com		
6.	Melsonby Strategic Plan	Dealt with in Village Meeting	See minutes and updated Strategic Plan doc.			
7.	NRCP meeting update	JH & J W-P attended meeting, where discussion included an update on the oil co-operative, RDC agreed that Aldborough can be included; the Tour de France event; Highways issues - winter weather task group volunteers required; new Area Partnership Grants are available up to £500; Aldborough residents concern about trees on A66 junction. JH reported that funds available for speed calming – 13 villages interested in obtaining speed matrix lights on a rota basis, cost £140 for 2 signs on a 6 week rota. Melsonby to support joint application however funding due to run out.	1. Next meeting 19/11/14 JH and J W-P to attend. 2. Letter required to support continuation of scheme and joint application for funding.	1. JH & J W-P 2. Clerk to send letter to Chloe Lewis		
8.	Church update	Judith Stansfield reported that an architect is to be appointed to draw up plans. 1 st phase to install toilets and kitchen facilities followed by removal of pews and replacement with removable seating. The church is organising a community audit the PC has already shared results of PC audit.				

9.	Planning	New applications received passed to cllrs to circulate.				
10.	Finance	End of year audit due in June	Finances will be updated for audit	Clerk		
11.	Clerks Report	<p>1. The clerk's report had been circulated prior to the meeting giving planning and financial details.</p> <p>2. The Church had requested a donation towards the cost of repairing the clock.</p> <p>3. Dates required for next year's PC meetings</p> <p>4. The Village Show will take place on 23rd August 2014.</p>	<p>1. Clerk read out report.</p> <p>2. Cllrs agreed donation of £300</p> <p>3. Dates for 2014/15: 9th July 2014 17th Sept 2014 19th Nov 2014 14th Jan 2015 1st Apr 2015 20th May 2015 Clerk to circulate dates</p> <p>4. PC to provide prize money for Tidy Gardens competition 1st prize £15; 2nd prize £10; 3rd prize £5</p>	Clerk		
12.	Police update	No update received prior to meeting and no representative present.				
13.	Correspondence	<p>1. Appointment of new parish Councillors. RDC have sent notice of vacancies - currently on noticeboard. Deadline for residents to request election 4/6/14. One applicant interested and statement was read out. Candidate would be supported by PC members. Subject to no contest applicant will be appointed.</p> <p>2. Dog fouling – GA received report of dog fouling from a resident who had witnessed owner not picking up dog waste. GA has asked for photos/evidence.</p>	<p>1. RDC will send necessary paperwork after deadline when letter of appointment and statement of declaration will be required.</p> <p>2. Obtain forms for reporting incidents of dog fouling from Sally Sutherland at RDC.</p>	<p>1. RDC/ Clerk</p> <p>2. Clerk</p>		
14.	AOB	1. Discussed possibility of signs for Village Green advising it is not a dog exercise area.	<p>1. J W-P to check with RDC about wording of signs.</p> <p>2. Letter to residents of the houses.</p> <p>3. Clerk to put up notices.</p>	<p>1. J W-P</p> <p>2. Clerk</p> <p>3. Clerk</p>		

		<p>2. Complaints were made regarding a car parked on the pavement outside the houses on the Village Green on East Road.</p> <p>3. Notices received to go on noticeboard</p> <ul style="list-style-type: none"> - Richmondshire Area Committee - Highways Agency invitation to visit site and look at archaeology found during A1 upgrade. <p>4. Resident complained about street light not working.</p> <p>5. V Golding was thanked for her time as Parish Councillor and her hard work on the Emergency planning Doc. a card was presented.</p> <p>Liz Donoghue thanked for her work as Parish Clerk she will continue to assist new clerk during hand-over period.</p>	<p>4. Resident requested to provide light number so it can be reported.</p>			
<p>The meeting closed at 9.20pm. The next meeting will be July 2014.</p>						

MELSONBY PARISH COUNCIL Addendum to minutes of main AGM**Meeting held on the Village Green on 23rd May 2014 at 6pm****PRESENT:** Cllrs G. Angus (chair), V. Elrington (Vice-chair), W. Nixon, J. Hawksby, Jill Welham (Clerk).

Item	Covering	Summary	Action	By Who	By When	Date Comp
4.6	Christmas tree	<p>Cllrs met to discuss the Xmas tree. GA advised decision made based on experience of Neil Everard. This type of tree chosen as it will not grow too high, it can be trimmed/shaped and there would be no problem with die-back of branches after trimming. It is a similar shape to a xmas tree and can be decorated with lights/baubles. For future consideration it is in a conservation area and any tree over 1.5m high and more than 7.5cm diameter at that height would need planning permission to be trimmed/removed. Also concern about who would maintain and put lights up as it could grow higher than the one planted. JH understood the points but unhappy that it is not a traditional xmas tree. This has been an ongoing project for 2 yrs and grant was provided for xmas tree. Suggestion was made to leave for 1 yr to see how tree grows/spreads. The grant was £500 plus £300 from PC.</p>	<p>GA to find out cost so far from Everards and potential cost of purchasing lights and concrete base for battery/solar power. Agreed that if within budget can look at replacing tree with traditional conifer xmas tree with needles. If to be changed it was agreed that the new xmas tree should be approx. 6ft further down the bank and the cypress could be relocated to a position near the wall at the bottom of the green.</p>	<p>GA to check costing. JH to deal with replacement tree if agreed.</p>		

Meeting ended at 6.55pm