

<b>MELSONBY PARISH COUNCIL</b>				
<b>MELSONBY PARISH COUNCIL MEETING HELD ON WEDNESDAY 19<sup>TH</sup> NOVEMBER 2014 AT 7.30PM IN MELSONBY PRIMARY SCHOOL</b>				
<b>PRESENT:</b> Cllr V. Elrington (Vice-chair), Cllr W Nixon; Cllr Julie Hawksby; Cllr Angus Stokoe; Cllr Terry Sutton; Jill Welham (Clerk); Cllr J Wilson-Petch; Lisa Pratt (Play Parks Committee Chair) and residents.				
<b>Item</b>	<b>Covering</b>	<b>Summary</b>	<b>Action</b>	<b>By Who</b>
<b>1.</b>	<b>Election of new chairman</b>	Gordon Angus had resigned from the Parish Council, therefore a new chairman was required to be elected.	Gordon Angus was thanked for his hard work over the past few years. Cllr Angus Stokoe was nominated as Chairman by Cllr Hawksby and seconded by Cllr Nixon.	
<b>2.</b>	<b>Meeting Format</b>	The format of the meeting was to be slightly different to usual as a result of the proposed new housing development to be discussed in item 6. Cllr Stokoe explained the meeting format to those present.		
<b>3.</b>	<b>Apologies</b>	None received but Cllr Heseltine and PC Wilbor were not present.		
<b>4.</b>	<b>Declarations of Interest</b>	Cllr V Elrington; G Stokoe and T Sutton are members of the Allotment Association. G Stokoe works for Westgarths.	Recorded	
<b>5.</b>	<b>Police Update</b>	No police officers had attended and no written report had been received.		
<b>6.</b>	<b>Proposed development to west of Moor Road</b>	A community event had been held by Mulberry Homes on 28 <sup>th</sup> October 2014 advising residents of a proposed new development of 50 houses. This has caused concern for the Parish Council and residents. A village meeting had been organised by residents on 6 <sup>th</sup> November when a number of concerns had been	The Parish Council had prepared a Fact Sheet which was given to all present explaining what is known so far; what action they have taken to date relating to the proposals and what happens next. The Clerk had written to Highways; Northumbrian Water; Yorkshire Water; the Environment Agency and Northern Powergrid with their concerns about the impact of the proposed development and is awaiting replies. RDC Planning have also been consulted and	1. Clerk to check A66 report. 2. RDC to conduct survey of village amenities

		<p>raised relating to potential issues of flooding; sewage and highways problems amongst others. Residents were given time during this session to add any other issues of concern and residents were invited to supply the Parish Council with copies of any comments they had made to the developer and infrastructure providers.</p>	<p>guidance has been received about key issues to be addressed by the Parish Council once a formal planning application has been submitted. A suggestion was made by a resident that a new school could be built on the site and fewer houses, the existing school could then become a village hall. The developer has offered to allocate 1-2 housing plots for use as a Village Hall on the proposed site and it was pointed out that development of school buildings is the responsibility of NYCC and would not be a viable option for a housing developer to include on the site. It could also lead to more houses being developed on adjacent land in the future. Another resident suggested that the Parish Council employ a Planning Consultant to investigate the proposal but it was decided that this was not worth considering until a formal planning application has been submitted. Residents again voiced concerns about flooding; sewage and highways issues and some evidence of previous issues was given to the Clerk. It was highlighted that the Parish Council have previously contacted Northumbrian Water and the Environment Agency about flooding and sewage issues and this information has been forwarded to the relevant utilities providers for their consideration. Cllr Heseltine had also previously produced a review of the impact of accidents on the A66 creating extra traffic through the village and the Clerk is to investigate this further. Cllr J Wilson-Petch advised that he has spoken to Peter Featherstone at RDC Planners and there is going to be a review of the village survey on all Primary Service Villages identified in the RDC Core Strategy. A planning application in Middleton Tyas for 35 houses has caused concern there and a review will be conducted there first as the planning application has already been submitted. The review will give Melsonby</p>	
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			<p>the chance to argue against its allocation as a Primary Service Village as facilities in the village have reduced since the original survey and the existing infrastructure already struggles to cope. Cllr Wilson-Petch also advised that the formal planning application is unlikely to be submitted until spring 2015, which gives more time to consider the problems and work out a response to the planning consultation.</p> <p>It was also noted that the Government is reviewing the Affordable Housing Policy.</p>	
7.	<b>Minutes of Last Meeting</b>	The Minutes of the last meeting were agreed	Signed by Cllr A Stokoe	AS
8.	<b>Progress Reports</b>			
8a	<b>Play Parks</b>	<p>Lisa Pratt gave an update of work by the Play Parks sub-committee to date. An event had been held in the school with the children designing their ideal play park. An event for adults had received a poor turnout but a subsequent event was being organised. This is all part of the community consultation required for funding applications.</p> <p>Further estimates have been requested as part of the grant application 3 are necessary and a new supplier has been found that could provide a more exciting range of equipment.</p> <p>Councillors agreed that the plan did not have to include a zip wire which has not been ordered as it could then not have been included in the grant application.</p> <p>The Play Park sub-committee have organised a car wash fund raising event on 29<sup>th</sup> November to raise</p>	<p>It was pointed out that any new development would require vehicular access to the play park for supply and installation of the new equipment. The Clerk is to check this with RDC.</p> <p>The Clerk is to write to RDC and request that the £2000 grant already agreed for the zip wire be put on hold until after the Yorventure grant application has been determined.</p>	Clerk to contact RDC

		more money towards the play park development.		
<b>8b</b>	<b>Telephone box</b>	The telephone box is still to be painted, however the Northern Echo have shown interest in sponsoring the telephone box and would be prepared to paint it and provide shelving in return for having their name on the box and an A board outside to advertise.	Awaiting details of Northern Echo proposals. It was pointed out that planning permission may be required to place an A board outside. The Clerk to investigate. Concern was raised that in the long term a shop could re-open in the village and the telephone box was only a short-term solution to get newspapers. If a shop does re-open the telephone box would become redundant again and further changes would be required in the future.	Clerk to check planning requirements. Awaiting further info from Northern Echo.
<b>8c</b>	<b>Footpath</b>	A meeting had been set up with Ian Beighton from Area1 Highways but he had failed to turn up.	A new site meeting to be arranged with Councillors and Ian Beighton from Area 1.	Clerk/Cllr Heseltine to contact IB
<b>8d</b>	<b>Village grass cutting</b>	1. We are still awaiting RDC to supply costs of grass areas they cut. Once we have these we can go out to tender to get best price for one contractor to cut all grass. 2. Letter received from NYCC confirming reduction in Highways grass cutting. Details to be circulated to Councillors for their comments to be passed to Cllr Heseltine.	1. Clerk and Cllr Wilson-Petch to chase RDC for prices. 2. Clerk to circulate letter and send comments to Cllr Heseltine. 3. A plan of the village to be prepared with all areas of grass cutting on it. Clerk to prepare.	1. Clerk/ JW-P 2. Clerk 3. Clerk
<b>8e</b>	<b>Speed calming measures</b>	1. No further information received regarding speed matrix boards. 2. Slow signs have been painted on the road near the school but only on the eastern approach. Need to go on West Road before ford too. White lines need repainting on approaches to village.	1. Awaiting further info from NRCP 2. Clerk to contact Area1.	1. NRCP 2. Clerk
<b>8f</b>	<b>Christmas tree</b>	1. The tree planted earlier in the year is not dead but is displaying an excess of seeds. Cllr Hawksby has been to Everards to source a proper Christmas Tree. They have	1. Cllr Hawksby to sort out with Everards. 2. Clerk to check when tree survey due.	1. JH 2. Clerk

		recommended it be planted on a flat part of the green rather than a slope as this will help it survive. 2. The tree survey of trees on the green may be due in 2015.		
<b>8g</b>	<b>Dog fouling</b>	The Clerk had prepared a sign to be printed and laminated to put on the green. Councillors not happy with wording.	Clerk to re-write sign	Clerk
<b>8h</b>	<b>Emergency Planning</b>	Cllr Stokoe has been working on the document which should be ready for sign-off in the New Year.	Cllr Stokoe	AS
<b>8i</b>	<b>Primary Engineer</b>	Cllr Sutton reported that 2 teachers from the school have been on a training course at Nissan with local engineer Brian Rogers. The project is not part of the national curriculum but provides an additional advantage for the school and the children. Parish Council have agreed to pay £300 towards the cost of the training course.	Clerk awaiting invoice from head teacher and arrange payment.	Clerk/ Head teacher
<b>8j</b>	<b>NRCP meeting update</b>	The NRCP meeting was this evening. Cllr Wilson-Petch had been there prior to our meeting. They had been discussing solutions to broadband issues which do not affect Melsonby. There had also been a presentation on healthcare before he left. The meeting was due to consider grant applications and the Parish Council application for £500 grant towards picnic benches was to be considered.	Awaiting outcome of grant application.	

<b>8k</b>	<b>Additional drain request on High Row</b>	The Clerk reported that Area 1 had not responded to the request for additional drainage on High Row. The Clerk is to report the difficulties in contacting Area 1 to Cllr Heseltine. The Parish Council stated that historically a ditch had been dug from the area where the puddle forms into the beck to drain away the water. They will arrange for this to be re-dug.	Councillors to arrange digging of ditch.	
<b>9</b>	<b>Postal Outreach Service</b>	<p>1. Cllr Nixon had spoken to Sally Williams about the possibility of a postal outreach service being provided in the pub. It needs to be in one location and could possibly be available for 1-2 hours 2 days per week. The pub is for sale and there may be someone interested in buying it so will need to wait to see if sale goes through.</p> <p>2. It was questioned whether the shop is likely to re-open and if the postal service could go in there. The new owner had been spoken to by Gordon Angus but she had not decided what she intends to do with the shop. She would need to apply for change of use to convert it back to a house.</p> <p>3. Need to ask owner her intentions.</p>	<p>1. Awaiting information about pub sale.</p> <p>2. Cllr Wilson-Petch to check with planners about the status of the shop, especially as Melsonby is Primary Service Village and currently has no shop.</p> <p>3. The Clerk to write to new owner to ask her intentions.</p>	
<b>10.</b>	<b>Donation Requests</b>	Letters had been received requesting donations for Great North Air Ambulance and Citizens Advice Bureau.	Councillors agreed to make donations of £50 and £35 respectively. Cllr Wilson-Petch said that there is a CAB outreach service operating from the doctor's surgery in Aldbrough. The Clerk is to include this information in the next Newsletter.	Clerk

11.	<b>Clerk's Contract</b>	The Clerk had been very busy over the past few weeks as a result of the proposed housing development and is generally working more than the 24 hours a month in the contract. She had requested a change to her contract to increase hours worked each month and overtime payments to be made for any extra work carried out in relation to the development. She had already worked 40 hours in the month of November.	It was agreed that the Clerk's contract would be increased to 27 hours per month and that overtime payments would be made as required. Clerk to change contract to be signed by chairman.	Clerk/ Chairman
12.	<b>Publishing of Parish Council Minutes</b>	An email had been received pointing out that the minutes of Parish Council meetings had not been uploaded to the website or the RDC website since March 2011. The model publications scheme advertised on the RDC website states that the Parish Council should be publishing the minutes on the website.	Councillors agreed that the minutes should be on the Melsonby Parish Council website. The Clerk is to upload the minutes retrospectively and change the wording of the model publication form.	Clerk
13.	<b>Planning Applications</b>	Only one application had been received relating to the change of the school fence. Councillors had made no objections. Planning permission had been granted by RDC for changes to the former Durham transport site.		
14.	<b>Finance</b>	1. The Clerk had emailed the budget report to Councillors prior to the meeting. 2. RDC have sent out the request for the Parish precept figure for 2015. The Clerk had attended a meeting at RDC about this.	2. Meeting to be arranged to discuss precept requirements. Clerk to get estimates for expected increases in grass cutting costs; insurance; etc. to take into consideration for next year's figures. 3. Clerk to contact bank and get necessary paper work.	2. Cllrs/ Clerk 3. Clerk

		3. Arrangements need to be made to change over the bank signatories.		
15.	<b>Correspondence</b>	<p>Clerk had circulated details of correspondence dealt with to Councillors prior to the meeting.</p> <p>1. The Clerk had been contacted regarding a dangerous electricity pole between the garages on St James Close which has been reported to Northern Powergrid. No action has yet been taken.</p> <p>2. RDC has a grant available from the Communities Opportunities Fund, the deadline for applications is 15<sup>th</sup> December for grants over £5000</p>	<p>1. Cllr Wilson-Petch to chase up electricity pole as garages belong to RDC.</p> <p>2. Lisa Pratt to complete grant application form for additional funding of play park development.</p>	<p>1. J W-P</p> <p>2. LP</p>
16.	<b>Items for future agenda</b>	<p>1. Possible footpath diversion has been requested for path behind Church.</p> <p>2. A new Councillor will need to be co-opted at the next meeting.</p> <p>3. Street lighting – very dark on West Road near School. No light outside the school.</p>	<p>1. Clerk to investigate what is required and get more information about the diversion required.</p> <p>2. Clerk to advertise vacancy in Newsletter</p> <p>3. To add to Agenda for next meeting to request new street light.</p>	<p>1. Clerk</p> <p>2. Clerk</p> <p>3. Clerk/Councillors</p>
The meeting closed at 9.35pm. The next meeting will be 14 <sup>th</sup> January 2015				