

<b>MELSONBY PARISH COUNCIL</b>				
<b>MELSONBY PARISH COUNCIL MEETING HELD ON WEDNESDAY 18<sup>th</sup> November 2015 AT 7.30PM IN MELSONBY PRIMARY SCHOOL</b>				
<b>PRESENT:</b> Cllr Angus Stokoe (Chairman); Cllr V Elrington (Vice-chair); Cllr T Sutton; Cllr L Pratt; Cllr D Dixon; Cllr E Harrison; Jill Welham (Clerk); Cllr Jimmy Wilson-Petch; PC Wilbor; PCSO Danny Loughran and residents.				
Item	Covering	Summary	Detail/Action	Action/By Who
1.	<b>Apologies</b>	Cllr Heseltine, PC Wilbor. W Nixon		
2.	<b>Declarations of Interest</b>	A Stokoe, V Elrington and T Sutton are members of the Allotment Association.	Recorded.	
3.	<b>Police Update</b>	Police crime report had been received.	Only 1 crime reported in Melsonby. A grey Landrover Defender had been stolen from High Row on 9/11/15. Details circulated to officers.	
4.	<b>Minutes of last meeting</b>	The Minutes of the last ordinary meeting and the extra-ordinary planning meeting were agreed.	Signed by Cllr A Stokoe	AS
5.	<b>Progress Reports</b>			
5a	<b>Play Parks</b>	1. LP reported that the faulty equipment in Moor Road play park is due to be repaired/replaced w/c 30/11/15. 2. Clerk reported that RDC would not empty bins in play parks as now PC's responsibility. Will have to pay for RDC to empty bins at £2.50 per bin per lift or get commercial waste carrier to do it.	1. Cllrs not happy that equipment had been out of order for 2 ½ months. Requested clerk to write letter to supplier complaining about poor after sales service. 2. Cllrs decided to monitor the bins and empty them if they become full. If bins have not been emptied since PC took ownership of play parks they are not being used frequently and don't need emptying every 2 weeks.	1. Clerk 2. AS/TS to monitor bins.
5b	<b>Telephone box</b>	All renovations of telephone box now completed except TELEPHONE sign in top of box. WN was looking to see if he had a sign but not at meeting.	Clerk to get prices for alternative sign in top of box e.g. Melsonby Information Centre.	Clerk
5c	<b>Allotment Lease</b>	The clerk had received the signed and sealed revised allotment lease.	No further action required. Lease valid for 5 years.	

5d	<b>Damage to headstone in burial ground</b>	Damage to headstone caused by grass cutting.	A reply had still not been received to the query which has been ongoing since June. Cllrs agreed that payment of the most recent invoice for grass cutting should be withheld and the clerk should write a formal complaint to Mac Plant. As contract is due for renewal clerk to contact Shire Contractors and any other alternative contractors to get prices for next year.	Clerk
5e	<b>Speed calming measures</b>	1. A letter had been received saying that West Road and Aldbrough Road would be assessed for speed monitoring survey. 2. Cllr W-P advised that the new SpeedWatch initiative was being ratified but no further information.	1. Awaiting RDC to advise results of speed monitoring request. 2. Clerk to contact PC Wilbor to see if any more information available about SpeedWatch.	1. RDC 2. Clerk
5f	<b>Christmas tree lights</b>	No further progress had been made on lights for the tree.	It was agreed to use temporary lights again this year but AS to check if cheap battery powered lights could be purchased at a reasonable cost.	AS
5g	<b>Dog fouling</b>	1. The CCTV signs had been ineffective and problem is still occurring. RDC are introducing a new scheme of spraying dog mess with bright colours and stencils saying no dog fouling which has proved successful in Catterick. 2. RDC are undertaking a bin replacement project and will be unable to provide a free bin on Jagger Lane as originally offered until after bin replacement completed.	1. Cllrs agreed to try RDC's new scheme. Clerk to advise RDC. 2. Cllr W-P to check with RDC if planning permission required for new bin if purchased from another supplier. Clerk to check if there would be a charge for emptying the bin if purchased from elsewhere.	1. Clerk 2. Clerk / Cllr W-P
5h	<b>Emergency Planning</b>	No further progress on the document.	Cllr Stokoe	AS
5i	<b>NRCP meeting update</b>	Dates of next meetings are 9/12/15 and 16/3/16 at 6.30pm locations to be advised.	Awaiting details of location. Clerk to advise when details received.	RDC/Clerk

5j	<b>Repairs to fence at new burial ground</b>	1. Awaiting quotes for cost of replacing fence with a stone wall. 2. There had been an incident in which the stone wall around the new burial ground has been damaged by local children. LP had spoken to parents and children but some parents were not happy to pay towards cost of repair.	1. Clerk had tried to contact CHS to get quote but he had been away for a month. Clerk has now spoken to him and is awaiting suitable date to meet to discuss requirements. 2. The clerk was asked to contact PC Wilbor to find out best way to approach the issue, do not want to bring charges but need children to be made aware of implications of their actions.	Clerk.
5k	<b>Request for Bench in Bus shelter</b>	A resident had complained about the PC decision to install a bench in the bus shelter after previous problems with youths causing a nuisance. The bench had not yet been installed due to CHS being away.	Cllrs agreed to go ahead with the bench and asked clerk to write to resident advising him of decision and that if problems with youths in bus shelter recur the necessary action will be taken to deal with it.	Clerk
5l	<b>Defibrillator</b>	WN has got the defibrillator but it has still not been installed.	Clerk advised that it needs to be installed as a matter of urgency. Have had it for several months and can't be used until it is correctly installed. AS to investigate possibility of putting it up at his house as a temporary measure. Cllr W-P to check if planning permission required to put it on Listed building. The Clerk had already been informed this was necessary.	AS/Cllr W-P
5m	<b>East Road Overgrown Shrubs</b>	NYCC had attended and trimmed the shrubs back.	No further action required.	
5n.	<b>Damaged walls</b>	Clr Heseltine had sent a report to be read at the meeting which stated that a NYCC Highways Officer would be attending to assess the damage on the wall at West Road along with a contractor on Tuesday 29/11 with a view to completing the repair by the end of the financial year.	Awaiting further information from NYCC about repair to West Road wall. The clerk had written to Helen Rennison requesting information about the ownership of the wall on East Road but had not yet received a reply.	NYCC Clerk
5o.	<b>Beck Cleaning</b>	Brian Hird had cleared the beck on the village green.	The clerk had redrafted letters to High Row residents but they had not yet been delivered. Would be completed this week.	Clerk

6.	<b>Fence for outdoor gym</b>	VE reported that he may be able to get some metal fencing similar to the quote from Streetscape FOC with only labour to pay for. AS and LP had obtained quotes for timber fence.	After debate a vote was taken as to the type of fence to be purchased and it was agreed that a timber fence would be suitable. LP to find out about treatment of timber fence.	LP
7.	<b>Grass cutting</b>	NYCC had sent a quote for the amount they would pay towards the highways grass cutting this was £157.23.	Cllrs agreed to continue with highways grass cutting and accept the payment from NYCC. Clerk to notify NYCC.	Clerk
8.	<b>Christmas event</b>	PC would like to organise a Christmas event for the village.	It was agreed that carols will be sung round the Christmas Tree at 6pm on Christmas Eve. There will also be a lantern competition open to all children of the parish with a prize provided by the PC (selection box was suggested). Santa will be there to judge the competition. J Stansfield is to speak to the School and get them involved. Clerk to advertise the event in the Newsletter.	J Stansfield Clerk
9.	<b>Village Hall Committee</b>	The PC would like to re-instate the village hall committee to get involved in raising funds and deciding on running of village hall and ongoing maintenance, etc.	AS, EH, VE and J Stansfield were all keen to be involved. Clerk was requested to put an article in the next Newsletter asking for volunteers to get involved.	Clerk
10.	<b>Maintenance of old peoples bunglaows</b>	Problems had been reported with RDC delays in repairing gates and fences at old people's bungalows on Moor Road. The willow tree in the garden at 29 Moor Road is causing vision problems for drivers exiting St James Close and overhead telephone cables going through it.	Cllr W-P to speak to Colin Dales at RDC about the problems. AS to provide full details of all complaints and Clerk to forward them to Cllr W-P and also write letter to Colin Dales requesting action.	AS / Cllr W-P / Clerk
11.	<b>Doug Hird Trophy for Tidy Gardens competition</b>	Doug Hird had provided a new trophy for the Tidy Gardens competition this year but it had not	Cllrs voted in favour of the PC to cover the cost of engraving the trophy annually and VE to get the trophy engraved for this year. Clerk was requested to put an	VE Clerk

		been engraved with the other trophies.	article in the Newsletter to thank Doug Hird for giving the trophy.	
12.	<b>Finance</b>	1. Clerk provided budget report for October/November. 2. Precept – RDC had requested notification of the precept for 2016/17 by 8/1/16. 3. Red Cross donation request 4. Clerks finance training	1. The budget to date was advised. Cllrs unable to confirm budget for next year, to be discussed at next meeting in January. 2. As the PC currently has sufficient funds in the accounts it was agreed to keep the precept for next year the same. Clerk to advise RDC. 3. Red cross donation request was refused as it was not felt beneficial to the Parish. 4. The clerk is attending at YLCA training course about Parish Council finance. To report back at next meeting.	Clerk
13.	<b>Planning Applications</b>	Two applications had been received for changes to windows and doors. Cllrs had no objections. The planning application for 45 houses at Limegarth had been received and the PC had sent in objections following the extra-ordinary meeting held on 14/10/15.	The clerk had been advised that the new houses development would be considered at the December planning meeting but Cllr W-P advised this has been put back and will now be considered at the January planning committee. He said that it was likely that the developers would now provide a complete village hall and that RDC are trying to get Northumbrian Water to carry out a full survey of the existing sewage system in the village.  Clerk was requested to contact Neil Everard to see if he could provide additional information about previous problems he has experienced with sewage flooding. Cllr W-P requested clerk forward him a copy of the PC response and the Traffic survey.	Clerk
14.	<b>NYCC Highways</b>	The Clerk had attended a training session at NYCC depot about the new on-line system for reporting highways problems. Cllr Heseltine had also sent some information about this in his report.	Highways issues can be reported direct to NYCC by using the NYCC on-line reporting system. This can be used to report speeding concerns and highways faults such as potholes, surface damage, etc. Details of roadworks and traffic disruption can be viewed on the Roadworks.org website. Clerk to advertise this in Newsletter.	Clerk
15.	<b>Correspondence</b>	Clerk had dealt with a number of letters; emails and telephone calls since the last meeting.	In addition to the correspondence in the Agenda Appendix the NYCC Minerals and Waste Joint Local Plan Consultation had started details had been	Clerk

			<p>emailed to Cllrs. An invitation had been received to the NYCC Richmondshire Area Committee on 25/11/15 but no-one was able to attend.</p> <p>The Clerk still had to write letters of thanks as requested at last meeting.</p>	
16.	<b>Public Participation</b>	<p>1. A resident complained about cars parked outside the school opposite the entrance to High Row.</p> <p>2. A resident asked if cars could be parked on the site of the old canteen to get parked cars off Moor Road.</p>	<p>1. Resident requested double yellow lines to prevent parking anytime. Clerk to check with Police and Highways.</p> <p>2. Clerk to check regulations applying to parking at the location.</p>	Clerk
17.	<b>Items for future Agenda</b>	Items to be considered at the next meeting.	<p>1. Clerk to find out about amount that PC can donate and to what.</p> <p>2. Suggestion that PC could provide a Christmas present to retired people in the village. The Sports Day Committee used to do this but stopped some time ago. Suggestion of £5 per person or £10 max per household. Too late for this year but could be considered for next year.</p> <p>3. Clerk was asked to find out about transferring some money into a savings account for use on the proposed new village hall.</p> <p>4. A suggestion was made to purchase new equipment for village volunteers e.g. a new strimmer.</p> <p>5. Concern about the amount of standing water in the playing field. J Stansfield suggested a land drain and a possible tank to store excess water near the allotments.</p> <p>6. Primary Engineer – AS enquired about future of Primary Engineer project at school which the PC had donated towards last year. J Stansfield to find out what School wanted to do this year.</p> <p>7. Lease of Moor Road Play park to School. The existing lease arrangement is due to end in March 2016. Need to find out what needs to be done to continue with agreement.</p>	Clerk J Stansfield

		8. Neighbourhood Watch Scheme – new details should be available and PC interested in applying for Police Commissioners Grant towards cost of advertising the scheme.	
<b>18.</b>	<b>Dates for future meetings</b>	The next meeting date was confirmed as Wednesday 20 <sup>th</sup> January 2016.	
The meeting closed at 9.55pm.			