

MELSONBY PARISH COUNCIL				
MELSONBY PARISH COUNCIL MEETING HELD ON WEDNESDAY 23rd NOVEMBER 2016 AT 7.30PM IN MELSONBY PRIMARY SCHOOL				
PRESENT: Cllr A Stokoe (Chair); Cllr V Elrington (Vice-chair); Cllr W Nixon; Cllr T Sutton; Cllr L Pratt; Jill Welham (Clerk); Cllr Wilson-Petch; Cllr Heseltine; residents.				
Item	Covering	Summary	Detail/Action	Action/By Who
1.	Apologies	Apologies received and accepted from DD and EH		
2.	Declarations of Interest	None		
3.	Police Update	No police officer had been available to attend so the clerk read out crime reports since the last meeting.	There had been an increase in the number of incidents reported in Melsonby including suspicious vehicles; theft of farm equipment and suspicious males selling door to door. Police had responded to all reports but no individuals had been apprehended. Enquiries ongoing in theft case. Residents are encouraged to report suspicious activity and remain vigilant.	
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. LP asked if a polite notice could be placed on the telephone box asking people not to block access to High Row when collecting/dropping off newspapers. Clerk to print a sign which AS will laminate and display.	WN signs Clerk/AS parking sign
5b	Tree pruning village green	Update on application to crown lift 3 sycamore trees on the village green.	Clerk had received letter from RDC, no objections to tree pruning so can go ahead. Clerk to arrange date with Rob Skelton as agreed at last meeting and inform residents of cottages before work commences.	Clerk
5c	Well on East Road	Update on clearance work.	AS and WN had dates in hand to do some clearance work within the next few weeks.	AS/WN
5d	Speeding issues	Update on Community Speed Watch	Clerk had received notification that 6 volunteers had now come forward but one of them was not responding	Clerk

			<p>to emails/phone calls. AS to chase resident. Once confirmed clerk will pass details to police to arrange training.</p> <p>Concerns raised by a resident regarding a lorry from the Quarry driving through the village. He had been challenged but thought he was allowed to drive through. AS to deal.</p>	AS
5e	Dog fouling	Update	Clerk reported that the dog bin on Jagger Lane had not been overflowing since RDC wrote to dog training business. To continue to monitor the situation.	
5f	Emergency Planning	Update from TS	TS is arranging an agenda for a meeting of volunteers but had accidentally deleted the list of volunteers from his email. Clerk to resend list with new additions included.	TS/Clerk
5g	NRCP	Meeting dates 7th December, and 15th March at Gilling West Village Hall.	TS will attend meeting on 7 th December items to be emailed to him before meeting if required. JW-P advised police will be attending NRCP meeting to talk about speeding. Trying to arrange for a planner to come to a future meeting to talk about housing planning policy. JW-P is now a volunteer driver for the Little White Bus. New service Catterick to Barnard Castle is to begin, route not fully confirmed but could include Melsonby. Volunteer drivers still required. Flooding of the B6275 Piercebridge to Barton Road is under investigation. Manfield clerk had written to Area 1 and trying to arrange a site visit.	TS
5h	Damaged walls West Road	Update	MH has raised this again with Area 1. He has met Richard Marr new Highways manager for Richmondshire, Hambleton and Selby areas. He has passed correspondence regarding the damaged wall to him and is trying to arrange a site meeting. Waiting date.	MH
5i	Parking issues	Update Moor Road and Church Row	The car that had been parking on the verge on Church Row is no longer a problem as owner has moved away.	

			<p>A complaint has been received regarding cars parking on the pavement on the corner of Church Row and Aldborough Road causing problems for pedestrians having to walk on road. Had been an incident involving a pedestrian with a push chair. Two residents have started parking there every night. WN to put a note on windscreens.</p> <p>AS noted that H-bars had not yet been painted on Moor Road as agreed with Ian Beighton. Clerk to chase this up. The countdown markers had been painted on approach to 40mph speed limit sign.</p>	WN Clerk
5j	Maintenance of village equipment	Update	Eddie Shedden was going to get the strimmer serviced but Clerk had not heard anything further from him. AS to chase up.	AS
6.	Planning Applications	A number of new planning applications had been received see Agenda for details.	Objections had been raised to outline proposal for 3 dwellings to be built to the rear of Spencer House and concerns raised about loss of parking if garage is converted to residential accommodation at Rosebank Cottage, High Row. A number of planning applications had been granted including erection of telecoms mast at Harelands Farm.	
7.	Christmas events	To confirm arrangements for Christmas events including carol singing at the Christmas tree and lights.	Agreed to organise an event for 1 hour on Christmas Eve between 6.30-7.30pm. Proposal made to link the event with raising funds for the church "Flush Fund" by asking choir to come along and help with singing in return for donations. WN trying to arrange musicians to come along and play instruments. AS can supply a generator and TS has a PA system and lights. Sean can provide laminated sheets with carols printed. LP to ask Sports Day Committee if they will allow use of gazebo so there is cover in case of bad weather. Lantern competition was successful last year so agreed to run this again. Clerk to purchase prizes for 1 st , 2 nd and 3 rd – selection boxes and purchase tin of sweets to give out. Clerk to advertise once arrangements confirmed.	AS/TS/WN/LP/Clerk

8.	Parking issues	<p>1. Update on cost of installing grasscrete on old canteen site to use for parking.</p> <p>2. Complaint of cars parking on Church Row</p>	<p>1. Clerk had not received an update or costings from RDC. JW-P had been told that these had been provided so he will chase up with RDC.</p> <p>2. Dealt with in 5i.</p>	JW-P
9.	Grass cutting	To discuss and vote on the requirement for grass cutting in 2017/18.	A quote had been received from Mac Plant for cost of cutting all grass including play parks £3410 + VAT. Clerk had met with another contractor this morning who will provide a quote in December. Clerk had tried contacting Tarns several times by email and phone but no response received. It was agreed that RDC are not cutting the grass in the play parks often enough they only charged £154.40 + VAT to cut play parks grass last year but number of cuts not acceptable. Awaiting new quote and to discuss again at January meeting.	
10.	Play parks	<p>1. To vote on paying RDC to conduct weekly inspections of the play parks.</p> <p>2. Update on St James Close play park improvements.</p> <p>3. Update on annual play park inspection.</p> <p>4. Review if a new litter bin is required for Moor Road play park.</p> <p>5. Update on damaged fence in Moor Road play park.</p>	<p>1. A vote was taken and it was agreed that RDC should conduct weekly play park inspections at additional cost. Clerk to advise RDC.</p> <p>2. The new equipment has been installed but VE raised concerns about the grass lock not being level and a potential trip hazard. Clerk to chase this up with Playdale before invoice paid. Clerk had applied for the Yorventure grant to be paid. LP asked if there was an age limit for children using St James Close play park as local residents had told her that was only for children up to age 8yrs. It was agreed that there is an age restriction on the equipment and a sign should be purchased advising of restriction. Clerk to purchase sign from same company as last time also to advertise in Newsletter and on Facebook.</p> <p>3. Clerk had contacted inspection company and the annual inspection will be carried out in December no date given but report will be produced following the inspection.</p> <p>4. Problem has stopped but to monitor and reassess in March next year.</p>	Clerk

			5. No-one had yet looked at the damaged fence add to next Agenda.	
11.	Risk Assessment	To approve the revised Risk Assessment.	Clerk had circulated the revised Risk Assessment prior to the meeting and it was agreed to adopt the document.	
12.	Burial ground	To receive update from WN on cost to remove soil heap and agree course of action.	WN had obtained a quote of £750-£850 to remove the soil and stone heap from the burial ground by a licensed waste carrier. It was agreed that this was acceptable and WN to arrange for the work to be done either when the ground is frozen or in the spring to prevent damage to surrounding grass and footpaths.	WN
13.	Beck clearing	Further discussion regarding ongoing beck clearance and maintenance.	Clerk had obtained a quote from Mac Plant for clearance of the beck £425 + VAT. Tarns had not responded and another company would not quote. Brian Hird had cleared the beck on the village green and some residents had cut back their section of the land adjoining the beck on West Road. Clerk has contacted YLCA for advice on any action that can be taken to get the work done but a reply had not yet been received. It was agreed to leave this item on the Agenda for further discussion at the next meeting.	
14.	Grit bins	Invoice received from NYCC for refilling grit bins on Moor Road and Scots Dyke Close but no new grit has been provided, payment withheld. Grit bin on High Row needs refill.	MH advised Area 1 has been struggling as Amy who is the Admin has been off on long term sick leave. He agreed that the invoice should not be paid until the issue is resolved. Clerk has reported the issue to Area 1 and awaiting further contact. WN has some grit which he will use to refill High Row bin.	Clerk/WN
15.	Thank you letters	To confirm recipients of thank you letters for village volunteers.	AS suggested thank you letters should become an annual item as volunteers appreciate them. Clerk to check last year's list and email to Cllrs to confirm additions/deletions. Clerk to arrange letters once recipients confirmed. AS asked for Westgarth's to be added to the list as they repaired the wall on East Road and loan of equipment for clearing the well on East Road.	Cllrs/Clerk

16.	Finance	<p>1. Clerk to provide budget report see Appendix – emailed to Councillors prior to meeting.</p> <p>2. Request for donation from GNAA. To vote on making a donation.</p> <p>3. Request for donation from Butterwick Hospice.</p> <p>4. To ratify amount required for precept 2017/18.</p>	<p>1. Clerk provided budget update see appendix to Agenda and budget report.</p> <p>2. Agreed to make a donation of £50 to GNAA</p> <p>3. Request from Butterwick Hospice was declined as not in our area.</p> <p>4. An informal meeting had been held to determine estimated expenditure for 2017/18. There will be an increase in grass cutting costs and play park inspection costs and the additional cost of clearing the burial ground. It was agreed that the precept should be increased and the amount required would go up to £9000 for 2017/18. Clerk to notify RDC.</p>	Clerk
17.	Correspondence	Correspondence received and dealt with since last meeting in September. See Appendix to Agenda for details.	Clerk had dealt with a number of letters/emails and telephone calls. MH gave an update on the NHS review which he had asked for comments about proposals to close A&E at either Darlington or Stockton. NYCC had held a meeting to discuss the proposals and they were in agreement that the service at Darlington should be maintained.	
18.	Public Participation	No additional items were raised by members of the public.		
19	Items for future Agenda	Opportunity for Councillors to bring up items to be included in next meeting's Agenda.	Damaged fence Moor Road play park; Beck Clearing; Grass cutting	Clerk
20.	Dates of next meeting		The next meeting date was confirmed as 18 th January 2016 at 7.30pm.	
<u>Meeting ended at 9.00pm</u>				