

MELSONBY PARISH COUNCIL				
MELSONBY PARISH COUNCIL MEETING HELD ON WEDNESDAY 4th October 2017 AT 7.30PM IN MELSONBY PRIMARY SCHOOL				
PRESENT: Cllr A Stokoe (Chair); Cllr V Elrington (Vice-Chair); Cllr W Nixon; Cllr T Sutton; Cllr E Harrison, Cllr D Dixon; Cllr S Priestley; Jill Welham (Clerk); Cllr A Thompson NYCC; Cllr J Wilson-Petch RDC, PCSO Helen Sutherland, residents.				
Item	Covering	Summary	Detail/Action	Action/By Who
1.	Apologies	None	AS was feeling unwell so VE chaired the meeting.	
2.	Declarations of Interest	None		
3.	Police Update	Update	Clerk read out crime report from August before PCSO Helen Sutherland arrived. PCSO then gave an update. Community Speed Watch is going very well. There has been an increase in burglaries across the district and residents need to be vigilant and ensure property is secure. Report suspicious activities to 101 or 999, in cases of suspicious vehicles registration numbers are required. There had been a couple of opportunistic burglaries in Melsonby, a bike had been taken from outside a house and a watch had been stolen, access gained through an open door. There has also been an increase in the number of poachers and these should be reported to 101. Dot Peen marking had been requested in the village but no date yet provided. HS will get back with a date. AS asked about ANPR cameras still awaiting further info from PC Wood. HS will remind him but he has been seconded out to deal with fracking issues at Kirby Misperton.	PCSO HS Clerk to advertise issues in Newsletter
4.	Minutes of last meeting	The minutes of the last meeting were agreed.	Signed by AS	
5.				
5a	Telephone box	Updates on signs	WN will arrange but query over paying for items. WN gets discount through his business to purchase certain items and he puts them through his books for VAT purposes. He will continue to do this but PC will be	WN

			unable to reclaim VAT on these items. It was agreed that this would be acceptable on items up to £100. Anything over that will be purchased by PC and VAT reclaimed where appropriate.	
5b	Well on East Road	Update on clearance work.	No further update. A digger will be required at some stage to try and tie in with other projects as and when.	Cllrs and volunteers ongoing.
5c	Speeding issues	Update on Community Speed Watch. To discuss 20s Plenty Campaign	SP gave an update on Speed Watch. Deployments have been mainly on Moor Road but have been done on West Road, Aldbrough Road and East Road too. More volunteers are needed. Minimum of 3 people required for each deployment. SP has been in touch with other Parishes operating the scheme, Sleights near Whitby have erected signs on private land advertising speed watch. Gilling West are having problems with heavy goods vehicles, SP will try to co-ordinate Melsonby speed watch with Gilling West. Clerk has looked in to 20's plenty campaign, a co-ordinator is required to lead the campaign and set up the plan, SP offered to take this on. Clerk to forward details.	SP Volunteers. Clerk to advertise for volunteers.
5d	Emergency Planning	Update from TS	EP is ongoing project but he does need evidence of any flooding issues when they occur to report back to NYCC. Clerk to request reports of problems via Newsletter.	TS
5e	NRCP	Future meeting dates: Wednesdays at 6.30pm 20th September 2017, 13th December 2017, and 14th March 2018	The September meeting had been cancelled. TS to attend future meetings.	TS
5f	West Road wall update	Update including wall, sump and land ownership query.	Update from meeting with Area 1, no progress on wall they will monitor it but don't have budget for further repairs. They will try and get some of the vegetation cut back growing out of the wall but no further action. The owner of the field with the sump had advised he had contractors in place and work was due to be completed by end of September but hadn't been started. WN suggested taking photos after heavy	WN/Clerk

			<p>rainfall to record issues, he will do this. Agreed that clerk should contact landowner if work not completed in next 2 weeks.</p> <p>With regard to footpath issues if path becomes blocked it should be reported to NYCC footpaths officer as land owner has requested volunteers do not continue to maintain the path.</p>	
5g	Village Green Registration	Update from Clerk on application progress	Clerk has started to complete the form but a scale map is required. OS will charge £50 for a map they suggested asking GIS officer at RDC for one. Clerk has emailed him but no reply. Jimmy asked for name and contact details and he will chase up.	Clerk/JWP
5h	NYCC and RDC updates	Updates including recent Richmondshire Area Committee meeting	<p>AT gave update on speeding issues. His motion to allow Parishes to purchase their own speed matrix boards will go to executive committee at the end of the month but NYCC are resistant to the suggestion. There are only 3 boards in use provided by NYCC at the moment and parishes have to pay to get them.</p> <p>Awaiting outcome of meeting. Scotch Corner works progressing but evening closures for resurfacing work over next few weeks. A1 Barton to Scotch Corner will be opening as 3 lane motorway soon but the section from Catterick Central to Scotch Corner will be delayed. Government are keen for devolution to One Yorkshire but Richmondshire could lose out if it goes ahead. West Riding do not want it either. Will depend on agreement if it is rolled out or not but at this stage unlikely. AT will also speak to Highways regarding ANPR camera.</p>	
5i	Benches	Update on maintenance and policy for future works.	Benches still require further maintenance 1 bench has been repaired another still to do. WN to get more paint and work will be completed when weather allows.	SP, WN, TS
5j.	Transparency Code Grant	Update from Clerk	The grant had been successful and £525 has been received from the fund towards purchasing a laptop, printer/scanner and software. Clerk had ordered the equipment which is due to be delivered on 9 th October.	

6.	Community printer	To discuss and vote on Parish Council taking over the bank account for the Community Printer.	Community printer run by Judith Stansfield, since the recent death of Ian there is now only 1 signatory on the account and needs 2. She has checked with the bank and they won't add a new signatory unless she can provide evidence of agreement at a meeting but as no-one else left to hold a meeting with they have advised her the best course of action would be to close the account and transfer to another bank. JS requested PC take over the account. She will continue to run the printer but PC would take on responsibility for finances. Currently £2921 in account. Printer is leased and there is a standing order for servicing £198 quarterly and purchasing of paper, etc. approx. £150 pa. Clerk suggested this should be run as a separate account as money should not be available for PC use. Clerk to check with PC bank Barclays and find out what they suggest.	Clerk
7.	Burial ground	<ul style="list-style-type: none"> a. Update on recent issues relating to regulations on items allowed on graves in new burial ground and to discuss any further action. b. To discuss purchasing a sign for the new burial ground advertising rules. c. To discuss and agree on a policy for checking safety of memorial stones in new burial ground. d. To discuss and confirm further action required to provide footpath to new burial ground behind church. e. Update on ownership of area of new burial ground where soil heap removed and agree what action to be taken to clear the branches, etc. f. The mortar joints on the stone pillars at the ramp are coming loose 	<p>a. Clerk had written to families asking for items to be removed from graves as requested. There had been some upset caused as a result. Clerk had sought guidance on behalf of PC from YLCA and their solicitor had advised that PC had right to request removal and if items not removed PC can remove them but hold in storage for residents to collect. Two residents present were very upset and some discussion was held regarding the rules of the burial ground. AS suggested that as a compromise PC would allow families until 16th March 2018 to remove the items and if they are not removed by that date the PC will decide what next course of action should be. Clerk to write to families again advising them of this decision. Some discussion took place relating to new area for cremated remains and it was agreed to hold a site meeting to discuss.</p> <p>b. It was agreed that a sign should be provided in the burial ground advertising the rules. DD agreed to organise a sign. Clerk to email him a copy of the rules.</p>	<p>a. Clerk</p> <p>b. DD</p>

		<p>and remedial work is required. To agree course of action.</p> <p>g. To discuss possibility of applying to re-route the public footpath that goes through garden of Glebe Cottage and new burial ground.</p>	<p>c. SP had read an article relating to safety of memorials in burial grounds and it was suggested that the PC should carry out safety checks. RDC monitors the old burial ground but it is up to PC to check the new area. There was a discussion about the best way to do this EH thought that this should be done professionally as she did not feel qualified to deal with this kind of safety check but a vote was held and it was agreed by 6:1 that the PC would carry out its own checks. AS suggested this be an annual check to take place on the 2nd Sunday in April each year.</p> <p>d. In order to proceed with this issue a plan of the old burial ground is required. Dinah Iceton was present and agreed to get a copy. Once this has been received the plan can be progressed.</p> <p>e. Ian Black had provided a plan of the burial ground showing the line of the old burial ground. PC are responsible for the new area including part of the wall. It was therefore agreed to go ahead with maintenance plan to tidy up the area that the old soil heap had been removed from. VE/WN to speak to Rob Skelton and get a quote it was agreed that if the work will cost less than £350 they can go ahead and get it done.</p> <p>f. It was agreed that remedial work is required and VE is to speak to John Proudlock and ask him to carry out repair work.</p> <p>g. This matter had been discussed previously and as there is a large cost involved and the problem is caused by the owner of Glebe Cottage that no further action be taken by the PC.</p>	<p>c. Cllrs</p> <p>d. Awaiting DI</p> <p>e. VE/WN</p> <p>f. VE</p>
8.	Play park	<p>a. To discuss and vote on purchasing a large litter bin like the existing one near the entrance to be located near the picnic bench after the metal dustbin has been vandalised.</p>	<p>a. SP suggested moving the existing bin near the entrance over to the picnic benches but this had been discussed previously and if this is done then RDC will not empty the bin. WN suggested he could make a bin that could be dug in to the ground that would be vandal proof. WN and AS to investigate best solution.</p>	<p>a. WN/AS</p>

		<p>b. Update on RDC maintenance of play equipment.</p> <p>c. RDC Communities Opportunity Fund survey – to agree on responses to RDC survey deadline 1st October.</p>	<p>b. RDC had agreed that they can offer maintenance at a cost of £16.20 per hour plus cost of any sundry items required e.g. nuts/bolts. They will provide an estimate for the cost of the repairs in these circumstances so that PC can assess if they should go ahead or repair themselves. AS and DD to go and look at the two items currently requiring maintenance and if they can't identify the problem will advise Clerk to contact RDC for further info or quote.</p> <p>c. Clerk had completed the form but PC had to approve if they wished Moor Road play park to be listed in RDC list of "Community Facilities" It was agreed that this could be good for the village so clerk to advise RDC and submit completed form.</p>	<p>b. AS/DD/Clerk</p> <p>c. Clerk</p>
9.	Trees	<p>a. Update and discussion regarding proposal to apply to remove tree no. 1048 on village green trees plan and removal of conifer outside the Old Sunday School.</p> <p>b. To discuss and agree on proposed location of new Christmas tree which may be donated for the village green. Also to discuss and agree provision of lights for this new Christmas tree.</p>	<p>a. Cllrs had held a site meeting and agreed that the tree in question needed to be removed. Clerk raised concerns as it was not picked up as a problem in the tree survey. AS suggested that clerk advertise the possible removal of the tree in the Newsletter to get feedback from residents in the meantime VE and WN to get quotes from Rob Skelton and report back to next meeting.</p> <p>b. Proposed location between noticeboard and large tree. WN had spoken to Rob Skelton about the possibility of transplanting the tree on offer and he had advised 50/50 chance of survival. WN suggested not to proceed with transplanting the tree on this basis and suggested that as an alternative a fixing could be put in place for an annual Xmas tree to be inserted in to, electrics could be put in place so that lights could be connected as required. Clerk asked to write to Croft Christmas Trees and Aske Estate to see if they would be willing to provide a tree for the village.</p>	<p>a. VE/WN</p> <p>b. Clerk</p>
10.	ANPR Camera	To discuss possibility of purchasing ANPR camera, a local business has offered to contribute towards cost.	AS had not heard anything further from PC Mark Wood. See items 3 and 5h.	AS

11.	Vehicles parked in car park on St James Close	To consider making an approach to RDC re possible removal of two vehicles on the St James Close car parking space.	There are two vehicles parked in the car park that have been there for some time. JWP agreed to speak to RDC to see if they would be able to get them removed.	JWP
12.	Email correspondence	To discuss and agree on policy for future circulation of email correspondence.	AS was concerned by increasing number of emails Clerk is forwarding. He suggested sending attachments in one weekly email. He also receives all YLCA emails twice as they send them to him already. Agreed that Clerk will not forward him copies of YLCA emails and that Clerk is changing way of working and will only be working two half days each week. This will mean emails will only be sent on those days. Agreed to try this and see if this helps.	
13.	Finance	Clerk to provide budget report for year 2017/18 to date see Appendix – emailed to Councillors prior to meeting.	a. Clerk provided budget update see appendix to Agenda and budget report.	
14.	Planning Applications	See Appendix to Agenda for details.	Several planning applications received and commented on. No further news on Limegarth development. DD advised that the house on High Row opposite him (32 High Row) had changed the windows and as it is in the Conservation Area he thought planning permission should have been required. PC has not been consulted. Clerk to check and report to RDC. JWP advised Peter Featherstone is retiring from RDC next year and his replacement will be starting in March 2018.	Clerk
15.	Correspondence	Correspondence received and dealt with by Clerk since last meeting in July. See Appendix to Agenda for details.	Clerk had dealt with correspondence as per appendix to Agenda. In addition letter received from RDC regarding precept for 2018/19. Clerk to attend meeting at RDC on 24 th October and budget will need to be agreed at November meeting so precept can be advised to RDC by required date at beginning of January.	Clerk

16.	Public Participation	No additional items were raised by members of the public.	No matters were raised.	
17.	Items for future Agenda	Opportunity for Councillors to bring up items to be included in next meeting's Agenda.	Precept and Xmas event to be discussed at next meeting.	Clerk
18.	Date of next meeting		The next meeting date was confirmed as 29 th November 2017 at 7.30pm.	
<u>Meeting ended at 9.45 pm</u>				