

MELSONBY PARISH COUNCIL**MELSONBY PARISH COUNCIL MEETING HELD ON WEDNESDAY 29th November 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 D Dixon; Cllr S Priestley; Jill Welham (Clerk); Cllr J Wilson-Petch RDC, PCSO Helen Sutherland, residents.

Item	Covering	Summary	Detail/Action	Action/By Who
1.	Apologies	DD and Cllr A Thompson		
2.	Declarations of Interest	None		
3.	Police Update	Update	PCSO Helen Sutherland attended. There was only one incident reported for Melsonby recently of an attempted theft at the quarry which is under investigation. She had emailed details about applying for an ANPR camera which had been circulated to Cllrs prior to the meeting. She will liaise with Ian Jefferson who is the lead on these cameras. It is quite complicated process and a Privacy Impact Statement will be required and signed off by Superintendent. A date for the Dot Peen marking is to be arranged hopefully in January next year. She will advise availability.	
4.	Minutes of last meeting	The minutes of the last meeting were agreed.	Signed by AS	
5.				
5a	Telephone box	Updates on signs	Ongoing	WN
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 and A1 improvements update	Update on Community Speed Watch and latest information on A1 improvement works.	SP advised there had been no Speed Watch sessions since the clocks had changed as they can only operate in daylight hours and fewer people are available during the day due to work commitments. They will try to organise something when weather and volunteer numbers permit. SP had attended the A1 Liaison Group meeting. The main part of the A1 is to open before Christmas there will be northbound lane	SP/ Volunteers

			restrictions until embankment issues at Brompton on Swale have been resolved. The total cost of the project has increased to £406 million. The whole process is due to be completed by 31/3/18 when the relief roads will be handed over to NYCC Highways.	
5d	Emergency Planning	Update from TS	TS advised the EP is ongoing and he hopes to have completion in January. There is a free training session in December which SP will attend and report to TS.	TS
5e	NRCP	Future meeting dates: Wednesdays at 6.30pm 13th December 2017, and 14th March 2018	TS will attend meeting on 13/12/17.	TS
5f	West Road sump update	Update on sump clearance	Clerk had emailed land owner as requested at last meeting and although no reply had been received it had been noted that the work appears to have been completed.	
5g	Village Green Registration	Update from Clerk on application progress	Clerk had received OS map from RDC to accompany application but now required title deed reference numbers which are held in Safe Wallet at Barclays Bank. Clerk had attempted to get the wallet ordered to branch by telephone but had been advised to go in to the local branch as it would be easier. Due to concerns about the deadline NYCC had been contacted and they now advise that registration of Village Greens is not affected by the December deadline and therefore the application can be submitted once all the documents are available. Clerk to organise.	Clerk
5h	NYCC and RDC updates	Updates from County and District Councillors	Cllr AT had sent his apologies but had asked Clerk to read out an email on his behalf. He has raised the issue of speed matrix boards at NYCC and they have started the process of investigating the proposal to allow PC's to purchase their own boards. This has gone through the scrutiny committee and a working party is being set up. He also advised he has money left from his "pot of gold" and applications can be submitted to him for community projects. AS suggested	Clerk

			<p>school may be able to benefit. Clerk to forward details to TS for discussion at School governors meeting.</p> <p>Cllr JWP advised about the proposed amendments to the Boundary Commission review, Melsonby will be grouped in with Aldbrough, Eppleby and Caldwell. They are now on the next level of consultation. Clerk had circulated details to PC. There is a new planning head in post at RDC Peter Featherstone is due to leave in May.</p>	
5i	Community printer	Update from Clerk	Judith Stansfield had spoken to the bank and had been able to arrange for a new signatory to be added to the existing account. The Clerk had volunteered to be the signatory and this matter is now resolved, no further action required by PC.	
5j.	Play park issues	Update on bin and maintenance of equipment.	DD had inspected the play equipment as per email from RDC but had been unable to identify a major issue. VE requested that he attend one of the weekly inspections and then he can ascertain what the problems are. Clerk to contact RDC to try and arrange. The replacement bin is ongoing.	<p>Clerk/VE</p> <p>Bin AS/WN</p>
5k.	Trees	Updates on proposal to remove tree no. 1048 on village green and request for Christmas tree donation	<p>WN had spoken to residents on Church Row regarding removal of the tree and they had no objections. Clerk had advertised in newsletter and no-one had come forward with objections. Clerk requested to organise application to RDC. AS suggested that the old stump be retained and used as a picnic table base, a resident suggested it could be turned in to a sculpture like the one in Friary Gardens at Richmond. Clerk to contact RDC planning to see if this would need to be included in application.</p> <p>Clerk had written to Croft Xmas Trees and Zetland Estates as requested asking for assistance with donation of a tree but both had declined. Croft will provide one for a charge of £80. Zetland Estates not supplying this year. WN suggested putting lights around the oak tree instead. Cllrs to have a site</p>	<p>Clerk – tree application</p> <p>Cllrs - Xmas lights</p>

			meeting to sort out possible connection to electric supply and agreed they could spend up to £250 to provide the lights.	
5l.	St James Close Car Park	Update on removal of vehicles and fence erected above wall.	The vehicles had been removed shortly after the last meeting by the owner. A fence had been erected by the land owner adjoining the car park which was too high. VE had liaised with the resident and it had been reduced in size and stained dark green and is now acceptable.	
5m.	ANPR Camera	Update on request for provision of a camera.	As discussed in item 3 Clerk to contact Ian Jefferson for further guidance on application process.	Clerk
6.	Community Based Health	To receive further information regarding a Community Based Health proposal for the village and discuss how the Parish Council can support this idea.	Mark and Kate Airey attended the meeting to discuss a proposal for a community based health project they wish to organise. They are residents in the village and qualified fitness/nutrition instructors. They want to organise fitness activities such as Nordic Walking and regular walks to help get people of all ages in the village fit and healthy and also offer nutrition talks to interested residents. PC are supportive of the initiative and will help out with advertising and anything else possible. Suggested AT's grant may be suitable and Clerk to forward details of grants available to them. To advertise in Newsletter and on-line as details are available.	Clerk
7.	Parish Councillor Vacancy	Elaine Harrison has resigned from the Parish Council a vacancy now exists which is currently being advertised.	EH had resigned from the PC she had been thanked for her hard work and will be missed. The vacancy notice from RDC is currently being advertised and if no-one requests an election by 8th December the PC can co-opt a new member. Clerk to advise when informed.	Clerk
8.	Precept	To discuss and vote on precept requirement for 2018/19.	It was suggested by AS that the precept be increased in line with inflation. The current rate of inflation is 4.1% and this would increase the precept by £400 pa to £9400. A vote was taken and it was agreed that this was acceptable and Clerk to notify RDC.	Clerk

9.	Christmas event	To discuss ideas for Christmas Eve event in the Church	It is proposed to offer the same event as last year in the Church on Christmas Eve. The band has been booked and TS making arrangements for lights, etc. Mulled wine will be provided by WN and a children's lantern competition will again be held for children aged 3-14 yrs, with PC providing prizes of selection boxes to 1 st , 2 nd and 3 rd winners. A box of sweets will also be provided by PC to be shared out amongst children. Judith Stansfield can copy carol sheets. Event will be held 5.30-6.30pm on 24/12/17. Clerk to advertise in Newsletter and on-line. TS to design poster.	Clerk and Cllrs
10.	Play park annual inspection	The Annual play park inspection is due. To agree arranging inspection for 2017 and discuss authorising the Play Inspection Company to schedule the annual inspection for future years.	The Annual play park inspection was due to take place in December. The Play Inspection Company will charge the same as last year £275. This was agreed and Clerk to organise.	Clerk
11.	20's Plenty Campaign	To discuss forming a campaign and budget to fund it. Suggested budget required £300. To vote on approving proposal.	SP had provided a sheet of suggestions for the campaign. The yellow speed markers on Moor Road are fading and need replacing. It was decided that no money should yet be spent on this campaign as it would be best to liaise with AT and other parishes to see if there is any likelihood of the idea being progressed. TS will ask for the matter to be added to the agenda for the NRCP meeting to discuss with other parishes.	TS/SP
12.	YLCA Membership	To discuss future membership of YLCA - Fees increasing for 2018/19. Approx. fee will be £300 for 2018/19.	It was agreed that assistance from YLCA had been very useful in the past year with their assistance on a couple of issues and it was agreed that membership should be continued. To await receipt of renewal info for final cost.	
13.	General Data Protection Regulations	New regulations come in to effect on 18th May 2018. To discuss how this affects the PC and agree any action necessary to comply with the regulations.	Information had been circulated to Cllrs prior to the meeting regarding proposed amendments to GDPR which are due to become law in May 2018. Clerk believes that the PC would have to register with the Information Commissioners Office as a holder of	

			<p>Personal Data. YLCA are providing regular updates and this will be discussed again when final details are known. Clerk also reported that at the last YLCA branch meeting it had been suggested that Parish Councillors should have a separate email address for PC business, as a freedom of information request could result in them having to give out details of personal information. Something to be considered.</p>	
14.	Burial ground issues	<p>a. Update regarding repair to stone pillars at ramp and agree next course of action.</p> <p>b. Update on maintenance work to remove shrubs, etc from new burial ground and progress on obtaining plan for footpath proposal.</p> <p>c. Update on letters sent to families requesting removal of items from graves.</p>	<p>a. VE had spoken to John Proudlock about the cracked mortar to the pillars. JP had then advised the Clerk that he was not happy with the manner in which he had been spoken to. VE had no idea there was an issue and did not think that he had been out of hand. JP had advised that he had left the original posts in situ and built the stone pillars around them. He suspects that they have expanded and caused the cracking. It was agreed that JP should be asked to scrape out the old mortar and repoint the pillars at no charge to the PC.</p> <p>b. Still need to get a quote from Rob Skelton for removal of waste, shredding, etc. Ongoing with Cllrs. Dinah Iceton had advised Church Wardens do not have a plan of the old burial ground to use for the footpath application. Clerk had contacted Gary Hudson at RDC as they maintain the old churchyard but had not yet received any reply. Clerk to chase for reply. DD had offered to arrange drawings for work required.</p> <p>c. Clerk had delivered letters as agreed at last meeting. There had been an issue with one of the recipients who had torn the letter up without reading it whilst shouting at the Clerk. A copy of the original letter and a covering letter signed by the Chairman was to be sent to the recipient by recorded delivery.</p>	<p>a. Clerk</p> <p>b. Clerk</p>
15.	Donation requests	<p>a. To discuss and vote on making a donation to CAB as per email received.</p>	<p>Donation requests had been received from both Citizens Advice and the Great North Air Ambulance. Citizens Advice had dealt with 10 issues from residents of Melsonby in the past year. A vote was taken and it</p>	<p>Clerk to arrange payments</p>

		b. To discuss and vote on making a donation to Great North Air Ambulance as per letter received.	was agreed that each should be given £50 as in previous years.	
16.	Finance	Clerk to provide budget report for year 2017/18 to date see Appendix – emailed to Councillors prior to meeting.	Clerk provided budget update see appendix to Agenda and budget report. WN advised that the anonymous donor who had given money towards the Village Hall had now asked that the donation be transferred to the Church “Flush Fund” as there had been no progress on the Village Hall and any development is unlikely to take place in the near future. Clerk confirmed this would be possible and Clerk to arrange transfer of funds.	Clerk
17.	Planning Applications	See Appendix to Agenda for details.	No new planning applications had been received but three decisions had been made by RDC, see appendix for details. JWP advised no sign of planning application for Limegarth. The state of the site was discussed. Parish Cllrs to have a look and see what can be done with view to requesting Mulberry Homes to maintain the site. Bungalow is deteriorating and LPG gas canisters are still in situ.	Cllrs
18.	Correspondence	Correspondence received and dealt with by Clerk since last meeting in October. See Appendix to Agenda for details.	The post office consultation had been in operation and Clerk had responded on behalf of PC. The mobile PO had been in the Church the previous week and was now due to attend every Friday between 10am and 12 noon. Clerk to advertise in newsletter.	Clerk
19.	Public Participation	Opportunity for residents to bring matters to the attention of the Parish Council.	Judith Stansfield had been given a Rowan Tree at a WI meeting and it had to be planted in the village. She thought it looked quite dead so to wait until spring to see if it revives before deciding on a location for it.	
20.	Items for future Agenda	Opportunity for Councillors to bring up items to be included in next meeting's Agenda.	Clerk advised that hedges had not been cut in play parks, Mac Plant were supposed to cut them as part of contract. Clerk to request, also to ask for quote for next years grass cutting. SP asked that an item be on the next Agenda for setting up an emergency email system for the village.	Clerk

21.	Date of next meeting		The next meeting date was confirmed as 17 th January 2017 at 7.30pm.	
<u>Meeting ended at 9.30 pm</u>				