

MELSONBY PARISH COUNCIL DRAFT MINUTES				
MELSONBY PARISH COUNCIL MEETING HELD ON WEDNESDAY 21st March 2018 AT 7.30PM IN MELSONBY PRIMARY SCHOOL				
PRESENT: Cllr A Stokoe (Chair); Cllr V Elrington (Vice-Chair); Cllr W Nixon; Cllr S Priestley; Cllr J Stansfield; Jill Welham (Clerk); Cllr A Thompson, residents.				
Item	Covering	Summary	Detail/Action	Action/By Who
1.	Apologies	Cllr D Dixon; Cllr T Sutton; Cllr Jimmy Wilson-Petch		
2.	Declarations of Interest	None		
3.	Police Update	Update	No police officer was present. Clerk read out Crime Report for February, a report of possible poaching on 6 th February and on 23 rd February a motorbike and quad bike driving through the village and across fields, the motorbike rider had no insurance and the bike was seized. There have been a number of vehicle thefts in Middleton Tyas recently, residents to be vigilant.	
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.	Proposed to put a village sign on the stone plinth, wording to be agreed, SP to get sign prices in conjunction with DD. Grass seeding to be done in the area when weather improves.	SP/DD
5c	Speeding issues	Update on Community Speed Watch	No further Speed Watch sessions have been held due to weather and lack of volunteers available during daylight hours. They hope to start again in April and a new volunteer has joined the team. Clerk had received a survey from NYCC regarding provision of VAS signs and responses were discussed, it was agreed that PC prepared to purchase both a VAS and a SID sign but would not be interested in	SP/ Volunteers Clerk

			sharing with other parishes. Clerk to respond to survey on-line.	
5d	Emergency Planning	Update from TS	No update	TS
5e	NRCP	Update	The March meeting had been cancelled and awaiting new date.	
5f	West Road sump update	Update on meeting with NYCC officers.	NYCC advised they had written a letter to the owner of the property. Clerk requested to email them to see if they had received a response as nothing had been done.	Clerk
5g	Village Green Registration	Update from Clerk on application progress	Application form submitted and now awaiting NYCC.	
5h	NYCC and RDC updates	Updates from County Councillor	<p>AT arrived at 8.15pm and gave NYCC update. He had been attending a meeting of Cokin Trust and they do have money available for grants which Clerk already advertises. Cllr AT will have small grants available from his "Pot of Gold" fund which opens on 14/5/18. This year he will also have an additional fund of £5000 to use on Highways issues. NYCC are investigating allowing Parishes to purchase their own Vehicle Activated Signs and Speed Indicator Devices and Clerk had received a survey which had already been discussed. Clerk to complete survey on-line. AT had not received a copy of the survey Clerk to email to him. A1 upgrade was on schedule for completion by 31st March 2018.</p> <p>The height restriction sign at the Barton entrance to the village is still in place. Clerk to email Area 1 to request urgent removal.</p> <p>Gilling West are installing a sign advertising Speed Watch, AT to email details to Clerk.</p> <p>WN asked about NYCC collecting old highways signs which seem to have been abandoned at the roadside, AT to investigate.</p>	Clerk

5i	General Data Protection Regulations	Additional information received from YLCA	Clerk had circulated updates from YLCA regarding this matter. A template for a data audit had been received from YLCA Clerk to work through it. Clerk to investigate possibility of purchasing a lockable metal cabinet to store personal data.	Clerk
5j.	Play park issues	Update on bin and maintenance of equipment.	New bin is still on hold waiting to source materials. AS will try to source a section of concrete pipe which could be fixed into the ground. Old bin to be disposed of. Clerk had received annual contract for emptying bins in play parks which had been completed and returned to RDC. Cost for 2018/19 is £222.00. JS had found details of a local organisation who do maintenance work but unsure if they could do play park maintenance. Clerk asked to contact them to find out. Also suggested to contact Barton PC to ask who does their maintenance.	Bin AS/WN Clerk
5k.	Trees	Updates on proposal to remove tree no. 1048 on village green including request to create a sculpture from the remaining tree trunk.	Clerk to complete application form for RDC. JS had spoken to a tree surgeon regarding the sculpture and is waiting further details.	Clerk
5l.	ANPR Camera	Update on request for provision of a camera.	No police officer was present so no update available.	
5m.	Dog waste bin replacement	Update on replacement bin at Jagger Lane	Still awaiting details of driver responsible for damage AS to request info.	AS
5n.	Street Lighting request	Update	RDC wouldn't provide a new light due to lack of funds but could source one if PC prepared to pay for it. Clerk to ask RDC to provide an estimate. JS reported that NEDL had cut the hedge at the sub-station which has improved brightness of street lighting at that point. Resident reported that light on junction of Glebe Court and East Road is not working, it had been reported but still not fixed. Resident asked to provide street light number to Clerk to report.	Clerk
5o.	Dog fouling	Update on report to environmental health re- Moor Road property	Clerk had reported to RDC and they were investigating, however, the area has now been cleared	

			by the property owners and the perpetrators had left the property.	
5p.	Parking issues	Church Row and Moor Road – update on request to remove vehicles.	The car on Church Row had been removed. The Noodle Bar on Moor Road was still there. Clerk had reported to RDC, NYCC and been referred to Scarborough Borough Council who deal with all parking issues. It was suggested that a polite letter be sent to the resident, also problem with a car at the address blocking the pavement and this could cause problems for pedestrians, bus stop users and hinder speed watch. Clerk asked to write letter. SP to get details of exact address.	SP/Clerk
5q.	Moor Road property maintenance	Update on request for remedial work to RDC rented properties.	Clerk had emailed RDC and they advised they would check when the properties were scheduled for maintenance. Awaiting RDC.	
6.	Play Parks	To discuss providing funding for goal post nets in Moor Road play park. Estimated cost £599.	Provision of nets had been agreed at an earlier meeting. Lisa Pratt and Carla Jackson from Play Parks sub-committee were present and provided details of nets they wish to purchase. It was agreed that if possible an NRCP grant should be applied for, the total cost of the project would be £750 including installation. Clerk to find out if grant money still available.	Clerk
7.	Parish Plan	To discuss updating the draft Parish Plan.	RDC had sent a letter regarding renewal of Parish Plans. Clerk had discovered that the Parish plan for Melsonby had never been submitted to RDC although it had been approved by PC in 2011. It was agreed that the existing plan would need to be tweaked and JS who dealt with original plan agreed to do the work. Revised plan to be submitted to RDC on completion.	JS
8.	Tidy gardens	To discuss date for judging of Tidy Gardens Competition.	Judy Bottle from Allotments Association had contacted Clerk requesting that Tidy Gardens Competition be judged later this year as complaints had been received about last year's judging date. It was agreed that this year it would be done in late July/early August. Discussion about who should judge the competition,	

			possibly someone different this year. Ideas for new judge to be discussed again at the next meeting.	
9.	Best Kept Village	To discuss participating in this event.	It was agreed that Melsonby should enter the competition and Clerk to notify organisers.	Clerk
10.	YLCA Membership renewal	To approve renewal of YLCA membership, cost is £288.00 for the year.	It was agreed that membership should be continued and payment to be made.	
11.	Replacement dog waste bin	Duplication error in Agenda see item 5m for details.		
12.	Church Row parking	Update on landownership of verge in response to request from resident to create parking spaces on Church Row where the grass verge is currently outside numbers 19-31	Clerk had established that land is not owned by PC and had contacted Area 1 Highways to find out if they would be responsible.	
13.	Burial ground issues	a. Update regarding repair to stone pillars at ramp. b. To agree maintenance work to remove shrubs, etc from new burial ground quote received of £220.00. To discuss progress on obtaining plan for footpath proposal. c. To discuss next course of action regarding removal of items from burial plots if they have not been removed by 31st March deadline. d. To agree a date for annual safety checks of memorials in new burial ground	a. Still waiting John Proudlock to complete repairs. Bad weather has held up progress. b. PC agreed to cost of work and Clerk to notify Rob Skelton to go ahead. c. AS/WN to carry out an inspection and if items remain in-situ Clerk to write polite letter reminding families to remove items, letters to be sent by post. d. Cllrs to conduct safety inspection of memorials in burial ground on 8 th April 2018.	Clerk AS/WN Clerk Cllrs
14.	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.	
15.	Planning Applications	See Appendix to Agenda for details.	In addition to the appendix a new application had been received for off-road parking to be created at 14 Moor Road which was currently being circulated and the	

			application for alterations to the driveway at 30 East Road had been granted.	
16.	Correspondence	Correspondence received and dealt with by Clerk since last meeting in January. See Appendix to Agenda for details.	Clerk had dealt with correspondence, see Appendix to Agenda. In addition, notification of the NYCC Area Committee meeting had been received and emailed to Cllrs.	
17.	Public Participation	Opportunity for residents to bring matters to the attention of the Parish Council.	Resident pointed out that Jan Archer was still showing on the website as a First Responder and she no longer lives in the village. JS to check the website and make any amendments.	JS
18.	Items for future Agenda	Opportunity for Councillors to bring up items to be included in next meeting's Agenda.		
19.	Date of next meeting		The Annual Parish Meeting will be on 23 rd May 2018 at 7pm followed immediately afterwards at 7.30pm by the Annual Meeting of the Parish Council.	
<u>Meeting ended at 9.10 pm</u>				