

MELSONBY PARISH COUNCIL DRAFT MINUTES

THE ANNUAL MEETING OF MELSONBY PARISH COUNCIL HELD ON WEDNESDAY 14th November 2018 AT 7.30PM IN MELSONBY PRIMARY SCHOOL

PRESENT: Cllr A Stokoe (AS) (Chair), Cllr V Elrington (VE) (Vice-Chair), Cllr J Stansfield (JS), Cllr David Dixon (DD), Cllr T Sutton (TS) Cllr S Priestley (SP), District, Cllr J Wilson-Petch (JWP) RDC, J Pears (Clerk), residents.

Item	Covering	Summary	Detail/Action	Action/By Who
1.	Election of new chairman		PC agreed to change the evening of the PC meeting to enable AS to remain as Chair. Meetings will now be on a Thursday evening.	
2.	Apologies	Cllr A Thompson (AT) NYCC, Cllr W Nixon (WN)		
3.	Declarations of Interest	None		
4.	Minutes of last meeting	The minutes of the last meeting were agreed	Signed by AS.	
5.	Police Update	Update	PCSO Helen Sutherland and Ethan McQue attended. PCSO Sutherland gave an update following September and October's Crime Bulletin. There have been two thefts reported in the area. She asked if the Parish Council could share and promote an initiative called County Lines. Organised city groups are coming to the Richmondshire area and pressurise vulnerable people and children to support their drug crimes. We need to be vigilant and if we spot anything suspicious please call 101 (non-emergency) Clerk will share information on Facebook, newsletter and noticeboard.	PCSO Sutherland Clerk
6.				
6a	Telephone box	Updates on signs	Ongoing	WN
6b	Well on East Road	Update on clearance work	Clearance work is ongoing. A sign will be displayed at the entrance to the village.	WN
6c	Defibrillator Training dates	Update	Steve Pace will display the defibrillator code on the defibrillator. The PC agreed that the public liability insurance	Clerk

			for defibrillator training would need to be covered by the trainer.	
6d	Emergency Planning	Update from TS	Ongoing	TS
6e	NRCP	Update from TS	Ongoing	TS
6f	Storage Container		AS shared costings for larger containers and the PC discussed where the potential container could be situated. PC agreed the purchase of a container up to the value of £2000.	AS
6g	Village Green Registration	Update from Clerk on application submission	A recommendation report to register the land at Melsonby as a village green has been sent to the Director of Services. We should receive a final determination in 2 weeks.	Clerk
6h	NYCC and RDC updates	Updates from County Councillor	JWP confirmed that there will be movement in the new year on the proposed Moor Road development.	JWP
6i	Citizen Advice Rural Advice Bus	Update	Clerk confirmed unfortunately Citizen Advice don't have the resource for the advice bus to be available in Melsonby on either a weekend or evening.	
6j	Play park issues	Update on bin and maintenance of equipment	Annual play park inspections have been confirmed – We are still awaiting a date. Date to be shared with VE. He will attend the inspection. VE asked if the play park signage could be updated as this has the Clerk's old mobile number. Clerk will arrange for a replacement sign.	Clerk/VE Clerk
6k	Tree on Village Green		The memorial plaque criteria have been agreed, Clerk will manage this and promote on Facebook, website and in newsletter.	Clerk
6l	ANPR Camera	Update on request for provision of a camera	PCSO Helen Sutherland will contact her colleague Ian Jefferson regarding this. Clerk to follow up	Clerk
6m	Dog waste bin replacement	Update on replacement bin at Jagger Lane	Clerk is waiting an update to advise who will be settling the outstanding amount.	Clerk
6n	Play Park Goal Posts	Update	AS has taken down the old goal posts for disposal. New goals will be ordered and erected next year.	
6o	Precept	Update	Discussed and agreed financials. Clerk to submit 2019/20 figures to RDC.	Clerk
7.	Parish Council Risk Assessment		Clerk completed annual risk assessment. Presented to PC for agreement and signature.	Clerk

8.	Community Speed Watch and road signs	Update on current monitoring sessions and discuss signs at village entrances to notify community speed watch village	3 new members have joined the team. Arranged some dates for speed monitoring sessions.	JS
9.	Erection of New Pole within an existing Overhead Network	RDC submitted a proposal for approval	PC approved the proposal.	Clerk
10.	Cleaning the Beck		PC agreed the Beck needs dredging. Clerk will seek guidance from the environmental agency and will notify residents.	Clerk
11.	Christmas tree and lights. Annual Christmas Carol service and competition		AS will put the Christmas lights on the same village green tree as last year. The annual carol service will take place on 24 th December at 5.30 – 6.30pm. The children's competition this year is creative tree decorations. Clerk to promote these on Facebook, website and newsletter.	AS Clerk
12.	Parish information and Welcome Pack	a. Rewritten and draft to be discussed b. Printing a copy for every household	PC agreed to seek quotes for printing the pack. JS to share costs at next meeting.	JS
13.	Glebe Court Community Garden	Residents and TS shared findings and suggestions on the play park	PC agreed this area needs some tidying and updating. Macplant aren't fulfilling their grass cutting contract and Clerk will address this. It was agreed TS would lead on this and contact Lisa Pratt from the play park committee in future correspondence. Clerk to speak with RDC and confirm when last inspection was completed and were any faults recorded.	Clerk/TS
14.	Burial ground issues	a. To discuss progress on footpath b. Display burial ground rules c. Wall in burial ground and damage to headstone d. Church yard wall damage	Footpath proposal will be shared with Diocese of Leeds. Burial ground rules need updating with clerk's new mobile number. Clerk to contact resident regarding burial ground and headstone damage and liaise with YCLA for guidance. Clerk has reported wall damage to RDC. A site inspection has been carried out and the damage has been listed by RDC for repair.	Clerk Clerk Clerk
15.	Finance	Clerk to provide budget report for year 2018/19 to date see Appendix – emailed to Councillors prior to meeting	Clerk provided budget update - see appendix to Agenda and budget report.	

16.	Planning Applications	See Appendix to Agenda for details	There have been 3 planning applications received. All 3 are revisions to previous plans received.	
18.	Correspondence	Correspondence received and dealt with by Clerk since last meeting in September. See Appendix to Agenda for details	Clerk had dealt with correspondence, see Appendix to Agenda. In addition, we received a donation letter from the Great North Air Ambulance. PC agreed to donate £ 50 to the charity.	Clerk
19.	Public Participation	Opportunity for residents to bring matters to the attention of the Parish Council		
21.	Items for future Agenda	Opportunity for Councillors to bring up items to be included in next meeting's Agenda		
22.	Date of next meeting		The next Parish Meeting will be Thursday 17 th January 2019 at 7.30pm.	
<u>Meeting ended at 9.25pm</u>				