

**MELSONBY PARISH COUNCIL DRAFT MINUTES****THE ANNUAL MEETING OF MELSONBY PARISH COUNCIL HELD ON Thursday 21st March 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 S Priestley (SP), District Cllr A Thompson (AT), J Pears (Clerk), residents.

Item	Covering	Summary	Detail/Action	Action/By Who
1.	<b>Nomination of new chairman</b>	Nomination and election.	Cllr J Stansfield nominated herself as chair. All Councillors were in agreement with this change and for Cllr S Stokoe to finish chairing the meeting.	
2.	<b>Apologies</b>	Cllr J Wilson-Petch (JWP) RDC, Cllr T Sutton (TS)	Apologies accepted.	
3.	<b>Declarations of Interest</b>		None.	
4.	<b>Minutes of last meeting</b>	The minutes of the last meeting were agreed	Signed by AS.	
5.	<b>Police Update</b>	Update	PCSO N Randall attending the meeting. The parking on Church Row is continuing to be monitored. Councillors asked if the speed gun could be present during rush hour.	Clerk
6.				
6a	<b>Defibrillator Training dates</b>	Update	Steve Pace has suggested the end of April for Training. Cllrs have agreed to proceed with this and share dates in the newsletter.	Clerk
6b	<b>Emergency Planning</b>	Update from TS	Ongoing.	TS
6c	<b>NRCP</b>	Update from TS	No update.	TS
6d	<b>Storage Container</b>		Allotment Association have let the suggested plot. DD will look at other suggestions. The budget has already been set for the purchase and Charles Bell will collect and position the container free of charge.	DD
6e	<b>NYCC and RDC updates</b>	Updates from County Councillor	AT update – from 1 <sup>st</sup> April Parish Councils can purchase Matrix boards from an approved panel of providers. AT suggested sharing these with other Parish Councils.	
6f	<b>Play park</b>	Goal posts	The goal posts have been purchased. DD and AS agreed to realign goal posts marking before goal posts are erected.	DD/AS

6g	<b>Memorial Tree on Village Green</b>		Completed.	Clerk
6h	<b>ANPR Camera</b>	Update on request for provision of a camera	No update. PCSO Randall will follow this up.	PCSO Randall/Clerk
6i	<b>Dog waste bin replacement</b>	Update on replacement bin at Jagger Lane	Still ongoing.	Clerk
6j	<b>Cleaning the Beck</b>		It was agreed to go ahead with the clean and up to £500 could be spent. DD will arrange for this to be completed.	DD
6k	<b>Grass Cutting Contract 2019/20</b>	Update	New contractor has been appointed for 12 months.	
7.	<b>Parking on Church Row</b>	Update	PC Mark Wood confirmed letters had been written to residents. They will continue to monitor the situation.	Police
8.	<b>Community Speed Watch and road signs</b>	Update	Speed watch has taken place during March and the camera is now shared with Caudwell on a monthly basis. Cllrs shared concerns that the quarry vehicles are using the village roads. They are not supposed to come through the village. Residents need to be vigilant and where possible take registration number and time. The Parish Council will endeavour to look into this.	JS  Residents/Clerk
9.	<b>Best Kept Village Competition 2019</b>	Expression of Interest	Clerk to express an interest and promote the competition in the newsletter.	Clerk
10.	<b>Stop the Plop</b>	Update	A resident shared the work she had been doing to encourage dog owners to clean up after their dogs. Dog fouling leaflets have been delivered to all households and poo bags supplied from RDC free of charge.	Clerk
11.	<b>Bin Complaints</b>	Update	Work completed. Clerk to look into the cost in changing the bins to a larger bin outside the school.	Clerk
12.	<b>Glebe Court Community Garden</b>	Ongoing	TS will speak to relevant parties and progress.	TS
13.	<b>Burial ground issues</b>	a. To discuss progress on footpath b. Guidance from YCLA on burial ground maintenance c. Wall damage d. Burial ground area and mapping of plots	a. Footpath development still ongoing. DD to speak to Graham Smith and see if the PCC can respond and would be prepared to take this forward with the diocese. b. Safety check of burial ground to be carried out in PC area as per YLCA guidance. Clerk to produce a checklist for inspection. c. The wall damage has been completed.	DD  Clerk  DD

			d. A new burial plot plan will be written. DD will put this together. Clerk to speak with funeral directors as mounds of soil have built up and need to be removed.	Clerk
14.	<b>Tree pruning on the Village Green</b>	Update	Completed. The damage was caused by a Hiab not from pruning.	
15.	<b>Finance</b>	Clerk to provide budget report for year 2018/19 to date see Appendix – emailed to Councillors prior to meeting	Update provided on current finances and cheques signed. Committee agreed to increase Clerk's hourly rate to £9.77 and make amendments to employment contract.	
16.	<b>Planning Applications</b>	See Appendix to Agenda for details	Planning applications as per appendix; Cllrs asked if an on-site visit could be arranged with RDC for planning application 19/00104/OUT.	Clerk
17.	<b>Correspondence</b>	Correspondence received and dealt with by Clerk since last meeting in September. See Appendix to Agenda for details	Correspondence as per appendix.	
18.	<b>Public Participation</b>	Opportunity for residents to bring matters to the attention of the Parish Council	Resident raised concerns about the narrow pathway used by residents at the end of Jagger Lane. The pathway is so narrow residents may have to step onto the road, into oncoming traffic. Could the pathway be widened? Councillors agreed that this something to look into. Clerk to share information at next meeting. L.W.B service bus routes can vary and inconsistent dependant on the drivers. Clerk to look into this and contact L.W.B.	Clerk
19.	<b>Items for future Agenda</b>	Opportunity for Councillors to bring up items to be included in next meeting's Agenda	Tidy Gardens competition.	
20.	<b>Date of next meeting</b>		The next Parish Meeting will be Thursday 23rd May 2019 at 7.30pm.	
<u>Meeting ended at 9.25pm</u>				