

MELSONBY PARISH COUNCIL DRAFT MINUTES**THE ANNUAL MEETING OF MELSONBY PARISH COUNCIL HELD ON Wednesday 13th November 2019 at 7.30PM IN MELSONBY PRIMARY SCHOOL**

PRESENT: Cllr J Stansfield (JS) (Chair), Cllr V Elrington (Vice Chair), Cllr S Priestley (SP), Cllr D Dixon, Cllr T Sutton and Cllr W Nixon, Cllr J Wilson-Petch (JWP) RDC, District Cllr A. Thompson, J Pears (Clerk), residents.

Item	Covering	Summary	Detail/Action	Action/By Who
1.	Apologies		None.	
2.	Declarations of Interest		None.	
3.	Minutes of last meeting	There is an amendment to be made to page 2 before signing	Needs amending to: It was judged by District Cllr Jimmy Wilson-Petch (JWP) and Cllr Vince Elrington was present.	Clerk
4.	Police update	Update	PC Mark Wood gave an update. He asked that residents are vigilant if they receive cold callers and always report suspicious activity. He is going to arrange for no cold calling signs for residents' houses. AT will arrange for NYCC to supply no cold calling signs for the entrances to the village.	PC Mark Wood/AT
5.	Co-option of New Councillor	Consider applications	This will be reviewed at the January PC meeting. RDC advised to put on hold until after the new year.	Clerk
6.				
6a.	Residents' concerns and complaints	Complaint regarding right of way from resident at Millgarth. Concern from resident re corroded Give Way sign and sign on Moor Road. Damage to the playpark fence on Moor Road.	Clerk to report the concerns to Highways Agency. Arrange a meeting with NYCC regarding public right of way complaint. Report the playpark fence damage to the Police for investigation.	Clerk
6b.	Emergency planning	Update from TS	Ongoing.	TS
6c.	NRCP	Update from TS	No Update.	TS
6d.	Storage container	Update	No Update. WN will follow up.	WN
6e.	NYCC and RDC updates	Updates from County Councillor	J Wilson-Petch (JWP) confirmed there is no update on the Mulberry site on Moor Road and the initial outline plans are still to be finalised. An initiative to raise awareness of disposing resident waste correctly will begin in the new year. District Cllr A. Thompson (AT) suggested the PC purchase their own Matrix Board as the shared suggestion wasn't viable. PC agreed to proceed with this	JWP/AT

			and a site visit should be organised. AT agreed he would look into the Hodgson bus route concerns	
6f.	New bus route LWB/Hodgsons	Update from Clerk/JS	AT asked for further information about the Hodgson bus route as there are still concerns with the route. Clerk to provide the information. JWP will look into inconsistency of LWB bus route.	AT/JWP/ Clerk
6g.	ANPR camera	Update on request for provision of a camera	PC Mark Wood gave an update. No other ANPR Camera has been installed by a PC. As its not owned by the police it will not be used as a recognition camera and data will belong to the PC. Making it more challenging to use the information and share with the Police. Clerk to discuss this further with PC Mark Wood.	Clerk
6h.	Glebe Court Community Garden	Discussing progress.	No Update. Will progress in the New Year and look for funding opportunities.	TS/Clerk
6i.	Defibrillator Training		Training is taking place on 11 th December at 6.15pm. Steve Pace will be facilitating the training in the school hall. Its open to all. Clerk to promote.	Clerk
7.	Play Park annual inspection		Councillors agreed to booked annual inspection. However, Glebe Court no longer requires an inspection. Clerk to contact Play Park inspection Company and amend quote.	Clerk
8.	Community Speed Watch and road signs	Update	Speed watch is resting over the winter and will begin again in the new year.	
9.	Christmas tree, lights and event	Discuss and agree on what needs doing	PC hope to put Christmas tree lights up the beginning of December. The Christmas event will take place on 24 th December 6 – 7pm. PC suggested seeking a donation for the refreshments from a local business. Clerk to contact Bon Coeur Fine Wines. Clerk to promote the event. PC agreed to purchase selection boxes for children involved in the event. Clerk to purchase them.	Clerk
10.	Wildlife Garden	Update	PC support the proposed upkeep of the wildlife garden however this needs to be approved by RDC.	Clerk
11.	Burial ground issues	a. To discuss progress on footpath b. Burial ground maintenance – annual inspection c. Update of burial ground area and mapping of plots	a. No update. DD will contact Graham Smith b. Annual safety check of burial ground is underway by WN and VE. The cremation area needs tidying up. Clerk to follow up with grave digger for a quote to complete the tidy up. c. A new burial plot plan has been written. WN AND VE are plotting current burials.	DD VE/WN/Clerk VE/WN

12.	Memorial Tree Criteria	Enquiry from a resident	A resident asked if her horse could have a plaque on the memorial tree. In line with the current criteria we accept applications from human residents. Clerk to contact resident to let her know.	Clerk
13.	Proposed footpath diversion	Proposed footpath diversion – Western House Stables	WN met with Tim Westgarth. A plan of the discussed diversion will follow. Clerk to circulate to the PC when received.	Clerk
14.	Precept 2020/21		Councillors agreed that this should be increased by 5%. Clerk to apply for this.	Clerk
15.	Finance	Clerk to provide budget report for year 2019/20 to date see Appendix – emailed to Councillors prior to meeting	Update provided on current finances and cheques given to JS and VE for signatory.	Clerk
16.	Planning applications	See Appendix to Agenda for details	Planning applications as per appendix. Councillors have asked that their access concerns are logged with RDC regarding the approval of Spencer House application.	Clerk
17.	Correspondence	Correspondence received and dealt with by Clerk since last meeting in July. See Appendix to Agenda for details	Correspondence as per appendix. Councillors agreed a donation of £100 to the Great North Air Ambulance Service.	Clerk
18.	Public participation	Opportunity for residents to bring matters to the attention of the Parish Council	Church Row is becoming more difficult to access as vehicles are obstructing the road. Clerk to contact PC Mark Wood. Clerk to contact Highways Agency/Environment Agency as a drain has sunk into the road and raised concerns. Clerk to contact RDC re the street cleaning. Can they inform residents or PC when this is taking place? Roads can be made clear for cleaning as some drains and areas are never cleaned. Councillors found the What 3 Words very informative and asked for this to be shared with the community. Clerk to put in newsletter, FB and website.	Clerk
19.	Items for future Agenda	Opportunity for Councillors to bring up items to be included in next meeting's Agenda		Clerk
20.	Date of next meeting		The next Parish Meeting will be Wednesday 22 nd January 2020 at 7.30pm.	

Meeting ended at 9.40pm