

MELSONBY PARISH COUNCIL DRAFT MINUTES				
THE MEETING OF MELSONBY PARISH COUNCIL HELD ON Wednesday 17 <sup>th</sup> March 2021 at 7.30PM virtually via ZOOM				
PRESENT: Cllr J Stansfield (JS) (Chair), Cllr V Elrington (VE) (Vice Chair), Cllr S Priestley (SP), Cllr W Nixon (WN), Cllr T Sutton (TS), Cllr D Dixon (DD), Cllr J Wilson-Petch (JWP) RDC, J Pears (Clerk), Residents. All Attendees spoke at the beginning of the meeting to identify themselves.				
Item	Covering	Summary	Detail/Action	Action/By Who
1.	<b>Apologies</b>		Cllr G Angus (GA).	
2.	<b>Declarations of Interest</b>		Cllr S Priestley declared his interest as Chair of the Governors at Melsonby Methodist Primary School.	
3.	<b>Minutes of last meeting</b>		The minutes were agreed and will be signed when permitted.	Clerk/JS
4.	<b>Police update</b>	Update	No update given. Cllrs were disappointed that there was no police present.	
5.				
5a.	<b>NYCC and RDC updates</b>	Updates from Councillors	JWP spoke about the local government reorganisation. Two proposals have been submitted and a decision will be made by government in July 21. It was brought to the attention of JWP that a bungalow at 29 Moor Road 'remains empty, the resident has not been in the property since December 2019 and there are concerns about the bamboo growing and causing damage. JWP will speak with RDC and look into this.	
5b.	<b>White line road markings</b>	Road Safety Concerns	The road makings are still to be completed and are raising concerns for the safety of others. Highways confirmed they are aware of this but noted the guidance says that road marking work has a high failure rate if carried out in the winter months. Cllrs asked that a date is requested for this work to be completed as felt the timeframe was not acceptable, Clerk to follow up. The yellow lines also need to be replaced on West Road.	Clerk
5c.	<b>NRCP</b>	Update from TS	No update, the next meeting was postponed and will now take place on 5th May 21.	TS
5d.	<b>Play Park Remedial Work</b>	Ongoing	Ongoing There is an advisory for a play panel at St James Play Park. WN and VE will look at this.	WN/VE
5e.	<b>People residing in caravans at the end of Jagger Lane</b>	Ongoing	JWP confirmed that RDC had emailed to confirm the residents are paying Council Tax. JWP was unsure if the residents are accessing the main sewage works and when this was agreed with planning at RDC? JWP will clarify this ASAP.	JWP
5f.	<b>Burial Ground Issues</b>	Ongoing	The headstone remedial work is still to be completed. Cllrs agreed that unwitnessed interment of the ashes can no longer take place. Clerk will update the burial ground fees and rules.	Clerk
5g.	<b>Moor Road play park litter bin</b>	Update	The PC are still not paying for the service however the bins are currently being emptied but this has been inconsistent. Cllrs would like to get a cost for the service.	Clerk

5h.	Glebe Court Community Garden	Update	The project deadline date has been extended by 3 months to 1/6/21. 50% of the questionnaires sent to residents of Glebe Court had been completed. There are a number of suggestions that will be part of the plan, including a water/wildlife area, BBQ area and seating.	TS
5i.	Signage	We are watching you signs and No cold calling signage	Clerk and JS have produced "No cold calling" signs for residents and these are available to pick up from the information centre for residents to use and display in the interim. Clerk to follow up creating a 'No Cold Calling Zone' when possible. Clerk has requested costs and options from Trading Standards. Clerk has spoken to Highways about the "We are watching you" signage and is awaiting further information. In progress. Clerk has also spoken to Smiths Signs; they can help but Clerk will need to produce size and sign artwork. JWP suggested contacting RDC Street Scene.	Clerk Clerk
5j.	Memorial Bench for Dick and Pat Ablett	Ongoing	Clerk contacted the family and offered that a bench could be placed on the village green as a memorial for Dick and Pat Ablett. Clerk is awaiting a response from the family. SP asked if the PC should consider the upkeep of the bench and is this something the family will be doing? Clerk to ask the family the question.	Clerk
5k.	35 Church Row public footpath	Ongoing	The PC now have a new case officer at NYCC. The PC want to progress the footpath plan with Mike Lee and all other parties. Not all previously agreed information has been handed over from Mike Lee and Cllrs feel a meeting should take place with all parties to agree the way forward. Clerk to progress this.	Clerk
6.	Community Speed Watch (CSW) and VAS	Update	Community Speed Watch is still on hold due to lockdown. The Matrix Board (VAS) is operating successfully. Cllrs discussed having additional poles installed at other parts of the villages and rotating the matrix board. 2 areas agreed were East Road and Aldbrough Road. Clerk to contact NYCC for a cost. Cllr agreed for the purchase of 2 poles and Clerk to try and negotiate a fee for both to be erected at the same time.	Clerk
7.	Thank you, letters		A thank you letter has been posted to Ken Hall for his voluntary work as requested. Cllrs discussed who will be taking over his role. TS will speak with Volunteers Eddie and Tom to see if they have any suggestions	TS
8.	Limegarth development entrance	Application Entrance subsidence Village Hall	The application remains in consideration. RDC don't have an objection from a consultee (infrastructure) so therefore they are unable to refuse the application on concerns regarding infrastructure.  Cllr agreed that the Village Hall remain on hold until the infrastructure has been resolved. Cllrs will look to residents as a Village Hall committee will need to be established. Cllr agreed to look at this when a more detailed plan is available. JWP will do all he can to support the delay in approving this application. Cllrs still agreed that the village infrastructure needs to be addressed before the planning application should progress.  VE raised a question. In the original planning application in 2015 the system was to be controlled by a pumping station. This has now been omitted and retention bond and hydraulic break has replaced it? Why is this? JWP will take this up with Planning. Cllr noted that the new culvert is a 1/3 of the size and Cllrs are concerned why this is? Cllrs feel this is inadequate. JWP will look into this.	Clerk/Broadacres JWP
9.	Spencer House	Felling Cedar Tree 'H' Bar Road Marling	The Parish Council have received correspondence from Mr James Rees. Cllrs discussed the correspondence. A number of the Parish Cllrs raised concerns around the felling of the Cedar Tree. Cllrs have asked that the Clerk raise their concerns to Planning at RDC. An application to place 'H' Bar markings at the	Cllrs/Clerk

			entrance to 37 West Road has been received. The Parish Council is concerned that further property developments will take place on the land. This will give further and easier access to larger vehicles using the entrance which is felt to be a health and safety issue and will take up further road space and reduce the road parking available. This entrance already sits close to the school and the proposed 'H' bar road marking could take this up close to the yellow lines outside of the school. The PC have opposed the plan.	
10.	<b>Northumbrian Water Update</b>	Ongoing	Northumbrian Water have confirmed they will respond with their findings formally by mid-April 21. AT will speak with NYCC and Business Enterprise Support (BES) for an update.	AT/Clerk
11.	<b>Replenishing grit bins</b>	Ongoing	Clerk received an email from a resident regarding replenishing the grit bins. Clerk confirmed the PC pay for 2 bins to be filled 2 per year at a cost of £150 + VAT. Cllrs agreed that this cost seemed high. GA will look at this as may have a contact who could offer a more competitive price for the service.	GA
12.	<b>Damage to Beck stream opposite Spencer House</b>		WN brought the recent damage to the beck stream opposite Spencer House drive to the attention of the PC. This will continue to be monitored. WN spoke with James Rees bringing the damage to his attention.	Completed
13.	<b>Flood prevent strategy</b>		TS asked that this is brought to the attention of the PC. The culvert along Moor Road was blocked again. The PC met with Highways on 18 <sup>th</sup> Dec 2020 and discussed the source of extra water being channelled towards the village from the fields at the top of Moor Road. <b>Issues on Moor Road:</b> The verges were examined and the work done by the land owners on the clearing of the ditches and addition of piping to allow the water to flow freely towards the village. Three areas were identified that needed clearing of built-up debris from rubbish thrown from vehicles and vegetation. This is something landowners are responsible for clearing. A roadside drain is fully blocked near the 30-mph sign leaving the village and needs clearing. <b>Issues on West Road:</b> the right-hand side culvert that has been recently cleared at the ford looking out from the village road that is causing water to flow over the road again. Highways needs to come back and clear the blockages. Highways have carried out work however this hasn't rectified the problem. Cllrs agreed that Highways should contact landowners as they have a duty to clear this and Highways need to take responsibility. This needs urgent attention.	Clerk/Highways/ Landowners
14.	<b>Public footpath email</b>	Emailed received from a resident	Cllrs discussed a resident's email re the footpath on Jagger Lane to West Rd where the stile is situated. The surface is very slippery and the residents felt this was a concern and a health and safety issue. Cllrs agreed that this area does need resurfacing. Mr Adam Shaw attended the meeting and with support for the PC he would be willing to do something. Cllrs suggested that the area is resurfaced with hardcore and would be willing to contribute towards this. Before progressing, Cllrs suggested that Highways are contacted and asked who is liable from a health and safety perspective should the surface be replaced.	Clerk/Highways/ Adam Shaw
15.	<b>Finance</b>	Clerk to provide budget report for year 2020/21 to date see Appendix – emailed to Councillors prior to meeting.	Update provided on current finances. Cllrs agreed the Annual Governance Accountability Return 20/21 (AGAR) will be completed by Clerk and will be internally audited by Mrs B Patchett as in previous years.	Clerk

16.	<b>Planning Applications</b>	As per appendix		
17.	<b>Correspondence</b>	Correspondence received and dealt with by Clerk since last meeting in January. See Appendix to Agenda for details	Correspondence as per appendix. Clerk has received an email to see if Cllrs would like the village to enter the Best Kept Village Competition 2021. Cllrs agreed that we should put the village forward. Cllrs agreed that the PC Newsletter should continue to be displayed around the village rather than posting copies through residents' doors.	Clerk
18.	<b>Public participation</b>	Opportunity for residents to bring matters to the attention of the Parish Council.	It was asked that the Clerk look into a light that isn't working outside Mr Mike Priestley property at 48 High Row, opposite the school.	Clerk
19.	<b>Items for future Agenda</b>	Opportunity for Councillors to bring up items to be included in next meeting's Agenda	JS has sent out 7 welcome packs to new residents of the village.	
20.	<b>Date of next meeting</b>		The next Parish Meeting will be Wednesday 19 <sup>th</sup> May 2021 at 7.30pm and the Annual meeting at 7.00pm <b>venue TBC</b> .	
<u>Meeting ended at 9.50pm</u>				