

**MELSONBY PARISH COUNCIL DRAFT MINUTES**

**THE MEETING OF MELSONBY PARISH COUNCIL HELD ON Wednesday 14<sup>th</sup> July 2021 at 7.30PM at St James Church Meeting Room**

**PRESENT:** Cllr V Elrington (VE) (Vice Chair), Cllr S Priestley (SP), Cllr W Nixon (WN), Cllr T Sutton (TS), Cllr D Dixon (DD), Cllr G Angus (GA), Cllr J Wilson-Petch (JWP) RDC, J Pears (Clerk).

Item	Covering	Summary	Detail/Action	Action/By Who
1.	<b>Apologies</b>		Cllr J Stansfield (JS) (Chair), Cllr A Thompson (AT) NYCC.	
2.	<b>Declarations of Interest</b>		None.	
3.	<b>Minutes of last meeting</b>		The minutes were agreed and signed.	VE
4.	<b>Police update</b>	Update.	No update given. Clerk invited PCSO contact but no response to invitation. Cllrs have asked Clerk to contact and ask who is the representative and invite them to the next meeting.	Clerk
5.	<b>Progress report:</b>			
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. WN shared the concerns of residents regarding how RDC spend money and allocate contracts.	Clerk
5b.	<b>White line road markings</b>	Road Safety Concerns.	Highways confirmed this work will be completed within the next 30 days.	Clerk
5c.	<b>NRCP</b>	Update from TS.	No update.	TS
5d.	<b>Play Park Remedial Work</b>	Ongoing.	Ongoing – WN and TS have looked over the equipment where advisories had been highlighted. They suggested that the 4 seat swing needs repair and a cost for the seats to be replaced should be sought. Cllrs agreed that this should be progressed. Clerk to get costs.	WN/TS Clerk

5e.	<b>People residing in caravans at the end of Jagger Lane</b>	Ongoing.	The enforcement officer at RDC is aware of the situation and will be in touch following her investigation.	
5f.	<b>Community Speed Watch (CSW) and VAS</b>	Update.	Community Speed Watch is back up and running, the shared equipment is with Caldwell. The Matrix Board (VAS) is operating successfully and is due to be switched around. Cllrs agreed for the purchase of 2 poles at a cost £ 750 instead of £1000 if both are purchased and erected at the same time. Cllrs discussed purchasing an additional matrix board. The clerk confirmed money is available for the purchase and agreed. Cllrs all agreed that the purchase should be made. Clerk to contact SWARCO for prices. Cllrs met with NYCC and agreed on 2 areas for the additional poles to be erected. It isn't possible for a pole to be erected outside of the school however it was suggested that the PC look into the 20 is plenty initiative. Cllrs agreed that a flashing amber light or a smiley face is used at this pole to deter speeding. Clerk to contact SWARCO for a cost.	Clerk
5g.	<b>RDC Street Light Funding</b>		Clerk has applied for 3 additional street lights to be erected around the village. The areas suggested are the bridge down from the church (rectory), Aldbrough St John Road (west side) opposite Swire way entrance and opposite the school. RDC have acknowledged the application and will conduct a site visit in the next 30 days.	Clerk
5h.	<b>Glebe Court Community Garden</b>	Update.	The recycled furniture was ordered from NBB as the original supplier was no longer in business. The furniture will be delivered within 6 weeks. TS shared the plans to erect a pergola and planters with Cllrs. Cllrs agreed the cost of £ 980 to purchase and supply the wood. TS and volunteers will erect and instal the pergola and planters.	TS/Clerk
5i.	<b>Signage</b>	We are watching you signs and no cold calling signage.	Clerk has contacted various agencies to source signage and as yet has not been able to progress this. GA will contact suppliers directly to get a cost to produce the signs.	GA

5j.	<b>Memorial Bench for Dick and Pat Ablett</b>	Ongoing.	Cllrs noted that the bench is purchased and confirmed a delivery address. The placement of the bench needs to be agreed. Clerk is awaiting an order update from the Ablett family.	Clerk/Cllrs
5k.	<b>35 Church Row public footpath</b>	Ongoing.	This has not progressed following the last meeting. Cllrs instructed Clerk to write to 35 Church Row and ask for a date for the agreed work to be completed, and request a meeting to move this forward.	Clerk
5l.	<b>RDC Play Park Funding</b>	Funding secured for Moor Road and St James play parks.	An application for St James and Moor Road Play Park has been submitted and approved for funding. Confirmation of the funding has been sent to the supplier and the order has been placed for the equipment.	Lisa Pratt/Carla Jackson/Clerk
5m.	<b>Limegarth development entrance</b>	Application Entrance subsidence Village Hall.	Cllrs asked that a meeting is requested to discuss the surface water run off rates report received and progressing the village hall. Clerk to arrange this.	Clerk/Broadacres/RDC Planning
5n.	<b>Delivering the Newsletter</b>		Ian Simpson has stood down from his voluntary role delivering the newsletter to the north of the village. Sue Zissler has kindly volunteered to take over the role.	
5o.	<b>Village planters</b>		The plants have been purchased and Cllrs agreed this will be an ongoing purchase that will be funded by the Parish Council.  It was asked that all residents including the younger generation get involved in 'Take pride in the planters'. The activity is to encourage everyone to water the plants, pull out any weeds and generally help with caring for the plants. Clerk to put something in the newsletter.	Clerk
5p.	<b>A66 Development</b>	Update.	A meeting took place on 15 <sup>th</sup> June 2021. It went through the current proposal and confirmed that the final date for work to be completed will be 2029. They could not confirm whether work will commence at the eastern or western end.	
5q.	<b>Spencer House</b>	'H' Bar Road Marking.	Cllr Angus Thompson asked that the PC discussed the correspondence from Spencer House. The PC 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	Clerk/AT

			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. Clerk to share this with AT.	
5r.	<b>Flood Risks – Highways to be made aware</b>	Update.	Clerk has contacted Highways – Will follow this up. 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
6.	<b>Matters Arising</b>			
6a.	<b>YLCA Councillors Discussion Forum</b>	Update.	TS attended the forum as agreed at the last PC meeting. Cllrs had hoped that the meeting would be able to help with concerns around the lack of support from NYCC and RDC however it was more to share stories and create discussion. No outcome came from the meeting.	TS

6b.	Publication of Richmondshire Local Plan preferred options consultation paper		JS responded to the consultation and shared the concerns and feedback on behalf of the Parish Council.	
6c.	Village Green	Correspondence received from a resident regarding the use of Village Green.	Cllrs agreed that the Village Green is to be used by everyone however the green cannot be advertised as an outdoor space for an adjoining property. This is misleading. Clerk will contact the letting agency to amend the particulars.	Clerk
6d.	The Queen's Platinum Jubilee Beacon		YLCA requested that the information regarding the Queen's Platinum Jubilee Beacon on 22 <sup>nd</sup> June 2022 be shared with Cllrs.	Completed
6e.	Correspondence received from resident	Proposed application for Moor Park, Moor Road 21-000417/TEL (Communication mast and tower).	Cllrs discussed the application and the concerns/information received from the resident. Cllrs responded to planning at RDC: The Parish Council have no objections to the installation of the tower and the proposed upgrade in telecommunications. However careful consideration should be given to the position.	
6f.	WI Rowan Tree		JS asked that the PC consider a place for the tree to be planted. Cllrs agreed that should be carried over to the next meeting.	
6g.	Road Surface Update		The work has been postponed for this year. Cllrs shared their frustration with Highways as residents were left without public transport as the work was scheduled to take place on 2 separate occasions.	
6h.	Northumbrian Water Update	Ongoing.	Northumbrian Water have responded with their findings. Questions have been raised via residents. Clerk has shared these with Northumbrian Water directly.	Clerk
6i.	Application received for Low Grange Quarry, West Lane.	Update.	Cllrs still felt that quarry traffic was accessing the quarry through the village. A tractor and trailer are being used as a quarry vehicle and has been seen coming through the village. Clerk to share concerns with planning.	Clerk
6j.	Public footpath email received.	Update.	Cllrs still felt more needs to be done with the footpath at Jagger Lane. Residents have raised concerns again regarding the overgrown hedges and slippery	Clerk/Highways/Resident

			footpath. Cllrs agreed Clerk will contact Highways and contact the resident.	
6k.	<b>Email received from residents</b>		Cllrs discussed the email received from a resident. They shared their concerns regarding overgrown hedges along the Beck on West Road and a potential flood hazard. The hedges on the opposite side of the road are overgrown. Cllrs agreed that Clerk should write to residents as they have the responsibility to maintain their hedges and where applicable keep the Beck clear to protect the water course.	Clerk
7.	<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 insurance fee of £500.79 for this year's insurance. GA asked that a copy be given to him. The Sports day committee insurance is paid for separately by them however this could be covered under the PC insurance. Clerk highlighted the monies available in the Parish Council accounts. This money needs to be spent and should not be carried over year on year.	Clerk/GA
8.	<b>Planning Applications</b>	As per appendix.		Clerk/Cllrs
9.	<b>Correspondence</b>	Correspondence received and dealt with by Clerk since last meeting.	Correspondence as per appendix.	
10.	<b>Public participation</b>	Opportunity for residents to bring matters to the attention of the Parish Council.		
11.	<b>Items for future Agenda</b>	Opportunity for Councillors to bring up items to be included in next meeting's Agenda.	Cllrs asked that Clerk write to Bon Coeur Wines to ask that they clear the ditch and trim their hedges. The grass in the new burial ground needs cutting to give a 2-metre footpath for the Public Right of way also the grass at the bottom of the burial ground externally requires cutting to join up with the Right of way on Westgarth's land. VE will speak with Gareth Hastie to arrange this.	Clerk VE
12.	<b>Date of next meeting</b>		The next Parish Meeting will be on Wednesday 15 <sup>th</sup> September 2021 at 7.30pm in St James Church Meeting room.	
<u>Meeting ended at 9.30pm</u>				