

**MELSONBY PARISH COUNCIL DRAFT MINUTES****THE MEETING OF MELSONBY PARISH COUNCIL HELD ON Wednesday 26<sup>th</sup> January 2022 at 7.30pm at St James Church Meeting Room****PRESENT:** Cllr J Stansfield (JS) (Chair), Cllr V Elrington (VE) (Vice Chair), Cllr W Nixon (WN), Cllr G Angus (GA), Cllr J Wilson-Petch (JWP) RDC, J Pears (Clerk), Residents.

Item	Covering	Summary	Detail/Action	Action/By Who
1.	Apologies		Cllr T Sutton (TS), Cllr S Priestley (SP), Cllr A Thompson (AT) NYCC.	
1a.	Resignation	Resignation letter received from David Dixon.	David Dixon has resigned from the Parish Council with immediate effect. Clerk to advertise post and inform RDC.	
2.	Declarations of Interest		None.	
3.	Minutes of last meeting		The minutes were agreed and signed.	JS
4.	Police update	Update.	No update received.	
5.	Progress report:			
5a.	NYCC and RDC updates	Updates from Councillors.	JWP gave an update: The unitary authority is underway. RDC have agreed £50,000 to be used to fund Platinum Jubilee events. Funding of up to £2,000 is available to communities. JS asked if the funding information could be shared as events are already being organised in the village and the funding could support these.	
5b.	White line road markings	Road Safety Concerns.	This is ongoing – Clerk to follow up and contact AT. Some of the white line work has been completed. The slow sign at Everards still needs replacing.	Clerk/AT
5c.	NRCP	Update from TS.	No update.	TS
5d.	Play Park Remedial Work	Ongoing.	The 4 swing seats have been purchased and need replacing. The PC insurers have confirmed that the work can be carried out by a Cllr as it is minor repair work. All equipment is inspected on a weekly basis and this will include the minor remedial work when completed. WN and TS will carry out the work. TS asked if Cllrs could agree on a new place for the sports day committee container to be placed. WN suggested the top corner behind the swings of the playing field at Moor Road Play Park. Cllrs agreed the placement of the container.	WN/TS  Ongoing
5e.	Northumbrian Water (NW)	Ongoing problems with current sewage and surface water.	There is still an ongoing problem. Councillors would like to meet with Rishi Sunak MP to discuss this. Clerk will look into surgeries and make an appointment. Councillors agreed to make AT aware of the situation. Melsonby is the 2 <sup>nd</sup> most polluted area in North Yorkshire.	AT/Clerk
5f.	Community Speed Watch (CSW) and VAS	Update.	Community Speed Watch requires more support from volunteers. It has been suggested that it will suspend the scheme in the winter months. If there is anyone who could help, please contact the Clerk. <a href="mailto:Melsonbyp8@gmail.com">Melsonbyp8@gmail.com</a> The Matrix Board (VAS) isn't working correctly. VE will have a look at this.	Clerk/VE
5g.	RDC Street Light Funding	Update.	RDC have completed an onsite visit and confirmed that a street light opposite the school could be installed. Cllrs agreed for this to go ahead. Clerk to progress this.	Clerk

5h.	<b>35 Church Row public footpath</b>	Ongoing.	<p>WN met with the resident and agreed that the original plan will be progressed. Cllrs discussed looking to surface part of the footpath as it comes down the bank at the front of the property. GA has printed out the NYCC formal application, once completed this will indicate the cost of the application. The PC will then be able to look at funding available.</p> <p>The clerk contacted RDC as a number of trees growing over from the church yard onto the resident's property. RDC will complete a site visit and remedial work if required.</p>	<p>Clerk/RDC</p> <p>Completed</p>
5i.	<b>RDC Play Park Funding</b>	Funding secured for Moor Road and St James play parks.	St James and Moor Road Play Park equipment has been installed however there is still remedial work outstanding. There are tracks on the grass crete from the gate to the basketball area at St James play park that need compacting. WN will speak with Carla Jackson. The invoices have been received however are on hold until Clerk is instructed by Carla Jackson to process for payment.	WN/Carla Jackson/Clerk
5j.	<b>Limegarth development entrance</b>	Application Entrance subsidence Village Hall.	<p>JWP confirmed that a full planning application has been presented. No date or information has been shared with the PC. Clerk to contact planning and get an update. Cllrs agreed that until the current infrastructure problems are addressed the PC will not consider the application.</p> <p>The PC has written to Rishi Sunak MP for the 3rd time and are arranging a meeting with him to discuss the current infrastructure problems.</p>	<p>Clerk/RDC Planning</p> <p>Cllrs/Rishi Sunak MP</p>
5k.	<b>Flood Risks – Highways to be made aware</b>	Ongoing	Clerk will contact Highways again for an update and will continue to follow this up until resolved. Cllrs asked that the Clerk make NW aware of these risks. The culvert along Moor Road was blocked again. The PC met with Highways on 18 <sup>th</sup> December 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/NW/Highways
5l.	<b>Additional Poles and VAS</b>	Purchase of additional poles and VAS.	SP is managing this and will be arranging for the installation to take place. Cllrs agreed the purchase of them both. The VAS will be at a cost of £2900 + VAT and additional pole will be at a cost of £500 +VAT. The installation has been pushed back to March to give time to for Clerk to look into funding available.	SP/Clerk

<b>5m.</b>	<b>WI Rowan Tree</b>	Update.	Westgarth's agreed that the tree could be placed as shown on the shared map. WN, GA and JS will make arrangements for the tree to be planted.	WN/GA/JS
<b>5n.</b>	<b>Cars driving on pavements</b>	Residents asked for this to be discussed.	Highways have suggested meeting with the PC and discussing the concerns. Clerk will arrange this. Residents on Moor Road are concerned by the number of vehicles mounting the pavement. They have asked that something is done before there is a fatality. Residents of Moor Road have agreed to give some of their front gardens to create a layby to prevent this. Cllrs discussed this and agreed to look into what could be done to prevent this. Clerk wrote to Highways and the Police. Highways carried out an onsite visit but at the time there was sufficient room for larger vehicles to pass without the need to mount the footway. Cllrs have asked that the Clerk respond to Highways as something needs to be done.	Clerk/Highways/Police
<b>5.o</b>	<b>Layton Lane Planning application</b>		Cllrs discussed the application and agreed that they could not support this. Clerk responded to planning confirming the objection to the application and requested an on-site visit. An on-site visit has taken place however the PC were not invited to attend. Cllrs feel an on-site visit is necessary to understand the concerns of the Melsonby community. JWP suggested that the PC wait for the design plan to be shared. Once received they could request an onsite visit and share all concerns. Cllrs did ask for it to be noted that they don't feel the concerns of the community are being considered and the role of the PC in the planning process is more a tick box exercise.	Clerk
<b>6.</b>	<b>Matters Arising</b>			
<b>6.1</b>	<b>Village lending library</b>	Update	Cllrs agreed that the lending library should be used as a book sharing service library, independent of the county library service. JS will progress this.	JS
<b>6.2</b>	<b>Trees overgrown in the church yard</b>		RDC have responded and confirmed they will visit the site and carry out the required remedial work. WN will update the residents. WN has agreed that the PC will contact RDC as a number of trees growing over from the church yard onto the resident's property. There is a willow tree at St James Close that is very overgrown and covering overhead lines. Clerk to make RDC aware of this.	WN  Completed
<b>6.3</b>	<b>Grit Bins</b>		The grit bins have been replenished.	Completed
<b>6.4</b>	<b>Replace the noticeboard</b>		Funding application has been approved to cover the costs to replace the existing noticeboard. The project is completed. The clerk can apply for the funding.	Clerk
<b>6.5</b>	<b>20's plenty initiative</b>		No update. JS is leading on this initiative.	Clerk/JS
<b>6.6</b>	<b>Mini power cuts</b>		Mini power cuts have been experienced in Melsonby. The PC is meeting with Northern PowerGrid on 11 <sup>th</sup> February 2022 to discuss this.	PC
<b>6.7</b>	<b>YLCA Law and Governance</b>		Email received from YLCA and to be shared and discussed with Cllrs.	Completed
<b>6.8</b>	<b>Widening the Moor Road Play Park entrance</b>		Cllrs agreed that upgrading and widening the entrance to the play park isn't viable.	Completed

6.9	Beck embankment damage		There has been damage to the Beck embankment opposite the school. Highways are responsible for this and have been made aware of the damage. The PC agreed to monitor this.	Highways
6.10	PTC Briefing		SP attended an online a briefing outlining the progress being made on the transition to a new unitary council for North Yorkshire.	Completed
6.11	Melsonby Closed Churchyard		RDC are proposing to manage closed churchyards, such as Melsonby, to encourage wildlife. Cllrs felt that this is something they are supportive of however felt that there is a further conversation needed. Clerk to invite the Melsonby environmental group to attend the next meeting.	Clerk
6.12	Fly Tipping		Residents had been in touch as rubbish has been left on Jagger Lane. This has been reported to RDC and the rubbish removed.	Completed
6.13	YLCA communication email		Clerk shared the YLCA communication email to Cllrs. All Cllrs agreed that the current communication process should continue. All communication from YLCA will be shared with Cllrs either via the Clerk or Chair.	Completed
6.14	Concerns about rats		Clerk received a telephone call from a resident concerned about rats. It was reported that rats maybe using the allotment area and the resident asked for the allotments to be kept tidy and free from rubbish. Clerk can confirm this has been carried out and will update the resident.	Clerk
6.15	Consideration of a footpath near Parkshill		A resident has been in touch and has asked the Parish Council to consider a footpath near Parkshill towards Aldbrough St John. Dog walkers/walkers currently use the verge. Cllrs agreed this could be a possibility and would support this unfortunately there is no funding available. The resident did suggest this could be funded privately. Cllrs asked to note that this is a possibility as a permissive path. It involves the land owner granting the public permission to use the path. Clerk to update resident.	Clerk
6.16	Melsonby sign		A resident has asked if the Parish Council could discuss the horses sign as you enter the village. They felt that the sign should be replaced with something else, for example dog walkers. Cllrs felt the horses sign is current as they are still a part of the village and this should remain. Clerk to update resident.	Clerk
6.17	Signage outside a property		The Parish Council have received correspondence regarding a sign that is displayed outside the entrance to a property. The PC have made the relevant agencies aware of this.	Completed
7.	Finance	Clerk to provide budget report for year 2021/22 to date see Appendix – emailed to Councillors prior to meeting.	Update provided on current finances. The following cheques were agreed and approved for payment: Refreshments for the Christmas eve festival £65.00 Glebe court community garden £98.47 JS asked about funding available for events taking place over the Queen's Platinum Jubilee period. Clerk will share current funding information. JS thought it could be used for the hire of toilets or the purchase of memorabilia.	Clerk  Clerk/JS
8.	Planning Applications	As per appendix.	Feedback has been shared with RDC regarding the planning application for Layton Lane House, West Lane. Please see 6.8 for an update	Clerk/Cllrs

9.	<b>Correspondence</b>	Correspondence received and dealt with by Clerk since last meeting.	Correspondence as per appendix. A thank you note from Great North Air Ambulance has been received for the donation given.	Clerk
10.	<b>Public participation</b>	Opportunity for residents to bring matters to the attention of the Parish Council.	None.	
11.	<b>Items for future Agenda</b>	Opportunity for Councillors to bring up items to be included in next meeting's Agenda.	<p>Closed church yard and upkeep of the church yard/burial grounds.</p> <p>Consider options available as the defibrillator contract terminates in August 2022. There is a lot of sludge and leaves blocking gulley's. JS asked if RDC could be made aware of this. Particularly the road by the bridge near the church.</p> <p>A property in Moor Road has been unoccupied by current resident for over 2 years. RDC to be made aware of this.</p> <p>Burial ground question – Confirmation of a burial is required. Cllrs agreed that confirmation of the fee paid will determine the plot type. Clerk to get the information.</p> <p>Consider grass cutting contractor for 2022/23. Clerk to get quotes for consideration.</p> <p>The overgrown hedge on West Road.</p> <p>Need to contact Highways Re: St James Close - potholes and settlement to the road next to the kerbs that were replaced years ago. This was the excavated strip parallel to the kerb that was excavated to allow the concrete kerb raft to be renewed and new kerbs installed this section is settling and causing standing water when rain falls.</p>	
12.	<b>Date of next meeting</b>		The next Parish Meeting will be on <b>Wednesday 23<sup>rd</sup> March 2022</b> at 7.30pm in St James Church Meeting room.	
<u>Meeting ended at 9.45pm</u>				