

MELSONBY PARISH COUNCIL DRAFT MINUTES

THE MEETING OF MELSONBY PARISH COUNCIL HELD ON Wednesday 28th September 2022 at 7.30pm at St James Church Meeting Room

PRESENT: Cllr G Angus (GA), (Chair), Cllr V Elrington (VE) (Vice Chair), Cllr W Nixon (WN), Cllr T Sutton (TS), Cllr J Stansfield (JS), Cllr B Bottle (BB), Cllr Tanya Henderson (TH).

In attendance: Cllr J Wilson-Petch (JWP) RDC, J Pears (Clerk), Residents, PCSO Elliot Brown.

Item	Covering	Summary	Detail/Action	Action/By Who
1.	Apologies			
2.	Declarations of Interest		Cllr William Nixon declared an interest in the applicant Tanya Henderson. As they are relatives Cllr Nixon is unable to cast a vote and left the meeting until after the casted votes were completed.	
3.	Councillor vacancy		Two applications had been received, both have had an informal chat with members of the Parish Council prior to the meeting and were invited to attend tonight's meeting. The applicants were Tanya Henderson and Alyson Everard. Unfortunately, Alyson was unable to attend and sent her apologies. The Clerk agreed to update Alyson with the outcome following the meeting. Cllrs were asked to cast their vote by raising their hand for the applicant they felt most suitable for the role. Tanya Henderson was unanimously voted and co-opted onto the Parish Council. Clerk asked Cllr Henderson to complete the Declarations of Acceptance and Interest and joined the Council for the remainder of the meeting.	Clerk to return the completed forms to RDC.
4.	Minutes of last meeting		RESOLVED - That the minutes of the meeting held on 13 th July 2022 are confirmed as a true record and be signed by the Chairman. Cllr William Nixon joined the meeting.	
5.	Police update	Update.	PCSO Elliot Brown attended the meeting. He introduced himself and spoke about the format of the crime bulletins that are sent to all Parishes in the Richmond and Rural area. Unfortunately, due to data protection he is very limited to what can be shared. GA asked if information could be made available following the outcomes of the reported incidents and perhaps at that point more information could be shared? WN raised the issue of vehicle's speeding through the village. Tractors are a concern. Could a police presence attend Melsonby to help slow the traffic as they speed through the village? Could they be present during busy periods, say 5pm? It's all three main roads leading in and out of the village. PCSO Brown did agree that this something that he can do. He has asked that all issues, comments and concerns could be fed back to the police using the link on the crime bulletin. It also keeps a record of the issues and builds a picture to the police of what's happening when and where. Clerk will feed back all points raised and any future issues. GA did suggest that a courteous letter is sent to the local farms to ask that no mobile phones are used while driving and to keep the speed to a minimum.	Clerk Clerk

6.	Progress report:			
6a.	NYCC and RDC updates	Updates from Councillors.	<p>RESOLVED - JWP gave an update: Planning is currently on hold at RDC until a nitrate policy is agreed. There doesn't seem to be any movement on this. The unitary authority is underway and are now wanting to hear the views from everyone. A campaign "Let's Talk" is being launched and he would encourage everyone to help shape the new council.</p> <p>AT was unable to attend the meeting. He did share an update report with the PC. He noted that this will be sent out monthly. GA read out the update and asked that the report is shared with all Cllrs via email. The report raised some questions and Cllrs agreed that any questions should be passed to the Clerk who will collate and respond to AT.</p>	Clerk
6b.	White line road markings	Road Safety Concerns.	<p>This is ongoing – Clerk followed up in September 2022. The slow sign at Everards is on the list of work to be completed. Clerk will monitor.</p> <p>VE raised concerns about white line markings from Piercebridge to Melsonby. The line should curve around the bend but the line continues straight on. Clerk will raise the issues as its dangerous to road users especially if they are unfamiliar with the roads.</p>	Clerk Clerk
6c.	NRCP	Update from TS.	No update. There is a meeting on 29 th September in Middleton Tyas.	TS
6d.	Community Speed Watch (CSW) and VAS	Update.	<p>RESOLVED – BB is collecting the VAS data for analysis. Cllrs agreed that the information can be shared with AT and the police. BB hoped to look at the information in the next week or so and will share with everyone.</p> <p>Community Speed Watch has stopped for the winter months. JS has said she would like to stand down from the co-ordinator role and let someone else take over. Cllrs thought that it might be something a parent at the school maybe interested in. Clerk will liaise with JS to put an advert together for the role.</p>	BB JS/Clerk
6e.	RDC Street Light Funding	Update.	WN and JS met with Ian Dawson from RDC. It was agreed a new light could be fitted to an existing pole. The light would be guarded to reduce light towards the houses and more light would be towards the school. The new light would be on a timer to reduce the amount of light towards the houses. Clerk to update the resident.	Clerk
6f.	35 Church Row public footpath	Ongoing.	WN is in contact with the resident and is arranging a meeting to get the NYCC formal application completed and signed. Once submitted the PC will look into any funding available.	WN/GA
6.g	Melsonby Closed Churchyard and upkeep of the burial ground		A date to discuss the wild flower meadow has been agreed – Friday 21 st October at 10am in the church area. David Lodge from RDC will be attending. Graham Smith shared a report with the PC prior to the meeting. Cllrs felt the old burial ground needs some attention and looks unkept and not a wild flower meadow. The Parish Council have received several complaints/concerns regarding the state of the old burial ground. These will be discussed at the meeting.	Cllrs

			Cllrs raised concerns as to where the soil from graves is being put. It was agreed with the grave digger that extra soil would be used to fill in the depressions in the graves. Clerk to raise the issue with the grave digger.	Clerk
6.h	Burial Ground question		The mapping has been completed. An updated map has been agreed and shared with the relevant parties.	Clerk
6.i	St James Close remedial work		Highways are aware of the issue and have agreed to meet with the PC on Friday 14 th October at 10am. They will also discuss the remedial work completed on the wall at East Road.	GA/WN
6.j	Signage by the school		Cllrs agreed that Clerk will share possibly signage (including school children). The signage was shared and agreed. The cost to purchase the sign is £65+VAT and the clips to attach the pole are £6 +VAT. Cllrs agreed to go ahead with the purchase.	Clerk
6.k	Upkeep of Parish Council areas within the burial ground		RESOLVED - There are some areas owned by the PC that need tidying and other areas in question that fall within RDC's area. Cllrs agreed this could be discussed and agreed when meeting for the review of the wild flower meadow on 21 st October 2022.	
6.l	Archiving at NYCC and scanning costs		RESOLVED - Cllrs agreed that the documentation should remain at NYCC for tagging and archiving. The list of documentation will be made available once the archiving is completed. Cllrs agreed that the list should be published for all to see.	
6.m	Tidy Gardens Competition		RESOLVED - The competition has taken place and all winners have been shared on the Facebook page, website and in the newsletter.	Completed
6.n	Northumbrian Water Update		RESOLVED - NW plan to carry out some work on the pipe bridge in the next few weeks in order for a repair to be completed. NW will contact the PC again regarding the proposed scheme by the end of the year. Clerk shared most recent photos and video of sewage over flowing from incident on 6 th September 22.	Completed
6.o	Condition of the wall on East Road		Cllrs are meeting with Highways on 14 th October at 10am to discuss the issues.	
6.p	Empty property on Moor Road		RESOLVED – Clerk has contacted RDC. The property on Moor Road still remains empty. Cllrs are concerned about the bamboo growing and length of time the property has been empty.	Completed
7.	Matters Arising			
7.a	Information Pack		GA suggested offering advertising space to local business in the information pack. GA will contact some local businesses.	GA
7.b	Christmas Event		Cllrs agreed that the date will remain on 24 th December and the event will begin at 6pm. TH will speak with the school to see if the children would like to take part as they did last year. TS will speak with Mike Priestley to see if him and his family would support the event again this year.	TH/TS
7.c	Bench on the village green		A bench is in need of repair on the village green. The footer securing the bench to the ground has broken. GA agreed to have a look at it. There is also a second	

			bench that has broken and unusable. It was agreed that GA would get a cost to repair both benches.	GA
7.d	Civility and Respect Pledge		RESOLVED - The Parish Council considered and agreed that they already adopt the approaches set out in the pledge. They felt this is already part of the current councillor conduct.	
7.e	Replacement bin		RESOLVED – A replacement bin has been agreed to replace the bin by the pub. This is at no charge to the PC. GA asked if a bigger bin could be placed outside the school. Clerk will contact RDC.	Clerk
7.f	Straw on Road		RESOLVED - GA raised the issue about straw on the roads through Melsonby. It had been left by tractors carrying straw bales. GA contacted the farm and the straw was swept up and taken away.	
7.g	Moor Road Email		RESOLVED - Email received regarding a tractor who mounted the footpath. Cllrs discussed the issue; no pedestrians were on the footpath and the vehicle had no choice to do this. This is an issue and will be raised with the police.	
7.h	Redundant street light on East Road		A new light has been installed. The old light still remains and needs to be removed. Clerk to contact RDC.	Clerk
7.i	Bank of the stream on West Road, roadside		RESOLVED - A resident raised the issue and this has been raised with Highways.	
7.j	Residents email received		RESOLVED - Email received concerning the church yard. Clerk will respond and let them know about the meeting on 21 st October and update again following the meeting.	
7.k	Possible car boot sale on the village green		RESOLVED - Cllrs discussed the suggestion to hold car boot sales on the village green. It was agreed that this is something they would not want taking place. Cllrs agreed that they would encourage a yard sale as this was very popular last time it was organised.	
7.l	Climate Emergency		RESOLVED – Cllrs discussed the impact of climate change. GA felt the PC were unable to offer anything further. The Parish Council would encourage and support residents who were looking to be more environmentally sustainable.	Completed
8.	Finance	Clerk to provide budget report for year 2022/23 to date see Appendix – emailed to Councillors prior to meeting.	RESOLVED - Clerk provided an update on current finances: a. Budget, income and expenditure up to 24 th August 2022. b. The following payments were approved and cheques signed: GCH Garden Maintenance for July and August £1128.00, Tidy Gardens Competition prize money £50.00, Trophy engraving £4.50, Hire of church area £80.00, Great North Air Ambulance donation of £100 and £240 fee for the external audit 2021/22, Parish Council insurance for 2022/23 £589.60.	
9.	Planning Applications	As per appendix.	RESOLVED - Pre- application for Hareland Farm, Moor Road – proposed upgrade to existing telecoms installation was received and considered.	

			Cllrs discussed the unanswered or acknowledged issues previously raised to planning at RDC. Cllrs have questioned their role in reviewing and commenting on submitted planning applications. GA suggested that Clerk write to the Chief Executive – Head of planning at RDC for a response and raise the issues again.	Clerk
10.	Correspondence	Correspondence received and dealt with by Clerk since last meeting.	RESOLVED - Correspondence as per appendix. A letter from the Great North Air Ambulance was discussed and a £100 donation was agreed to be given to support the work they do. A licence was received from NYCC for the use of the playing field by the Melsonby Methodist Primary School. GA has signed the agreement for Clerk to return.	
11.	Any other business	Let's Talk – The new council for North Yorkshire	Jo-Anne Scott from RDC attended the meeting – she shared information on the “let's talk” campaign. On the 1 st April 2023 the new council will replace the existing council. They want to encourage everyone to help shape the future and share their views. The PC need to help get the message out to everyone and encourage others to share and feedback their views. It's from 19 th September to 23 rd December 2022. Clerk will put leaflets and survey forms in the information centre (telephone box) post on Facebook, PC website and in the newsletter. Bus stop – The bus stop is in need of repair ASAP. TS shared pictures of the bus stop. Cllrs agreed that this needs attention. Clerk will contact RDC as this may fall under them for repair. In the interim Cllrs will get some costs to repair it. Clerk did suggest that funding maybe available. TS will ask the question at the NRCP meeting. A reminder letter should be sent to residents whose trees/shrubs etc encroach on the public footpaths. They need to be trimmed back to the boundary wall. GA will speak with the resident who trees who encroach on Glebe Court. Clerk to speak to owners whose trees encroach onto the road as this may become a Highways issue. An issue with a cherry tree was raised . It has been planted within the last 18 months. This isn't something the Parish Council have been consulted about. VE will have a look at this. TH found it difficult to navigate the PC website and suggested this is reviewed. Information is out of date or not relevant. GA said he would take a look at come back to the PC. BB asked if the Precept email had been received from RDC. As yet nothing has come in. BB asked that when it does, we look to attend the meeting as this will give the PC information as to how the precept will be set going forward under the new unitary authority. Memorial tree plaque – JS suggested that a plaque is placed on the memorial tree in memory of her Majesty the Queen. Clerk will arrange this.	Clerk Clerk/Cllrs Clerk VE GA BB Clerk

12.	Public participation	Opportunity for residents to bring matters to the attention of the Parish Council.	None.	
13.	Items for future agenda	Opportunity for Councillors to bring up items to be included in next meeting's agenda.	None.	
14.	Date of next meeting		The next Parish Meeting will be on 16 th November 2022 at 7.30pm in St James Church Meeting room.	
<u>Meeting ended at 9.43pm</u>				