

MELSONBY PARISH COUNCIL DRAFT MINUTES

THE MEETING OF MELSONBY PARISH COUNCIL HELD ON Wednesday 16th November 2022 at 7.30pm at St James Church Meeting Room

PRESENT: Cllr V Elrington (VE) (Vice Chair), 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), resident.

Item	Covering	Summary	Detail/Action	Action/By Who
1.	Apologies		Cllr G Angus (GA), (Chair), Cllr W Nixon (WN),	
2.	Declarations of Interest		Cllr Terry Sutton declared an interest in item 6f.	
3.	Minutes of last meeting		RESOLVED - That the minutes of the meeting held on 28 th September 2022 are confirmed as a true record and be signed by the Vice Chair.	
4.	Police update	No police were present at the meeting.	RESOLVED - A November update was received and circulated prior to the meeting. This was posted on the website and Facebook page.	Clerk
5.	Progress report:			
5a.	NYCC and RDC updates	Updates from Councillors.	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. A NRCP initiative is being launched to offer grants for a warm place. Potentially for schools, churches etc. The unitary authority is underway and are now wanting to hear the views from everyone. A campaign "Let's Talk" is being launched and we would encourage everyone to help shape the new council. AT was unable to attend the meeting. He did share an update report with the PC. VE read out the update. The report was emailed to Cllrs before the meeting.	
5b.	White line road markings	Road Safety Concerns.	RESOLVED - The slow sign at Everards is on the list of work to be completed.	Completed
5c.	NRCP	Update from TS.	TS attended the meeting on 29 th September in Middleton Tyas. It was confirmed that additional funding will be made available in November for Parish Councils. NRCP acknowledge the on-line application needs simplifying. Clerk will apply for funding for the bus stop repair costs and the remedial work in the village when the funding is available.	Clerk
5d.	Community Speed Watch (CSW) and VAS	Update.	RESOLVED – BB is collecting and working on the VAS data for analysis. Community Speed Watch has received interest in the co-ordinator role and the volunteer hopes to take over in the New Year. JS will coordinate this.	BB/JS
5e.	RDC Street Light Funding	Update.	RESOLVED - 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. JS asked if the trees near the lights at the substation could be cut back. Clerk will contact Powergrid.	Completed Clerk

5f.	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
5g.	Melsonby Closed Churchyard and upkeep of the burial ground		RESOLVED - On 21st October 2022 the PC met with David Lodge – RDC and Graham Smith in the church area to discuss the wildflower meadow. 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 wildflower meadow. It was agreed that 2 areas would remain as wildflower plots and the other areas would be cut and kept by RDC. The Parish Council offered to donate up to £200 for the purchase of wildflower seeds and plugs and small information boards to support the creation of 2 wildflower plots RESOLVED -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. A wall to the back of the churchyard was discussed. This wall belongs to a resident It is the resident’s responsibility to maintain and repair work on the wall not the PC. Clerk will speak with WN to get further information and respond accordingly.	Cllrs Completed WN/Clerk
5h.	Burial Ground question		RESOLVED – Clerk shared the information agreed with the family and confirmed it would be minuted. The plot in question will only be available to the Armitage family and will not be offered to anyone else. The family have reserved the cremation plot and have exclusive rights of burial. However, there is a stipulation on this particular plot, the ashes would need to be poured and carried out by a funeral director or in agreement with the PC prior to this taking place. The plot sits in front of the burial plot for Harry Armitage. The clerk confirmed that no reserve sign or flag stone will be placed on this plot.	Completed
5i.	St James Close remedial work		The PC met with Highways on Friday 14 th October at 10am and looked at the remedial work on St James Close.	
5j.	Signage by the school		The signs have been ordered and will require collecting from Richmond when ready.	Clerk
5k.	Condition of the wall on East Road		The PC met with Highways on Friday 14 th October at 10am and looked at the condition of the wall. Highways were also made aware of the bridge that is cutting away, by the Ford and near the school. It is potentially dangerous. Clerk had not heard anything following the meeting. Clerk will follow up.	Clerk
5l.	Information Pack		GA suggested offering advertising space to local business in the information pack. GA will contact some local businesses.	GA
5m.	Christmas Event		Cllrs agreed that the date will remain on 24 th December and the event will begin at 6pm. TH confirmed the children would like to take part as they did last year. TS confirmed Mike Priestley and his family would support the event again this year and Martin will MC. Refreshments will be supplied by WN and his wife. Cllrs agreed	Clerk/TH

			that each child should receive a small gift, possibly a selection box. TH will look into and come back to the PC with costings. Clerk to advertise the event.	
5n.	Bench on the village green		Cllrs agreed that a grant could be applied for to cover 75% of the costs to replace and repair the benches in and around the village. Clerk confirmed the grant has just become available and requested an application. Quotations had already been sought and will be required to support the application. The closing date is 10 th December 2022.	Clerk
5o.	Bus Stop Repairs		RDC confirmed that the bus stop is the PC's responsibility. Cllrs agreed that a grant could be applied for to cover 75% of the costs to of the bus stop repair. Quotes have been sought and will be used to apply for the grant. Clerk to apply.	Clerk
5p.	Tree planted		An issue was raised - a tree has been planted within the last 18 months. This isn't something the Parish Council have been consulted about. Clerk to check and share information with RDC.	Clerk
5q.	Review of the Parish Council Website		Clerk and JS will have a look at the website and tidy up areas with out-of-date information and archive historical information. It was suggested that YLCA maybe able to offer support/advice on updating the website. Clerk to contact YLCA.	Clerk/JS
5r.	Memorial plaque		Cllrs agreed that a plaque is placed on the memorial tree in memory of Her Majesty the Queen. Clerk will arrange this.	Clerk
6.	Matters Arising			
6a.	Seat near the cherry tree		A resident has asked to place a memorial bench near the cherry tree. Cllrs agreed that this could be done. JS will let the resident know. When the bench is delivered Cllrs will arrange for it to be fixed and secured in the agreed location.	Cllrs
6b.	White Line issue		RESOLVED - 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 has raised the issues as its dangerous to road users especially if they are unfamiliar with the roads.	Clerk
6c.	Allotment bee keeping		RESOLVED - A request had been received from an allotment user to keep bees on their allotment. The allotment association chairman consulted with the PC and RDC. RDC responded - if all plot holders agree to this, they would waiver the no animal policy agreement. To date 5 holders voted against keeping bees. The plot holder has been updated.	Completed
6d.	Highways Parish Workshop		RESOLVED - Highways offered Parish Councils the opportunity to attend a presentation giving an understanding of the Parish Portal, raising issues and sharing PC issues. Clerk and JS attended.	Completed
6e.	Swarco merge		RESOLVED - Emailed received and shared from Swarco outlining the merge undertaken.	Completed
6f.	Bringing Christmas to Melsonby		RESOLVED - Information was shared by TS and a resident about a newly established group called Bringing Christmas to Melsonby. They are looking for	Clerk

			donations to help fund the costs of getting the charity up and running. They would like to offer the children in Melsonby an opportunity to meet Santa and receive a small gift. The long-term plan is to have an annual Santa and will to look to fund raise throughout the year to cover the costs. Cllrs agreed that a £100 donation could be given. The donation will be made once the bank account had been set up in the charity name. Clerk will make payment. Cllrs asked that a plan is shared if future donations are to be considered.	
6g.	Condition of school signage		It has been brought to the attention of the PC that a school sign on East Road is in need of some attention. The sign needs cleaning and is covered by overgrown trees. Cllrs have identified who the trees belong to. TS will have a quiet word with the resident and look to get the sign cleaned and tidied up.	TS
6h.	Foliage etc around signs		See above item – 6g.	
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 October 2022. b. The following payments were approved and cheques signed: GCH Garden Maintenance for September and October £1128.00, NYCC replenish Grit bins for 22/23 £180.00, Printer Cartridge and printer paper £25.20 and NRCP printing £72.00.	
9.	Planning Applications	As per appendix.	RESOLVED - Clerk wrote to Mr C McKeon – Corporate Director at RDC as Cllrs have unanswered or acknowledged issues previously raised to planning. Cllrs have questioned their role in reviewing and commenting on submitted planning applications.	Completed
10.	Correspondence	Correspondence received and dealt with by Clerk since last meeting.	RESOLVED - Correspondence as per appendix. £100 donation had been sent to the Great North Air Ambulance and a thank you letter had been received. Clerk has returned the licence agreement from NYCC for the use of the playing field by the Melsonby Methodist Primary School.	
11.	Any other business	Disabled Swing repair Precept 23/24 Letter from Rishi Sunak MP Empty property on Moor Road	It was reported via Facebook that the disabled swing in St James play park needs repair. It was suggested that a Cllr look at the swing and share information about the damage. It was noted that an up-to-date play park inspection report had not been received. Clerk to follow this up. The Precept email had still not been received from RDC. 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. BB will attend the meeting and feedback to everyone when a date is confirmed in an email. Letter dated 19 th October 22 had been received sharing an update from Northumbrian Water. Clerk scanned a shared the letter with Cllrs.	Clerk BB Clerk

		Redundant street light on East Road Letter to resident NRCP Printing	Clerk to contact RDC again. The property on Moor Road still remains empty. Cllrs are concerned about the bamboo growing and length of time the property has been empty. A new light has been installed. The old light still remains and needs to be removed. Clerk will contact RDC again. Cllrs asked that the Clerk write a courteous letter to a resident asking them to cut back the shrubbery/bushes back to their boundary. JS mentioned that the Aldbrough colour printing of the Parish may cease as its not cost effective. The NRCP printer is still available for black and white photocopying and printing.	Clerk 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 18th January 2023 at 7.30pm in St James Church Meeting room.	
<u>Meeting ended at 9.10pm</u>				