

MELSONBY PARISH COUNCIL RATIFIED MINUTES

THE MEETING OF MELSONBY PARISH COUNCIL HELD ON Wednesday 15th May 2024 at 6.30pm at St James Church Meeting Room

PRESENT: Cllr G Angus (GA), (Chair), Cllr V Elrington (VE) (Vice Chair), Cllr J Stansfield (JS), Cllr B Bottle (BB) Cllr T Sutton (TS), Cllr W Nixon (WN), Cllr T Henderson (TH), Cllr Angus Thompson (AT) – North Yorkshire Council (NYC).

In attendance: J Pears (Clerk) and residents.

Item	Covering	Summary	Detail/Action	Action/By Who
1.	Election	Elections of Chairman and Vice Chairman.	<p>I. <u>ELECTION OF CHAIRMAN</u> The Clerk called for nominations for Chairman. It was proposed by BB and seconded by WN that Councillor Angus be elected Chairman. All Councillors agreed that GA should continue his role as Chairman. Councillor Angus was elected Chairman.</p> <p>II. <u>ELECTION OF VICE CHAIRMAN</u> GA called for nominations for Vice Chairman. It was proposed by GA and seconded that WN that Councillor Elrington be elected Vice Chairman. Councillor Elrington was elected Vice Chairman.</p>	
1.	Apologies		None.	
2.	Declarations of Interest		RESOLVED - TS declared an interest in item 7. F.	
3.	Minutes of last meeting		RESOLVED - That the minutes of the meeting held on 13 th March 2024 are confirmed as a true record. Councillors agreed that going forward all meetings will begin at 6.30pm.	Completed
4.	Police update	No police were present at the meeting.	RESOLVED - The April update was received and circulated prior to the meeting. This was posted on the website and Facebook page.	Completed
5.	Progress report:			
5a.	NYC Councillor update	Update from Councillor Angus Thompson (AT).	<p>RESOLVED – AT gave an update. The residents residing at Jagger Lane are still being pursued by NYC Enforcement Officer. Vehicles are being parked obstructing the lane and access to other properties. Clerk to follow up.</p> <p>NYC have contacted all parties requesting that they keep their ditches and gulleys clear. Not all parties were obliging. Councillors asked Clerk to write to all and remind them of their responsibilities.</p> <p>The A66 is a concern and there are no plans as yet to address the issues on the Scotch Corner roundabout. Councillor asked about bringing together local Parish Councils with the same A66 issues and concerns and respond as a collective. Clerk will contact local Parishes to see if they have contacted Highways. East Layton have highlighted the same concerns/issues as Melsonby. BB asked if the newly elective Mayor will benefit North Yorkshire. The Mayor has been into County Hall but as yet AT has not met him.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

			WN – raised an issue of a footpath that has weeds and growth. WN asked why areas in Northallerton and Richmond are kept and areas in Melsonby seem unkept. AT asked that the Clerk raise the issue with Highways.	
5b.	Community Speed Watch (CSW) and VAS	Update.	RESOLVED – BB has downloaded the raw data. He is waiting for a meeting with the CSW co-ordinator to hand this over to them. BB noted that there are a lot more vehicles speeding through the village either early on a morning or later at night. CSW had been organised to take place this week.	BB
5c.	35 Church Row public footpath	Ongoing.	RESOLVED – a meeting has taken place with NYC, Parish Council and resident. It has been agreed by all that a permissive path will be put in place. This is providing that the adjacent landowner agrees to the path being routed along on the edge of their land. This hadn't been a problem when previously suggested. WN noted that the Parish Council will need to write an agreement detailing the plan agreed with both the resident and Parish Council for signing. WN will speak with a local business to get a quote for a kissing gate to be installed as agreed.	WN/Clerk
5d.	St James Close remedial work	Ongoing.	RESOLVED – Councillors have asked Clerk to keep this item on the agenda as this needs to be reviewed in July. Some remedial work has been completed however this is substandard.	Clerk
5e.	Flood on Moor Road/Debris in the beck		RESOLVED – NYC have confirmed as at 8 th May 2024 there is no further action required from the NYC Flood Team. GA did ask Clerk to write to all land owners outlining their responsibilities.	AT/GA
5f.	Grassed area opposite the school	Clarification is required as to who owns a grassed area opposite the school.	RESOLVED – Councillors have asked Clerk to keep this item on the agenda. It was agreed that the resident will use a geo style tech grid to build back up the beck bank on the side where the telegraph pole is situated. It was agreed to see how this goes and review in the next 2 years. Resident will progress this and contact the Parish Council when work will begin, this is expected to be mid to late spring when the ground is drier.	Resident/ Parish Council
5g.	Trees on the green	Remedial work required.	RESOLVED – The work has been completed and the invoice has been approved for payment.	Completed
5h.	Limegarth Development		RESOLVED – Councillors asked the Clerk to follow up on this July time to get a date to confirm when the top of hedges will be cut back. Broadacres are unable to cut back the hedges as the birds are nesting. They will cut these back once the birds have moved on.	Clerk
5i.	Blocked drain from West Road to Jagger Lane footpath		RESOLVED - The blocked drain has been reported to Paths at NYC. Clerk raised an issue of a blocked drain from West Road to Jagger Lane footpath. A sump appears to be blocked on the side of the resident's property.	Clerk
5j.	Power cuts – Northern PowerGrid		RESOLVED – Northern PowerGrid attended the meeting. The information shared was very informative and gave a detailed overview of the current situation and the immediate and long-term plan to improve the network. A Priority Services Membership is offered to customers with unique needs, this includes elderly, sick or disabled residents. Councillors agreed that this information will be shared with the community. Clerk to include in newsletter, website and FB page.	Clerk
5l.	Caravans on Jagger Lane		RESOLVED – No update has been given from NYC Enforcement Officer. Clerk will follow this up.	Clerk
5n.	Leaking pipe on Moor Road		RESOLVED – It has been raised as an issue, clerk will follow up – There is a leaking pipe, the gully has been cleared out and linking pipe is leaking.	Clerk

5o.	Redundant Street Light		RESOLVED –This was discussed with Northern PowerGrid while at the meeting. This could be a Highways issue as Northern PowerGrid will need to be instructed by Highways to carry out the work. Clerk will contact Highways. Clerk has details of who to contact at Northern PowerGrid and will follow up if necessary.	Clerk
5p.	Northern PowerGrid to supply power for Christmas lights		RESOLVED - Clerk has contacted Northern PowerGrid. The project would require a meter, secure box and 16amp plugs. Clerk spoke with them while at the meeting and will share the contact details of the employee managing this with them.	Clerk
6a.	A66 Update. A66 Northern Trans-Pennine Project.		RESOLVED - JS gave an update as she attended meeting on 15 th January 24. The project will be going ahead. There will be a 35% increase in traffic. Councillors agreed that a slip road is needed. Councillors discussed setting up a group of local Parish Councils and respond to the project as a consensus. Clerk to contact AT to offer support on this. The project offered Melsonby primary school 12 x electronic tablets. The tablets had been used in the consultation phase of the project and are ready for donation.	Clerk/AT
6b.	North Yorkshire Community First Aid Responder Scheme		RESOLVED - A resident asked if the Parish Council could share information about the responder scheme. There is currently only one responder in the village. Sharing the information may encourage others to volunteer for the scheme. Shared on FB, website and newsletter. Young people under 18 are encouraged to join the training. Clerk to share the information with local groups to raise awareness.	Clerk
6f.	Portrait of His Majesty the King Charles		RESOLVED – The portrait has arrived and has been left in the church meeting area waiting to be displayed. Clerk to let Graham Smith/Mike Carr know.	Clerk
7.	Matters Arising	Matters arising since the last meeting.		
7a.	Path on West Road		RESOLVED - The Path on West Road is a concern. Clerk has raised the issue with Highways and shared photographs of the path. Councillors also raised concerns as the bridge on both sides of the road need clearing as they the drains and culvert are blocked. Clerk to follow up with a request to clear the drains and culvert.	Clerk
7b.	Tidy Gardens Competition 2024		RESOLVED – The Tidy Gardens Competition will be taking place this year as agreed by all. Jimmy Wilson-Petch has confirmed he will judge this as he has in previous years. Councillors agreed that the prize money would remain the same. £50 in total for 1 st , 2 nd and 3 rd place. BB will manage this.	BB
7c.	Broadband Information		RESOLVED – The Parish Council have received information on BT upgrading the broadband network. It will be available to the village should BT get enough take-up from residents. Residents have been encouraged to sign up to the scheme. Councillors asked Clerk to share the information with local businesses.	Completed
7d.	Email received – 37 Spencer House, West Road		RESOLVED – Clerk received an email from the owner of the land to the rear of 37 Spencer House. They asked if the Parish Council had an issue with the work that had been carried out. Clerk responded and confirmed the work had been carried satisfactorily but did refer to the damaged verge opposite the properties. It was also noted that should there be any planning issue these would need to be resolved directly with the planning department.	Completed
7e.	Sports Day event 2024		RESOLVED - It is taking place on 29 th June 2024. Councillors agreed that the hire of the toilets will be covered by the Parish Council, markings could be made on the bank of the village green and the grass would be cut and clippings taking away prior to the event. Clerk noted that she has emailed	Clerk

			the treasurer to confirm the insurer proposal before contacting the current insurers to arrange cover for the event.	
7f.	Memorial Tree request		RESOLVED - A request had been received to place a memorial plaque on the tree. A question was asked if the plaque could be a different material to the suggested included in the application form. Councillors had previously considered this. There is a brass plaque on the tree however overtime this has perished. Councillors suggested that TS have a look at the brass plaque on the tree. Councillors agreed it is personal preference and will fix either type of plaque.	
7g.	Water Meter on Jagger Lane		RESOLVED - A resident had raised an issue of debris/mud covering a water meter on Jagger Lane. The water board cannot gain access to it. WN and GA have cleared area and marked the area up so visible to the water board. Clerk to let resident know.	Completed
7h.	Digital Inclusion Funding Opportunity		RESOLVED - JS would like to offer bitesize IT courses and hopes to run these in the church on Friday mornings and coincide with the coffee mornings. Councillors agreed that JS should ask the community what they would like and who would attend before setting up the courses. Clerk to put something in the newsletter and JS to post on Facebook.	Clerk/JS
8.	Finance	Clerk to provide budget report for year 24/25. See Appendix – emailed to Councillors prior to meeting. The Annual Governance Accountability Return 23/24 was presented for sign off.	<p>RESOLVED - Annual Governance and Audit Return (AGAR) 2023/24 has been completed. The AGAR was prepared by the Clerk, internal audit report was carried out by Bernadette Patchett and was agreed and signed by the Chair on 15th May 2024.</p> <p>I.To certify Melsonby Parish Council as exempt from external audit for fiscal year 2023/24</p> <p>II.To note the Annual Internal Audit Report for 2023/24 included at page 4 of the Annual Governance and Accountability Return 2023/24</p> <p>III.To approve Section 1 - Annual Governance Statement 2023/24 for Melsonby Parish Council on page 5 of the Annual Governance and Accountability Return 2023/24</p> <p>IV.To approve Section 2 - Accounting Statements 2023/24 for Melsonby Parish Council on page 6 of the Annual Governance and Accountability Return 2023/2024</p> <p>V.To approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015, SI 2020/404 The Accounts and Audit (Amendment) Regulations 2020 and the Transparency Code for Smaller Authorities.</p> <p>RESOLVED – Clerk provided a budget report up to 31st March 2024. See appendix – emailed to Cllrs prior to meeting. The following payments were approved and cheques signed: Swale Tree Care - £1200.00, Rob Skelton - £190.00, North Yorkshire Council Play Park inspections April 23 – March 24 - £1345.97, YLCA Annual membership - £327.00. Clerk had shared a draft budget with Councillors for 2024/25 prior to the meeting.</p> <p>Clerk will make some amendments to the budget and share the revised one by email.</p>	<p>Completed</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p> <p>Clerk</p>

			Councillors. Clerk confirmed that 50% of the precept had been received on 23/4/2024 - £6145.50.	
9.	Planning Applications	As per appendix.	RESOLVED – Discussed and no further comments. Councillors did discuss the role of the Parish Council when reviewing and commenting on planning applications. It is felt that their role is more of a tick box exercise. Clerk to share a letter previously sent to what was RDC (No response was ever received from RDC) and send to NYC requesting a response and explanation. Clerk to include Rishi Sunak (PM) and Chief Executive of NYC.	Completed
10.	Correspondence	Correspondence received and dealt with by Clerk since last meeting.	RESOLVED – Correspondence as per appendix.	Completed
11.	Any other business	Missing Jagger Lane footpath sign. Falling wall into the road. Citizens Advice Bus will be coming to Melsonby. Hedge needs cutting back Mole Holes. Annual Parish Community Meeting.	RESOLVED – Clerk followed this up however the issue had not been raised in the system. Clerk has raised it again 13 th May 2024. RESOLVED – Urgent action is required as the wall is falling into the road and the tree is on the move. Clerk to write to the resident and follow up this with Highways. RESOLVED - It will be in Melsonby on 9 th August 2024 to coincide with the church coffee morning at 10am. It has been suggested that it parks opposite the path entrance to the Church. Clerk to write to residents to check that they agree to this. RESOLVED – Clerk to write to landowner and ask that the hedge is cut back on Aldbrough Road. RESOLVED – TH asked if she could sort out the mole holes on the village green prior to the sports day event. Councillors agreed and to go ahead and sort it. RESOLVED - Councillors agreed that the annual parish community meeting will be shared in a newsletter. Rather than a face-to-face meeting as there are a large number of community groups, clubs etc. Each club/group will be asked to give an overview of what they have done for the past 12 months and this will be shared in an annual newsletter to the community. JS will put the newsletter together and GA will give Clerk the wording to request the information.	Clerk Clerk Clerk Clerk Completed JS/GA/ Clerk
11.	Public participation	Opportunity for residents to bring matters to the attention of the Parish Council.	RESOLVED - A resident discussed some options that could resolve the agenda item 5g. Please refer to item 5g.	
12.	Items for future agenda	Opportunity for Councillors to bring up items to be included in next meeting's agenda.	The damaged gym handles on the equipment in Moor Road play park. Clerk to write to Broadacres to remind them to cut back the trees to the entrance of Limegarth and get a date for the work to be carried out.	
13.	Date of next meeting		The next meeting will be on 17th July 2024 at 6.30pm in St James Church Meeting room. Clerk shared the proposed dates for 24/25: 17th July 2024 18th September 2024 20th November 2024 22nd January 2025 19th March 2025 21st May 2025 Clerk noted that all meetings will now begin at 6.30pm.	
Meeting ended at 8.56pm				

