

MELSONBY PARISH COUNCIL

Clerk to Parish Council:

Email: melsonbyp8@gmail.com

Melsonby Parish Council c/o 14 Twinsburn Road, Heighington DL5 6RL

Public Notice Under Schedule 12, Local Government Act 1972

AGENDA

To be held on Wednesday 21st May at 6.30pm
In the St James Church, Melsonby

Annual Parish Council General Meeting

Dear Councillors: Gordon Angus (GA) (Chair); Vince Elrington (VE) (Vice Chair); Bill Nixon (BN); Judith Stansfield (JS); Brian Bottle (BB); Tanya Henderson (TH); Steven Turner (ST). You are summoned to attend the above meeting for the purpose of transacting the following business:

From: Jenny Pears (Clerk)

1. Apologies

2. Elections

Election of Chairman
Election of Vice Chairman
Election/Appointment of Responsible Financial Officer

3. Annual Overview/Update

Chairmans Annual Report 24/25
Financial Annual Report 24/25

4. Declarations of interest

Councillors are invited to declare any personal and/or prejudicial interests in matters appearing on the agenda and the nature of their interest.

5. Minutes of last meeting

Chair to approve and sign minutes of the last meeting held on 19th March 2025.

6. Police Report

7. Progress Update

- a. NYC Councillor update
- b. Community Speed watch and VAS update from Andrew Wilson – Speed Watch Co-ordinator
- c. 35 Church Row, public footpath - update
- d. Meeting with Steve Barker - update
- e. Play Park equipment repair /Pressure washing and weed killer
- f. Burial ground review – Remedial work/review fees/closed footpath sign
- g. Relocating the defib
- h. Planters around the village
- i. Planning Concerns
- j. Sports day insurance
- k. Bin on Village Green near quoits pitch
- l. Painting the benches
- m. Van parked on the grass verge
- n. Flag pole and flag – update

8. Matters Arising (Received since the last meeting)

- a. Removal of a rope hanging from a tree
- b. Rural Arts Menu 2025/26
- c. Finger sign on the path to the north of the school is missing -JS
- d. Build-up of green algae in the beck in West Road - JS

- e. Grass near the Chapel – JS
- f. Footpath gates – email received
- g. Speed watch email received
- h. Sharing all planning application information
- i. Defibrillator - TH
- j. Wall behind the church - TH

9. Finance

Clerk to provide budget report up to 31st March 2025 see Appendix – emailed to Councillors prior to meeting.

Annual Governance Accountability Return – AGAR 24/25:

- a) Internal Audit Report update
- b) To approve the annual governance statement and accounting statement
- c) To approve publication of documents required by Accounts and Audits Regulations 2015, the Local Audit (smaller authorities) Regulations 2015 and the Transparency Code for smaller authorities
- d) Review, agree and approve the mandatory policies and procedures
- e) Cheques to sign: See appendix
- f) Budget, Expenditure and Income (inc. bank balance)

10. Planning Applications and decision notices

See Appendix for details.

11. Correspondence

Correspondence received and dealt with by Clerk since last meeting in March 2025 See Appendix for details.

12. Any Other Business

13. Public participation

Opportunity for residents to bring matters to the attention of the Parish Council.

14. Items for future agenda

Opportunity for Councillors to bring up items to be included in next meeting's Agenda.

- 1. Annual Parish Meeting – Community newsletter/update to produce

15. Proposed dates for 2025/26

Wednesday 23rd July 2025

Wednesday 24th September 2025

Wednesday 19th November 2025

Wednesday 21st January 2026

Wednesday 25th March 2026

Wednesday 20th May 2026

Appendix

Planning Applications received since the last meeting on 19th March 2025:

ZD25/00218/LBC	Melsonby Methodist Primary School West Road	Listed Building Consent for replacement of duo-pitched roof covering, rainwater goods to 2no. elevations with like-for-like replacements and removal and re-fixing of coping stones to 2no. gable parapets
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Decision notices received since the last meeting on 19th March 2025:

ZD24/00098/LBC	37 West Road, Spencer House	Full planning permission for replacement and repair of windows REFUSED
ZD24/00079/FULL	37 West Road, Spencer House	Listed building consent for replacement and repair of windows REFUSED

Finance:

Account balances at 31st March 2025:

The current account stood at £5573.44

The playground equipment account stands at £750.76

The savings account stands at £9928.14

Village Hall a/c £1417.86

Income: March and April 2025:

Exclusive Rights of Burial – Fleming	£150.00
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Expenditure: March and April 2025:

Clerks Wages – March and April	£ 684.50
British Gas	£ 36.17
Streetscape	£ 582.00
NYC – Play Park inspections 24/25	£ 1345.96
NYC – Commercial waste 25/26	£ 315.00
D and D Mole Control	£ 120.00
NYC Garden Waste renewal	£ 49.00
Defib Battery	£ 334.80
Defib pads	£ 147.60
Clerks mobile 12 months at £9.25 per month	£ 111.00

Cheques to sign:

YLCA Annual membership	£ 340.00
GCH Garden Maintenance –March and April	£ 354.00
Border Group – Toilet hire	£ 228.00

Correspondence:

YLCA information updates - circulated

YCLA White Rose Newsletter - circulated

National Association of Local Councils (NALC) - circulated

NYC Updates - circulated

Clerks and Councils direct newsletter - by post

North Yorkshire Council Parish Liaison: Richmond (Yorks.) Area - circulated

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