

**MELSONBY PARISH COUNCIL DRAFT MINUTES**

**THE MEETING OF MELSONBY PARISH COUNCIL HELD ON Wednesday 19th November 2025 at 6.30pm at St James Church Meeting Room**

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

**In attendance:** Cllr Angus Thompson (AT) – North Yorkshire Council (NYC), J Pears (Clerk) and residents.

Item	Covering	Summary	Detail/Action	Action/By Who
1.	<b>Apologies</b>		<b>RESOLVED</b> – Cllr S Turner (ST) - <b>ACCEPTED</b> .	
2.	<b>Declarations of Interest</b>		<b>RESOLVED</b> – None.	Completed
3.	<b>Minutes of last meeting</b>		<b>RESOLVED</b> - That the minutes of the meeting held on 1 <sup>st</sup> October 2025 are confirmed as a true record and signed by Chair.	Completed
4.	<b>Progress reports and updates since last meeting:</b>			
4a.	<b>NYC Councillor update</b>	Update from Councillor Angus Thompson (AT).	<p><b>RESOLVED</b> – AT responded to an email regarding the home to transport policy. £818 is a cost per bus pass. This is regardless of the journey or miles. This cost is put into a central pot of money to cover transport. This fee is paid to NYC and not the contractor. GA asked why the costs were so high per child as 'Hodgsons' can offer a public bus service for £1 per day. AT is working with the Mayor of authority and his team to offer a subsidised bus service in rural areas. The Mayor has £6 million to develop transport in rural areas. AT has confirmed that it is difficult to get a response from the Mayor's office. He has proposed the £1 subsidised bus fare, with some tweaks to the bus timetable could be offered to school children and residents of rural areas. This will be at a cost of £394. GA asked where the £818 was going? What proportion is going to NYC? Could the contractors manage their own administration and NYC are taken out of the equation to reduce the bus fare cost? The current home to school transport policy will bring in savings of £2.46 million over 3 years. It's proposed to increase council tax on 2<sup>nd</sup> homes and this is projected to generate £11 million per year. AT said that this money will be ring fenced for affordable housing. GA still felt this was the parishioner's still paying for everything. AT has met with both Richmond and SFX school. Richmond School is full but where possible they will try to accommodate children from the local area. Richmond School did offer places to children out of the area and offered subsidised transport to ensure the school remained open and viable with the proposed consultation changes. Without change they predicted redundancies and lower intakes.</p> <p>Councillors asked about installing traffic calming measures. AT asked if there had been any accidents in the village. Councillors want to ensure that no accidents occur and would like the traffic measures in place before something serious happens. JS and ST have raised this with the deputy Mayor and will continue to pursue as she felt that the vehicle statistics are evidence that something further needs to be done. A chicane was suggested. AW shared the VAS stats for October/November with AT. AT asked the Clerk to share photos of the lorry who mounted the kerb on Moor Road.</p>	Completed

			AT is meeting with Martin Grainger the Head of planning at NYC. One of the issues will be staffing at NYC as there has been a shortage for a number of years and is impacting the planning process. Councillors asked if AT could help with the ongoing issue of an overgrow willow tree in a council property. AT said they he is working with Councillor Carl Les to organise a drop-in session with Parish Council Chairs. GA welcomed this. Clerk has been corresponding with Cllr Les and will confirm that Melsonby would welcome the opportunity to attend. Councillor Angus Thompson left the meeting at 7.45pm	
4b.	<b>Community Speed Watch (CSW) and VAS</b>	Update.	<b>RESOLVED</b> – Andrew - CSW co-ordinator attended the meeting but had to leave early and didn't get the opportunity to speak. Andrew shared the VAS and speed watch data before leaving at 7.30pm. Clerk confirmed that the local farmers had been sent the letter drafted by Andrew on behalf of Speed Watch.	Highways/Clerk
4c.	<b>35 Church Row public footpath</b>	Ongoing.	<b>RESOLVED</b> – An agreement has been sent to the resident to sign. Once signed work can commence. The Parish Council still need to carry out some remedial work. GA will get a quote for works to be carried out. A quote has been sought from GCH. Councillors have asked the clerk to send a letter if the agreement has not been received within the next two weeks.	WN/GA/Clerk
4d.	<b>Meeting with Steve Barker NYC</b>	Ongoing.	<b>RESOLVED</b> – No update had been received. Clerk will continue to follow this up.	Clerk/GA
4e.	<b>Burial Ground Annual Review</b>		<b>RESOLVED</b> – The grass cutting contractor has quoted to back fill the grave stones that require remedial work. Signs are still to be erected in closed burial ground area. GA is looking to get a quote from grounds work contractor in the village.	GA
4f.	<b>Relocate the defib</b>		<b>RESOLVED</b> – A sign has been purchased and will be fixed to the kiosk.	Completed
4g.	<b>Planters around the village</b>		<b>RESOLVED</b> – Clerk contacted the volunteer maintaining the planters on East Road but had no reply. GA suggested that Gardening Thorpe Farm maintain the remaining planters? Cllrs agreed that this was a good idea. GA will contact them. Councillors asked the Clerk to write to the volunteers and thank them for their time in maintaining the planters.	Clerk
4h.	<b>Planning Concerns</b>		<b>RESOLVED</b> – WN and Clerk have a meeting with planning on 20 <sup>th</sup> November 2025.	Clerk/WN
4i.	<b>Finger sign missing</b>		<b>RESOLVED</b> – Finger sign is still missing to the north of the school. Clerk will chase this.	Clerk
4j.	<b>Wall behind the church</b>		<b>RESOLVED</b> – Clerk has followed this up. The department at NYC is based in Skipton and will visit the site when he is next in the area. The wall behind the church is in need of repair. Clerk has raised the issue with NYC and shared photographs. NYC have confirmed the photographs are helpful however they would not carry out a desktop assessment and will visit the site when in the area.	Clerk
4k.	<b>Community newsletter/update</b>		<b>RESOLVED</b> – This is ready to print. GA agreed to print the newsletters and pass to JS for distribution. Councillors agreed the cost to purchase the printer paper; it was estimated that 300 copies should be printed. GA will arrange the print.	Completed
4l.	<b>Road Safety Advice Surgery on 3<sup>rd</sup> July 2025</b>		<b>RESOLVED</b> – JS and ST attended this with the Deputy Mayor. They raised the concerns of the amount of traffic through Melsonby. They asked for speed restraint measures to be put in place. The Deputy Mayor agreed and will speak to Highways and ask why this has been rejected previously. ST hadn't received an update after following up on his since the meeting. ST will follow up again and cc Councillor Angus Thompson into the email.	ST/JS

4m.	<b>NYC Play Park Inspection Report from April to July 2025</b>		<p><b>RESOLVED</b> - Clerk shared that there is a change in the frequency of the play park inspections carried out by NYC. They will now be monthly not weekly as previously carried out. Clerk confirmed that the Parish Council insurance requires weekly visual inspections. These can be carried out by a councillor and a simple record should be kept. Councillors agreed to cancel the monthly inspections. Clerk will contact NYC. Clerk noted that the annual inspection can be carried out by another provider next year and if booked a month prior to the inspection's the cost would be significantly reduced. Clerk ensure this is sorted for next year.</p> <p>A spring has gone in the gate to the entrance of Moor Road play park. WN agreed to look at this</p>	Clerk/TH/GA WN
4n.	<b>Play Park bench and fence</b>		<p><b>RESOLVED</b> - The benches in Moor Road Play Park need to be removed/replaced. TH asked that the fence is repaired as you can get access to the quarry site behind. It is quite a drop and there are concerns for the safety of the children using this. Clerk has contacted Broadacres to share the concerns. They asked if a photo of the damaged fence could be sent to them. Clerk noted that a composite picnic bench would costs approximately £480 plus VAT. GA/TH will have a look at this.</p>	WN/GA
4o.	<b>Bank Accounts</b>		<p><b>RESOLVED</b> – Councillors discussed the additional accounts and how the money could be used. Some ideas we suggested and discussed. GA asked Councillors to have them to present at the January meeting.</p>	Future agenda item
4p.	<b>Redundant lamp post</b>		<p><b>RESOLVED</b> - There is redundant lamp post on High Row that still needs removing. It is dangerous and has sharp rusty edges exposed. Clerk has shared the photographs of the lamp post with Highways. This hadn't been removed at the time of the meeting – Clerk will follow this up. JS raised that there was another redundant lamp post on the cross roads. Clerk asked if she could have the number on the lamp post or a photograph. This has been raised as an issue with NYC and needs following up.</p>	Clerk
4q.	<b>Parish Precept Arrangements 2026/27</b>		<p><b>RESOLVED</b> – BB shared calculations and proposed options for the 2026/27 precept. Councillors agreed that the precept should increase to £12980. This will increase a Band D property by 1.69%. Clerk will apply for the 2026/27 precept.</p>	Clerk
4r.	<b>Willow Tree on the Corner of St James Close and Moor Road</b>		<p><b>RESOLVED</b> – This was covered with AT under item 4a. The willow tree is in need of remedial work. There are concerns that the tree will cause damage if remedial work is not carried out asap. Clerk has raised this with NYC. Clerk has responded to NYC as they are responsible for the issue.</p>	Clerk
4s.	<b>Rabbit Burrows on Moor Road play park</b>		<p><b>RESOLVED</b> – BB has spoken with someone who can help. It will be a minimal cost. Councillor agreed for the work to proceed.</p>	BB
4t.	<b>Resurfacing road at St James Close</b>		<p><b>RESOLVED</b> – Clerk raised an issue of the resurfacing at St James Close as yet has not heard back. Loose surfacing has been left and low areas have been left outside 10 and 12 St James Close leading to puddles following rain after they had completed. Clerk will follow this up.</p>	Clerk
4u.	<b>Additional Street lighting</b>		<p><b>RESOLVED</b> - Clerk contacted NYC as there are areas that require lighting. The areas are: The bridge down from the church (rectory) near 35 Church Row and Aldbrough St John Road (west side) opposite Swire way entrance. The Lighting team are meeting on site with JS and a resident on 20<sup>th</sup> November to look at the areas.</p>	
4v.	<b>Beck to be cleared</b>		<p><b>RESOLVED</b> - The beck beyond Layton Farm needs to be cleared. Clerk has raised this with Highways.</p>	Completed
5.	<b>Matters Arising</b>	Matters arising since the last meeting.		

5a.	<b>VAS Contract Renewal</b>		<b>RESOLVED</b> – Clerk shared the renewal costs prior to the meeting. Councillors discussed the renewal and agreed that they will review this when the 2 <sup>nd</sup> VAS is due to renewal. This will be monitored for now and reviewed again in line with the 2 <sup>nd</sup> renewal.	Completed
5b.	<b>Grass cutting Contract 2026/27</b>		<b>RESOLVED</b> – Clerk shared the quotation from the current contractor. It has been £295 per cut for the last 3 years and it will be £315 per cut for 2026/27. Councillor's agreed to continue with GCH. Clerk will let the contractor know.	Completed
5c.	<b>Business Continuity Plan</b>		<b>RESOLVED</b> – YLCA have requested that Parish Councils should have a continuity plan in place. Clerk will update the current plan and share with the councillors. Clerk will respond to YLCA.	Clerk
5d.	<b>Broken foot path sign</b>		<b>RESOLVED</b> – Clerk raised the issue. This has been previously covered in item 4i.	Completed
5e.	<b>What goes on in Melsonby email</b>		<b>RESOLVED</b> – Email received asking if businesses outside of the parish could be featured in the Melsonby booklet. Councillors agreed that anything featured would be from the village.	Completed
5f.	<b>Meeting with STAG in response to issues raised</b>		<b>RESOLVED</b> – GA met with STAG and shared the views/issues from parishioners. STAG confirmed that other Parishes have raised similar issues and they working with the communities to ensure they collated and shared to implement change to the current home to school transportation policy.	Completed
5g.	<b>Site visit at Nursery Bungalow</b>		<b>RESOLVED</b> – BB, TH and WN met on site with a representative from planning and the applicant's brother-in-law. WN shared that the submitted application may be amended and that further consideration may be required, however NYC planning seem to be satisfied with the application as it stands	Completed
5h.	<b>Vehicles mounting the curb on Moor Road</b>		<b>RESOLVED</b> – TH shared photos of a vehicle mounting the curb on Moor Road. Clerk had shared this with Highways highlighting the concerns with the amount of traffic travelling through the village and the danger this poses. This was raised to AT in item 4a. ST/JS had covered this in item 4l and requested calming measures in the village.	Completed
5i.	<b>Replacement printer/copier</b>		<b>RESOLVED</b> – Clerk asked if a printer could be sourced as the one used had broken. GA had an office printer/photocopier to donate to the Clerk/PC to use.	Completed
5j.	<b>Christmas Eve event</b>		<b>RESOLVED</b> – The event is taking place and all agreed that selection boxes and refreshments will be purchased as in previous years. Clerk will share the event in the newsletter and FB page.	Clerk
6.	<b>Finance</b>	Clerk to provide budget report up to 24 <sup>th</sup> October 2025 See agenda Appendix	<b>RESOLVED</b> - Clerk had shared the financials including the budget, income and expenditure up to 24 <sup>th</sup> October 2025 with councillors prior to the meeting. The following payments were approved and cheques signed: Trophy engraving £34.00, Annual play park inspection - £336.60, Copier paper for community newsletter - £20.84, Print cartridges for new printer £78.25, NYC Play park inspections – Final invoice - £746.45, 50% of the church clock maintenance £120.00, Church meeting room hire £120.00. Clerk noted that the £850 had been received in CASH and banked from the sales of the calendar. Clerk has received the documentation that was held by the bank.	Completed
7.	<b>Planning Applications</b>	As per appendix.	<b>RESOLVED</b> – As per appendix, the applications had been shared and any observations or correspondence had been shared with planning and are available to view on the planning portal.	Completed
8.	<b>Correspondence</b>	Correspondence received and dealt with by Clerk since last meeting.	<b>RESOLVED</b> – Correspondence as per appendix. Clerk shared an email from NYC 'Let's Talk Money' this had been shared with the community on Facebook and website.	Clerk

9.	<b>Any other business</b>		<b>RESOLVED</b> – There are some bushes/trees and brash that require remedial work. Clerk to write to the residents to request this carried out.	Clerk
10.	<b>Public participation</b>	Opportunity for residents to bring matters to the attention of the Parish Council.	<b>RESOLVED</b> – None.	
11.	<b>Items for future agenda</b>	Opportunity for Councillors to bring up items to be included in next meeting's agenda.	<b>RESOLVED</b> – None.	
12.	<b>Date of next meeting</b>		The next meeting will be the Ordinary General Meeting on <b>21<sup>st</sup> January 2026 at 6.30pm</b> in St James Church Meeting room.	
<u>Meeting ended at 8.40pm</u>				