

MELSONBY PARISH COUNCIL

Clerk to Parish Council:

Email: clerk@melsonby-pc.gov.uk

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 20th May immediately after the Parish Annual Meeting
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 Chair

Election of Vice Chair

Election/Appointment of Responsible Financial Officer

3. 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.

4. Minutes of last meeting

Chair to approve and sign minutes of the last meeting held on 25th March 2026.

5. 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
- d) Meeting with Paul Randle
- e) Burial ground review – Remedial work, wall behind the church and Gravestone laid over- Brown
- f) Planters on East Road
- g) Finger sign on the path to the north of the school is missing
- h) Road Safety Advice Surgery/Letter to NYC Traffic Management
- i) Play Park remedial work - bench, fence and spring in gate
- j) Bank accounts
- k) Rabbit burrows at Moor Road Play Park
- l) Resurfacing of road to St James Close
- m) Request to NYC for additional lighting
- n) Missing village signs
- o) Website domain and audit
- p) Water sign
- q) Litter in village and street cleaning drains and gulleys

6. Matters Arising (Received since the last meeting)

- a. Recovery vehicles – parking rules
- b. Melsonby Parish Show and photographic competition 2026
- c. Dangerous tree over hanging the Public Highway
- d. Sports Day event – insurance, Portaloo Hire, Grass cutting and painting the village green bank
- e. Dangerous Manhole Cover – reported
- f. Vehicles over 7.5 tonne travelling through the village
- g. Letter received from resident – traffic calming measures

7. Finance

Clerk to provide budget report up to 31st March 2026 see Appendix – emailed to Councillors prior to meeting.

Annual Governance Accountability Return – AGAR 25/26:

- 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)

8. Planning Applications and decision notices

See Appendix for details.

9. Correspondence

Correspondence received and dealt with by Clerk since last meeting in March 2026 See Appendix for details.

10. Any Other Business

11. Public participation

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

12. Items for future agenda

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

13. Proposed dates for 2026/27

Wednesday 22nd July 2026

Wednesday 23rd September 2026

Wednesday 18th November 2026

Wednesday 20th January 2027

Wednesday 24th March 2027

Wednesday 19th May 2027

Appendix

Planning Applications received since the last meeting on 25th March 2026:

ZD26/00262/FULL	Western House Business Park	Full planning permission for erection of a Class B2 industrial unit with ancillary retail showroom and offices; car parking, service yard and associated works
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Decision notices received since the last meeting on 25th March 2026:

None.

Finance:

Account balances at 24th April 2026:

The current account stood at £4168.91

The playground equipment account stands at £759.88

The savings account stands at £9928.14

Village Hall a/c £1435.07

Income:

- £ 0.00

Expenditure: March and April 2026:

Clerks Wages – March and April £ 684.50

British Gas – March and April £ 47.39

Garden Waste Licence £ 52.00

YLCA Training – Allotment Management £ 27.40

Stamps 4 x 1st class £ 6.80

Cheques to sign:

YLCA Annual membership £ 350.00

GCH Garden Maintenance –March £ 378.00

Border Group – Toilet hire £ 294.00

Clerks mobile 12 months at £9.25 per month £ 111.00

NYC Agricultural rent 26/27 £ 681.07

Eye Catching Signs x 3 village signs £ 234.00

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

North Yorkshire Council Household Waste Recycling Centre Registration Scheme – shared on Facebook and website.