

MELSONBY PARISH COUNCIL DRAFT MINUTES**THE MEETING OF MELSONBY PARISH COUNCIL HELD ON Tuesday 14th March 2023 at 7.30pm at St James Church Meeting Room****PRESENT:** Cllr G Angus (GA), (Chair), Cllr W Nixon (WN), Cllr J Stansfield (JS), Cllr B Bottle (BB), Cllr T Sutton (TS), Cllr T Henderson (TH).**In attendance:** J Pears (Clerk)

Item	Covering	Summary	Detail/Action	Action/By Who
1.	Apologies		Cllr V Elrington (VE) (Vice Chair). Cllr T Henderson (TH) arrived 5 minutes late to the meeting and gave her apologies in advance.	
2.	Declarations of Interest		None.	
3.	Minutes of last meeting		RESOLVED - That the minutes of the meeting held on 18 th January 2023 are confirmed as a true record.	
4.	Police update	No police were present at the meeting.	RESOLVED – The February 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.	<p>RESOLVED – County Councillor Angus Thompson (AT) was unable to attend the meeting, gave his apologies and provided an update report. Councillors raised the question as to how the £125 million reserves are made. Clerk to seek clarification on this. Cllrs discussed whether funding from the locality budget could be used to fund signage to deter littering. Clerk to share this suggestion with AT. PC would like an update on the following issues previously raised to AT:</p> <ol style="list-style-type: none"> 1. Flooding on Moor Road – date to meet with resident and Mark Henderson at NYCC. Could the PC have some funding to carry out this work in maintaining the ditches and beds as and when required. The PC could act quickly and respond to flooding and prevent this by ensuring the remedial work is carried out as and when required. AT will feed this back to Highways. WN highlighted that the PC had previously met with the flood risk management team to raise such issues. However, nothing has been done. 2. Cllrs made AT aware of an area near a resident’s house (opposite the school) where water is eroding the bank. AT will raise the issue with Highways. 	<p>AT</p> <p>AT</p>
5b.	NRCP	Update from TS.	TS spoke about the recent NRCP meeting and the lack of attendance. Cllrs discussed that this could be as Parish Councils feel that they are unheard. PC’s need a clear pathway with support and guidance. RDC and NYCC need to be clear on timescales to responses when issues are raised. PC’s need clarification on the role, expectation of the councillors that and it is more than a tick box exercise. TS raised the issue that training is only available 9am-5pm and this is not accessible for everyone. The offer needs to be more inclusive.	

			Council tax will be equalized across Yorkshire in the next 2-3 years. Cllrs asked that clerk to seek clarification on the banding. It seemed unfair to be in line with other places, for example Harrogate as they have access to more amenities than Melsonby.	AT
5c.	Community Speed Watch (CSW) and VAS	Update.	RESOLVED – BB has been collecting and working on the VAS data for analysis. 6-7% are over the 30mph speed limit and the average speed is 38.6mph. Clerk will share the data with the PCSO Elliot Brown when available. Cllrs discussed purchasing a 3 rd matrix board for the additional pole. Clerk to look into funding and the locality budget to fund the purchase.	Clerk Clerk
5d.	35 Church Row public footpath	Ongoing.	WN is dealing with this. He is going to contact the resident and is going to arrange a meeting to get the NYCC formal application completed and signed. Once submitted the PC will look into any funding available.	WN
5e.	Melsonby Closed Churchyard and upkeep of the burial ground		RESOLVED – 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 has reported this to RDC.	Completed
5f.	St James Close remedial work	Ongoing.	Clerk has followed this and will continue until the issue is resolved. Highways met with the PC on Friday 14 th October at 10am and looked at the remedial work on St James Close.	Clerk
5g.	Condition of the wall on East Road	Ongoing.	Clerk has followed this and will continue until the issue is resolved. Highways met with the PC on Friday 14 th October at 10am to look at the condition of the wall. Highways were also made aware of the bridge that is being cut away by the ford and near the school. It is potentially dangerous. Clerk had not heard anything following the meeting. Clerk followed this up in January and March 23.	Clerk
5h.	Bench on the village green		A grant has been secured to cover 75% of the costs to replace and repair the benches in and around the village. A resident has asked to place a memorial bench near the cherry tree. It was agreed this could be placed on Moor Road facing the chapel. BB will speak with the resident who is situated near to where the bench will place to let them know what is happening. A bench has been purchased from NBB Recycled Furniture to replace an existing bench on the village green. The cost of £408 was agreed and paid.	Clerk/BB/WN
5i.	Bus Stop Repairs		The work has been completed and the funding has been applied for. The contractor has been paid. This is now completed.	Completed
5j.	Flood on Moor Road		There has been a number of floods on Moor Road. This has been brought to the attention of AT and Highways. The PC has carried out some work on the ditches and beds to help prevent this. The responsibility does lie with the land owner. JS shared a photo of the continuous flood coming from no1 Moor Road and flooding onto the road near Nixon’s garage. A damaged drain has been repaired but the drain has now been filled in. The water collects on the road and doesn’t drain away. It is dangerous as it can freeze. Clerk will raise this with AT this evening	AT/Clerk

			as he has a meeting with Highways and needs to be brought to their attention ASAP. A stopcock outside 31 Church Row continuously has a water flow. Clerk to contact Yorkshire Water and raise this.	Completed
5k.	Redundant Street light		A new light has been installed. The old light still remains and needs to be removed. Clerk will contact RDC again. 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 majority of the light would be towards the school. The new light would be on a timer to reduce the amount of light towards the houses. A resident has asked for clarification on this as the light does seem to be pointing towards the houses. Clerk to follow up with RDC.	Completed Completed
5l.	Burial ground wall owned by resident		WN has confirmed that the wall is owned and should be maintained by the resident. Cllrs have asked the Clerk to contact RDC and confirm this. No further action is required.	Completed
5m.	Archived Documentation		The documentation has been archived. There is some documentation to be collected and would the PC require the original storage containers, as they could be collected. Cllrs agreed that the Clerk will arrange collection of the remaining paperwork and the containers can be destroyed. NYCC shared a list of the archived documentation. Clerk will share this with Cllrs and also put the information on the Parish Council website and share with the school.	Clerk
5n.	Village Hedges		Cllrs asked that the Clerk write a letter to residents asking them to cut back their shrubbery/bushes back to their boundary and a note should be included in the Parish Newsletter. Clerk has contacted the developers of Limegarth as the entrance to development is overgrown and has encroached over the footpath.	Clerk
6.	Matters Arising			
6a.	Play Park Inspections		Cllrs agreed that it would be useful to have photographs of the issues raised in the weekly inspections. Clerk will email RDC to make this request.	Clerk
6b.	Highway Assets Maintenance (HAM) letter		HAM have confirmed that they will reimburse the PC for the urban grass cutting completed on behalf of NYCC highways. This will be £196.53 for 23/24.	
6c.	Village litter pick		A litter pick has been arranged by the residents organising the King's Coronation celebrations. Street scene at RDC has been contacted and the email has been passed to the resident organising this.	Completed
6d.	Parish Charter	Communication received by email	BB agreed to collate everyone's feedback and responses. It was agreed that the Clerk would circulate the email as it would be beneficial for everyone to read through the email prior to sharing their feedback/response with BB.	Clerk/BB
6e.	Heavy lorries travelling through the village		BB shared his concerns with lorries travelling through the village to the business park. Cllrs agreed that Clerk will contact Westgarths to remind the tenants that a planning agreement states that access to the business park should be via the Barton roundabout. Clerk to include Highways in the correspondence.	Clerk

6f.	AGAR 22/23		Clerk spoke about the arrangements for Annual Governance Accountability Return 22/23 and will go ahead and prepare the information for the annual meeting in May.	Clerk
6g.	Breached wall		See item 5l. Cllrs did ask that this was dealt with very promptly. Clerk will write to Colin Dales at RDC and thank him for his prompt attention.	Clerk
6h.	Tree branches in caught in overhead wires		Cllrs asked Clerk to write to the resident concerned. The branches are a real concern as they are growing in the overhead wires. Cllrs asked Clerk to contact the resident again, BT and NYCC ASAP.	Clerk
6i.	Leaf sludge		Clerk to raise the issue of leaf sludge on Church Row with RDC. The Parish felt that this could be something the PC could manage should there be additional funding to cover such things.	Clerk
6j.	Barclays Bank		The PC has raised a complaint as there have been issues over the processing of cheque payments and how the issues have been dealt with.	Clerk
6k.	Snowdrop bulbs		The PC were offered snowdrop bulbs from Ravensworth Nursery. These were gratefully received and the PC have asked Clerk to say thank you to Ravensworth Nursery.	Completed
6l.	Richmondshire rotary best kept village competition		Clerk shared correspondence regarding the Richmondshire rotary best kept village competition. Cllrs agreed that they would not wish to participate in the competition this year. Clerk to respond to the email accordingly.	Clerk
6m.	King's Coronation funding	Email received from a resident	The PC has applied and secured funding of £174 from RDC for the Kings Coronation celebrations. The PC has received an email asking for them to cover the costs of the bouncy castle hire. Cllrs agreed that they would cover the costs up to £250 as requested. This would be £174 from the funding received and £76 from the PC. Clerk to contact the resident with outcome.	Clerk
7.	Finance	Clerk to provide budget report for year 2022/23 to date see Appendix – emailed to Councillors prior to meeting.	<p>RESOLVED - Clerk provided an update on current finances:</p> <p>a. Budget, income and expenditure up to 24th February 2023.</p> <p>b. The following payments were approved and cheques signed: AR Property – bus shelter repairs £1750.00, NBB Recycled Furniture £408.00, RDC refuse collection £296.99, Garden waste subs – Church yard £26.50, Tees valley Groundworks £324.00, memorial tree plaque £15.60.</p> <p>Clerk confirmed that the bench grant end date has been extended to 30th June 2023 for the work to be completed.</p>	
8.	Planning Applications	As per appendix.	<p>RESOLVED -</p> <p>The following applications have been granted: 22/00684/FULL – Waterloo Farms, Moor Road, Melsonby.</p>	Completed
9.	Correspondence	Correspondence received and dealt with by Clerk since last meeting.	RESOLVED - Correspondence as per appendix.	
10.	Any other business		GA asked councillors to consider reimbursing mileage for travel associated with the Parish Council. BB confirmed that the guidance suggests 45p per mile. Cllrs	Cllrs/Clerk

			<p>agreed that mileage should be claimed at 45p per mile and this can be backdated to 1st January 2023. GA will circulate a form to complete with guidance.</p> <p>Cllrs asked if we had received an update from Northumbrian Water. Clerk to follow this up.</p> <p>Cllrs asked if there was an update on the empty property on Moor Road. Clerk will contact RDC.</p>	<p>Clerk</p> <p>Clerk</p>
11.	Public participation	Opportunity for residents to bring matters to the attention of the Parish Council.	None.	
12.	Items for future agenda	Opportunity for Councillors to bring up items to be included in next meeting's agenda.	None.	
13.	Date of next meeting		The Annual Parish Meeting will be on 24th May 2023 at 7.00pm followed by the general meeting at 7.30pm in St James Church Meeting room.	
<u>Meeting ended at 8.54pm</u>				