

MINUTES OF A MEETING OF COLBURN TOWN COUNCIL
HELD ON MONDAY 15th MAY 2023 FOLLOWING THE ANNUAL MEETING
IN COLBURN VILLAGE HALL

PRESENT

Mayor Colin Mincher (Chair)
 Councillors: **Colburn Town** – Miles Burnham, Angela Dale (left at 6.45 pm), ~~Karen Dodd~~, Michelle Dunning, Rupert Hildyard, Jag Sharma & Paul Towers
Colburn Moor – Andrea Crowe **Albermarle** - Akuila Tutora
 Clerk: Philippa Graves
 Deputy Clerk: Angela Pickersgill

No members of the public attended.

1. **APOLOGIES RECEIVED** – ~~none~~ *Karen Dodd*
2. **DECLARATION OF INTERESTS** – Cllrs Crowe, Dale, Towers & Tutora were part of the new Community Sports Centre group, non-financial, all acting as volunteer trustees of the organising group.

3. **MINUTES OF THE PREVIOUS MEETING**

It was **RESOLVED** that the Minutes of the monthly Town Council meeting held on Mon 17th April 2023 (circulated with agenda) were approved as a true and correct record and were signed by the Chair.

Matters arising – Leaflet drop for Gardening Competition – 2500 approx copies could not be printed from the office. Cllr Burnham offered to put up posters in local shops and leave entry forms in library and local shops. Details on Facebook page and website.

item 8, valuation of the Sports Centre building. Quotes were being sought and would be brought to the 19th June meeting.

4. **POLICE MATTERS** –

Report for 12th Apr to 11th May 2023 was circulated

Crime reported for the period **21 incidents**, crime report for the same period 2022 was 23.

11 Violence – 3 Assaults/threats in domestic setting, 4 Assault, 2 Harassment/threats, 2 Public Order

4 Dishonesty – 0 Domestic, 0 Burglary, 1 Business/Shop Theft, 2 Theft, 0 Fraud, 0 Blackmail, 1 Vehicle interference

6 Other – 4 Criminal Damage, 0 Arson, 2 Dangerous Dog, 0 Sexual Offences, 0 Breach of Bail, 0 Drugs
 Noted one of the dangerous dog incidents was an unprovoked attack by a dog on a person who sustained bite injuries.

ASB – **13 incidents**, same period 2022 was 14.

12 Nuisance

1 Personal

Traffic x 3

2 RTC Damage only

0 RTC Death/Injury

1 Highway Disruption

Keep up to date with Catterick Policing by joining twitter and follow us @NYPCattericksNT

Anyone interested in Colburn specific incidents or who is interested in Colburn Community Watch can follow us on TWITTER@colburnwatch.

National 24 hr non-emergency number 101 (15p per call from mobile or landline) or call Crimestoppers anonymously on 0800 555 111

In an emergency or where a crime is in progress always call 999. Contact details –

PCSO 6607 Katie Whitehead katie.whitehead@northyorkshire.police.uk

PCSO 4632 Paul Fee
 PCSO Jamie Leigh
 PC 88 Lise Recchia

paul.fee@northyorkshire.police.uk
Jamie-leigh.colburn@northyorkshire.police.uk
lisa.recchia@northyorkshire.police.uk

5. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR KEVIN FOSTER

Cllr Foster sent apologies and a written report, key points:

- **New Unitary Authority** – attended a couple of meetings at the council that discussed how the new council is operating. There is overall agreement that the system is operating quite well for residents and staff with a few glitches as expected. Please report to me any problems you encounter so I can contact the department responsible.
- **Car parking on pavement issues** – the Executive member for transport, Cllr Keane Duncan, visited the area to look at the issues and I relayed the Town Council's feedback on the poor bus service. I agree it is not fit for purpose and made the same point at the development destination plan meeting which is a national body that came to speak to councillors in North Yorkshire.
- **Anti-social behaviour and Vandalism mainly in empty buildings.** Meeting held with police and Defence Infrastructure Organisation. DIO are planning to demolish the buildings that will hopefully reduce the anti-social behaviour in the Garrison which drifts into Colburn.
- **Farewell to Garrison Commander, Lt Col Jim Turner.** For councillors who do not know Jim Turner, he was a breath of fresh air for the area and engaged with the community more than any other Garrison Commander I have known. During the garrison meeting, the refugee situation was discussed but there are no definite Home Office proposals yet so we wait and see.

All future communications should be made by email to cllr.kevin.foster@northyorks.gov.uk

6. TO ARRANGE A SITE MEETING IN COLBURN VILLAGE TO ASSESS THE ISSUES OF BANK EROSION ON COLBURN BECK THROUGH THE COMMON LAND FOR WHICH THE COUNCIL IS RESPONSIBLE

Also a resident (Keith Lytton) has complained about persistent car parking which is restricting access to the Fire hydrant cover near the bridge. The resident has had a chimney fire himself and the Hildyard Arms pub has had 2 fires in the 23 years he has lived in the village. He would like bollards placing around the hydrant access cover.

Site meeting arranged for 5 pm on Monday 5th June Hildyard Arms to walk the area from the Ford back to the bridge looking at the state of the bank erosion. Cllr Hildyard is knowledgeable about the river system locally and has contacts who are involved in the maintenance of river banks. Dep Clerk to send out confirmation email. Possibly a No Parking sign required for the Fire Hydrant area.

7. TO RECEIVE REPORTS FROM OTHER BODIES INCLUDING COLBURN COMMUNITY SPORTS CENTRE AND TO INCLUDE CURRENT PLANNING APPLICATIONS

Community Sports Centre (CCSC)

Status report up to 5th May 2023 had been circulated and filed on the computer covering completion of all internal and external LED lighting, increased membership, 250m of new hedgerow with grant from the Woodland Trust, funding secured for new Sensory room. Hopefully the addition of the Sports Centre on the North Yorkshire website listing all Leisure facilities will be resolved quickly
 Any financial questions should be covered within a Closed Session and will not be included in the Minutes.

Present membership –

Open Spaces & Play Parks Committee – Chair Cllr Miles Burnham with Cllrs Angela Dale, Andrea Crowe, Michelle Dunning & Akuila Tutora. **Next meeting Mon 12th June 2023, 5.30 pm** in the Village Hall backroom.

Joint Burial Board – Cllrs Angela Dale & Colin Mincher. **Next meeting Annual meeting Tues 23rd May 2023** at Hipswell Village Hall, 7 pm. Cllr Dodd joined the latest meeting on 28th March and was interested in the work of the Board.

Planning Committee – Cllrs Colin Mincher, Rupert Hildyard, Jag Sharma & Paul Towers.

Plans NOT agreed by Colburn Town Council – none

Plans agreed by Colburn Town Council – none

8. TO DISCUSS FINANCIAL MATTERS

To approve the signing of the updated Bank of Ireland mandate for registering Cllrs Mincher and Dale as the signatories to the account together with the Clerk who is the Authorised User of the account.

It was **RESOLVED** for the **Chair** to sign the mandate and return to the Bank of Ireland.

To note the figures included in the “Explanation of Payments” presented each month at Town Council meetings (circulated with agenda).

It was **RESOLVED** to note the annual “Explanation of Payments” updated figures.

To approve Payment/receipt list from 18th Apr – 15th May (circulated at meeting).

To receive monthly figures April with bank reconciliation (circulated with agenda).

It was **RESOLVED** to approve the above as circulated.

9. DATE OF NEXT MEETING: Mon 19th June 2023 at 6.30 pm in the Village Hall

10. ANY OTHER BUSINESS (at the Chairman’s discretion)

Mayor’s Tea on Saturday 20th May 1 – 3 pm in the Village Hall.

Cllr Dunning spoke about the dangerous situation that has been created at the Primary School entrance because the back entrance off Constantine Avenue has been closed. It was closed because local residents were blocked in their drives and unable to exit the area at school opening and closing times.

Unfortunately, the same irresponsible attitude to parking has created chaos at the main entrance with the Highways Crossing Officer herding children through cars parked on zigzag and yellow lines as parents just park anywhere to drop off their children. The Dep Clerk to ask Inspector Metcalfe to come and view the situation and advise on what action can be taken to improve safety.

Cllr Burnham asked for an update on the website. A copy of the proposed structure has been sent to the office who will review after these meetings as it has been very busy.

Cllrs Crowe & Hildyard gave apologies for the 19th June meeting.

The meeting closed at 7.05 pm

19/6/23
C/O

COLBURN TOWN COUNCIL 15th May 2023**Payments & Receipts for approval** – list circulated by email and attached to minutesIt was **RESOLVED** to approve the following payments and receipts made since the last Town Council meeting 17th April 2023:**Online Payments (visa, DD, BACS)**

| | | | |
|------|----|--|----------|
| 21.4 | 15 | BACS – Purple Creative – payment 1 new website | £1998.00 |
| | 16 | BACS – YLCA training online – Cllr Karen Dodd | £66.80 |
| | 17 | BACS – Clerk re-imburement – stationery | £15.10 |
| 24.4 | 18 | BACS – Account-ant Yorkshire – Internal Audit 2022-23 | £105.60 |
| | 19 | BACS – Fresh Mango – Retainer & 2 Microsoft licences | £75.60 |
| 28.4 | 20 | DD – Bank of Ireland online charge | £5.00 |
| | 21 | DD – Bank of Ireland monthly charges | £5.91 |
| 2.5 | 22 | DD – NYC May Garage rental | £45.06 |
| 3.5 | 23 | DD – BT | £47.94 |
| | 24 | BACS – Scotts Wright Ltd – assignment of Sports Centre lease | £487.80 |
| | 25 | BACS – Cllr Colin Mincher – Mayor’s allowance April & May | £200.00 |
| | 26 | BACS – Agilico Technologies – copier charges | £45.54 |
| | 27 | BACS – Fresh Mango Technologies – Neovault Backup | £7.20 |
| | 28 | BACS – Clerk re-imburement – office mobile | £14.49 |
| | 29 | BACS – Dep Clerk re-imburement – heavy duty bin bags | £35.84 |
| | 30 | BACS – CCSC 1 st instalment annual grant | £30,000 |
| 10.5 | 31 | BACS – Colburn Primary School – Section 137 grant | £250.00 |
| | 32 | BACS – Colburn, Hipswell, Scotton Burial Authority – Precept 2023-24 | £4105.60 |
| | 33 | BACS – MANY Bookkeeping – payroll May | £16.50 |
| | 34 | BACS – Agilico Technologies – copier service charge | £15.00 |
| | 35 | BACS – Zurich Insurance 1.6.23-31.5.4 | £855.50 |
| 12.5 | 36 | BACS – Clerk’s salary May | £1357.01 |
| | 37 | BACS – Dep Clerk’s salary May | £673.44 |
| | 38 | BACS – Robertsons Garden Services – 10/4-5/5/23 4 weeks | £1960.00 |
| | 39 | BACS – Robertsons Garden Services – Open Spaces | |
| | | Colburn Lane 2 cuts | £40.00 |
| | | Monthly water | £4.00 |
| | | Tip run 9 bags | £33.80 |
| | | | £77.80 |

Receipts

| | | | |
|-----|---|-----------------------|---------|
| 3.5 | 5 | CCLA monthly interest | £192.45 |
|-----|---|-----------------------|---------|

19/6/23
