

**MINUTES OF A MEETING OF COLBURN TOWN COUNCIL**  
**HELD ON MONDAY 19<sup>th</sup> FEBRUARY 2024**  
**IN COLBURN VILLAGE HALL**

**PRESENT**

Mayor Colin Mincher (Chair)  
Councillors: **Colburn Town** – Miles Burnham, Angela Dale, Karen Dodd, Michelle Dunning, Wayne Garbutt, 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** – County Cllr Foster
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 Town Council meeting held on Mon 15<sup>th</sup> Jan 2024 (circulated with agenda) and the Minutes of the Open Spaces meeting held on Monday 12<sup>th</sup> Feb 2024 (circulated by email) were approved as a true and correct record and were signed by the Chair.

**Matters arising** – none

4. **POLICE MATTERS** –

**Report for 12<sup>th</sup> Jan to 11<sup>th</sup> Feb 2024** (circulated by email). Report available on request to office.

**Crime reported** for the period **14 incidents**, crime report for the same period 2023 was 16.

**6 Violence** – 2 Assaults/threats in domestic setting, 0 Assault, 3 Harassment/threats, 1 Public Order

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

**6 Other** – 4 Criminal Damage, 0 Arson, 0 Dangerous Dog, 1 Sexual Offences, 0 Breach of Bail, 1 Drugs, 0 Hate incidents

**ASB** – **6 incidents**, same period 2023 was 9.

**5 Nuisance**

**1 Personal**

**Traffic x 7**

2 RTC Damage only

2 RTC Death/Injury

0 Highway Disruption

3 Other Road related offence

**PCSO Katie Whitehead attended and noted the following comments:** Cllr Mincher reported houses on Blue Nile Way had suffered anti-social behaviour, eggs thrown, doors kicked between 6 – 8 pm recently. Cllr Garbutt asked about monitoring speed on the A6136 in the area of ~~Sienna~~ *Siesta* Coffee as drivers naturally speed up after the roundabouts.

5. **TO RECEIVE A REPORT FROM COUNTY COUNCILLOR KEVIN FOSTER**

The **North Yorkshire Council Budget** will be set at the quarterly meeting to be held on 21<sup>st</sup> February. All the Budget recommendations can be viewed online and the meeting watched live or attended at County Hall. The North Yorkshire local Enterprise Partnership (LEP) has integrated into **York and North Yorkshire Combined Authority (YNYCA)**.

*AMC*  
*18/2/24*

The **Development Plan Committee** had its first meeting but there were no items on Richmondshire local plan. The first **Boundary Review** working group will be held on 26<sup>th</sup> February. All decisions, agendas and information can be viewed on NYC website. All communications should be made by email to [cllr.kevin.foster@northyorks.gov.uk](mailto:cllr.kevin.foster@northyorks.gov.uk)

6. **TO UPDATE STANDING ORDERS SECTION 22 WITH ADDITIONAL PARAGRAPH b, clarification of relations with Social media and personal emails**

Section 22 circulated with agenda.

It was **RESOLVED** to add the additional paragraph to Section 22 and update the Standing Orders.

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 7<sup>th</sup> Feb 2024 had been circulated and filed on the computer.

Event is planned for 24<sup>th</sup> February to mark the completion of the first year since taking over the centre and to thank volunteers and those who have donated services.

Exercise classes have been at 90% capacity or above. Held a 10k steps competition to encourage people to be active daily which was also available to non-members.

Hedgerow and trees delivered and planted on 27<sup>th</sup> January with the help of many volunteers.

Meetings with North Yorkshire Sport & Football Foundation regarding the re-instating of the MUGA are ongoing. A number of Community Engagement sessions are planned.

Full monthly report available on email request to the office.

Visiting councillors are most welcome to see the regular improvements but it would be appreciated if an appointment is made or speak to a Trustee in advance.

Any confidential 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, Wayne Garbutt & Akuila Tutora. **Next meeting Mon 11<sup>th</sup> March 2024, 5.30 pm** in the Village Hall backroom.

**Joint Burial Board** – Cllrs Angela Dale, Karen Dodd & Michelle Dunning. **Next meeting Tues 26<sup>th</sup> March 2024** at Hipswell Village Hall, 7 pm.

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

**Plans passed “no objections” by Colburn Town Council –**

**ZD24/00029/FULL Planning Permission for change of use from Domestic Garage to Small Commercial workshop at 24 Colburn Lane, Colburn DL9 4LS** (closed for comments 14<sup>th</sup> February)

**ZD24/00063/FULL Planning Permission for Proposed Units for Class B1 & B2 at land on Colburn Business Park DL9 4QL** (closing for comments 7<sup>th</sup> March)

**Plans “objected to” requiring further consultation:-**

**22/00227/OUT Hybrid Planning application for Drive Thru Coffee Shop, 4 Commercial Units, Place of Worship & 4 residential houses at land between Woodland Avenue & Maple Avenue, Colburn DL9 4WD**

– **Amended** (closing for comments 7<sup>th</sup> March)

From the online documents, there was no new amended layout plan and the development on this side of the A6136 was supposed to mirror The Broadway with a green frontage and no blocks of solid buildings.

Councillors were very concerned that the original issues based on the “severe impact on highway safety for motorists, cyclists and pedestrians” which caused the previous refusal of planning permission had not been addressed.

An urgent site visit with highways officers was requested to look at the timing of the lights on A6136 which would be tripped more frequently with additional side traffic, queuing outside residential houses on Woodland Avenue causing noise/pollution issues with regular standing cars.

*WAG 18/3/24*

Roundabout at Maple Avenue urgently requires “hatching road markings” as the existing Keep Clear is ignored by queuing drivers leaving the Garrison area and blocking off Colburn Lane by sitting on the roundabout. Status of the bridleway/cycle path. Without update site maps are there any changes? Case Officer to be contacted.

**8. TO DISCUSS FINANCIAL MATTERS**

To approve Payment/receipt list from 15th Jan – 19th Feb 2024 (circulated at meeting).

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

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

**9. DATE OF NEXT MEETING: Mon 18th March 2024 at 6.30 pm in the Village Hall.**

**CLOSED SESSION TO RATIFY CONFIDENTIAL CONTRACT MATTERS CARRIED OUT BY THE OPEN SPACES COMMITTEE**

**10. ITEMS FOR THE NEXT AGENDA (at the Chairman’s discretion)**

Cllr Dale – reported that after 39 years of being the Treasurer at the Hanson Sports & Social Club, Mary Dale is sadly retiring ~~due to ill health~~. A retirement party is being arranged to celebrate her wonderful contribution to the Club and local life.

Cllr Mincher confirmed that he was unable to organise a Civil Service this year due to personnel changes at St Cuthberts Church. He proceeded to make a surprise presentation to the clerk for her 20 years of service to the Council with a variety of beautifully presented gifts and a wonderful poem. The clerk thanked everyone for such kind words, memorable gifts and indeed, it was a great surprise and much appreciated.

The meeting closed at 7.40 pm

  
18/3/24



**COLBURN TOWN COUNCIL 19<sup>th</sup> Feb 2024**

**Payments & Receipts for approval** – list circulated by email and attached to minutes

It was **RESOLVED** to approve the following payments and receipts made since the last Town Council meeting 15<sup>th</sup> Jan 2024:

**Online Payments (visa, DD, BACS)**

22.1	209	BACS – Fresh Mango Technologies -Backup & Microsoft licences		£18.96
29.1	210	BACS – Hunter’s Landscape – hire sub-surface machine Play Parks		£144.00
	211	BACS – Clerk re-imburement inkjet cartridges		£42.90
31.1	212	DD – Bank of Ireland monthly charges		£4.89
1.2	213	DD – NYC Garage rental		£45.04
	214	BACS – Agilico Technologies – copier charges		£60.54
	215	BACS – Clerk re-imburse – office mobile		£14.49
2.2.	216	DD – BT broadband		£41.94
7.2	217	BACS – Fresh Mango Technologies (retainer & 2 microsoft licences)		£76.56
14.2	218	BACS – Fresh Mango Technologies – neovault, antivirus Cloud subsx2		£79.08
	219	BACS – MANY Bookkeeping – February payroll		£19.80
19.2	220	BACS – Clerk’s salary Feb		£1049.05
	221	BACS – Dep Clerk’s salary Feb		£654.46
	222	BACS – Robertson’s Garden Services 5 weeks 8.1-9.2.24		£2178.00
	223	BACS – Robertson’s Garden Services – Tiprun 9 bags	£37.80	
		Tree surgery - Sidings Woods	£300.00	
		Jet washing Playparks 5 x 1000L bowser	£23.00	£360.80

**Receipts**

16.1	24	Mayor Repayment Consort ticket Bedale Dinner	£48.00
23.1	25	Land Trust Landscape Maintenance Oct-Dec 23	£438.00
2.2	26	CCLA monthly interest	£268.50

18/3/24  
CUN