

MINUTES OF A MEETING OF COLBURN TOWN COUNCIL
HELD ON MONDAY 16th JAN 2023 AT 6.30 PM
IN COLBURN VILLAGE HALL

PRESENT

Deputy Mayor: Colin Mincher (Chair)
Councillors: **Colburn Town** – Miles Burnham, Angela Dale, Michelle Dunning, Rupert Hildyard & Paul Towers
Albermarle - Akuila Tutora. **Colburn Moor** – Andrea Crowe
Clerk: Philippa Graves
Deputy Clerk: Angela Pickersgill

2 members of the public attended. **TWO VACANT SEATS FOR THE WARD OF COLBURN TOWN.**

1. **APOLOGIES RECEIVED** – Cllr Sharma until the end of February.
2. **DECLARATION OF INTERESTS** – item 10a, Cllrs Crowe, Dale, Mincher & Towers were part of the new Community Sports Centre group, non-financial, all acting as volunteer members 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 19th Dec 2022 (circulated with agenda) and the minutes of the Open Spaces meetings held on Mon 9th Jan 2023 (circulated by email) were approved as a true and correct record and were signed by the Chair.

Matters arising – none

4. TO RECEIVE A PRESENTATION FROM RACHEL ALLEN, HEAD OF PARTNERSHIPS & DEVELOPMENT ON THE WORK OF CITIZENS ADVICE IN COLBURN.

Rachel Allen gave an interesting report on the work of Citizens Advice. She was Head of Partnerships in North Yorkshire where in April 2022 Scarborough, Whitby, Craven & Harrogate all merged to form the North Yorkshire group but the individual centres could still work locally. This was a big step forward to support people with in depth information on housing/welfare benefits, food banks and consumer goods and services which are the topics with the largest amount of issues.

Last year April 21 – March 2022, 14,903 people had been helped with over £5m gain for clients overall, 2% face to face, 82% phone enquiries, 16% email. In Colburn, 160 clients had 679 issues with energy debts the main problem followed by credit debt and store cards. The biggest age group was 30-34 with 63% female and 54% of clients having long term disability and poor health.

Rachel asked about the Village Hall and how it was being used as a Warm Hub. Cllr Dale responded that it was getting busier with 50-70 people through the building last Tuesday. She was looking for funding to put on activities for all ages to enhance the experience. Vulnerable groups were accessing the Foodshare and Warm Packs had been delivered to the Library.

Rachel was thanked for attending and updating members on the valuable work of Citizens Advice.

5. POLICE MATTERS –

Report for 12th Dec 2022 to 11th Jan 2023 was attached to the agenda (also on website)
Crime reported for the period **17 incidents**, crime report for the same period 2022 was 25.

9 Violence – 3 Assaults/threats in domestic setting, 2 Assault, 3 Harassment/threats, 1 Public Order
3 Dishonesty – 1 Domestic, 0 Burglary, 2 Business/Shop Theft
5 Other – 2 Criminal Damage/Arson, 1 Dangerous Dog, 1 Sexual Offence, 1 Breach of Bail

ASB – 9 incidents, same period 2021 was 9.

7 Nuisance

2 Personal

Traffic x 4
RTC Damage only x 2
RTC Death/Injury x 1
Highway Disruption x 1

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 paul.fee@northyorkshire.police.uk

PCSO 5745 Lisa Wilson lisa.wilson@northyorkshirepolice.uk

PC 88 Lise Recchia lisa.recchia@northyorkshire.police.uk

Outcome from December meeting - ASB issue at Colburn Library was logged on 5th December No. 12220215675 and again on 20th December No. 12220224587 reported by Jo Partington. There have been no further incidents reported since.

6. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR KEVIN FOSTER

Cllr Foster emailed a report due to sickness: work continuing on the various Local Government Reform workstreams which are now in their final stages. Reports will be given for 2 full council meetings in February to be debated and agreed. The budget will be at the Executive in the next couple of weeks for recommendation to full council. The Parish & Town Charter information has been circulated with a survey to be answered.

7. TO RECEIVE A REPORT FROM DISTRICT COUNCILLOR DALE ON RDC MATTERS RELEVANT TO COLBURN

Cllr Dale reported that the workload was quietly reducing as we move closer to 31st March and she was not taking on any long-term issues and asked for residents to refer them to County Councillor Foster. More money was being put into Apprenticeship Schemes.

8. TO REVIEW THE RISK ASSESSMENT POLICY WHICH FORMS PART OF THE FORMAL INTERNAL AUDIT AND RECORD ANY AMENDMENTS

The Risk Assessment was adopted for the current year. Cllr Dale felt that all policies should be reviewed annually and be available on the website which would require updating. The office would list the changes needed and ask Purple Creative for advice and a quote on the work required.

9. TO DISCUSS THE SETTING UP OF A COMMUNITY SPEED WATCH (CSW) GROUP IN RESPONSE TO THE SPEED DATA RECEIVED ON FOREST DRIVE (Cherry Tree Way & Peppermint Drive)

Cllrs Angela Dale, Paul Towers and Akuila Tutora offered to be part of a CSW group and take the training. Office to complete application form.

10. TO DISCUSS THE OFFER OF TWINNING WITH THE BIHADI RURAL MUNICIPALITY OF PARBAT, NEPAL AND WHAT INVOLVEMENT IS REQUIRED BY THE TOWN COUNCIL AND COUNCILLORS – Letter attached with agenda

The letter received was from the Chairwoman of the Parbat Welfare Society confirming that the organisation would financially support the twinning ceremony with the Town Council being asked for a nominal amount of £100. Travel cost to Nepal for the Twinning process would be an individual responsibility although support for accommodation and food for up to ten Council representatives would be given.

With insufficient information of what Twinning entailed long term, the matter was deferred until a full report could be presented for debate.

11. TO RECEIVE REPORTS FROM OTHER BODIES AND TO INCLUDE CURRENT PLANNING APPLICATIONS

Present membership –

Open Spaces & Play Parks – Chair Cllr Miles Burnham with Cllrs Angela Dale, Andrea Crowe, Michelle Dunning & Akuila Tutora.

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

Open Spaces & Play Parks –next meeting Mon 13th Feb 2023, 5.30 pm in the Village Hall backroom.

Joint Burial Board –next meeting Tues 24th Jan 2023 at Hipswell Village Hall, 7 pm.

Garrison Area Partnership –latest meeting Wed 21st Sept 2022, 4.30 pm Colburn Village Hall.

PLANNING –

Plans NOT agreed by Colburn Town Council - none

Plans agreed by Colburn Town Council – none

Plans REFUSED by RDC– none

12. TO DISCUSS FINANCIAL MATTERS:

Grants for the Sports Centre were paid under the Local Government (Miscellaneous Provisions) Act 1976, section 19 Recreational facilities

To approve payment of Citizens Advice annual grant of £1000, part of agreed 2022-23 precept budget

Following the presentation by Rachel Allen, it was **RESOLVED** to pay the annual grant of £1000

To approve quote for tree pruning at 8 Colburn Drive from Robinsons Gardening Services as per Open Spaces minutes 9th January

Only one quote had been obtained due to the need for a quick response as the tree was very close to the property and causing problems to the building, gutters etc. It was **RESOLVED** to accept the quote of £600 and start the work immediately.

Request from Cllr Towers on behalf of the Colburn Community Sports Centre – he requested forward payment of the agreed £7000 grant for February to enable the energy contracts/insurance to be finalised and urgent payments to be made so that the Sports Centre could continue operating safely and successfully on 1st February under the full control of the new Community group.

It was **RESOLVED** to make the advance payment of £7000 for February.

To approve Payment/receipt list from 19th Dec – 16th Jan (circulated at meeting)

To receive monthly figures December with bank reconciliation (circulated with agenda)

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

13. DATE OF NEXT MEETING: Monday 20th February 2023 commencing at 6.30 pm followed by Mon 20th March 2023.

14. ANY OTHER BUSINESS (at the Chairman's discretion)

Cllr Dale – spoke of her concern for the future of the food share since the grants available were diminishing and the cost of buying in food constantly increasing yet the need was as great as ever

The meeting closed at 7.45 pm

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 19th December:

Online Payments (visa, DD, BACS)

20.12	198	visa – Cash for Christmas Lights Competition		£80.00
21.12	199	BACS – RDC 7 new Litter bins		£2368.80
	200	BACS – Clerk re-imburement mileage		£21.00
28.12	201	DD – Bank of Ireland online charge		£5.00
30.11	202	DD – Bank of Ireland monthly charges		£3.86
BACS				
3.1	203	DD – BT a/c		£47.94
	204	DD - Garage rent Jan		£42.50
5.1	205	BACS – RDC Allotment rental 3 rd quarter		£87.50
	206	BACS – Agilico Technologies – copier charges		£54.60
	207	BACS – MHRC – PAYE 3 rd quarter		£863.80
6.1	208	BACS – Clerk re-imburement – office mobile		£14.49
11.1	209	BACS – Richmondshire Leisure Trust – grant January		£7,000.00
	210	BACS - Fresh Mango - December IT support & back up 2 invoices		£72.00
	211	BACS – MANY Bookkeeping – Jan payroll		£15.00
	212	BACS – Clerk re-imburement copy paper		£16.80
12.1	213	visa – Lever arch files & dividers		£6.65
13.1	214	BACS – Clerk’s salary Jan		£1154.04
	215	BACS – Deputy Clerk’s salary Jan		£633.33
	216	BACS – Robertson’s Garden Services 5 wks 5.12-6.1.23		£2171.50
	217	BACS – Robertson’s – 15 Litter bags disposal at tip	£63.90	
		Paint for Play parks	£19.94	£83.84

Receipts

23.12	22	RDC Refund Lottery licence (duplicate account to Village Hall)		£140.00
4.1	23	CCLA monthly interest		£154.99
12.1	24	Planter sponsorship 5 x £80		£400.00
13.1	25	Planter sponsorship – Robinsons Garden Services		£80.00
	26	Planter sponsorship		£80.00
16.1	27	Planter sponsorship		£80.00