

**MINUTES OF A MEETING OF COLBURN TOWN COUNCIL**  
**HELD ON MONDAY 20<sup>th</sup> FEB 2023 AT 6.30 PM**  
**IN COLBURN VILLAGE HALL**

**PRESENT**

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

0 members of the public attended.

**CO-OPTION TO FILL ONE VACANT SEAT FOR THE WARD OF COLBURN TOWN.**

**Karen Dodd** was duly co-opted to Colburn Town Council, signed the Declaration of Acceptance and took her seat on the Council.

1. **APOLOGIES RECEIVED** – Cllr Sharma until the end of February, Cllr Tutora (unwell)
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 meetings held on Mon 16<sup>th</sup> & 23<sup>rd</sup> January 2023 (circulated with agenda) and the minutes of the Open Spaces meetings held on Mon 13<sup>th</sup> February 2023 (circulated by email) were approved as a true and correct record and were signed by the Chair.

**Matters arising** – Mins 16<sup>th</sup> Jan, item 9 Setting up a Community Speed Watch Group. For Group Registration, the minimum number is 5 people who have to be registered with the Police and undertake the training. One person to be designated Leader and one of the group must have access to a computer with Excel files that can be completed and sent to the Police.

Kevin Foster offered to join the group. Dep Clerk to place information on Facebook page asking for volunteers to contact office by email.

**4. POLICE MATTERS –**

**Report for 12<sup>th</sup> Jan to 11<sup>th</sup> Feb 2023** was attached to the agenda (also on website)

**Crime reported** for the period **16 incidents**, crime report for the same period 2022 was 17.

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

**3 Dishonesty** – 0 Domestic, 0 Burglary, 2 Business/Shop Theft, 1 Fraud

**3 Other** – 1 Criminal Damage/Arson, 0 Dangerous Dog, 2 Sexual Offences, 0 Breach of Bail

**ASB – 9 incidents**, same period 2021 was 9.

**4 Nuisance**

**5 Personal**

**Traffic x 1**

RTC Damage only x02

RTC Death/Injury x 1

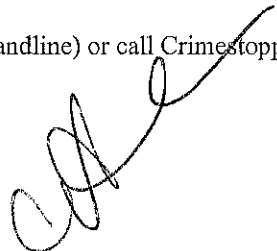
Highway Disruption x01

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

20/3/23



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

PCSO 6607 Katie Whitehead [katie.whitehead@northyorkshire.police.uk](mailto:katie.whitehead@northyorkshire.police.uk)  
PCSO 4632 Paul Fee [paul.fee@northyorkshire.police.uk](mailto:paul.fee@northyorkshire.police.uk)  
PCSO Jamie Leigh [Jamie-leigh.colburn@northyorkshire.police.uk](mailto:Jamie-leigh.colburn@northyorkshire.police.uk)  
PC 88 Lise Recchia [lisa.recchia@northyorkshire.police.uk](mailto:lisa.recchia@northyorkshire.police.uk)

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

Cllr Foster informed members that the papers on the proposed new Council structure would be voted on Wed 22<sup>nd</sup> Feb. He pointed out that Planning would have 7 members from Hambleton and only 1 from Richmondshire. This caused great concern at the apparent unfairness of representation especially with all the likely development around junction 52 and at Scotch Corner on the A1 corridor. It was agreed that that clerk should write to Barry Khan, Legal & Democratic officer at North Yorkshire Council to ask how under the new system, parish councils and residents will be consulted and their opinions heard and taken into consideration.

This was a key point for Colburn which is a growth area and Richmondshire as a whole needs good employment opportunities for young people to stay in the area and prosper.

Cllr Foster subsequently corrected the information. There were proposed 7 seats on Planning, 6 from the lead political group and 1 from the opposition reflecting the elected members of Richmond Constituency. It appeared that the final form would be 5 representatives from Hambleton and 2 from Richmondshire.

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

Cllr Dale reported that the last Corporate Board meeting had taken place with only 2 more Planning meetings scheduled, grants were moving to County. She had praised the work of the staff over the last 4 years and wished everyone well for the future.

**7. TO REVIEW THE DRAFT PARISH CHARTER AND ANSWER THE CONSULTATION FROM THE NORTH YORKSHIRE COUNCIL (closing 12 April 2023)**

The draft Parish Charter and consultation document had been circulated with the agenda. All councillors were asked to complete the consultation and return to the office where the answers would be compiled for a Town Council response.

**8. TO DISCUSS THE SETTING UP OF A SUB-COMMITTEE TO ORGANISE A COMMUNITY EVENT FOR THE KINGS CORONATION 6-8<sup>TH</sup> MAY. PUBLISH NEWSLETTER IN APRIL/MAY TO INCLUDE DETAILS OF EVENTS AND PROGRESS AT COLBURN SPORTS CENTRE**

Various ideas were put forward for community events over the May weekend. Cllr Dale stated that the Garrison Area Partnership were running a Family Funday in Coronation Park on Sunday 7<sup>th</sup> May. A Litter Pick with bacon butties was already arranged for Sat 6<sup>th</sup> and this could be extended to a lunch or afternoon teas. The availability of volunteers to run events was the critical factor. A raffle and tombola could be run.

**9. 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 13<sup>th</sup> Mar 2023, 5.30 pm in the Village Hall backroom.

**Joint Burial Board** –next meeting Tues 28<sup>th</sup> Mar 2023 at Hipswell Village Hall, 7 pm.

**Colburn Community Sports Centre (CCSC)**

Status report January 2023 had been circulated by email and paper copies at the meeting and filed on the computer. Now that the transfer had been completed, a monthly report would be provided for each meeting.

**PLANNING –**

**Plans NOT agreed by Colburn Town Council - none**

**Plans agreed by Colburn Town Council –**

22/00886/Full Planning Permission for Proposed External Wall Insulation (EWI) to 33 Properties at Harley Crescent, Colburn DL9 4JF

**Plans REFUSED by RDC– none**

**10. TO DISCUSS FINANCIAL MATTERS:**

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

Cllr Dale flagged up the cost of big projects such as the river bank which was being undercut near the ford on the Common Land in Colburn Village. More gabion baskets were needed, only a limited section had been installed a few years ago. Trees both on the river bank and Colburn Sidings Woods were the Council's responsibility. Volunteers could be asked to strip ivy from trees that were being overrun with ivy growth as a damage prevention. The Council had obtained many grants through the Area Partnership fund and a longterm funding strategy would be needed to replace the old District system of support to maintain the Open Spaces and Play Parks.

**To approve Payment/receipt list from 17th Jan – 20th Feb** (circulated at meeting)

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

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

**11. DATE OF NEXT MEETING:** Monday 20<sup>th</sup> March 2023 commencing at 6.30 pm followed by Mon 17th April 2023.

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

**Clerk** – a resident wished to move a lamp post which was preventing the family parking two cars so one car was adding to the street parking problem. From North Yorkshire County, the cost was quoted at £1000. The site had been visited by several councillors and all agreed they were happy to support her request without any financial involvement from the Town Council. The owners had taken down a fence to allow more parking without let down curbs and hence now the lamp post was in the middle of the available space.

There was an issue with a Campervan being parked on First Avenue with an electric lead back to the house lying across the footpath which was dangerous and the vehicle was causing an obstruction and blocking off parking. It was agreed that the Clerk would write to Cllr Colin Dales asking for the removal of the vehicle.

**Cllr Dale** – spoke of the Warm hub development with workshops up and running and the Hall in constant use. She confirmed receipt of £10,000 from the Household Support grant to maintain services for the time being.

**Cllr Mincher** - listed his Mayor's Charities as the Village Hall, Foodshare Project, Colburn Sports Centre and possibly one other.

**The meeting closed at 7.55 pm**

Handwritten signature and date: 20/3/23

## COLBURN TOWN COUNCIL 20<sup>th</sup> February 2023

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 16<sup>th</sup> January 2023:

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

18.1	218	BACS – Colburn Community Sports Centre forward Feb grant	£7,000.00
	219	BACS – Fresh Mango Technologies 2 Microsoft licences	£10.80
	220	BACS – Citizens Advice Mid North Yorkshire – Annual Grant	£1,000.00
30.1	221	DD – Bank of Ireland online charge	£5.00
31.1	222	DD – Bank of Ireland monthly charges	£4.68
1.2	223	DD - Garage rent Feb	£42.50
	224	BACS – GB Sports & Leisure – Piper Hill & Albermarle Play Park repairs	£1030.26
	225	BACS – Clerk re-imburement – office mobile	£14.49
	226	BACS – Deputy Mayor – allowance Feb-May £100 + £20 dinner expenses	£140.00
	227	BACS – RDC Chairman’s dinner guest ticket 25 <sup>th</sup> March	£20.00
2.2.	228	DD – BT a/c	£47.94
	229	visa – Post Office recorded delivery Signed Sports Centre Lease to solicitors	£2.85
3.2	230	BACS – Agilico Technologies – copier charges	£54.60
8.2.	231	BACS - Fresh Mango - January IT support & Virus protection	£147.48
13.2	232	visa Post office stamps	£5.80
	233	BACS – Fresh Mango – Neovault backup February	£7.20
20.2	234	BACS – MANY Bookkeeping – Feb payroll	£15.00
	235	BACS – Clerk’s salary Feb	£1241.92
	236	BACS – Deputy Clerk’s salary Feb	£705.21
	237	BACS – Robertson’s Garden Services – Quoted for Tree Work	£600.00
	238	“ “ “ “ 5 wks -9.1 – 10.2.23	£2117.50
	239	BACS – “ “ “ – Open Spaces various items	114.87
	240	BACS - “ “ “ – Play Parks various items	£155.36

### **Receipts**

23.1	28	Planter sponsorship – Penguin Tailoring	£80.00
	29	Planter sponsorship – PT Childcare	£80.00
31.1	30	Planter sponsorship – Rory Wallace	£50.00
2.2.	31	CCLA monthly interest	£182.06
3.2	32	Planter sponsorship – balance Rory Wallace	£30.00
	33	Refunded Dinner Tickets – Stockton on Tees 17 <sup>th</sup> March cancelled	£120.00
7.2	34	Planter sponsorship cash payments banked	£425.00
9.2.	35	Planter sponsorship cheque payments banked	£160.00
16.2	36	Cllr Sharma Refund of Mayor’s allowance Feb – May	£500.00

*Handwritten signature and date:*  
20/3/23