

MINUTES OF A MEETING OF COLBURN TOWN COUNCIL
HELD ON MONDAY 16th OCTOBER 2023
IN COLBURN VILLAGE HALL

PRESENT

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

No members of the public attended.

1. **APOLOGIES RECEIVED** – Cllrs Michelle Dunning, Jag Sharma & Andrea Crowe
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.
Item 9 Youth Project grant – Cllr Dale (volunteer trustee) and Cllr Towers, both non pecuniary.

3. **MINUTES OF THE PREVIOUS MEETING**

It was **RESOLVED** that the Minutes of the Town Council meeting held on Mon 18th Sept 2023 (circulated with agenda) and the Minutes of the Open Spaces meeting held on Monday 9th Oct (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 12th Sept to 11th Oct 2023 (circulated by email). Report available on request to office.

Crime reported for the period **18 incidents**, crime report for the same period 2022 was 25.

11 Violence – 1 Assaults/threats in domestic setting, 1 Assault, 8 Harassment/threats, 1 Public Order

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

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

ASB – 10 incidents, same period 2022 was 6.

8 Nuisance

2 Personal

Traffic x 7

1 RTC Damage only

0 RTC Death/Injury

2 Highway Disruption

4 Other Road related offence

It was noted that there had been no police representation at Town Council meetings for many months and therefore no opportunity to discuss the ongoing Dispersal Authority notices which have been in place to cover central Colburn zones 1,2, 3 & 5 and Brough with St Giles zone 4 since 26th September. The Messaging Alert system had been used effectively but not all residents had access or were signed up so it was important that councillors were kept fully in the picture.

It was agreed that the clerk should write to Inspector Metcalfe requesting a review of these incidents and arrange for some future regular representation at Council meetings.

20/11/23
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5. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR KEVIN FOSTER

Cllr Foster attended:

Made a request to Cllr Keane Duncan, Executive member for highways and transport, for a **zebra crossing outside the Primary School**. The cost would be £30,000, there were major budget issues and a contribution from the Town Council would be helpful.

A **Crossing Assistant** has been recruited and is being trained and will be in place as soon as possible.

Covid rates are rising fast.

New Garrison Health Centre is progressing and spades will be in the ground from February 2024.

Boundary Review – he is attending a meeting and will report further.

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

6. TO DISCUSS THE PROPOSAL FROM CLLR HILDYARD TO REQUEST CREATING A 20 MPH ZONE FROM THE A6136 TO COLBURN VILLAGE COVERING THE HOUSING AREAS ACCESSED BY COLBURN LANE, FOURTH & FIRST AVENUE AND BACK LANE TO VILLAGE

The written proposal from Cllr Hildyard was welcomed. There was a discussion on how to communicate with residents; online poll, printed leaflet or public meeting. Enforcement was an issue. Cllr Foster supported the proposal and suggested the Town Council write to Cllr Duncan and ask how to move this forward.

It was **AGREED** that the clerk emails Cllr Hildyard's proposal and map to Cllr Duncan to see what steps need to be undertaken.

7. TO DISCUSS THE SCOPE OF THE MAYOR'S ALLOWANCE AND HOW THE MONEY COULD BE SPENT IN THE FUTURE led by Cllr Mincher

Cllr Mincher asked for councillors' views on whether this was a personal or social allowance and whether there should be written guidelines for the presiding Mayor and Deputy to follow. There was an exchange of views on how the allowance had been increased due to the need to ensure that lack of finances did not deter any councillor from standing for either position. The Clerk read out the opening paragraph from the YLCA Advice note 9, Chairman's Allowance which covered the legislation under which it can be paid and what the allowance may cover (would be circulated by email for reference). The note did confirm that the Allowance was for expenses of the office.

8. 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 **6th Sept 2023** had been circulated and filed on the computer.

The main innovation was the opening of the Sensory Room in early October and this had proved to be well supported and appreciated at an economic rate of £3 per hour. At that price, no concessions could be made even for high dependency residents.

Full monthly reports 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 & Akiula Tutora. **Next meeting Mon 13th Nov 2023**, 5.30 pm in the Village Hall backroom.

Joint Burial Board – Cllrs Angela Dale, Karen Dodd & Michelle Dunning. **Next meeting Tues 28th Nov 2023** at Hipswell Village Hall, 7 pm.

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

Plans not supported by Colburn Town Council –

21/01051/Outline Planning Application with some matters Reserved for Employment Development etc at Land South of Chartermark Way, Colburn Business Park, DL9 4QN **AMENDED PROPOSAL, original proposal not agreed** (closed for comments 9th Oct 2023)

9. TO DISCUSS FINANCIAL MATTERS

To agree and approve the request for continued grant funding to the **Colburn Youth Project at a higher rate of £8147.00 per annum** (£407 increase) to cover a small pay increase for the staff (information circulated with agenda).

Rachel Bagnall, Youth leader, attended with 6 youngsters who answered questions such as what the Project meant to them, which activities they liked best, how safe did they feel, did they make more friends? A Feedback Report had been produced by asking 28 individuals from the 3 age groups for their views and all would recommend the Project to friends. The main wish from the survey and the youngsters present was to have their own youth building space which was permanent. Using the Sports Centre, Library and Village Hall for the relevant activities was good but meant always sharing space and storage space and remembering which activities were happening on which night and which venue!

Councillors thanked Rachel and the youngsters for attending and speaking. They would require accounts for the current year to be able to ratify a decision. Agenda item for 20th November.

To approve Payment/receipt list from 19th Sept – 16th Oct (circulated at meeting).

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

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

10. DATE OF NEXT MEETING: Mon 20th November 2023 at 6.30 pm in the Village Hall

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

Cllr Burnham – requested an agenda item for 20th November on the proposed new Noticeboard with quote for outside the Village Hall.

The meeting closed at 7.45 pm

20/11/23
CJA ✓

COLBURN TOWN COUNCIL 16th Oct 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 18th Sept 2023:**Online Payments (visa, DD, BACS)**

18.9	121	DD – Siemans Financial Services – copier lease rental	£187.84
25.9	122	BACS – CRACCL Colburn Library Section 137 grant	£1500.00
	123	BACS - Clerk re-imburement minute book	£16.99
28.9	124	DD – Bank of Ireland online charge	£5.00
29.9	125	DD – Bank of Ireland monthly charges	£3.80
	126	visa – Post office recorded delivery papers to Band of Ireland	£7.40
2.10	127	DD – NYC Garage rental	£45.04
	128	BACS – Agilico Technologies – copier charges	£60.54
	129	BACS – Purple Creative -final instalment New Website	£399.60
	130	BACS – HMRC 2 nd quarter PAYE	£756.90
	131	BACS – Clerk re-imburse office mobile	£14.49
	132	BACS – Clerk re-imburse mileage	£17.00)
		Mouse batteries	£4.95)
			£21.95
3.10	133	DD – BT broadband	£41.94
6.10	134	BACS – Fresh Mango Technologies – monthly retainer, neovault & Microsoft business licences	£83.76
	135	BACS – Colburn Community Sports Centre – 2 nd part of annual grant	£20,000.00
	136	BACS – Mr S Jacques – re-imburse engraving trophy Garden competition	£15.00
11.10	137	BACS – MANY Bookkeeping – payroll	£19.80
	138	BACS – NYC Allotment lease 3 rd quarter	£88.00
	139	BACS – Clerk re-imburse – copy paper & envelopes	£10.90
16.10	140	BACS – Clerk’s salary Oct	£978.25
	141	BACS – Dep Clerk’s salary Oct	£606.80
	142	BACS – Robertson’s Garden Services 4 weeks 4.9 – 29.9.23	£1978.00
	143	BACS – Robertson’s Garden Services – 3 bowser fills, 2 watering trips	£111.90
	144	BACS – Robertson’s Garden Services – 2 Colburn Lane cuts, Tip run	£77.80

Receipts

29.9	15	Precept 2 nd tranche from North Yorkshire Council	£187.84
3.10	16	CCLA monthly interest	£245.60

20/11/23
