

**MINUTES OF A MEETING OF COLBURN TOWN COUNCIL**  
**HELD ON MONDAY 18<sup>th</sup> SEPTEMBER 2023**  
**IN COLBURN VILLAGE HALL**

**PRESENT**

Mayor Colin Mincher (Chair)  
Councillors: **Colburn Town** – Miles Burnham, Karen Dodd, Michelle Dunning, Rupert Hildyard & 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** – Cllrs Angela Dale, Wayne Garbutt & Jag Sharma
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 7, Section 137 grant to Youth Project, Cllr Dale (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 17<sup>th</sup> July 2023 (circulated with agenda) and the Minutes of the Open Spaces meeting held on Monday 11<sup>th</sup> Sept (circulated by email) were approved as a true and correct record and were signed by the Chair. For accuracy, the next meeting of the Open Spaces committee should be shown as 11<sup>th</sup> September, not 10<sup>th</sup>. Meeting has taken place.

**Matters arising** – none

4. **POLICE MATTERS** –

**Report for 12<sup>th</sup> Aug to 11<sup>th</sup> Sept 2023** (circulated by email and published on website).

**Crime reported** for the period **18 incidents**, crime report for the same period 2022 was 26.

**10 Violence** – 5 Assaults/threats in domestic setting, 2 Assault, 3 Harassment/threats, 0 Public Order  
**6 Dishonesty** – 0 Domestic, 1 Burglary, 0 Business/Shop Theft, 2 Theft, 02 Fraud, 1 Blackmail, 2 Vehicle interference  
**2 Other** – 2 Criminal Damage, 0 Arson, 0 Dangerous Dog, 0 Sexual Offences, 0 Breach of Bail, 0 Drugs

**ASB – 18 incidents**, same period 2022 was 13.

**14 Nuisance**

**4 Personal**

**Traffic x 7**

1 RTC Damage only  
0 RTC Death/Injury  
4 Highway Disruption  
2 Other Road related offence

Cllr Towers is using the incident figures to support a grant application to the Police Commissioner's office for the Boxing Club at the Colburn Sports Centre and widen the user area to attract youngsters from Bedale, Leyburn and Richmond. This would offer a healthy and competitive alternative which would reduce ASB in the future.

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

Cllr Foster sent apologies due to holiday, his written report included:

**20 mph Speeding Limits**- the 20s Plenty campaign was not supported by the Executive but individual requested speed limits can be introduced at sites and in areas where locally appropriate.

**Primary School Crossing issues** – he has requested a Zebra crossing be installed.

**Disposable vapes** – he has put forward a motion to ban disposable vapes and NYC has now written to the government urging a ban.

**Positions** – listed the various committees and positions within the County organisation.

**NYC Council reporting** – some issues in other areas but he has had no problem reports from Colburn residents. He encouraged everyone to report issues and let him know only at the point where escalation was needed.

All communications should be made **by email** to [cllr.kevin.foster@northyorks.gov.uk](mailto:cllr.kevin.foster@northyorks.gov.uk)

Cllr Hildyard was keen to support a 20 mph speed limit on the roads that leave the A6136 to access the main Colburn housing area. 20mph signs could be erected at low cost at the entrance to road off the traffic lights Broadway shops, Fourth Avenue and Colburn Lane running down to the village. Other councillors agreed and he was asked to write a proposal to be sent to NYC which would be an agenda item for October's meeting.

**6. 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 **6<sup>th</sup> Sept 2023** had been circulated and filed on the computer covering the date in September for the opening of the Sensory Room. Unfortunate delays due to difficulty in obtaining electronic components for the ball pit.

Community Boxing Gym launched in July and proved to be very popular with a current waiting list on all classes.

Family Fun Day held on Sun 13<sup>th</sup> August with mainly dry weather. Excellent day with displays from Gymnastic club, races, Tug of War, fairground rides and many stalls.

Richmond Pro Player held friendly matches and mini tournament during the school holidays.

Fijian Community hosted a family sports day to celebrate the end of the school term, great success and good weather.

Richmond Pro Player held their summer soccer camp during the last week in August and 25 free spaces were filled. The centre was buzzing with activity.

Pool table donated which proved a hit with the children over the summer holidays.

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 & Akuila Tutora. **Next meeting Mon 9<sup>th</sup> Oct 2023**, 5.30 pm in the Village Hall backroom.

The clerk discussed the large increase in the water bill for the Maintenance Contractor and would work out usage figures from the summer which could be discussed and agreed at the next meeting to re-imburse. From 1<sup>st</sup> October, the Maintenance contractor would be asked to record the bowser fills for greater accuracy and accountability.

**Joint Burial Board** – Cllrs Angela Dale, Karen Dodd & Michelle Dunning. **Next meeting Tues 26th Sept 2023** at Hipswell Village Hall, 7 pm.

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

**Plans agreed by Colburn Town Council –**

**ZD23/00408/Full Planning Permission** for New Commercial Unit at 9 Easton Way, Colburn DL9 4GA (closed for comments 9<sup>th</sup> Aug 2023)

16/10/23  
Cllr

**7. TO REVIEW STANDING ORDER 5e, page 12 of existing Orders**

Page 12 had been circulated for information. The bold type of 5e is the original text which cannot be changed. Paragraphs 2 & 3 had been added 21<sup>st</sup> February 2022 but the process had not been used. Paragraph 3 referred to restricting the term of office for Mayor/Chair to two years before standing down but may serve further terms in future.

It was **RESOLVED** to delete the additional paragraphs 2 & 3 added in February 2022 and keep the original text of 5e.

**8. TO DISCUSS FINANCIAL MATTERS**

The request to continue payment of the grant to the Youth Project at a higher rate of £8147.00 had been postponed and would be an agenda item for October.

**To ratify** the agreed Section 137 grant of £1500 (in Precept budget 2023-24) to **Colburn Library** as a contribution towards the employment of an admin assistant 2 days a week to support the volunteers (correspondence circulated with agenda).

**It was RESOLVED** to pay the agreed grant of £1500 to CRACCL as a contribution towards the running costs of the Colburn library.

**To approve Payment/receipt list from 17th July – 18th Sept** (circulated at meeting).

**To receive monthly figures July & Aug with bank reconciliation** (circulated with agenda).

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

**9. DATE OF NEXT MEETING: Mon 16th Oct 2023 at 6.30 pm in the Village Hall**

**Closed Session to ratify the decision from the Open Spaces meeting 19<sup>th</sup> July resulting from the Maintenance Contractor's review**

The confidential proposal was agreed and would be confirmed by the clerk in writing to the Maintenance Contractor.

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

The meeting closed at 7.10 pm

16/10/23  
JMM

**COLBURN TOWN COUNCIL 18<sup>th</sup> Sept 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 17<sup>th</sup> July 2023:**Online Payments (visa, DD, BACS)**

19.7	82	Colburn Youth Project Year 3 of 3 year plan, Section 137 grant	£7740.00
	83	Colburn United Football Club, Section 137 grant	£250.00
21.7	84	Clerk re-imburement mileage June/July	£20.50)
		Information Commissioner's Office Renewal Certificate	£40.00)
26.7	85	Purple Creative – stage 3 of Website upgrade	£799.20
	86	Feather Smailes Scales – Asset Valuation report for Sports Centre	£870.00
30.7	87	DD – Bank of Ireland online charge	£5.00
31.7	88	DD – Bank of Ireland monthly charges	£4.42
1.8	89	BACS – PKF Littlejohn – External Audit	£504.00
	90	DD – NYC Garage rental	£45.04
2.8	91	DD – BT broadband	£55.69
4.8	92	BACS – Clerk re-imbure office mobile	£14.49
		copy paper	£8.40
	93	BACS - Fresh Mango – Monthly retainer & Neovault	£72.00
	94	BACS – Agilico Technologies – copier charges	£60.54
9.8	95	BACS – Fresh Mango – 2 Microsoft licences	£11.76
	96	BACS – Paul Towers -re-imbure bench bolts	£36.37
14.8	97	visa – Recorded delivery info to Bank of Ireland	£8.75
18.8	98	BACS – Clerk's salary Aug	£978.25
	99	BACS – Dep Clerk's salary Aug	£632.26
	100	BACS – Robertson's Garden Services – Online Diisocyanates training	£39.56
	101	BACS – Robertson's Garden Services 5 weeks 3.7 – 4.8.23	£2450.00
	102	BACS – Robertson's Garden Services – monthly water, 4 watering trips	£214.00
	103	BACS – Robertson's Garden Services – 2 Colburn Lane cuts, Tip run	£73.90
29.8	104	DD – Bank of Ireland online charge	£5.00
31.8	105	DD – Bank of Ireland monthly charges	£5.24
1.9	106	DD – North Yorkshire Council – garage rental	£45.04
4.9	107	visa – Post office stamps	£4.40
	108	DD – BT	£41.94
	109	BACS – Colburn Village Hall – office/meet rental July – September	£806.25
	110	BACS – Clerk re-imbure office mobile	£14.49
6.9	111	BACS – Fresh Mango – monthly charge + Neovault	£72.00
	112	BACS – Agilico Technologies – copier charges	£60.54
8.9	113	BACS – Fresh Mango – Microsoft Business licences x2	£11.76
	114	BACS – MANY Bookkeeping – payroll Aug	£19.80
15.9	115	BACS – Clerk's salary September	£978.25
	116	BACS – Dep Clerk salary September	£606.80
	117	BACS – Robertson's Garden Services – 4 wks 7.8-1.9.23	£1977.50
	118	BACS - 2 Colburn Lane cuts + Tiprun	£73.90
	119	BACS - Watering pots x 4	£210.00
	120	BACS – Dep Clerk re-imbure – 2 Defib pads	£134.40

**Receipts**

2.8	9	CCLA monthly interest	£248.49
3.8	10	VAT refund 1.4-31.7.23	£1480.85
10.8	11	Unused Garden Competition prize money	£8.00
25.8	12	Land Trust maintenance payment Apr-June	£438.00
4.9	13	CCLA monthly interest	£259.93

16/10/23

