

MINUTES OF A MEETING OF COLBURN TOWN COUNCIL
HELD ON MONDAY 21ST OCTOBER 2024
IN COLBURN VILLAGE HALL

PRESENT

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

No members of the public attended.

1. **APOLOGIES RECEIVED** – Cllr Wayne Garbutt
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 Youth Project – Cllr Towers is related to the Treasurer, a non-financial volunteer position, Cllr Dale is a volunteer Trustee.

3. **MINUTES OF THE PREVIOUS MEETING**

It was **RESOLVED** that the Minutes of the Town Council meeting held on Mon 16th Sept 2024 (circulated with agenda) and the Minutes of the Open Spaces meeting held on Monday 14th Oct 24 (circulated at the meeting) were approved as a true and correct record and were signed by the Chair.

Matters arising –

Item 6 - IT changes – website and emails have been transferred. Cllr Garbutt is assisting councillors setting up individual email accounts.

Open Spaces – item 5, following some additional basic drainage work on the fence line to the path, Vistry (Adoptions agency) had requested that the Town Council now formally take over ownership of the Marne Grange Play Park.

It was **RESOLVED** to not accept ownership of the **Marne Grange Play Park** until the whole park had been drained as per the original plans agreed under the Planning Permission. Clerk to write to Charles Marsh of Vistry confirming the situation.

4. **POLICE MATTERS** –

Report for 12th Sept to 11th Oct 2024 (circulated by email). Report available by email request to office.
Crime reported for the period **10 incidents**, crime report for the same period 2023 was **18**.

6 Violence – Colburn 3, Woodside Chase 0, The Chase 1, Albermarle Drive, Cleveland Roads etc 2

1 Assaults/threats in domestic setting, 0 Assault, 4 Harassment/threats, 1 Public Order

3 Dishonesty – Colburn 3, Woodside Chase 0, The Chase 0, Albermarle Drive Cleveland Road etc 0

0 Burglary residential, 1 Burglary other, 1 Business/Shop Theft, 0 Theft, 0 Fraud, 0 Blackmail, 1 Vehicle interference

1 Other – Colburn 1, Woodside Chase 0, The Chase 0, Albermarle Drive Cleveland Road etc 0

0 Criminal Damage, 0 Arson, 0 Dangerous Dog, 0 Sexual Offences, 1 Internet/Sexual, 0 Breach of Bail, 0 Drugs, 0 Malicious Communications

ASB – 7 incidents, same period 2023 was 10.

5 Nuisance

2 Personal

Traffic x 5 – Colburn 2, Woodside Chase 0, The Chase 1, Albermarle Drive Cleveland Road etc 2

1 RTC Damage only

0 RTC Death/Injury

2 Highway Disruption

2 Other Road related offence

M Dunning
18/11/24

PC Lisa Recchia attended the meeting. Issues with parking on pavements in Colburn had been covered in the local police messaging service by PC Recchia reminding residents not to block pavements and force buggies, children and disabled persons onto the road. There was a discussion on the needs of residents to be able to park and if all cars were parked fully on the road, emergency vehicles, buses and lorries could not pass through. Colburn Lane is an example. PC Recchia confirmed that residents would be spoken to initially to find a solution and only fined if persistent obstruction continued and affected pedestrian safety. Education of sensible parking was the key matter.

Cllr Mincher spoke of the problem of young cyclists without lights riding down both footpaths and the roads which was challenging.

5. TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR KEVIN FOSTER

Cllr Foster attended:

Boundary Commission – the decision had been made to have 89 county councillors and work would start on defining boundaries.

Finance – cuts of some £28 million were required with more in the future. A survey on current NYC spending was available online for all residents to choose their preferences on which services were the most important and this would be taken into account when difficult decisions had to be made.

Housing development – Cllr Foster would be closely watching the Colburndale 2 development (final piece of land beyond the Hanson Club) and the housing agreed opposite Somme Barracks off Horne Road.

Matter to take forward – Cllr Dunning asked if the 20 mph road markings could be restored on Colburn Lane. They were removed with road works some 3 years ago and if re-instated would remind drivers of the 20 mph limit.

Cllr Dale asked for a “yellow box” to be painted onto the A6136 at the top of Colburn Lane roundabout to stop traffic sitting on the roundabout and blocking access to Colburn Lane.

In relation to all the likely cuts to services, Cllr Dale asked where did all the transferred monies from the abolished District Councils go as this was a considerable sum of money. Cllr Foster said there were huge deficits to be covered which together with inflation and the massive increase in request for services was causing the difficulties. NYC was looking at the use of buildings, the Old School at Richmond was an example.

Cllr Dale was regularly asked for help from parents using the Food Hub in regard to Special Educational Needs care plans. There were children not in school with one case of not having attended for a year. Cllr Foster said that he had been able to give the link information to residents that had contacted him. The legal requirement was for applicants to be seen within 20 weeks. He would send the link for EHDP to Cllr Dale for future reference.

Homelessness with people living in tents was also an issue with which Cllr Foster concurred. Lack of suitable and affordable housing was a national issue. Cllr Foster was thanked and he left the meeting.

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

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 **4th Oct 2024** had been circulated and filed on the computer.

Boxing Club back open after refurbishment and had their best month to date in September.

Richmond Pro Player teams have all started new seasons.

New front desk being constructed by Veterans Woodcraft,

Section 106 payment from the housing development was to be paid upon on commencement of the work at Brough with St Giles, expecting calls from NYC regarding S106 within the next week.

New heating system has been ordered for the Centre.

Halloween event planned for 30th October. Christmas events are being planned for December.

New kitchen has been delivered and will be installed by end of October together with new Reception Desk.

Full CCTV system is now live and connected to the alarm system.

Staff uniforms replenished for the colder weather.

M Dunning
15/11/24

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 Wayne Garbutt with Cllrs Andrea Crowe, Miles Burnham, Angela Dale & Akuila Tutora. **Next meeting Mon 11th Nov 2024**, 5.30 pm in the Village Hall backroom.

Joint Burial Board – Cllrs Angela Dale, Karen Dodd & Michelle Dunning. **Next meeting Tues 26th Nov 2024** at Hipswell Village Hall, 6.30 pm.

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

Plans passed “no objections” by Colburn Town Council – none

Plans confirmed as Passed by NYC – none

7. TO DISCUSS FINANCIAL MATTERS

- To approve the payment of the agreed grant of £8147 to the **Colburn Youth Project** for financial year 2024-25 (annual report & financial statement attached). **To agree continuation of the grant for the 2025-26 Financial year** to be added to the Precept budget figures.

It was **RESOLVED** to pay the grant for 2024-25 and agreed to continue payment in 2025-26 and the grant would be added to the Precept budget figures. Cllrs Dale & Towers abstained.

- **To approve Payment/Receipt list from 17th Sept – 21st Oct 2024** (circulated at meeting and to be attached to the minutes for publication).
- **To receive Sept monthly figures with bank reconciliation** (circulated with agenda and to be attached to the minutes for publication).

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

8. DATE OF NEXT MEETING: Mon 18th November 2024 at 6.30 pm in the Village Hall.

9. ITEMS FOR THE NEXT AGENDA (at the Chairman’s discretion – none

The meeting closed at 7.20 pm

*Manning
18/11/24*

COLBURN TOWN COUNCIL 21st Oct 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 16th Sept 2024:

Online Payments (visa, DD, BACS)

18.9	116	BACS – Colburn Village Hall – office rental & meetings July-Sept	£806.25
	117	BACS – Re-imburse Cllr A Crowe - bulbs for planters	£39.95
	118	BACS – MANY Bookkeeping – Sept payroll	£21.38
	119	BACS – Clerk re-imburse mileage June-Sept	£31.50
19.9	120	DD – Siemens Fin Services – copier lease rental – Sept – Dec	£187.85
20.9	121	BACS – Play Safety RoSPA Park Inspections	£943.20
30.9	122	DD – Bank of Ireland – bank charges	£4.93
1.10	123	DD- NYC Garage rental	£47.75
2.10	124	BACS – Agilico Technologies	£67.37
	125	BACS – Clerk re-imburement Office Mobile	£14.49
	126	BACS – HMRC – 2 nd quarter PAYE	£208.12
	127	BACS – Colburn Community Sports Centre – 2 nd instalment grant	£20,000.00
3.10	128	DD – BT	£47.16
8.10	129	BACS – Clerk re-imburse Wreath Sec 137 £24.49, office keyboard £20	£44.49
15.10	130	visa – Post Office stamps & postage	£27.10
16.10	131	BACS – Clerk re-imburse copy paper	£8.40
18.10	132	BACS – MANY Bookkeeping Oct payroll	£21.38
	133	BACS – Clerk’s salary Oct	£1416.60
	134	BACS – Dep Clerk’s salary Oct	£665.90
	135	BACS – Robertsons Garden Services – 5 wks 9.9-11.10.24	£2418.50
	136	BACS - 2 tip runs 18 bags, “Colburn Lane cuts	£155.60
	137	BACS - Sec 137 2 x watering planters	£117.20

Receipts

23.9	20	Mayor guest ticket re-imburement NYC Dinner/Richmond Tea	£75.00
30.9	21	North Yorkshire Council – 2 nd instalment Precept	£81,500.00
1.10	22	Land Trust maintenance payment July-Sept	£660.00
2.10	23	CCLA interest	£246.33

M Dunning
18/11/24

COLBURN TOWN COUNCIL
FINANCIAL SUMMARY 2024/25 & YEAR TO DATE FIGURES

BUDGET 2024/25	<u>EXPENDITURE</u>	Oct	Nov	9 MTHS Dec	Jan	Feb	12 MTHS Mar
£1100	Insurance	1171					
25,700	Clerks' salaries & PAYE/NI	14,189					
3300	Office & meeting room rental	1616					
700	Telephone & Broadband	377					
220	Stationery Office equip Postage	150					
1100	IT support Fresh Mango	771					
1320	Copier rental and charges	700					
1420	Audit fees, Payroll & Scribe	1226					
150	Bank charges	38					
1500	Mayor's allowance	1500					
300	Deputy Mayor's allowance	300					
400	Mayor's Tickets & expenses	318					
0	Mayor's Charity Dinner						
1200	Annual subscriptions	962					
130	Mileage	50					
100	YLCA Training & Conference						
50	Sundries						
4765	Unbudgeted items (Domain)	2303					
450	Dog Bins (Section 137)	225					
485	Broadway Car Park	469					
27500	Play Park Sub-contractor	15,379					
5000	Play Park repairs & equipment	1811					
2950	Open Spaces – misc	1243					
1050	Watering (Tubs Sec 137)	1055					
600	Garage rental	334					
	Allotment Rent	87					
350	Garden Competition (S137)	425					
300	Christmas Lights & Tree (S137)						
4187	Precept Joint Burial Authority	4187					
8026+	Section 137 General Payments)	1797					
1500 +	CRACCL Colburn Library)	1500					
8147 +	Youth Project) =	8147					
1000 +	Richmondshire Citizens Advice)	1000					
(18,673)	(Total Section 137 allowance)						
50,000	Colburn Comm Sports Centre	50,000					
	VAT	1508					
155,000	TOTALS	114,838					
	<u>RECEIPTS</u>						
163,000	Precept	163,000					
	VAT refund	1485					
	Allotment Rent	350					
	Grants						
	Mayor's Charity Dinner						
	Mayor's guest tickets	171					
	Miscellaneous						
	Planter Sponsorship	640					
	Land Trust maintenance	1120					
	Wayleave	49					
	Investment Interest	1813					
	TOTALS	168,628					

*total planter sponsorship 2024-25 £1360. £720 recorded in previous financial year

October Reconciliation

As at 31 Oct 2024 Current Account **£128,684.88**

Opening Balance 1.4.24	74,894.60	
Plus Receipts to 31.10.24	168,628.94	
Less Payments to 31.10.24	114,838.66	
TOTAL	£128,684.88	

Account consists of:-

Current Account

General Reserves	£50,000	
Reserves - Play Equipment (repair/replacement)	£10,000	
Current Cash balance	£68,686.88 =	£128,684.88

Plus Capital investment -

Broadway Capital Car Park Fund (invested with CCLA with monthly interest paid)	£60,000	
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SECTION 137 PAYMENTS TO DATE:-

Allowance 2024-25 3788 residents registered 1.1.24 @ £10.81 per registered elector = £40,948 total spend allowed

Grants & Payments

31.10.24	Colburn Youth Project – Continuation of support	£8147.00	
26.6.24	CRACCL Colburn Library – admin support	£1500.00	
26.6.24	Richmondshire Citizens Advice – annual grant	£1000.00	
16.8.24	Gardening Competition – annual event	£425.24	
	Christmas Tree budget	£300.00	£11,372.24

General payments

8.4.24	Dog bin replacement Albermarle Drive	£225.00	
17.4.24	Wel Medical Replacement Defib cabinet Sports Centre	£408.95	
15.5.24	Re-imburse Cllr Tutora – screws new noticeboard	£13.88	
17.5.24	SC Electrics – connecting defib cabinet Sports Centre	£74.75	
24.6.24	Primary School grant London annual visit	£1000.00	
2.8.24	Simon Winstanley – water bowser repair	£234.49	
18.9.24	Re-imburse Cllr Crowe – bulbs for planters	£39.95	
8.10.24	Remembrance Wreath	£24.49	£2021.51

Running total **£13,393.75**

BUDGET

£18,673

N Dunning
18/11/24