

MINUTES OF A MEETING OF COLBURN TOWN COUNCIL
HELD ON MONDAY 18th NOVEMBER 2024
IN COLBURN VILLAGE HALL

PRESENT

Mayor Michelle Dunning (Chair)
Councillors: **Colburn Town** – Miles Burnham, Karen Dodd, Rupert Hildyard, Colin Mincher, Jag Sharma & 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

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 8 Christmas Lunch & Hamper grant request – Cllr Dodd is an employee of the Colburn Hub & Café charitable business (will abstain).

3. **MINUTES OF THE PREVIOUS MEETING**

It was **RESOLVED** that the Minutes of the Town Council meeting held on Mon 21st October 2024 (circulated with agenda) and the Minutes of the Open Spaces meeting held on Monday 11th Nov 24 (circulated at the meeting) were approved as a true and correct record and were signed by the Chair.

Matters arising

Item 6 – Cllr Foster had confirmed that the 20 mph road markings lost on Colburn Lane would be restored. It was not legal to install a “yellow box” on the roundabout at the top of Colburn Lane and bad driving was causing the blockage at busy times.

Open Spaces – Marne Grange Play Park – Charles Marsh had replied to the letter (circulated with agenda) expressing disappointment with the Council’s decision pointing out that the ground is extremely wet in that location and a Play Park should not have been installed there. A RoSPA inspection had been carried out in March when the ground was dry and although the grass was sparse, the report was satisfactory. He still feels the ground can be improved with regular maintenance which would not start until next year.

Cllr Hildyard asked who was responsible for the trees at the back of the public house in Colburn Village adjoining the highway. Property owners are responsible for trees/hedges growing on their boundary. Cllr Foster suggested contacting the NYC Assessment Tree officer for advice.

4. **POLICE MATTERS** –

Report for 12th Oct to 11th Nov 2024 (circulated by email). Report available by email request to office.

Crime reported for the period **20 incidents**, crime report for the same period 2023 was **15**.

7 Violence – Colburn 4, Woodside Chase 0, The Chase 0, Albermarle Drive, Cleveland Roads etc 3

1 Assaults/threats in domestic setting, 0 Assault, 5 Harassment/threats, 1 Public Order

7 Dishonesty – Colburn 4, Woodside Chase 2, The Chase 0, Albermarle Drive Cleveland Road etc 1

0 Burglary residential, 0 Burglary other, 5 Business/Shop Theft, 1 Theft, 0 Fraud, 1 Blackmail, 0 Vehicle interference

6 Other – Colburn 4, Woodside Chase 1, The Chase 0, Albermarle Drive Cleveland Road etc 1

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

ASB – 4 incidents, same period 2023 was 4.

2 Nuisance

2 Personal

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16/12/24*

Traffic x 5 – Colburn 1, Woodside Chase 1, The Chase 2, Albermarle Drive Cleveland Road etc 1
0 RTC Damage only
1 RTC Death/Injury
0 Highway Disruption
4 Other Road related offence

PC Lisa Recchia attended the meeting and answered queries. Crime was relatively quiet in Colburn at present as issues have moved to other areas. Left meeting on completion of item.

5. TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR KEVIN FOSTER

Cllr Foster attended:

Community MAPS (Multi Agency Problem Solving) meeting – this is the Community Safety Hub (covering the former Hambleton & Richmondshire localities). Tracey Horseman is the Senior Business Support officer. Cllr Foster attended the latest meeting on NY Police Traffic Bureau Presentation and recommends any councillor with time to attend. The Clerk sends out notification when received. Next meeting Tues 10th Dec.

Boundary Commission – the first report had been circulated to councillors and covered the areas with population figures. St Martins has moved into Richmond and Colburn was joined with Hipswell to make an area of 6012 residents.

Local Plan – work was continuing and Cllr Foster stressed the need to read and answer any of the consultations next year as once the Plan was in place, all development would follow the Plan. As Colburn is an area of development this would be crucial for the future. The Government is pushing to reach its housing targets with enforcement if necessary. A **Relief Road will be needed** and Cllr Foster has had conversations with the Combined Authority Mayor to improve the A6136 in the future.

Cllr Foster was thanked for his support and information and remained at 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 6th Nov 2024 had been circulated and filed on the computer.

Boxing Club has started affiliation process with Boxing England.

New front desk being constructed by Veterans Woodcraft is expected 14th November.

New heating system installed and commissioned, now on a time and temperature-controlled system.

Halloween event on 30th October was a huge success. Christmas events are being planned for December.

Rewards system being put into place with Risedale School.

Work still taking place to secure the refurbishment of the MUGA.

Centre to launch new classes over the next few months.

New flooring for the boxing ring to be installed in November to allow sparring once affiliated.

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 9th Dec 2024**, 5.30 pm in the Village Hall backroom.

Joint Burial Board – Cllrs Angela Dale, Karen Dodd & Michelle Dunning. **Next meeting Tues 26th Jan 2025** 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

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16/12/24

7. CORRESPONDENCE

- a) To discuss a nomination for councillor attendance at the **Royal Garden Party 2025** (form attached with agenda).
It was proposed and **RESOLVED** to nominate Cllr Akuila Tutora for his extensive community work for the many charitable groups and clubs and for giving of his time so freely. Clerk to complete form and return to YLCA.
- b) To discuss the request to **place 2 electric vehicle chargers** on The Broadway Car Park (email attached with agenda and pdf file circulated prior to meeting)
There was some councillor interest but many questions to be considered. Electric chargers were already located at Tesco, White shops and Jet Garage (new MSA at Catterick would also have facilities if agreed) and they were not overused due to the cost of quick charging. Many new houses being built would have a connection included which used the overnight cheaper rate of electricity. The Broadway car park was constantly in full use so the loss of 3 or 4 spaces could be detrimental. Breaking the tarmac surface could result in patching work in the future. There were also the current difficulties being experienced by NYC due to the insolvency of the chosen supplier for the former Hambleton District Council which has led to the installed equipment remaining bagged off with a considerable cost to the Mayoral Combined Authority to rescue the situation.
It was agreed to re-visit the proposal in 2025 and invite to attend a meeting for a full discussion.

8. TO DISCUSS FINANCIAL MATTERS

- To discuss a **draft budget** (attached with agenda) to be finalised at December's meeting. The draft budget proposed no increase in the current precept of £163,000. Councillors had been emailed a calculator to see the effect of alternative precept figures on residents. Precept would be finalised on 16th December.
- To discuss the request for **Section 137 grant** support from the Colburn Hub & Café for the **Christmas Lunch and Hampers** (email circulated with agenda)

Councillors requested more information on the cost of creating the hampers and value to the recipients, the same for the lunch; what was the cost of a lunch, how many people made a contribution. Were those who benefitted only Colburn residents or from other parishes.
- To approve **Payment/Receipt list from 21st Oct – 18th Nov 2024** (circulated at meeting and to be attached to the minutes for publication).
- To receive **Oct monthly figures with bank reconciliation** (circulated with agenda and to be attached to the minutes for publication).

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

9. DATE OF NEXT MEETING: Mon 16th December 2024 at 6.30 pm in the Village Hall (Precept setting meeting)

10. ITEMS FOR THE NEXT AGENDA (at the Chairman's discretion – none

Christmas Lights switch on Thursday 28th November at 5 pm – helpers welcome to set up from 4 pm.
Sat 30th November – Christmas Craft Fair in Village Hall. 11 am – 1 pm. Prizes please and bring friends and family.

The meeting closed at 7.30 pm

*N Dunning
16/12/24*

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

M. Dunning
16/12/24

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	£60,000	
(invested with CCLA with monthly interest paid)		

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

Manning
16/12/24