

MINUTES OF A MEETING OF COLBURN TOWN COUNCIL
HELD ON MONDAY 16th DECEMBER 2024
IN COLBURN VILLAGE HALL

PRESENT

Mayor Michelle Dunning (Chair)
Councillors: **Colburn Town** – Angela Dale, Wayne Garbutt, 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 Miles Burnham & Karen Dodd
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 7b Christmas Lunch & Hamper Section 137 grant request – Cllr Dale is a working director and employee of the Colburn Hub & Café, charitable business. Pecuniary interest so cannot speak or vote. Cllr Towers is related to unpaid director.

3. **MINUTES OF THE PREVIOUS MEETING**

It was **RESOLVED** that the Minutes of the Town Council meeting held on Mon 18th November 2024 (circulated with agenda) and the Minutes of the Open Spaces meeting held on Monday 9th Dec 24 (circulated at the meeting) were approved as a true and correct record and were signed by the Chair.

Matters arising - none

Due to Cllr Foster needing to leave the meeting before 7 pm, item 5 was taken out of order before Police Matters.

4. **POLICE MATTERS** –

Report for 12th Nov to 11th Dec 2024 (circulated by email). Report available by email request to office.
Crime reported for the period **13 incidents**, crime report for the same period 2023 was **16**.

- 3 Violence** – Colburn 2, Woodside Chase 0, The Chase 0, Albermarle Drive, Cleveland Roads etc 1
2 Assaults/threats in domestic setting, 0 Assault, 1 Harassment/threats, 0 Public Order
- 6 Dishonesty** – Colburn 4, Woodside Chase 1, The Chase 0, Albermarle Drive Cleveland Road etc 0
1 Burglary residential, 2 Burglary other, 1 Business/Shop Theft, 0 Theft, 2 Fraud, 0 Blackmail, 0 Vehicle interference
- 4 Other** – Colburn 3, Woodside Chase 1, The Chase 0, Albermarle Drive Cleveland Road etc 0
0 Criminal Damage, 0 Arson, 0 Dangerous Dog, 0 Sexual Offences, 0 Internet/Sexual, 0 Breach of Bail, 1 Drugs, 3 Malicious Communications

ASB – **5 incidents**, same period 2023 was 2.

2 Nuisance

3 Personal

Traffic x 13 – Colburn 5, Woodside Chase 3, The Chase 2, Albermarle Drive Cleveland Road etc 3

3 RTC Damage only

1 RTC Death/Injury

5 Highway Disruption

4 Other Road related offence

PC Lisa Recchia attended the meeting and answered queries. Drink, driving campaign in action for Christmas/New Year period. Left meeting on completion of item.

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5. TO RECEIVE AN UPDATE FROM COUNTY COUNCILLOR KEVIN FOSTER

Cllr Foster was attending the induction of Revd Charlotte Truman as Incumbent of the Parish of Hipswell by the Rt Revd Anna Eltringham, Bishop of Ripon at St Cuthbert's Church, Colburn at 7 pm. He had circulated a report noting the Executive committee agreed with the working group on the Boundary Review. The Council have now started the budget setting process with a consultation of Let's Talk Money and they are looking for savings of £22 million.

Cllr Dale asked why the financial position was so poor as the purpose of abolishing the district councils to make one super large authority was to create massive savings in the running of services and offer greater efficiency. In the case of Richmondshire District Council, assets and cash balances had been transferred but after 2 years, it was hard to see any improvement in local services and now massive cuts in existing services were being proposed.

NYC Customer services answered calls quickly and gave information on how to proceed but the time scale between making a request and receiving support was far too long. This was pertinent in the areas of education, special needs and social care where swift intervention was often needed. What benefit has there been for the residents of Richmondshire from the amalgamation?

Cllr Foster responded that this was the type of question which could be addressed to the Richmondshire Area Committee and it was agreed that the clerk should write to Democratic Services to ask for the question to be discussed at a future 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 **5th Dec 2024** had been circulated and filed on the computer.

Boxing Club affiliation with Boxing England is ongoing and one of the coaches has recently completed Level 1 Boxing qualification. New boxing sessions running 5-8 year olds (Mini Knockouts) which have been a hit with the younger children.

New front desk had to be returned as it was not fit for purpose, a new alternative is to be sourced in the New Year.

No further updates from NYC regarding S106 payments although we do have a new point of contact thanks to our County Councillor.

Gymnastic presentation event planned for December.

Christmas Grotto event planned for December and donations of selection boxes are being received so that every child has a gift. Christmas Tree for Reception has once again been kindly donated by North Yorkshire Christmas Trees.

Work still taking place to secure the refurbishment of the MUGA. Site meeting and full surveys to be carried out in December.

Staff have started two new training courses – Level 3 Personal Training and Level 2 Gym Instructor course. New classes to be launched in January, current classes are all running at nearly full capacity with waiting lists on most.

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 6th Jan 2025**, 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.

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

Plans passed “no objections” by Colburn Town Council –

ZD24/00638/Full Planning Permission for 2 storey extension at 64 Albermarle Drive, Colburn DL9 4HA
ZD24/00641/Full Planning Permission for side extension and detached garage to rear at Avalon, Colburn Village DL9 4PD (both closing for comments by 25th December 2024)

Plans confirmed as Passed by NYC – none

7. TO DISCUSS FINANCIAL MATTERS

- To set the **Precept** based on a draft budget (attached) discussed at November’s meeting.
It was **RESOLVED** to set the **Precept at £163,000 for the year 2025-26**.
This would result in a decrease of 0.68% or 0.75p in a Band D equivalent from last year with a projected charge of £108.96.
- To discuss the request for **Section 137 grant** support from the Colburn Hub & Café for the **Christmas Lunch and Hampers** (email circulated with agenda) with further information supplied.

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.

After discussion on whether the information provided had sufficient clarity, it was **RESOLVED to make a Section 137 payment of £250**. Cllr Mincher abstained.

It was suggested a form for small local grant applications should be created so that the same information was provided in advance by all applicants. Clerk to action.

- To discuss the donation request from the Great North Air Ambulance for a Section 137 payment (letter attached with agenda). They are currently raising essential funds over a 5-year period to purchase a third second-hand helicopter at a cost of some £14m.
The clerk was asked to procure some accounts before the next meeting.
- **To approve Payment/Receipt list from 18th Nov – 16th Dec 2024** (circulated at meeting and to be attached to the minutes for publication).
- **To receive Nov 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.

8. DATE OF NEXT MEETING: Mon 20th January 2025 at 6.30 pm in the Village Hall

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

Cllr Sharma sent apologies for January’s meeting.

The meeting closed at 7.20 pm

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COLBURN TOWN COUNCIL 16th December 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 18th November 2024:

20.11	153	BACS – Low Lane Christmas Trees Sec 137 payment	£150.00
	154	BACS – Dep Clerk re-imburse large heavy duty bin bags	£36.54
	155	BACS – NYC Allotment rental 3 rd quarter Oct-Dec	£87.50
29.11	156	DD – Bank of Ireland – bank charges	£2.89
2.12	157	DD- NYC Garage rental	£47.75
	158	BACS – NYC Allotment rental 2 nd quarter July-Sept	£87.50
	159	BACS – NYC – 2 Grit bins filled off Broadway & Cottee Way	£270.00
3.12	160	DD – BT upgraded to full fibre	£89.65
9.12	161	BACS – Agilico Technologies	£67.37
	162	BACS – Clerk re-imburement office mobile	£14.49
11.12	163	BACS – 2 Mayor’s tickets Sunderland Charity Ball 28.2.25	£120.00
13.12	164	BACS – Robertsons Garden Services – 4 wks 11.11-6.12.24	£1794.50
	165	BACS - “ 2 tip runs 16 bags,	£67.80
	166	BACS - “ Parts for Play Park equipment repairs	£127.94
	167	BACS - “ Christmas Tree collection Leyburn	£21.60
	168	BACS – MANY Bookkeeping Dec payroll	£21.38
	169	BACS – Clerk’s salary Dec	£1275.96
	170	BACS – Dep Clerk’s salary Dec	£783.60

Receipts

3.12	26	CCLA interest	£236.94
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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	1171				
25,700	Clerks' salaries & PAYE/NI	14,189	16,666				
3300	Office & meeting room rental	1616	1616				
700	Telephone & Broadband	377	441				
220	Stationery Office equip Postage	150	164				
1100	IT support Fresh Mango	771	771				
1320	Copier rental and charges	700	756				
1420	Audit fees, Payroll & Scribe	1226	1244				
150	Bank charges	38	41				
1500	Mayor's allowance	1500	1500				
300	Deputy Mayor's allowance	300	300				
400	Mayor's Tickets & expenses	318	318				
0	Mayor's Charity Dinner						
1200	Annual subscriptions	962	962				
130	Mileage	50	74				
100	YLCA Training & Conference						
50	Sundries						
4765	Unbudgeted items (Domain)	2303	2303				
450	Dog Bins (Section 137)	225	225				
485	Broadway Car Park	469	469				
27500	Play Park Sub-contractor	15,379	17,173				
5000	Play Park repairs & equipment	1811	1872				
2950	Open Spaces – misc	1243	1356				
1050	Watering (Tubs Sec 137)	1055	1055				
600	Garage rental	334	382				
	Allotment Rent	87	175				
350	Garden Competition (S137)	425	425				
300	Christmas Lights & Tree (S137)		150				
4187	Precept Joint Burial Authority	4187	4187				
8026+	Section 137 General Payments)	1797	1810				
1500	CRACCL Colburn Library)	1500	1500				
8147 +	Youth Project) =	8147	8147				
1000 +	Richmondshire Citizens Advice)	1000	1000				
(18,673)	(Total Section 137 allowance)						
50,000	Colburn Comm Sports Centre	50,000	50,000				
	VAT	1508	1533				
155,000	TOTALS	114,838	119,785				
	<u>RECEIPTS</u>						
163,000	Precept	163,000	163,000				
	VAT refund	1485	1485				
	Allotment Rent	350	350				
	Grants						
	Mayor's Charity Dinner		50				
	Mayor's guest tickets	171	171				
	Miscellaneous						
	Planter Sponsorship	640	640				
	Land Trust maintenance	1120	1120				
	Wayleave	49	49				
	Investment Interest	1813	2065				
	TOTALS	168,628	168,930				

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

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November Reconciliation

As at 29 Nov 2024 Current Account **£124,039.75**

Opening Balance 1.4.24	74,894.60	
Plus Receipts to 29.11.24	168,930.70	
Less Payments to 29.11.24	119,785.55	
TOTAL	£124,039.75	

Account consists of:-

Current Account

General Reserves	£50,000	
Reserves - Play Equipment (repair/replacement)	£10,000	
Current Cash balance	£64,039.75 =	£124,039.75

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	
20.11.24	Christmas Tree budget	£150.00	£11,222.24

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	
6.11.24	Re-imburse Cllr Towers – ties Remembrance poppies	£13.36	£2034.87

Running total **£13,257.11**

BUDGET

£18,673

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