

**MINUTES OF A MEETING OF COLBURN TOWN COUNCIL**  
**HELD ON MONDAY 20<sup>th</sup> NOVEMBER 2023**  
**IN COLBURN VILLAGE HALL**

**PRESENT**

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

No members of the public attended. It was agreed a **Closed Session** would be held at the end of item 7 without the staff in attendance to discuss current pay scales.

1. **APOLOGIES RECEIVED** – Cllr Rupert Hildyard
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 grant** – Cllr Dale (volunteer trustee) and Cllr Towers, **CRACCL grant** - Cllr Dale, volunteer treasurer, all non pecuniary. Both would abstain from the votes.

3. **MINUTES OF THE PREVIOUS MEETING**

It was **RESOLVED** that the Minutes of the Town Council meeting held on Mon 16<sup>th</sup> Oct 2023 (circulated with agenda) and the Minutes of the Open Spaces meeting held on Monday 13<sup>th</sup> Nov (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 12<sup>th</sup> Oct to 11<sup>th</sup> Nov 2023** (circulated by email). Report available on request to office.

**Crime reported** for the period **15 incidents**, crime report for the same period 2022 was 20.

**8 Violence** – 4 Assaults/threats in domestic setting, 2 Assault, 2 Harassment/threats, 0 Public Order

**3 Dishonesty** – 0 Domestic, 1 Burglary, 0 Business/Shop Theft, 0 Theft, 1 Fraud, 1 Blackmail, 0 Vehicle interference

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

**ASB** – **4 incidents**, same period 2022 was 7.

**2 Nuisance**

**2 Personal**

**Traffic x 6**

1 RTC Damage only

1 RTC Death/Injury

0 Highway Disruption

4 Other Road related offence

**Sgt Carl Lawson and PCSO Katie Whitehead attended** in response to the Town Council’s request to discuss the recent dispersal orders to combat anti-social behaviour. Orders implemented 26<sup>th</sup> Sept to 11<sup>th</sup> October.

Sgt Lawson explained the background about a family being targeted in Colburn together with hoax calls to the ambulance and police services. The operational decision to implement the orders was made by Inspector Metcalfe which allowed officers to identify youths and take positive action against them. The situation is now under control and continues to be monitored.

Councillors asked if the police kept comparison figures with local parishes such as Scotton, Hipswell, Brough with St Giles as Colburn regularly appeared to be the centre of reported incidents. At present, Richmondshire

does not have software to easily provide such information. Sgt Lawson would attend meetings whenever possible and keep the Council informed on any issues. The representatives were thanked for attending and left the meeting.

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

Before leaving the meeting, Cllr Foster congratulated the police on their speedy response to the anti-social behaviour incident

**Devolution for North Yorkshire** was included in the Kings Speech.

**£100 million cuts** will have to be made over the next 5 years in the running costs of the County Council.

Fortunately, reserves are healthy but all spending will be scrutinised.

Work on the infrastructure for the **New Medical Centre** is continuing and actual building work will commence in February 2024.

The **agreed £22 million new Catterick Garrison Town Centre** work would also start in February 2024.

**Lights on Piper Hill still not working.** They were installed in the area behind the shops many years ago for safety by RDC and should be repaired by NYC.

All communications should be made **by email** to [cllr.kevin.foster@northyorks.gov.uk](mailto: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 **8<sup>th</sup> Nov 2023** had been circulated and filed on the computer.

The Sensory Room was booked by 81 users with 45 online bookings for October and is continuing to be successful. Successful Halloween party held. Inter Schools tournament held in September. First Birthday party held and 2 more booked. Website launched and is taking online bookings. It is linked via Google maps so can be accessed whilst searching the area.

Unfortunately, the Christmas Fair has been cancelled with insufficient stalls. Re-instatement of the MUGA is the next project on the list of improvements and the area has been surveyed and costed for new fencing, surface and lights.

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 11<sup>th</sup> Dec 2023**, 5.30 pm in the Village Hall backroom.

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

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

##### **Plans passed “no objections” by Colburn Town Council –**

**ZD23/00562/OUTline Planning Application** for 25 Plots for self & custom-build residential development at land off James Lane, Tunstall DL9 4LD (closed for comments 15<sup>th</sup> Nov 2023)

#### **7. TO DISCUSS FINANCIAL MATTERS**

- To approve the **Section 137 grant request from Local Citizens Advice** for £1000 (provided in the budget **2023-24**). Letter circulated with agenda.

Councillors agreed that Citizens Advice provided an invaluable source of information and support for local residents.

It was **RESOLVED** to make a grant of **£1000 to Citizens Advice for the financial year 2023-24**.

- To accept the quote of **£248** from Veterans Woodcraft, Richmond, for a **new noticeboard** to be placed on the wall of the Village Hall. **Section 137 grant 2023-24**. Info circulated with agenda.  
It was **RESOLVED to accept the quote of £248** for a new noticeboard for the Village Hall outside wall.
- To approve the **Section 137 grant** request for continued grant funding **2024-25** to the **Colburn Youth Project at a higher rate of £8147 per annum** (£407 increase) to cover a small pay increase for the staff (financial information circulated with agenda).  
It was **RESOLVED to continue funding the Youth Project with a grant of £8147 for 2024-25** and the figure would be itemized in the proposed Budget.  
County Cllr Foster stated he would be happy to receive an application for grant funding from the Youth Project.
- To approve the **Section 137 grant request of £1500** for **2024-25** from **CRACCL, Catterick, Richmond & Colburn libraries** towards the employment of an administrator to give support to the volunteers (report and accounts circulated with agenda).  
It was **RESOLVED to make a grant of £1500 to support the employment of an administrator for 2024-25** and the figure would be itemized in the proposed Budget.
- To consider and discuss the **draft Precept budget 2024-25** prepared by the Clerk (circulated with the agenda). Final version will be presented at the meeting 18<sup>th</sup> December for ratification and publication on website.  
Items were discussed and clarified with an additional allowance for Section 137 grant payments of £8,000 for next year in addition to the already agreed grants and increasing the Reserves by £8,000 to reach £50,000. A provisional Precept figure of £163,000 had been proposed which is an 8.16% reduction from last year on a Band D property, decrease of £9.75.  
Councillors were pleased to be able to make a reduction in the overall Precept at this difficult financial time for many residents.
- To check the **current pay scales** for Clerk LC2 band and Deputy Clerk LC1 band against the National Agreement and amend as required (information circulated with agenda). **Closed session confidential discussion without staff.**

**To approve Payment/receipt list from 16th Oct – 20th Nov** (circulated at meeting).

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

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

**8. DATE OF NEXT MEETING: Mon 18th December 2023 at 6.30 pm in the Village Hall. PRECEPT SETTING MEETING**

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

**Cllr Dale** – Christmas Fair in the Village Hall on Saturday 25<sup>th</sup> November, 9 – 12 pm. Colburn Panto Thurs 7<sup>th</sup> to Sat 9<sup>th</sup> December in Village Hall. Christmas Lunch on Mon 25<sup>th</sup> December. Hampers are also being made up and distributed.

**Cllr Towers** – the large size poppies installed along the A6136 from Brough with St Giles into Catterick Garrison had been much appreciated and commented on. Well done on the volunteers putting them up.

**Cllr Mincher** – **Remembrance Service at Hipswell** was a great event, well supported by councillors and residents and as Mayor, he laid wreaths for Colburn Town Council and as Chair for Brought with St Giles. He was also invited to an afternoon event with the residents of **Maple Lodge** who had produced wonderful items of remembrance from their own personal involvement in the Second World War. Pictures on Facebook of both events.

**Cllr Dunning** – Christmas Tree lights switch on Thursday 30<sup>th</sup> November. Meet at 4.30pm Village Hall.

**The meeting closed at 8.10 pm**