

MINUTES OF A MEETING OF COLBURN TOWN COUNCIL
HELD ON MONDAY 16th JUNE 2025
IN COLBURN VILLAGE HALL

PRESENT

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

4 members of the public attended.

1. **APOLOGIES RECEIVED** – none
2. **DECLARATION OF INTERESTS** – Cllrs Crowe, Dale, Towers & Tutora were part of the new Community Sports Centre group, non-pecuniary, all acting as volunteer trustees of the organising group.

3. **MINUTES OF THE PREVIOUS MEETING**

It was **RESOLVED** that the amended Minutes of the Annual Meeting and the following Town Council meeting held on Mon 19th May 2025 (circulated with the agenda) and the Minutes of the Open Spaces meeting held on Monday 2nd June 25 (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 **12th May to 11th June 2025** had been circulated by email and at the meeting.

Crime reported for the period **11 incidents**, crime report the same period 2024 was **18**.

5 Violence – Colburn 3, Woodside Chase 0, The Chase 1, Albermarle Drive & Cleveland Road 1

2 Assaults/Threats in Domestic settings, 2 Assaults

0 Harassment/Threats, 1 Public Order

4 Dishonesty – Colburn 3, Woodside Chase 0, The Chase 0, Albermarle Drive & Cleveland Road 1

2 Burglary Residential, 0 Business/Shop Theft & Attempt, 0 Theft, 1 Fraud, 1 Vehicle interference/theft

2 Other – Colburn 1, Woodside Chase 1, Albermarle Drive, Cleveland Rd 0

1 Criminal Damage, 0 Arson, 0 Sexual offence, 0 Internet/sexual, 0 Drugs, 0 Breach of Bail/Order, 1 Malicious Communications

ASB – 4 incidents, crime report the same period **2024** was **4**

3 Nuisance, 1 personal

Colburn 3, Woodside Chase 0, The Chase 1, Albermarle Drive 0

Traffic - 10

Colburn 6, Woodside Chase 1, The Chase 1, Albermarle Drive & Cleveland Road 2

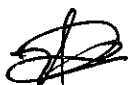
2 RTC damage only, 2 Highway disruption, 5 road related offences, 1 RTC Death/Injury

PCSO Jamie-Leigh attended.

Cllr Dale noted an ASB trend of youngsters congregating and ringing doorbells, running away.

PC Recchia had confirmed by email that there were two incidents linked to the Village public house included in this month's figures; one was the report on traffic jams following the fatal accident at Colburn Lane roundabout and the other was a "susp circ" incident called in by a customer at the pub.

The members of the public asked for an explanation of why when they were following a system of reporting ASB and pub infringements over a long period of time to the Licencing officer, the figures were not appearing



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in police figures. PCSO Jame-Leigh explained that the police and licencing officer's computer systems were not connected therefore incidents need to be reported to the police on 101 or 999 if serious. The police and licensing department had regular meetings and data was exchanged but in the first instance it was imperative for any village resident complaints to be made via the Police on 101.

A long discussion took place between councillors, village residents and the police on the various type of incidents and ASB behaviour which was causing the discontent. Cllr Foster re-iterated that those concerned could make a request to have the licence reviewed by the Licencing Officer. Further informal discussions took place outside the meeting between members of the public and the police.

5. TO RECEIVE AN UPDATE FROM COUNCILLOR KEVIN FOSTER ON COUNTY MATTERS

- Had a meeting today with Deputy Mayor (Combined Authority) who has responsibility for Police, Fire & Crime. Online meetings are held where the public can log in and ask questions on local topics such as ASB.
- Neighbourhood Plans – funding to support setting up on Neighbourhood Plans has now been withdrawn.
- Boundary Consultation – ended on 9th June and the report should be published in September.
- The Government Spending Review and effect on North Yorkshire's budget – the emphasis has been on the larger cities and rural areas have lost support. This will have an effect on bus services, road repairs and be difficult for upland areas of Yorkshire.
- Community Building grant programme – has a budget of 1.25m (link sent to office) and would be viable for projects such as Solar Panels at the Community Sports Centre.
- Local Plan consultation – first part survey closes on 15th July and all councillors and public are encouraged to read.
- Richmondshire Area Committee – next meeting to be held on Mon 30th June at 10 am, County Hall, Northallerton. Meeting is being live broadcast and recorded and can viewed via NYC website.

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 DISCUSS THE FORMATION OF A NEIGHBOURHOOD PLAN FOR COLBURN TO GAIN A GREATER FINANCIAL BENEFIT FROM FUTURE HOUSING DEVELOPMENTS.

Cllr Dale spoke of the financial advantages from future housing/business development if Colburn Town had a Neighbourhood Plan. Other local parishes have written one and although Government funding has now been withdrawn, she felt it was an important issue for the Council to safeguard future green spaces and increase disposable income from the future development of the area. At present, the Council has no emergency planning for flooding or evacuation plans for any other incidents using the 5 venues: Sports Centre, Hanson Club, St Cuthberts Church, Primary School and Village Hall.

Councillors felt more information was needed and asked if a template was available for guidance. The clerk would circulate official documentation before the July meeting for an agenda item and to pass a formal resolution to develop a Neighbourhood Plan.

7. 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 June 2025 had been circulated and filed on the computer.

MUGA upgrade (Playzone) is progressing, should go to planning imminently, Gym update still ongoing.

New Step Hiit Class launched in April, the numbers have steadily increased and are at 70% capacity.

Air Yoga class is being taken over by Instructor and they will give sessions to the centre rather than us pay for the sessions.


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Extended hours on a weekend are being trialled. Hit and miss through May due to Bank holidays and sunny dry weather. Darville Irish Dancing School is proving to be very busy on a Saturday morning. New Boot Camp to start running on a weekend morning. Second Trustee has taken a coaching/instructor course through the centre.

Richmondshire Pro Player have enquired about the possibility of the installation of an off-grid catering unit from the Football Foundation. The trustees will vote on this after they have more information.

Extra membership cards ordered and pushing of app to members. Boxing Club hope to have two competitive bouts in the next month.

Looking to develop the rear of the centre with a view to create a sensory garden.

Junior boxing currently has a waiting list every week; looking to put an extra session on a Monday.

Still looking into altering our opening hours further with an additional automated door system.

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 financial 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 Andrea Crowe. Cllrs Angela Dale, Jag Sharma, Paul Towers, Akuila Tutora & Maria Willetts. **Next meeting Mon 30th June 2025, 5.30 pm** in the Village Hall backroom.

Joint Burial Board – Cllrs Angela Dale, Michelle Dunning & Maria Willetts. **Next meeting Tues 15th July 2025** at Hipswell Village Hall, 6.30 pm.

Planning Committee – Cllrs Miles Burnham, Michelle Dunning, Rupert Hildyard, Colin Mincher & Paul Towers.

Plans received by Colburn Town Council – none

Plans confirmed as Passed by NYC – none

Plans Refused by NYC – none

8. TO DISCUSS FINANCIAL MATTERS

- **To ratify payment of £2754.43 quote** for the repair and maintenance of the **Zip wires** at Albermarle & Piper Hill Play Parks as per Open Spaces minutes of meeting 2nd June 2025.
It was **RESOLVED** to accept the quote and repair and service both Zip Wires.

Future maintenance of the equipment was discussed as any annual contract with Proludic for servicing would cost £975 for each Zip Wire which was unsustainable. Cllr Crowe spoke about how Northallerton staff have been trained to use a tightening machine to maintain the correct tension. Discuss at next Open Spaces meeting.

- **To approve Payment/Receipt list from 19th May – 16th June 2025** (circulated at meeting and to be attached to the minutes for publication).
- **To receive May 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 21st July 2025 at 6.30 pm in the Village Hall

10. ITEMS FOR THE NEXT AGENDA (at the Chairman's discretion –

Councillors asked to support the Summer Show in Village Hall Sat & Sun 26th & 27th June.

The meeting closed at 7.55 pm


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COLBURN TOWN COUNCIL 16th June 2025**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 held on 19th May 2025:


21.5	32	BACS – Robertsons Garden Services –5 wks 14.4-16.5.25	£2608.50)	
		Mileage	£4.95)	£2613.45
	33	BACS - “ 2 tip runs 18 bags, 2 Colburn Lane cuts		£168.20
	34	BACS - “ 2 watering planters		£58.60
	35	BACS – Clerk’s salary May	£1349.26	
		Mileage April/May	£22.50	£1371.76
	36	BACS – Dep Clerk’s salary May		£708.93
23.5	37	BACS – Re-imburse Deputy Clerk – Outdoor Notice Board Sec 137		£263.49
27.5	38	BACS – Sec 137 Colburn Primary School Annual London visit		£1,000.00
	39	BACS -Dep Mayor’s agreed Allowance – Cllr Paul Towers		£300.00
	40	BACS – Mayor’s agreed Allowance – Cllr Akuila Tutora		£1500.00
28.5	41	BACS - MANY Bookkeeping May payroll		£21.38
30.5	42	DD – Bank of Ireland – bank charges		£6.21
	43	DD – BT		£68.15
	44	BACS – Dep Clerk re-imburse – Heavy duty litter bags		£38.36
2.6	45	DD- NYC Garage rental		£49.29
9.6	46	BACS – Agilico Technologies		£75.23
	47	BACS – Zurich Town & Parish Insurance June 2025-26		£1274.16
	48	BACS – Clerk re-imburse office mobile		£14.49

Receipts

3.6	17	CCLA interest	£220.73
5.6	18	HMRC VAT refund 1.4 – 30.5 2025	£10,216.73

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FINANCIAL SUMMARY 2025/26 & YEAR TO DATE FIGURES

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	<u>RECEIPTS</u>	April	May	June	July	August	Sept
163,000	Precept	81,500	81,500				
	VAT refund	758	758				
	<i>Colburn Sports Centre Project</i>	50,000	50,000				
	Allotment Rent						
	Grants						
	Mayor's Charity Evening						
	Mayor's guest tickets						
	Miscellaneous						
	Planter Sponsorship	400	560				
	Land Trust maintenance	460	460				
	Wayleave						
	Investment Interest	229	449				
163,000	TOTALS	133,347	133,727				

May Reconciliation

As at 31 May 2025 Current Account **£120,807.53**

Opening Balance 1.4.25	98,424.48
Plus Receipts to 31.5.25	133,726.90
Less Payments to 31.5.25	111,343.85
TOTAL	£120,807.53

Colburn Community Sports Centre Project account –

Payments £50,000.00 Receipts £50,000

Account consists of:-

Current Account

General Reserves	£50,000
Reserves - Play Equipment (repair/replacement)	£10,000
Reserve for Wetpour fund	£3,000
Total Reserves	£63,000 +
Current Cash balance	£57,807.53 = £120,807.53

Plus Capital investment -

Broadway Capital Car Park Fund £60,000
(invested with CCLA with monthly interest paid)

SECTION 137 PAYMENTS TO DATENOT INCLUDED ON FIRST PAGE:-

Allowance 2025-26 4000 residents registered 1.1.24 @ £11.10 per registered elector = £44,400 total spend allowed

General Payments

7.5	1 st Colburn Town Scout Group	£1500.00
23.5	Village Hall noticeboard	£263.49
27.5	Colburn Primary School London visit	£1000.00

Running total **£2763.59**

BUDGET

£4,900.00


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