

MINUTES OF A MEETING OF COLBURN TOWN COUNCIL
HELD ON MONDAY 21st JULY 2025
IN COLBURN VILLAGE HALL

PRESENT

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

No members of the public attended.

CO-OPTION OF COUNCILLOR TO FILL CASUAL VACANCY FOR COLBURN TOWN DIVISION
Janet Emmerson was duly co-opted, signed the Acceptance of Office and took her place at the meeting

1. **APOLOGIES RECEIVED** – Cllrs Miles Burnham & Rupert Hildyard
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 Minutes of the Town Council meeting held on Mon 16th June 2025 and the Minutes of the Open Spaces meeting held on Monday 30th June 25 (both circulated with the agenda) were approved as a true and correct record and were signed by the Chair.

Matters arising – Garden Competition - in answer to Cllr Mincher's question, Deputy Clerk reported that there were 6 garden entries and 7 scarecrows. The exceptionally dry hot summer had deterred several people from entering.

4. **POLICE MATTERS** –

Report for 12th June to 11th July 2025 had been circulated by email and at the meeting.

Crime reported for the period **16 incidents**, crime report the same period 2024 was **14**.

10 Violence – Colburn 4, Woodside Chase 2, The Chase 1, Albermarle Drive & Cleveland Road 3

3 Assaults/Threats in Domestic settings, 1 Assaults

1 Harassment/Threats, 5 Public Order

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

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

5 Other – Colburn 3, Woodside Chase 1, The Chase 0, Albermarle Drive, Cleveland Rd 1

1 Criminal Damage, 0 Arson, 1 Dangerous Dog,

0 Sexual offence, 0 Internet/sexual, 1 Drugs, 0 Breach of Bail/Order, 1 Malicious Communications, 1 Air Weapon offence

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 3, Woodside Chase 2, The Chase 2, Albermarle Drive & Cleveland Road 3

1 RTC damage only, 0 Highway disruption, 9 road related offences, 0 RTC Death/Injury

Inspector Ciaran Conlon attended as the new Richmondshire Inspector.


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PC Recchia had confirmed by email that there were no incidents linked to the Village public house. There was one report in relation to an Air Rifle which was an isolated incident and concerns are not to be raised in relation to this.

Cllrs questioned what the 9 Other Road related offences were and felt 10 Violence reports including 5 Public Order was high.

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

- Mayor of York & North Yorks and NYC **plan for improvements for the A6136** – this consists of rephasing the traffic lights particularly at The Broadway to stop the side roads tripping too quickly and causing queuing. A briefing note to NYC of 17th Aug 2023 was circulated. This concerned Highway Mitigation arising from development along the A6136 and it stated any mitigation work would have to be funded through developer contributions.
- **Local Plan Consultation** – now closed. This was the largest piece of work currently being done which would finish in 2027 before the next elections. Once in place, all development will follow the Plan. Cllr Foster noticed DIO sites not being used for re-development.
- **Boundary Commission Update** – will be published in September.
- **Community Governance Review** at full council last week. CIL (Community Infrastructure Levy) will be the main funding method after 2027 when the Local Plan comes into use and will supersede 106 contributions. Parish Councils with a Neighbourhood Place will receive a higher % from CIL with a basis 5% for parishes without a NP. Government have recently cut funding that helped parish and town councils create those plans.
- **Developer's consultation event for the Old Recreation Field off A6136** adjacent to Colburn Grange Farm Tues 15th July, St Cuthberts Church, Colburn. Cllr Mincher represented Colburn Town Council. 38 residents attended the event. The main issue was the road access for 100 additional homes with the A6136 at capacity. A planning application would be submitted later in the year.
- **Area Committee meeting** - Tues 15th Sept at County Hall, Northallerton. The MP will attend to answer questions.
- **Police, Fire & Crime Panel** meeting – Wed 8th Oct at York Council offices. Parking issues on Easton/Fosse Way were mentioned. Long standing problems with lorries overnight, condition of roads but the business park is privately owned, not part of the Highways network.

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.

The NALC official publication on all matters connected with Neighbourhood Plans had been circulated by email to all councillors.

Cllr Dale offered to lead a Working Group to initiate firstly a Town Plan as currently the Council had no plan for evacuations or resident support for any weather or unforeseen crisis. From this working document, it was hoped to create a framework to develop a Neighbourhood Plan engaging with the public.

It was agreed that a Working Group consisting on Cllrs Dale, Tutora, Towers, Hildyard and Willetts would meet on Monday 28th July at 5.30 pm in the Village Hall to start proceedings. All councillors were invited to attend, confirmation email to be sent out by office.

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 10th July 2025 had been circulated and filed on the computer.


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MUGA upgrade (Playzone) planning application submitted having liaised with neighbours regarding issues such as noise, lighting, flood effects. Colburn Youth Project has begun new Friday evening sessions. Air Yoga class is running two sessions per week.

Extended hours on a weekend are proving more popular than initial period. Darville Dancing School is proving to be very busy on a Saturday morning.

Saturday morning Boot Camp has had soft launch. Second Trustee has taken a coaching/instructor course through the centre.

Richmondshire Pro Player have applied to the Football Foundation for the off-grid catering unit as Trustees felt it was a good addition if managed properly.

Extra membership cards ordered and pushing of app to members. Boxing Club running extra sessions for junior members. Tiny Titans will be taking a school holiday break from end of July.

RPP & CCSC are looking at the viability of having a full-size football pitch on top of the current junior pitches. Hopefully Planning application goes through smoothly and the work can start asap.

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. **Site meeting Mon 4th August 5.30 pm** to look at winter work required (thinning, removal dead branches or trees, eg Ash Dieback) at the Common Land woods in Colburn Village.

Next meeting Mon 1st September 2025, 5.30 pm in the Village Hall backroom.

Joint Burial Board – Cllrs Angela Dale, Michelle Dunning & Maria Willetts. Next meeting **Tues 22nd 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 – agreed

ZD25/00358 Full Planning Permission for the construction of a new Playzone MUGA at Colburn Sports Centre, DL9 4QH (closed for comments 16 July 2025)

Plans confirmed as Passed by NYC –

ZD24/00645/Full Planning Permission for 2 storey extension to side of 17 Albermarle Drive, Colburn DL9 4DU (passed 3rd July 2025)

Plans Refused by NYC – none

YLCA meeting Tues 17th June, Middleham Key Centre

Cllr Sharma had attended to hear information on the Integrated Care Centre from Dr Tariq Ahmed and Lisa Pope from the NHS which would be operational in early 2026

8. TO DISCUSS FINANCIAL MATTERS

- **To approve a quote for a new computer** in view of the age of the current equipment and regular breakdowns (information and quote attached).
It was **RESOLVED** to accept the quote of £1579 plus VAT for a new computer with 2 screens. Office to organise.
- **To approve Payment/Receipt list from 16th June – 21st July 2025** (circulated at meeting and to be attached to the minutes for publication).
- **To receive June monthly figures with bank reconciliation** (circulated with agenda and to be attached to the minutes for publication).


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

9. DATE OF NEXT MEETING: Mon 15th Sept 2025 at 6.30 pm in the Village Hall

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

The Clerk had emailed both the Youth Project and Community Sports Centre to ask them to present their grant request at either the September or October Town Council meetings to ensure continuation of their grants. Cllr Towers was proposing to submit the case for the Community Sports Centre at the September meeting.

Changes in Office opening times to be advertised on the Facebook page.

Saturday 26th July – Afternoon teas £5 served with Prizegiving for Garden & Scarecrow competitions. Tombola for Mayor's charity fund.

The meeting closed at 7.50 pm

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COLBURN TOWN COUNCIL 21st July 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 16th June 2025:

18.6	49	BACS -Clerk re-imburse Yorkshire Day 2 tickets @£55 Mayor+Dep Mayor	£110.00
	50	BACS – NYC Allotments lease April-June	£87.50
19.6	51	DD – Siemens copier lease June-Sept	£187.85
25.6	52	BACS – Robertsons Garden Services –4 wks 19.5-13.6.25 £2072.00)	
		Mileage £12.60)	£2084.60
	53	BACS - “ 2 tip runs 18 bags, 2 Colburn Lane cuts	£168.20
	54	BACS - “ 2 watering planters 3 wks 6x500L	£175.80
	55	BACS – Clerk’s salary June	£1229.31
	56	BACS – Dep Clerk’s salary June	£738.61
	57	BACS - MANY Bookkeeping June payroll	£27.00
	58	BACS – RJA Restorations – Albermarle 2 goal panels blast & coat	£444.00
	59	BACS – Clerk re-imburse – copy paper	£14.25
	60	BACS – Cllr A Dale – re-imburse plants for sponsored planters	£144.00
30.5	61	DD – BT	£68.15
	62	DD – Bank of Ireland – bank charges	£6.21
1.7	63	DD- NYC Garage rental	£49.29
2.7	64	BACS – Agilico Technologies	£75.23
7.7	65	BACS -Jag Sharma YLCE meeting 17.6.25 mileage	£12.60
	66	HMRC – PAYE 1 st quarter April-June	£868.80
	67	BACS – Clerk re-imburse office mobile	£14.49
14.7	68	visa – Post Office – stamps	£6.80
	69	BACS – Colburn Village Hall – office/room rental April-June	£825.00
	70	BACS -NYC – Allotment lease rent July-Sept	£87.50

Receipts

17.6	19	Cash Allotments rent 2025-26	£350.00
		Cash Planter Sponsorship 2025-26	£320.00
23.6	20	Mayor re-imbursement Guest Yorkshire Day ticket	£55.00
1.7	21	Land Trust – April-June maintenance period	£470.00
2.7	22	CCLA interest	£210.87
4.7	23	Planter Sponsorship 4 cheques	£320.00


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FINANCIAL SUMMARY 2025/26 & YEAR TO DATE FIGURES

De 15/09

	RECEIPTS	April	May	June	July	August	Sept
163,000	Precept	81,500	81,500	81,500			
	VAT refund	758	758	10,974			
	<i>Colburn Sports Centre Project</i>	50,000	50,000	50,000			
	Allotment Rent			350			
	Grants						
	Mayor's Charity Evening			55			
	Mayor's guest tickets						
	Miscellaneous						
	Planter Sponsorship	400	560	880			
	Land Trust maintenance	460	460	460			
	Wayleave						
	Investment Interest	229	449	670			
163,000	TOTALS	133,347	133,727	144,889			

Colburn Community Sports Centre Project account –

Payments £50,000.00 Receipts £50,000

June Reconciliation

As at 30 June 2025 Current Account **£125,072.31**

Opening Balance 1.4.25	98,424.48
Plus Receipts to 30.6.25	144,889.36
Less Payments to 30.6.25	118,241.53
TOTAL	£125,072.31

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	£62,072.31 = £125,072.31

Plus Capital investment -

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

SECTION 137 PAYMENTS TO DATE NOT 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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