

MINUTES OF A MEETING OF COLBURN TOWN COUNCIL
HELD ON MONDAY 15th JANUARY 2023
IN COLBURN VILLAGE HALL

PRESENT

Mayor Colin Mincher (Chair)
Councillors: **Colburn Town** – Miles Burnham, Karen Dodd, Michelle Dunning, Wayne Garbutt, Rupert Hildyard, 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** – Cllr Angela Dale
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.

3. **MINUTES OF THE PREVIOUS MEETING**

It was **RESOLVED** that the Minutes of the Town Council meeting held on Mon 18th Dec 2023 (circulated with agenda) and the Minutes of the Open Spaces meeting held on Monday 8th Jan 2024 (circulated by email) were approved as a true and correct record and were signed by the Chair.

Matters arising – Biodiversity Policy & Action Plan had been created by the Open Spaces committee, discussed and circulated with the Minutes for formal ratification by the Town Council. Members felt this was a good basis to start from to address future Biodiversity issues as they arise.

It was **RESOLVED** to ratify the Biodiversity Policy and Action Plan which would be reviewed annually and published on the website as a working document.

4. **POLICE MATTERS** –

Report for 12th Dec to 11th Jan 2024 (circulated by email). Report available on request to office.

Crime reported for the period **20 incidents**, crime report for the same period 2023 was 17.

11 Violence – 5 Assaults/threats in domestic setting, 1 Assault, 4 Harassment/threats, 1 Public Order

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

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

ASB – 13 incidents, same period 2023 was 9.

9 Nuisance

4 Personal

Traffic x 11

2 RTC Damage only

1 RTC Death/Injury

4 Highway Disruption

4 Other Road related offence

PC Lisa Recchia attended and answered questions on the latest Dispersal orders put in place to manage the recent problems of baked beans and egg stealing and throwing at shops in the Broadway. She was reviewing any CCTV footage from shop owners to try and identify those involved. The Christmas period had been quiet with few problems so it was important to prevent any escalation of this recent activity.

19/2/24
Albermarle

5. TO RECEIVE A REPORT FROM COUNTY COUNCILLOR KEVIN FOSTER

The first **Local Plan for North Yorkshire** was being worked on and would be sent out for consultation in the near future. He had a seat on the Panel and emphasised the importance of responding to the consultations as once the Local Plan was in place, it would control the Planning application process. Cllr Foster would be insisting that the “green gaps” between communities were maintained so the whole area did not merge into one and communities had some green space for local walking and enjoyment. The **Local Plan** covered the next 10 years and was an important document for strategic development.

The **North Yorkshire Council Budget for 2024-25** was currently being worked on and would be agreed in the near future for publication.

Cllr Foster was asked to chase up the light off Constantine Avenue which has still not been re-connected (new lamp post) as the area was extremely dark at night and dangerous for pedestrians who could not be easily seen by drivers.

All communications should be made **by email** to cllr.kevin.foster@northyorks.gov.uk

Both Cllr Foster and the PC Recchia left the meeting at this point.

6. TO RECEIVE THE RISK MANAGEMENT DOCUMENT FOR 2024 FOR APPROVAL

Policy circulated with agenda.

It was **RESOLVED** to adopt the Risk Management document and add to the website.

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 **5th Jan 2024** had been circulated and filed on the computer.

First Christmas Grotto run for 4 days with a Trustee playing the role of Santa. Free entry, 150 selection boxes donated by local business and the public. North Yorkshire Christmas Trees donated a real tree for the reception area. Most welcome by residents.

Richmond, Thirsk & Dales Gymnastic clubs held their end of year performances over weekend 9th & 10th December. Was a huge success and congratulations to all participants.

Hedgerow and trees will be delivered early January and will be planted as a community event with plenty of interest already shown.

Heading towards the end of the first year of running the centre so plans are being made to acknowledge this landmark together with the support from the locality and businesses.

A draft copy of a letter from the Town Council in support of the CCSC’s grant application to the PlayZone programme for re-instating the MUGA had been sent to Cllr Towers as requested and would be circulated to all councillors. A meeting to discuss the grant had been arranged for 26th January.

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 12th Feb 2024, 5.30 pm** in the Village Hall backroom.

Joint Burial Board – Cllrs Angela Dale, Karen Dodd & Michelle Dunning. **Next meeting Tues 23rd Jan 2024** 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 – none received

19/2/24
Anne

8. TO DISCUSS FINANCIAL MATTERS

To approve Payment/receipt list from 19th Dec 2023 – 15th Jan 2024 (circulated at meeting).

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

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

The Clerk requested authorisation to purchase a replacement **Dog Bin in Albermarle Drive**. The old MOD bin was in disrepair and without replacement would put more pressure on the Bins at Albermarle Play Park which are already well used. The cost was £270 and the budget of £450 for Dog bins for 2023-2024 had not been used to date.

It was **RESOLVED** to purchase a replacement Dog bin for Albermarle Drive.

9. DATE OF NEXT MEETING: Mon 19th February 2024 at 6.30 pm in the Village Hall.

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

Cllr Dunning had represented the Town Council at a lovely Plough Service in Ripon Cathedral yesterday. She was pleased to attend and Council representatives were well looked after.

Cllr Towers reported that the hedging plants had been delivered for planting at the Sports Centre and asked for volunteers to support with some time.

Cllr Mincher reported that the Boots shop would be taken over by the Catterick Village Pharmacy and he hoped there would be no problems with handover of prescriptions etc. as this was such a core service.

The meeting closed at 7.10 pm

19/2/24
[Signature]

COLBURN TOWN COUNCIL 15th Jan 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 Dec 2023:

Online Payments (visa, DD, BACS)

18.12	186	visa – Litter pickers present to Café for refreshments Sec 137	£5.00
	187	BACS – Siemans Fin Services – copier lease rental	£187.84
	188	BACS – Veterans Woodcraft – balance of invoice New Noticeboard Sec 137	£124.00
20.12	189	BACS – GB Sports & Leisure – play park repair items	£107.52
27.12	190	BACS – Yorkshire Air Ambulance Section 137 donation	£250.00
	191	BACS – Great North Air Ambulance Section 137 donation	£250.00
	192	BACS – NYC Allotments rental Jan-Mar 2024	£87.50
29.12	193	DD – Bank of Ireland monthly charges	£4.50
2.1	194	DD – BT broadband	£41.94
	195	DD – NYC Garage rental	£45.04
4.1	196	BACS – Agilico Technologies – copier charges	£60.54
5.1	197	BACS - HMRC – 3 rd quarter PAYE & NI	£999.86
8.1	198	visa – PO stamps	£5.00
	199	BACS – Clerk re-imburse – office mobile	£14.49
10.1	200	BACS – Fresh Mango Technologies – monthly retainer	£64.80
	201	BACS – MANY Bookkeeping – January payroll	£19.80
	202	BACS – Clerk re-imburse – copy paper	£8.40
12.1	203	BACS – Clerk’s salary Jan	£1030.25
	204	BACS – Dep Clerk’s salary Jan	£654.46
	205	BACS – Robertson’s Garden Services 4 weeks 11.12-5.1.24	£1746.00
	205	BACS – Robertson’s Garden Services – Play park repair parts	£90.63
	206	BACS – Robertson’s Garden Service - Tip run 12 bags	£49.56
	207	Emergency Tree surgery -2 trees Sidings Woods	£300.00
	208	BACS – 2 Tickets Bedale Mayor’s Charity Dinner 16 th March	£96.00

Receipts

4.1	22	CCLA monthly interest	£268.60
9.1	23	HMRC VAT refund 1.8.23-31.12.23	£962.18

19/2/24
[Signature]