

MINUTES OF A MEETING OF COLBURN TOWN COUNCIL
HELD ON MONDAY 15th DECEMBER 2025
IN COLBURN VILLAGE HALL

PRESENT

Mayor: Akuila Tutora (Chair)
Councillors: **Colburn Town** – Angela Dale, Michelle Dunning, Janet Emmerson, Rupert Hildyard, Colin Mincher, Paul Towers & Maria Willetts
Colburn Moor – Andrea Crowe (Albermarle – (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

Brigitte Martin's application was well supported and she was duly co-opted, signed the Acceptance of Office and took her place at the meeting.

1. APOLOGIES RECEIVED – Cllr Jag Sharma

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. Cllr Hildyard declared the ownership of sporting rights on land currently under planning application at Colburn Grange ZD25.00551 (102 houses) and 410 houses under consultation with Woodlawn Communications.

3. MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** that the Minutes of the Town Council meeting held on Mon 17th Nov 2025 and the Minutes of the Open Spaces meeting held on Mon 1st Dec 2025 (both circulated with the agenda) were approved as a true and correct record and were signed by the Chair.

Matters arising – item 6 – update on Ecological Survey of the Common Land in Colburn Village

Cllr Hildyard had contacted Fox Covert project and Yorkshire Wildlife Trust, both organisations were currently too busy to undertake a survey. It was suggested that Rachel Richards from Buglife be contacted with Ian Kendall of The Land Trust to see if they would be interested.

In the spring, it was agreed that a quote would be obtained from the North & East Yorkshire Ecological Data company to consider.

item 7 – Deputy Clerk had emailed Yorkshire Ambulance Service. The original employee, who worked on introducing defibrillators into the area 10 years ago, has retired and the position not replaced. Joanne Watson, the Community Defibrillation Co-ordinator is being asked for advice.

4. POLICE MATTERS –

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

Crime reported for the period **17 incidents**, crime report the same period 2024 was **13**.

9 Violence – Colburn 6, Woodside Chase 1, The Chase 0, Albermarle Drive & Cleveland Road 2, Colburn Village 0

5 Assaults/Threats in Domestic settings, 2 Assaults, 2 Harassment/Threats, 0 Public Order


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

0 Burglary Residential, 0 Burglary Other, 3 Business/Shop Theft & Attempt, 1 Theft, 0 Fraud, 0 Vehicle interference/theft

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

0 Criminal Damage, 0 Arson, 0 Dangerous Dog, 1 Hate incident,

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


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ASB – 6 incidents, crime report the same period 2024 was 5.

6 Nuisance, 0 personal

Colburn 5, Woodside Chase 0, The Chase 0, Albermarle Drive 0, Colburn Village 1

Traffic - 10

Colburn 4, Woodside Chase 2, The Chase 2, Albermarle Drive & Cleveland Road 2, Colburn Village 0

2 RTC damage only, 3 Highway disruption, 5 road related offences, 0 RTC Death/Injury

There was no police representation. PCSO Whitehead was on holiday.

Cllr Foster noted that ASB figures were generally higher in other North Yorkshire areas and councillors commented on the positive effect that the Youth Project was having in Colburn parish. The age group had now expanded to cover 5– 18-year-olds in 5 separate groups.

5. TO RECEIVE A REPORT FROM COUNCILLOR KEVIN FOSTER ON COUNTY MATTERS

- **The current main task was the setting of the Council Tax figure** with a possible 4.99% increase. Potholes were a major issue.
- **New Integrated Medical Centre** was progressing well, was a massive project split between NHS and MOD 60/40%.
- **Coronation Park project** also moving forward with a few minor alterations to save costs. He was disappointed at the negative response seen on some social media posts and felt both projects would benefit the local community when completed in 2026.
- **Update on ZD25/00551/102 houses on Old Recreation Field, Colburn Grange.** Despite negative responses from key parties to the planning process, the application has been allowed to proceed, and the developers have been given a 3-week extension. 55 additional reports have been added to the planning portal which need reading and researching. The clerk had gained an extension for comments from 5th January to 21st January in view of the Christmas holiday period.

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 ADOPT THE COLBURN IT POLICY REQUIRED FOR EXTERN AUDIT (circulated with Agenda)

It was **RESOLVED** to adopt the Colburn IT policy as required for the 2026 AGAR declaration.
Check other policies are up to date.

7. TO RECEIVE REPORTS FROM OTHER BODIES INCLUDING COLBURN COMMUNITY SPORTS CENTRE AND TO INCLUDE CURRENT PLANNING APPLICATIONS Community Sports Centre (CCSC)

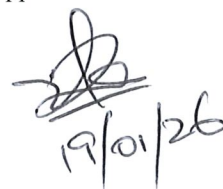
Status report up to **4th Dec 2025** had been circulated and filed on the computer.

MUGA upgrade (Playzone) work to hopefully start imminently. Schools football tournament held. Boxing Club to have first competitive bouts in December. Darville Dancing School competed at Regional Championships. Preliminary work on unmanned access has been carried out on IT & door systems. Heating the centre has added approx. £125 per week to utility costs.
We have collaborated with 6 local primary schools on a huge art project for our foyer area.

Red Hot Raffles have donated new kitchen equipment, including new air fryers.
YIBS have donated more materials to allow continued improvement to the boxing gym.
Muay Thai Club to begin operating from the centre twice per week in January.
Looking to launch our Defib Appeal in the New Year to fully fund a replacement unit.
Awaiting formal quote from insurers to allow longer opening hours.

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, Janet Emmerson, Paul Towers, Akuila Tutora & Maria Willetts.

Next meeting Mon 2nd February 2026, 5.30 pm in the Village Hall backroom.

Joint Burial Board – Cllrs Angela Dale, Michelle Dunning & Maria Willetts. Next meeting **Tues 27th Jan 2026** at Hipswell Village Hall, 6.30 pm.

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

Invitation letter from Keyland Developments to discuss emerging proposals re 410 houses Colburn Grange.

It was agreed to invite representatives to the 19th January Town Council meeting for councillors and any members of the public to ask questions before the planning application is formally lodged. An Agenda item and to be advertised on social media.

Plan withdrawn – ZD25/00568/AA 4 Sponsorship signs on A6136 Colburn Lane roundabout 5.12.25

Plans confirmed as Passed by NYC – none

Plans Refused by NYC – none

8. TO DISCUSS FINANCIAL MATTERS

- **To receive the amended Precept Budget for 2026-27 and set the Precept** (circulated with agenda)
It was **RESOLVED TO SET THE PRECEPT AT £163,000, no increase on last year's figure.**
- **To approve Payment/Receipt list from 17th Nov – 15th Dec 2025** (circulated at meeting and to be attached to the minutes for publication).
- **To receive November 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 19th January 2026 at 6.30 pm in the Village Hall

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

Cllr Dunning requested that the minutes of the Joint Burial Board, which are currently circulated by email, be printed out and circulated with the monthly agenda papers so all councillors have a copy for reference.

The meeting closed at 7.15 pm.



COLBURN TOWN COUNCIL 15th December 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 17th November 2025:

19.11	147	BACS – Robertsons Garden Services 5 wks 13.10-14.11.25	£2340.00
	148	BACS - “ “ 1 Colburn Lane cut, 2 tipruns 20 bags	£138.00
	149	BACS “ “ Play Park sundry receipts	£32.13
	150	BACS – Clerk re-imburse copy paper	£9.00
	151	BACS – Low Lane Christmas Tree	£160.00
	152	BACS – Stockton on Tees BC – Mayor’s Charity Dinner tickets x2	£120.00
21.11	152	BACS – MANY Bookkeeping November payroll	£21.38
	154	BACS – Clerk’s salary November	£1166.39
	155	BACS – Dep Clerk’s salary November	£729.78
24.11	156	BACS – ColburnYouth Project section 137 grant	£8147.00
31.10	157	DD – Bank of Ireland – bank charges	£4.88
1.12	158	DD – NYC - garage rental	£49.29
	159	DD – BT	£68.15
3.12	160	BACS – Agilico Technologies – copier charges	£36.00
	161	BACS – North Yorkshire Council – replenishing grit bins	£180.00
	162	BACS – Clerk re-imbursement – office mobile	£10.50
9.12	163	visa – Post office stamps	£22.80
10.12	164	BACS – Dep Clerk re-imburse black bin bags	23.93

Receipts

2.12	35	CCLA interest	£196.32
15.12	36	Land Trust maintenance payment Oct-Dec 2025	£470.00


19/01/26

FINANCIAL SUMMARY 2025/26 & YEAR TO DATE FIGURES

12/01/20

	<u>RECEIPTS</u>	Oct	Nov	Dec	Jan 2026	Feb	Mar
163,000	Precept	163,000	163,00				
	VAT refund	14,904	16,461				
	<i>Colburn Sports Centre Project</i>	<i>50,000</i>	<i>50,000</i>				
	Allotment Rent	350	350				
	Grants						
	Mayor's Charity Evening						
	Mayor's guest tickets	95	155				
	Miscellaneous						
	Planter Sponsorship	1200	1200				
	Land Trust maintenance	1600	1600				
	Wayleave	49	49				
	Investment Interest	1504	1708				
163,000	TOTALS	232,702	234,523				

Colburn Community Sports Centre Project account –

Payments £50,000.00 Receipts £50,000.00

Reconciliation

As at 30th November 2025

Current Account **£126,600.86**

Opening Balance 1.4.25	98,424.48
Plus Receipts to 30.11.25	234,523.45
Less Payments to 30.11.25	206,347.07
TOTAL	£126,600.86

Account consists of:-

Current Account

General Reserves	£53,000
Reserves - Play Equipment (repair/replacement)	£5,000 (reduced by £5,000 used for Wetpour repairs bill)
Total Reserves	£58,000 +
Current Cash balance	£68,600.86 = £126,600.86

Plus Capital investment -

Broadway Capital Car Park Fund	£60,000	(invested with CCLA with monthly interest paid)
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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	
10.10	3 x Defib Pads	£198.00	
29.10	Mayor's Remembrance Sunday wreath	£24.49	£2985.98
3.11	Mayor's Board update Eyecatching Signs	£40.00	
	Re-imburse Cllr Towers Poppy ties	£9.72	
	Running total		£3035.70

BUDGET

£4,900.00