

MINUTES OF A MEETING OF COLBURN TOWN COUNCIL
HELD ON MONDAY 16th MARCH 2026
IN COLBURN VILLAGE HALL

PRESENT

Mayor: Akuila Tutora (Chair)
Councillors: **Colburn Town** – Angela Dale, Janet Emmerson, Rupert Hildyard, Brigette Martin, Colin Mincher, Jag Sharma, Maria Stewart (nee Willetts) & Paul Towers
Colburn Moor – Andrea Crowe (Albermarle – (Akuila Tutora))
Clerk: Philippa Graves
Dep Clerk: Angela Pickersgill

5 members of the public attended.

CO-OPTION OF COUNCILLOR TO FILL CASUAL VACANCY FOR COLBURN TOWN DIVISION

Helen Grant's application was well supported as a previous councillor and Town Mayor and she was duly co-opted, signed the Acceptance of Office and took her place at the meeting.

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. Cllr Hildyard declared the ownership of sporting/shooting rights on land, currently 450 houses under planning consultation, at Colburn Grange with Woodlawn Communications.

3. MINUTES OF THE PREVIOUS MEETING

It was **RESOLVED** that the Minutes of the Town Council meeting held on Mon 16th February 2026 and the Minutes of the Open Spaces Committee meeting held on 2nd March 2026 (both circulated with the agenda) were approved as a true and correct record and were signed by the Chair.

Matters arising – Open Spaces. Cllr Dale questioned the cost of the mentioned order for seasonal bedding plants in view of the higher cost of the perennial plants purchased a year ago. Cllr Crowe explained that some of the suitable perennial plants could be moved to the raised beds on the Broadway as they were short of plants, but many would stay in place. The order was to restore more colour to the planters in the summer, as this point had been commented on by sponsors and residents. A quote would be obtained for review at the next Open Spaces meeting 13th April.

4. POLICE MATTERS –

Report for 12th Feb to 11th Mar 2026 had been circulated by email and at the meeting.
Crime reported for the period **19 incidents**, crime report the same period 2025 was **23**.

5 Violence – Colburn 4, Woodside Chase 1, The Chase 0, Albermarle Drive & Cleveland Road 0, Colburn Village 0


0 Assaults/Threats in Domestic settings, 1 Assaults, 4 Harassment/Threats, 0 Public Order

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

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

8 Other – Colburn 5, Woodside Chase 1, The Chase 0, Albermarle Drive, Cleveland Rd 2, Colburn Village 0

1 Criminal Damage, 0 Arson, 0 Dangerous Dog, 1 Hate incident, 5 Sexual offence, 1 Internet/sexual, 0 Drugs, 0 Breach of Bail/Order, 0 Malicious Communications


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ASB – 7 incidents, crime report the same period 2025 was 16.

5 Nuisance, 2 personal

Colburn 3, Woodside Chase 1, The Chase 1, Albermarle Drive 0, Colburn Village 2

Traffic - 3

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

0 RTC damage only, 1 Highway disruption, 2 road related offences, 0 RTC Death/Injury

A Dispersal Order was put in place to cover parts of Colburn and the Business Park on the evening of Tuesday 10th March. This was due to some anti-social behaviour at Broadway shops the previous evening which had the potential to continue. Fortunately, there were no further issues reported.

PCSO Katie Whitehead was unable to attend due to work commitments.

Question about the Dispersal Order – the numbers for ASB were only 7 (3 in Colburn) so were any youngsters involved in the Broadway incident recorded as being involved or was action taken against any of them? Clerk to forward to PCSP Whitehead for a fuller explanation.

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

- At the recent **Area Committee meeting**, our MP attended for the first time via Zoom. During the meeting, I raised concerns regarding the reliability of the bus service serving the Garrison. At present, if a bus fails to arrive, residents can face a wait of up to 2 hours for the next service. The petition concerning the A6136 was also presented to the meeting, and they agreed to a meeting arranged by the MP with all parties involved to be the best way forward. I requested support for a more reliable 30-minute bus service and our MP has agreed to contact Arriva to raise this issue and support the request.
- **Integrated Care Campus Update.** A meeting of the NHS North Yorkshire Integrated Care Board took place at 10 am on Mon 2nd March in Northallerton to discuss the proposed Care Campus in Catterick. An update on services was given, and I will continue to monitor developments and report back when further information becomes available.

Here is the link for information to the CIC –

<https://humberandnorthyorkshire.org.uk/location/north-yorkshire/our-work/cicc/>

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 WITH ROGER FOREMAN, MANAGER OF GLADE TRUST NATURE RESERVE, OPPORTUNITIES FOR ENHANCING THE PARISH ENVIRONMENT TO BOOST BIODIVERSITY and improve the local natural spaces

Information about the registered charity and areas of areas of conservation services had been circulated with the agenda.

Roger Foreman explained that the charity had been running for over 2 years and the purpose of their work was to run outreach programmes assisting local volunteers to enhance the small amount of green spaces left in the local area. They could work with schools, youth organisations such as scouts, cubs, guides, youth projects, Joint Burial Board etc. as they had the necessary public liability insurance, DBS checks, risk assessments would be undertaken and they had received further funding recently.

Specifically for Colburn, it was too late to plant or make any impact for the summer, but they could run an Audit in August/September of the green areas which could be helped and then the work would be monitored up to March 2027. Councillors were keen to be involved, and the Open Spaces committee would discuss further at their next meeting to be held on Mon 13th April.

The results from the botanical survey Cllr Hildyard had arranged with Yorkshire Wildlife Trust and the Yoredale Natural History Society to be undertaken in the summer on the Common Land in the village will be available to add to the information.

7. TO DISCUSS AND FORMALLY AGREE TO SUPPORT THE WATER QUALITY MONITORING PROGRAMME WITH A VOLUNTEER GROUP AIDED BY THE WELL-ESTABLISHED SAVE OUR SWALE GROUP.

The proposal had been agreed in principle at the meeting on 16th February with a suggested cost of sampling equipment of £250. Keith Thomas, in charge of water sampling at the Save our Swale Group, attended the meeting and explained the process.



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He suggested forming a group of volunteers so that regular weekly testing could be undertaken and a baseline figure created against which comparisons could be made and spikes understood. He would train volunteers and provide at cost the equipment required. £250 would buy 25 test kits to start off the process. Both Sour Beck and Colburn Beck needed regular testing. Independent labs could verify the results as necessary at extra cost. It was noted that the high numbers of tanker traffic down Colburn Lane were the result of bringing in sludge to process from other local areas.

It was **AGREED** to purchase 25 testing kits initially and carry out testing up to a cost of £500. A further resolution would be required to extend the funding.

8. 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 Mar 2026 had been circulated and filed on the computer.

MUGA upgrade (Playzone) work is ongoing and due to be completed ahead of schedule.

A Darville Academy of Dance student won a competition in Newcastle. Richmond, Thirsk & Dales Gymnastics coach won award for Outstanding Achievement for Disability British Championships.

Free Week in February promotion was held. Best February for Direct Debit and OTC Sales.

New lockdown procedures are being implemented. Soft launch for 24 hr opening planned for 2nd week in March. Art projects from local primary schools have started to arrive.

Trustees working with the Colburn Town Council and Brough with St Giles Parish Council for summer event. Prices to be held for all plus no increase for the 24-hour membership

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 Stewart. Cllr Grant agreed to join from the April meeting.

Next meeting Mon 13th April 2026, 5.30 pm in the Village Hall backroom.

Joint Burial Board – Cllrs Angela Dale, Janet Emmerson & Maria Stewart. Next meeting **Tues 24th March 2026** at Hipswell Village Hall, 6.30 pm.

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

Plan received –

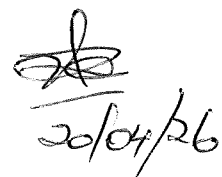
ZD26/00106/EIASCR Environmental Impact Assessment Screening Request for 450 houses on land at Colburn Grange Farm adjacent to A6136 (closing for comments 25th March 2026)

A draft response to the Screening Request had been circulated to all members for consideration. The response had made the case for the necessity for the developers to be subject to providing a full Environmental Impact Assessment which their Screening Request was attempting to negate by minimising the effects on the local settlement and its residents. The Town Council robustly objected this presumption. It was noted that after a recent heavy rain period there was 19.5 hrs of sewerage discharge into the Swale and that this point should be added under the Sewerage section of the response as yet more evidence of the need for an Environmental Impact Assessment report to be submitted by the developers.

Plans confirmed as Passed by NYC – none

Plans Refused by NYC –

ZD25/00551/Full Planning Permission for 102 houses at land known as Old Recreation Field, Colburn Grange adjacent to A6136. Refused for 8 reasons 13th February 2026.



9. TO DISCUSS FINANCIAL MATTERS


- To approve Payment/Receipt list from 17th Feb 2026 – 16th Mar 2026 (circulated at meeting and to be attached to the minutes for publication).
- To receive February 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.

10. DATE OF NEXT MEETING: Mon 20th April 2026 at 6.30 pm in the Village Hall

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

The meeting closed 8 pm.



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COLBURN TOWN COUNCIL 16th March 2026

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 February 2026:

20.2	196	BACS Siemens – copier lease rental March-June		£204.77
	197	BACS – Robertsons Garden Services 4 wks 26.1-20.2.26	£1891.50)	
		Mileage	£6.30)	£1897.80
	198	BACS - “ “2 tipruns 16 bags		£78.40
	199	BACS – “ “ Play Park repairs, various receipts		£95.08
	200	BACS – Dep Clerk re-imburse – litter bags and 21 tarpaulins		£79.64
	201	BACS – Clerk re-imburse copy paper		£9.00
23.2.	202	BACS – Tree work&chipper hire 3 days Robertson’s Garden Services		£1260.00
	203	BACS – MANY Bookkeeping February payroll		£22.45
	204	BACS – Clerk’s salary February		£1382.66
	205	BACS – Dep Clerk’s salary February		£745.09
	206	BACS – Mayor mileage NYC Civic Service 22.2.26		£24.92
27.2	207	DD – Bank of Ireland – bank charges		£4.17
2.3	208	DD NYC Garage rental 13 Pearson Close, Feb & Mar		£118.30
	209	DD BT		£68.15
	210	BACS – Dep Clerk – reimburse agreed new office chair		£131.74
4.3	211	BACS – Agilico Technologies – copier charges		£36.00
	212	BACS – Clerk re-imburement – office mobile		£10.50
	213	BACS – Dep Clerk re-imburse splitter & plug for Christmas Tree		£74.66
	214	BACS – Dep Cler re-imburse – 2 Defib pads Section 137		£130.00
	215	BACS – ClevelandandServices MUGA project synthetic turf, Sports Centre		£20,110.92
10.3	216	card -Po stamps		£19.40
13.3	217	BACS - Business Stream – drainage charge Broadway car park 1.4.26-31.3.27		£715.70


Receipts

3.3	39	CCLA interest		£173.24
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COLBURN TOWN COUNCIL
FINANCIAL SUMMARY 2025/26 & YEAR TO DATE FIGURES

BUDGET 2025/26	<u>EXPENDITURE</u>	Oct	Nov	9 MTHS Dec	2026 Jan	Feb	12 MTHS Mar
£1259	Insurance	1274	1274	1274	1274	1274	
26,500	Clerks' salaries & PAYE/NI	16,150	18,047	20,100	23,070	25,198	
3300	Office & meeting room rental	1630	1630	1630	2459	2459	
950	Telephone & Broadband	746	757	881	948	959	
250	Stationery Office equip Postage	143	155	178	196	205	
1100	IT support WJP Software	1754	1754	1754	1754	1754	
1380	Copier rental and charges	862	1063	1093	1123	1323	
1450	Audit fees, Payroll & Scribe	1291	1309	1326	1345	1363	
100	Bank charges	39	44	49	52	56	
1500	Mayor's allowance	1500	1500	1500	1500	1500	
300	Deputy Mayor's allowance	300	300	300	300	300	
400	Mayor's Tickets & expenses	235	355	355	420	445	
0	Mayor's Charity Evening	135	135	135	135	135	
1000	Annual subscriptions	1005	1005	1005	1005	1005	
120	Mileage	81	81	81	81	81	
100	YLCA Training & Conference	10	10	10	10	10	
50	Sundries						
5012	Unbudgeted items - Computer Zipwire repairs	1579 2713	1579 2713	1579 2713	1579 2713	1579 2713	
520	Broadway Car Park						
26500	Play Park Sub-contractor	15,423	17,762	19,634	22131	24,028	
5000	Play Park repairs, inspections	4853	4885	5169	5311	5407	
10,000	Wetpour repairs Play Parks	15,000	15,000	15,000	15,000	15,000	
2500	Open Spaces – misc	1190	1328	1595	1684	1881	
3000	Tree surgery				500	1760	
600	Garage rental	345	394	443	493	493	
	Allotment Rent	263	263	263	350	350	
4187	Precept Joint Burial Authority	4187	4187	4187	4187	4187	
4900 +	Section 137 General Grants	2986	3036	3036	3036	3036	
8147	Youth Project agreed grant		8147	8147	8147	8147	
450 +	Litter Bin						
425 +	Garden Competition	305	305	305	349	349	
1200 +	Watering Tubs	1067	1067	1067	1067	1067	
300 +	Christmas Tree & Lights	10	363	373	373	373	
500 +	Plants	144	144	144	144	144	
(15,922)	(Total Section 137 allowance)	(4512)	(13,062)	(13,072)	(13,116)	(13,116)	
50,000	Colburn Comm Sports Centre	50,000	50,000	50,000	50,000	50,000	
	VAT	15,704	15,756	15,818	15,867	15,911	
	<i>Colburn Sports Centre Project</i>	<i>50,000</i>	<i>50,000</i>	<i>50,000</i>	<i>50,000</i>	<i>50,000</i>	
163,000	TOTALS	192,924	206,347	211,144	218,603	224,492	


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	<u>RECEIPTS</u>	Oct	Nov	Dec	Jan 2026	Feb	Mar
163,000	Precept	163,000	163,00	163,000	163,000	163,000	
	VAT refund	14,904	16,461	16,461	16,461	16,461	
	<i>Colburn Sports Centre Project</i>	<i>50,000</i>	<i>50,000</i>	<i>50,000</i>	<i>50,000</i>	<i>50,000</i>	
	Allotment Rent	350	350	350	350	350	
	Grants						
	Mayor's Charity Evening						
	Mayor's guest tickets	95	155	155	155	155	
	Miscellaneous						
	Planter Sponsorship	1200	1200	1200	1200	1200	
	Land Trust maintenance	1600	1600	2070	2070	2070	
	Wayleave	49	49	49	49	49	
	Investment Interest	1504	1708	1904	2103	2297	
163,000	TOTALS	232,702	234,523	235,189	235,388	235,582	

Colburn Community Sports Centre Project account –

Payments £50,000.00 Receipts £50,000.00

Reconciliation

As at 28th February 2026

Current Account **£109,514.26**

Opening Balance 1.4.25	98,424.48
Plus Receipts to 28.2.26	235,582.37
Less Payments to 28.2.26	224,492.59
TOTAL	£109,514.26

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	£51,514.26 = £109,514.26

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	
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**


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BUDGET

£4,900.00