

MINUTES OF A MEETING OF COLBURN TOWN COUNCIL
HELD ON MONDAY 18th MAY 2026 FOLLOWING THE ANNUAL MEETING
IN COLBURN VILLAGE HALL

PRESENT

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

5 members of the public attended.

1. **APOLOGIES RECEIVED** – Cllr Janet Emmerson
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. Cllrs Grant & Dale are paid Directors of the Community Hub & Café CIC, item 7c
Cllrs Tutora & Stewart had non-pecuniary interests in item 7a and 7c
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 20th April 2026 (circulated with agenda) and the Minutes of the Open Spaces Committee meeting held on Mon 11th May 2026 (circulated by email and at the meeting)) were approved as a true and correct record and were signed by the Chair.

Matters arising –none

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

North Yorkshire Council is currently operating under no overall control since the leading group lost overall control.

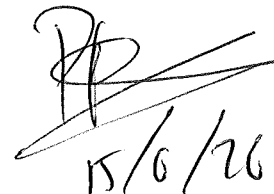
Planning – a pause has been placed on the proposed 450 house development at Colburn Grange Farm while an Environmental Impact Assessment (EIA) is prepared. This pause will allow further consideration of the environmental implications of the development before any further progress is made.

At the recent **Combined Authority meeting**, I spoke regarding the **housing growth strategy**. I raised concerns around the need for genuinely affordable housing and the importance of increasing the delivery of social housing to meet local demand and support residents who are struggling to access suitable homes.

Arriva X26 & X27 services – a response had been made to Rishi Sunak MP's concerns about the poor level of service on the route through Colburn via A6136 (letters from MP and Arriva circulated at the meeting). Arriva recognises the challenge that ongoing congestion presents to the reliability and resilience of services and they continue to monitor performance closely.

They are reviewing opportunities to simplify the network by introducing a single route that would maintain as much of the existing coverage as possible while operating at a consistent 30-minute headway. Any such change would require additional vehicle resource and therefore a clear and positive business case to do so. An increase in resource would need to be supported by robust and tangible bus priority measure. In this context, Arriva would welcome support in pressing North Yorkshire Council to bring forward meaningful bus priority improvements along the route, particularly at Scotch Corner and within Catterick itself, where congestion around the Tesco store is a specific and recurring issue for our services.

As such, we are continuing to assess both the operational and commercial case alongside the wider conditions on the corridor. No implementation date has been confirmed at this stage and Arriva will provide a further update as the review progresses.



Handwritten signature and date: 15/6/26

The draft Ground Maintenance Policy has been sent to the Executive Committee, and I will inform as this goes forward.

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

5. POLICE MATTERS –

Report for 12th Apr to 7th May 2026 had been circulated by email and at the meeting.
Crime reported for the period **18 incidents**, crime report the same period 2025 was 17.

13 Violence – Colburn 4, Woodside Chase 2, The Chase 2, Albermarle Drive & Cleveland Road 5,
Colburn Village 0
5 Assaults/Threats in Domestic settings, 2 Assaults, 5 Harassment/Threats, 1 Public Order

1 Dishonesty – Colburn 0, Woodside Chase 1, The Chase 0, Albermarle Drive & Cleveland Road 0,
Colburn Village 0
0 Burglary Residential, 0 Burglary Other, 1 Business/Shop Theft & Attempt, 0 Theft, 0 Fraud, 1 Blackmail,
0 Vehicle interference/theft

4 Other – Colburn 3, Woodside Chase 0, The Chase 0, Albermarle Drive, Cleveland Rd 1, Colburn Village 0
1 Criminal Damage, 0 Arson, 0 Dangerous Dog, 0 Hate incident, 3 Sexual offence, 0 Internet/sexual, 0 Drugs, 0
Breach of Bail/Order, 0 Malicious Communications

ASB – 5 incidents, crime report the same period **2025** was **5**.

5 Nuisance, 0 personal

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

Traffic - 3

Colburn 2, Woodside Chase 0, The Chase 0, Albermarle Drive & Cleveland Road 1, Colburn Village 0
1 RTC damage only, 0 Highway disruption, 2 road related offences, 0 RTC Death/Injury

PCSO Katie Whitehead was unable to attend. Councillors noted the increase in incidents recorded on Woodside Chase which they would monitor.

6. 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 **8th May 2026** had been circulated and filed on the computer.

24-hour access is running with over 200 visits during unmanned hours. Best month to date for DD membership. Free sessions on the Playzone are being used every week. Local netball team using the Playzone. New app for booking the Playzone to come soon with new signage to be erected also.

Trustees working with Colburn and Brough with St Giles Councils for summer event at the Centre.

Small room had a revamp with new flooring donated by Hudspeth Flooring.

Field maintenance, litter picking and car park grassed areas is ongoing.

All fitness classes running at 90% capacity with Saturday morning boxing classes running.

Paid advertising now running on Facebook with an Advertising Banner now ordered.

Cllr Mincher asked for a breakdown on the Sales figure which Cllr Towers would send by email.

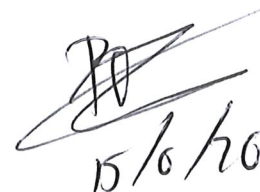
Full monthly report available on email request to the office.

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, Helen Grant, Brigitte Martin, Maria Stewart & Akuila Tutora



Next meeting Mon 1st June 2026, 5.30 pm in the Village Hall backroom.

Joint Burial Board – Cllrs Janet Emmerson, Helen Grant & Paul Towers. Next meeting Tues 19th May 2026 at Hipswell Village Hall, 6 pm, Annual Meeting followed by regular meeting.

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

Plans received by Town Council-

ZD26/00196/Outline Planning Permission for residential development of up to 450 houses at Colburn Grange Farm, Catterick Road off A6136 – closing for comments 29.5.26

The outline planning application is currently unavailable online as it has been Paused. Planning decided on 30th April that it is an EIA development and that an Environmental Statement is required. If submitted, Planning will re-start the consultation process.

Plans confirmed as Passed by NYC – ZD26/103/Full Planning Permission for 2 rapid electric vehicle charging stations at Siesta Coffee Drive Thru, Colburn Lodge, Colburn DL9 4QX. Also, ZD26/1004/Advertisement Consent for free standing unilluminated totem sign located in vicinity (both passed 16.4.26)

Plans Refused by NYC – none

7. TO DISCUSS FINANCIAL MATTERS

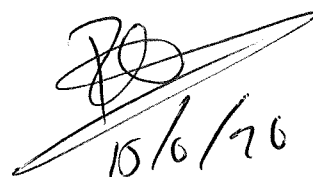
- **Section 137 grant application for £1000** for Purchase of Community Equipment & Event Supplies from Colburn, Catterick & Richmond Fijian Community (application attached)
The application was passed and it was **RESOLVED** to make a Section 137 grant of £1000.
- To agree a verbal request from the Vicar for **2 signs to St Cuthbert's Church** (quote from NYC attached), **approx. £425, Section 137 payment.**
It was agreed to seek a formal written request from the Church before any decision was made.
- **To discuss the quote for the provision of hot drinks & sausage sandwiches for bi-monthly Litter Picks** following the discussion at the April meeting. A quote from the Colburn Hub & Café CIC had been provided at a cost of £60 per session to cover sausage sandwiches for 20 people, staffing and insurance costs. In the event of there being more than 20 people, a charge of £2 per additional sandwich would be levied. **(Section 137 payment).**
A detailed discussion took place on the best method of calculating numbers and costs. It was decided to ask for a quote based on the core cost of the staff member, insurance, use of equipment, energy per session and then a cost for the food person. Agenda item for 15th June.
- **To approve Payment/Receipt list from 21st April 2026 – 18th May 2026** (circulated at meeting and to be attached to the minutes for publication).
- **To receive April monthly figures with bank reconciliation** (circulated with agenda and to be attached to the minutes for publication). It was **RESOLVED** to approve the lists above as circulated.
- **Payment of Colburn Community Sports Centre Annual Grant.**
Councillors were aware that the trustees have been obtaining quotes for a roof replacement which has become a very urgent issue. They have a highly competitive quote which they wish to accept but are requesting that the agreed Annual Grant of £50,000 is paid in one tranche now which would enable them to proceed as opposed to the usual £30,000 now and £20,000 in October.
After a discussion, it was **RESOLVED** to pay the sum of **£50,000 immediately** to enable the work to be take place this summer.

8. DATE OF NEXT MEETING: Mon 15th June 2026 at 6.30 pm in the Village Hall

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

Saturday 27th June, MacMillan Charity Tea in the Village Hall. Contributions to the prizes requested.

The meeting closed 7.40 pm.



COLBURN TOWN COUNCIL 18th May 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 20th April 2026:

| | | | |
|------|----|--|------------|
| 21.4 | 12 | BACS – Cleveland Land Services -3 rd instalment MUGA | £30,000.00 |
| 22.4 | 13 | BACS – Cleveland Land Services - 4 th instalment MUGA | £21,426.55 |
| | 14 | BACS – Robertsons Garden Services 4 wks 23.3-17.4.26 | £1969.50 |
| | 15 | BACS - “ 2 tipruns 16 bags £78.40, 2 Colburn Lane cuts £80 | £158.40 |
| | 16 | BACS – Broadway assist with xmas tree plug repair | £78.00 |
| | 17 | BACS – GJ Bradley – electrical work xmas tree plug Broadway | £110.00 |
| | 18 | BACS – LP Hoggarth – groundwork for xmas tree plug repair | £550.00 |
| | 19 | BACS – NYC Allotment rent Apr – June | £87.50 |
| 27.4 | 20 | BACS – MANY Bookkeeping April payroll | £23.13 |
| | 21 | BACS – Clerk’s salary April | £1245.90 |
| | 22 | BACS – Dep Clerk’s salary April | £819.49 |
| 30.4 | 23 | DD – Bank of Ireland – bank charges | £3.99 |
| | 24 | DD - BT | £73.74 |
| 1.5 | 25 | DD NYC Garage rental 13 Pearson Close, May | £50.91 |
| | 26 | BACS – Agilico Technologies – copier charges | £36.00 |
| 11.5 | 27 | visa – PO postage | £3.95 |
| | 28 | BACS – Janet Doyle, Internal Audit and report | £180.00 |
| | 29 | BACS - Clerk re-imburement – mileage £28.35) | |
| | | office mobile £11.19) | |
| | | Stationery £9.00) | £48.54 |
| | 30 | BACS – Siemans -copier lease June-Sept | £204.77 |
| | 31 | BACS – Zurich insurance June 26 – May 27 | £1182.85 |
| | 32 | BACS – Starboard Systems – Scribe June 26 – May 27 | £943.49 |
| 15.5 | 33 | BACS – Safety Support Co – 20 litter pickers Sec 137 | £350.27 |

Receipts

| | | | |
|------|----|---|-------------|
| 24.4 | 4 | Football Association (MUGA project Sports Centre) | £108,321.00 |
| 30.4 | 5 | NYC Precept 1 st instalment | £81,500.00 |
| 5.5 | 6 | CCLA interest April-May | £185.41 |
| 7.5 | 7 | Planter inv 12 | £140.00 |
| | 8 | Planter inv 7 | £70.00 |
| | 9 | Planter inv 2 | £70.00 |
| 8.5 | 10 | Planter inv 13 | £140.00 |
| | 11 | Planter inv 11 | £70.00 |
| | 12 | Planter inv 10 | £70.00 |
| | 13 | Planter inv 1 | £70.00 |
| 11.5 | 14 | Planter inv 6 | £75.00 |
| 13.5 | 15 | VAT refund 1.4-30.4.26 | £18,605.23 |
| 15.5 | 16 | Planter inv 9 | £70.00 |


15/6/26

| | <u>RECEIPTS</u> | April | May | June | July | August | Sept |
|----------------|--------------------------------------|----------------|-----|------|------|--------|------|
| 163,000 | Precept | 81,500 | | | | | |
| | VAT refund | 3384 | | | | | |
| | Colburn Sports Centre Project | 228,040 | | | | | |
| | Allotment Rent | | | | | | |
| | Grants | | | | | | |
| | Mayor's Charity Evening | | | | | | |
| | Mayor's guest tickets | | | | | | |
| | Miscellaneous | | | | | | |
| | Planter Sponsorship | | | | | | |
| | Land Trust maintenance | | | | | | |
| | Wayleave | | | | | | |
| | Investment Interest | 191 | | | | | |
| | TOTALS | 313,115 | | | | | |

April Reconciliation

| | | |
|--------------------------|-----------------|--|
| As at 30 April 2026 | Current Account | £293,562.12 |
| Opening Balance 1.4.26 | | 99,459.81 |
| Plus Receipts to 30.4.26 | | 313,115.06 |
| Less Payments to 30.4.26 | | 119,012.75 |
| TOTAL | | £293,562.12 (£158,377.12 actual without Project credit) |

Account consists of:-

Current Account

| | |
|--|---------------------------------|
| General Reserves | £53,000 |
| Reserves - Play Equipment (repair/replacement) | £10,000 (includes £5,000 xfer) |
| Total Reserves | £63,000 + |
| Current Cash balance | £95,377.12 = £158,377.12 |

Plus Capital investment -

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

Colburn Community Sports Centre Project account -

| | | | |
|----------|---------|----------|--------------------------------------|
| Payments | £92,855 | Receipts | £228,040 = £135,185 in credit |
|----------|---------|----------|--------------------------------------|

SECTION 137 PAYMENTS TO DATE NOT INCLUDED ON FIRST PAGE:-

Allowance 2026-27 4500 residents registered 1.1.24 @ £11.60 per registered elector = £52,200 total spend allowed


Payments

| | |
|---|--------|
| 15.4 Save our Swale water testing equipment | 261.71 |
|---|--------|

Running total **£261.71**

BUDGET

£7,050.00


15/6/20