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MINUTES OF A MEETING OF COLBURN TOWN COUNCIL HELD ON MONDAY 21st SEPT 2026 IN COLBURN VILLAGE HALL

PRESENT

Mayor	Paul Towers (Chair)
Councillors:	**Colburn Town** – Janet Emmerrson, 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** – Cllrs Andrea Crowe & Angela Dale.

2. **DECLARATION OF INTERESTS"** – Cllrs Crowe, Dale, Towers & Tutora were part of the Colburn 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.
   Item8 Youth Project Grant – non-pecuniary interest, Cllr Grant volunteer trustee; Cllr Towers will also abstain from vote as Emily Towers is volunteer Treasurer.

3. **MINUTES OF THE PREVIOUS MEETING**

It was **RESOLVED** that the Minutes of the Town Council meeting held on Mon 20th July 2026 and the Minutes of the Open Spaces Committee meeting held on Mon 7th Sept 2026 (both attached) were approved as a true and correct record and were signed by the Chair.

Matters arising – Open Spaces - a site meeting took place on 20th August 2026 attended by Cllrs Dale, Grant & Martin, Maintenance team Barry & Nicky Robertson and Dep Clerk Angela Pickersgill at 32 Horseshoe Close following a complaint of overgrown trees and ground level brambles affecting the property positioned on the fenceline with Colburn Sidings Woods. After discussion, it was agreed that sapling trees and brambles growing close to the fenceline would be removed. Regarding the larger trees, the maintenance team would remove a small number of branches extending towards the roof. They would not be able to undertake significant pruning as this could affect the balance and health of the mature trees. The woodland area is managed as a natural habitat to encourage and support local wildlife.

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

New Bin Service is being introduced across the area to start mid-October when notified to use the newly delivered bins. If any residents are experiencing problems, please report it directly to NYC so it can be logged and dealt with by the appropriate team

Richard Flinton, **Chief Executive of North Yorkshire Council, is retiring** in March 2027. I would like to place on record my thanks for his service to North Yorkshire and wish him well for the future.

Planning application 450 houses at Colburn Grange Farm – the Environmental Impact Assessment has been published, and I am hearing from many residents who are opposed to this development. However, that strength of feeling is not currently reflected in the number of formal objections sent to the planning department. If residents have concerns, I encourage them to make sure they submit their views through the official planning consultation so they can be properly considered.

There had been an intention to close the **Bring Bank recycling sites,** including the one at Tesco, before Christmas. I strongly opposed this proposal, as I was concerned that removing these facilities could lead to an increase in fly-tipping. I am pleased that the decision has now been paused while the Council assesses what impact the new bin service has on recycling and household waste. I will continue to monitor this closely and make sure residents' concerns are heard.

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Members of the public raised questions on the Planning application 4540 houses at Colburn Grange Farm. The report from Yorkshire Water was critical and had not yet been submitted. The closing date was Mon 28th September.
Member of the public noted:-

a) The Environment Agency was opposing the application
b) National Highways had asked for a 3-month postponement to assess implications for J52
c) A flood risk had been identified.
d) Since Yorkshire Water opposed the previous 104 houses application as they could not handle the additional sewerage and water needs, how could an application for 450 houses now be accommodated?

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 July to 11th August 2026 had been circulated with the agenda.
Crime reported for the period **24 incidents**, crime report the same period 2025 was 15.

13 Violence – Colburn 8, Woodside Chase 1, The Chase 0, Albermarle Drive & Cleveland Road 3, Colburn Village 1
2 Assaults/Threats in Domestic settings, **4** Assaults, **5** Harassment/Threats, 2 Public Order

8 Dishonesty – Colburn 6, Woodside Chase 0, The Chase 0, Albermarle Drive & Cleveland Road 2, Colburn Village 0
1 Burglary Residential, 1 Burglary Other, 0 Business/Shop Theft & Attempt, 5 Theft, 0 Fraud, 0 Blackmail, **1** Vehicle interference/theft

3 Other – Colburn 2, Woodside Chase 1, The Chase 0, Albermarle Drive, Cleveland Rd 0, Colburn Village 0
2 Criminal Damage, **0** Arson, 0 Public Order, 0 Dangerous Dog, 0 Hate incident, 1 Sexual offence, 1 Internet/sexual, 0 Drugs, 0 Breach of Bail/Order, 0 Malicious Communications

ASB – 7 incidents, crime report the same period **2025** was **13.**
5 Nuisance, 2 personal
Colburn 2, Woodside Chase 1, The Chase 0, Albermarle Drive 0, Colburn Village 4

Traffic – 4
Colburn 2, Woodside Chase 1, The Chase 0, Albermarle Drive & Cleveland Road 1, Colburn Village 0
0 RTC damage only, 0 Highway disruption, **4** road related offences, 0 RTC Death/Injury

Report for 12th August to 11th September 2026
Crime reported for the period **13 incidents**, crime report the same period 2026 was 19.

7 Violence – Colburn 5, Woodside Chase 2, The Chase 0, Albermarle Drive & Cleveland Road 0, Colburn Village 0
4 Assaults/Threats in Domestic settings, 0 Assaults, **3** Harassment/Threats, 0 Public Order

3 Dishonesty – Colburn 1, Woodside Chase 0, The Chase 0, Albermarle Drive & Cleveland Road 0, Colburn Village 2
1 Burglary Residential, 2 Burglary Other, 0 Business/Shop Theft & Attempt, 0 Theft, 0 Fraud, 0 Blackmail, **0** Vehicle interference/theft

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

ASB – 6 incidents, crime report the same period **2025** was **8.**
5 Nuisance, 1 personal
Colburn 3, Woodside Chase 1, The Chase **2**, Albermarle Drive 0, Colburn Village 0



Traffic – 7
Colburn 6, Woodside Chase 0, The Chase 0, Albermarle Drive & Cleveland Road 1, Colburn Village 0
1 RTC damage only, 0 Highway disruption, **6** road related offences, 0 RTC Death/Injury

PCSO Jordan Salt attended and confirmed that the 6 road related offences in September could include drink/driving, speeding or licence/insurance issues.

6. **TO PASS THE REQUIRED SEXUAL & GENERAL HARASSMENT POLICY** which must be reviewed annually (policy attached) and **HANDLING DATE PROTECTION COMPLAINTS POLICY** (policy attached)
It was **RESOLVED** to pass both policies and publish on the website.

7. **TO RECEIVE REPORTS FROM OTHER BODIES INCLUDING COLBURN COMMUNITY SPORTS CENTRE AND TO INCLUDE CURRENT PLANNING APPLICATIONS**
Community Sports Centre (CCSC)
3 Year Update report for Colburn Community Sports Centre as a Charity received from the Chairman, Pete Glasby. Over the 3 years, the Community Sports Centre has undergone a significant transformation to improve the building itself including security and CCTV improvements, LED lighting, energy efficiency measures and wider infrastructure upgrades. We would like to place on record sincere thanks to the Town Council for its continued support and grant funding. This funding, alongside external grants and investment secured by the charity, has enabled us to undertake improvements that simply would not have been possible at the same pace without that support. Thanks also to the local community for continuing to support the journey. The work continues but the future for the Centre is looking brighter than ever (full report circulated with agenda).

Status report up to 11th **Sept 2026** had been circulated and filed on the computer.
Roof renewal is progressing well, more than half completed and they are working alongside the solar panel installers to co-ordinate both projects. Completion will provide significant long-term benefits and improve the sustainability of the centre.
Comment from Cllr Tower at meeting – roof is now completed and solar panels attached.
Summer Holiday Camp successfully delivered providing a range of activities including sports, slime making, clay modelling, water activities, scavenger hunts and outdoor games.
Priorities moving forward - launch the football mini league once sufficient teams are registered. Continue to build on the success of the boxing programme. Maintain growth in 24-hour access and wider membership numbers. Continue developing sustainable income through long term hirers, community bookings and increased use of centre facilities. Manage staffing and operational pressures while maintaining the services currently provided.
Full monthly report available on email request to the office.

Present membership –
Open Spaces & Play Parks Committee – Chair Cllr Andrea Crowe. Cllrs Angela Dale, Janet Emmerson, Helen Grant, Brigette Martin, Maria Stewart & Akuila Tutora
Next meeting Mon 5th Oct 2026, 5.30 pm in the Village Hall backroom.

Joint Burial Board – Cllrs Janet Emmerson, Helen Grant & Paul Towers. Next meeting **Tues 22nd Sept 2026** at Hipswell Village Hall, 6.30 pm.

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

Plans objected to by Town Council – ZD26/00196/EA Outline Planning application for residential development of 450 houses at Colburn Grange Farm, Catterick Road DL9 (comments closed 18.9.26).
Response can be read on the planning portal or by email request to the office.
Comments from public – the Yorkshire Water report needed to be independent and objective especially since both Yorkshire Water and the developers were owned by the same company.
Cllr Foster suggested the Town Council's response could be sent to all Committee members by email. A Facebook entry would be made giving the email address for objections to be sent, encouraging residents to express their views.

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Plans passed by Town Council – **ZD26/00481/Full Planning permission for the siting of a detached cabin associated with the existing nursery business at 4 Battalion Court, Colburn Business Park DL9 4QN** (closed for comments 15.9.26)

Plans confirmed as Passed by NYC – **ZD26/00348/Certificate of Lawfulness for change of use from residential house C3 to a small children's home C2 at 16 Fourth Avenue, Colburn DL9 4RN. Passed 20.7.26**
Plans Refused by NYC **none**

8. TO DISCUSS FINANCIAL MATTERS

- Sec 137 Annual **Grant request from Colburn Youth Project** for 2027-28 Precept budget

After discussion, it was **RESOLVED to pass the grant request of £8700 for the Youth Project to be put in the Precept Budget calculations.** Payment as usual to be made on receipt of a satisfactory Annual Report in 2027 for the Council to ratify payment.

- Application to allow a small **regular weekend trading pitch** on the Broadway car park from Sweet Infusion (details in email attached with agenda)

Members felt it was too dangerous to erect a trading pitch on the car park especially as this request would encourage children. The car park was busy with moving vehicles and not a suitable site. They recommended asking North Yorkshire Council to allow siting on the paved surrounding area between the car park and the shops/library.

- **To approve Payment/Receipt list from 20th July 2026 – 21st Sept 2026** (circulated at meeting and to be attached to the minutes for publication).

- **To receive August 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.

9. DATE OF NEXT MEETING: **Mon 19th October 2026 at 6.30 pm in the Village Hall**

10. ITEMS FOR THE NEXT AGENDA (at the Chairman's discretion – none

The meeting closed at 7.35 pm.



COLBURN TOWN COUNCIL 21st Sept 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 July 2026:**

27.7	75	BACS – Clerk re-imburse, office mobile	16.99)	
		Mileage May-July	31.05)	£48.04
	76	BACS – NYC Allotment lease July-Sept		£87.50
29.7	77	BACS – Clerk's salary July		£1300.48
	78	BACS – Dep Clerk's salary July		£741.69
30.7	79	DD - BT		£73.74
31.7	80	DD – Bank of Ireland – bank charges		£6.80
	81	BACS – Clubspark Group MUGA booking system, MUGA project		5913.60
	82	BACS – Robertsons Ground Care 5 wks 22.6-24.7.26		£2749.50
	83	BACS - " 2 tipruns 30 bags £126.90, 2 Colburn Lane cuts £80		£206.90
	84	BACS – 7 wks watering tubs, 1000L per trip		£512.75
	85	BACS – Albermarle Play Park – conifer hedge reduction 2 days+chipper		£930.00
3.8	86	DD – NYC garage storage rental		50.91
	87	BACS – MANY Bookkeeping July payroll		£22.45
5.8	88	visa – PADS Garden Comp Trophy engraving		£86.91
	89	BACS - Agilico Technologies – copier charges		£36.00
	90	BACS – Cllr Towers mileage Yorkshshire Day		£80.30
7.8	91	BACS – GB Sports & Leisure – Albermarle Park 2 bumper seats		£153.60
	92	BACS – Siemans Financial - copier lease rental Sept-Dec		£276.77
12.8	93	BACS – Clerk re-imbursement stationery £16 & Stamps £7.20		£23.20
24.8	94	BACS – Clerk's salary August		£1226.11
	95	BACS – Dep Clerk's salary August		£741.69
	96	BACS – WJP Software Ltd – annual IT website, emails Sept 26- Aug 27		£2055.60
26.8	97	BACS – Deputy Clerk re-imbursement heavy duty bin bags		£45.52
28.8	98	DD – Bank of Ireland - bank charges		£5.16
1.9	99	DD -BT broadband		£68.02
	100	DD – NYC garage storage rental		£50.91
2.9	101	BACS – Agilico Technologies – copier charges		£36.00
	102	BACS – Clerk re-imburse office mobile		£16.99
	103	BACS – Robertsons Ground Care 5 wks 27.7-28.8.26		£2730.00
	104	BACS -2 Colburn Lane cuts £80, tips runs 29 bags £123		£203.00
	105	BACS – 5x watering tubs 1000L		£366.25
	106	BACS – MANY Bookkeeping – August payroll		£22.45
9.9	107	BACS – PKF Littlejohn – External Audit		£756.00
15.9	108	visa PO postage		£3.60

Receipts

4.8	27	CCLA interest July-Aug	£195.26
5.8	28	Cllr Towers- consort ticket Yorkshire Day	£55.00
10.8	29	VAT refund 1.7-31.7.26	£1003.89
1.9	30	Northern Powergrid Wayleave payment	£48.88
7.9	31	CCLA interest Aug-Sept	£196.18

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COLBURN TOWN COUNCIL
FINANCIAL SUMMARY 2026/27 & YEAR TO DATE FIGURES

BUDGET 2026/27	EXPENDITURE	Apr	May	3 MTHS June	July	Aug	6 MTHS Sept
£1380	Insurance		1183	1183	1183	1183	
29,250	Clerks' salaries & PAYE/NI	3041	5100	7181	10,125	12,093	
3300	Office & meeting room rental				824	824	
1000	Telephone & Broadband	72	83	217	307	307	
280	Stationery Office equip Postage	24	37	46	61	84	
1740	IT support WJP Software					1713	
1050	Copier rental and charges	30	231	265	294	556	
1700	Audit fees, Payroll & Scribe	19	986	1023	1023	1042	
100	Bank charges	4	10	16	23	28	
1500	Mayor's allowance		1500	1500	1500	1500	
300	Deputy Mayor's allowance			300	300	300	
350	Mayor's Tickets & expenses			110	110	190	
0	Mayor's Charity Evening						
1045	Annual subscriptions	1055	1055	1055	1107	1107	
130	Mileage		28	44	75	75	
100	YLCA Training & Conference				80	80	
50	Sundries						
2820	Unbudgeted items						
75	Parish Election (if contested)						
900	Broadway Car Park						
27,400	Play Park Sub-contractor	1970	4173	6903	9652	9652	
5000	Play Park repairs & equipment	60	60	60	60	188	
2800	Open Spaces – misc	159	317	469	676	721	
3250	Tree surgery				930	930	
615	Garage rental	31	82	133	184	235	
	Allotment Rent	87	87	87	175	175	
4187	Precept Joint Burial Authority		4187	4187	4187	4187	
50,000	Colburn Comm Sports Centre		50,000	50,000	50,000	50,000	
7050 +	**Section 137 General Grants**	262	1578	2325	2054	2054	
8103	Youth Project agreed grant						
425 +	Garden Competition				408	495	
1250 +	Watering Tubs				513	513	
350 +	Christmas Tree & Lights	738	738	738	738	738	
500 +	Plants				271	271	
(17,678)	**(Total Section 137 allowance)**						
5000	Xfer to Play Park repair fund Reserves	done					
	VAT +	34	290	383	401	825	
163,000	**TOTAL Council Payments +**	**7552**	**71,435**	**77,842**	**86,860**	**91,241**	
	Colburn Sports Centre Project	***92,855***	***92,855***	***237,284***	***242,212***	***242,212***	
	+ VAT	***18,571***	***18,571***	***47457***	***48,443***	***48,443***	
	TOTAL PAYMENTS	**119,012**	**183,151**	**362,966**	**377,916**	**382,721**	

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	RECEIPTS	April	May	June	July	August	Sept
163,000	Precept	81,500	81,500	81,500	81,500	81,500	
	VAT refund	3384	21,989	21,989	51,224	52,228	
	Colburn Sports Centre Project	***228,040***	***228,040***	***240,980***	***242,212***	***242,212***	
	Allotment Rent			350	350	350	
	Grants						
	Mayor's Charity Evening						
	Mayor's guest tickets					55	
	Miscellaneous						
	Planter Sponsorship		775	775	1125	1125	
	Land Trust maintenance			490	490	490	
	Wayleave						
	Investment Interest	191	376	570	758	953	
	TOTALS	**313,115**	**332,680**	**346,654**	**377,659**	**378,913**	

August Reconciliation

As at 31 August 2026 Current Account **£95,652.35**

Opening Balance 1.4.26	99,459.81
Plus Receipts to 31.8.26	378,913.43
Less Payments to 31.8.26	382,720.89
TOTAL	**£95,652.35**

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	£32,652.35 = **£95,652.35**

Colburn Community Sports Centre Project account –

Payments £242,211.74 *Receipts £242,211.74*

SECTION 137 PAYMENTS TO DATENOT 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
15.5	Safety Supply Co – 20 litter pickers	291.89
26.5	Sam Turner – compost and fertiliser for tubs	23.97
29.5	Colburn, Catt, Richmond Fijian Community grant	1000.00
12.6	Cllr Crowe -reimburse compost for Planters	35.96
22.6	Robertson's Ground Care – bedding plant collection	80.50
24.6	Colburn Café – Grant for Litter picker refreshments	360.00
	Running total	**£2,054.03**

BUDGET **£7,050.00**