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MINUTES OF A MEETING OF COLBURN TOWN COUNCIL
HELD ON MONDAY 19th OCT 2026
IN COLBURN VILLAGE HALL

PRESENT

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

0 members of the public attended.
Cllr Rupert Hildyard attended the meeting, gave a verbal resignation in view of his financial interests in 2 current planning applications. This was accepted and the Chair thanked him for his knowledge of Colburn Village matters especially his interest in biodiversity and nature. He was asked to write a formal resignation to the Chair so that the clerk could process the vacancy. He then left the meeting.

1. **APOLOGIES RECEIVED** – Cllr Jag Sharma (working)

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 Dale, Treasurer/Secretary of Hanson Social Club – non-pecuniary.

3. **MINUTES OF THE PREVIOUS MEETING**

It was **RESOLVED** that the Minutes of the Town Council meeting held on Mon 21st Sept 2026 and the Minutes of the Open Spaces Committee meeting held on Mon 5th Oct 2026 (both attached) were approved as a true and correct record and were signed by the Chair.

Matters arising – Open Spaces – Cllr Dale queried item 9 (she was not present at the meeting). She questioned the quote for the Wetpour repair as this area at Piper Hill constantly needed attention. Should the area be replaced by grass mats? It was agreed to ask Street Scape representative. Matthew, to come and discuss the wider issue which may affect the provision of £10,000 for additional Wetpour in next year's Precept budget.

NYC has confirmed that the Broadway benches are the responsibility of the parish to maintain and re-furbish even though they were previously owned by Richmondshire District Council. Councillors objected to this statement since RDC had laid out the paved area between the shops and the car park and installed the benches. The car park had been assigned to the Town Council as owners with full maintenance costs. When the new unitary authority was set up, all the assets owned by the former Richmondshire District Council, became the responsibility of the new North Yorkshire Council. County Councillor Kevin Foster offered to take the matter further and seek evidence if the benches had been transferred to the Town Council without their knowledge.

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

A6136 Congestion & Transport
Traffic congestion remains a major concern for Colburn, Hipswell and Catterick Garrison. His petition attracted 1,020 signatures, calling for road improvements, better bus services and a relief road. The Richmond Area Committee supported referring the issue to the Combined Authority's Transport Advisory Board and I will continue pushing for a clear plan and practical action.

Housing & Planning
A revised application for 99 homes adjacent to A6136 on the Old Recreation Field was submitted following the refusal of the previous 103 house application. I remain concerned about the impact of further development on roads, drainage, schools and local services. Infrastructure must keep pace with housing and suitable brownfield sites should be prioritised.

Catterick & Colburn Town Invest Plan
North Yorkshire Council and the Combined Authority are developing a plan to guide future investment in Catterick & Colburn. Priorities include transport, community facilities, public spaces and access to services.

Their consultation closed on 21st September. I will continue pressing to ensure Colburn is properly represented and that the plan delivers tangible benefits for residents.
Lucy Care was organising the Catterick & Colburn TIP Steering Group meetings, the first was 15th October, to which Cllrs Paul Towers, Angela Dale and Helen Grant attended. A November meeting is being planned.

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 September to 11th October 2026
Crime reported for the period **23 incidents**, crime report the same period 2026 was 18.

7 Violence – Colburn 6, Woodside Chase 0, The Chase 0, Albermarle Drive & Cleveland Road 1, Colburn Village 0
1 Assaults/Threats in Domestic settings, 5 Assaults**, 1** Harassment/Threats, 0 Public Order

12 Dishonesty – Colburn 12, Woodside Chase 0, The Chase 0, Albermarle Drive & Cleveland Road 0, Colburn Village 0
6 Burglary Residential, 0 Burglary Other, 2 Business/Shop Theft & Attempt, 0 Theft, 0 Fraud, 0 Blackmail, **4** Vehicle interference/theft

4 Other – Colburn 3, Woodside Chase 1, 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, 1 Drugs, 0 Breach of Bail/Order, 0 Malicious Communications

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

Traffic – 7
Colburn 5, Woodside Chase 0, The Chase 0, Albermarle Drive & Cleveland Road 2, Colburn Village 0
4 RTC damage only, 2 Highway disruption, 0 road related offences, 1 RTC Death/Injury

The report acknowledged a recent increase in burglaries in the Colburn area. Increased patrols have been caried out under Operation Quiver, which is the police response to targeting thefts of copper piping. A series of events focussing on burglary and target hardening have been organised across the Catterick area. PCSO Jordan Salt was unable to attend.

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 **13th Oct 2026** had been circulated and filed on the computer.
Roof renewal is fully completed and signed off, marking the completion of a major project for the centre. There are now **25 instructor-led sessions each** week with **15 sessions within membership.**
Boxing Club remains strong with 6-8 sessions each week for ages 8 to adults including successful women's only sessions.
Air Yoga has expanded with additional bungee sessions which have proved particularly popular.
New installations– **coffee kiosk** with staff trained to operate. **Parcel lockers for local community.**
Wash Me Station, Toddler rides and Photo Booth. To attract visitors, introduce people to the Centre and generate additional income.
Cllr Mincher queried the electricity costs. Cllr Dale suggested £8 a month for the washing machine but it may be more as running a larger wash was more cost effective than a smaller home machine and it was proving popular. Total extra £1200 a month but this would be monitored to ensure that the new ideas were cost effective.
A personalised learning college based at **Colburn Business Park** is using the centre twice a week during term time. Four learners and two teachers attend on Fridays and join an instructor-led class on Tuesdays.
24-hour access memberships have increased again, continuing the positive growth in membership and providing a reliable source of regular income.

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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 2nd November 2026, 5.30 pm in the Village Hall backroom.

Joint Burial Board – Cllrs Janet Emmerson, Helen Grant & Paul Towers. Next meeting **Tues 24th Nov 2026** at Hipswell Village Hall, 6.30 pm.

Planning Committee – Cllrs Colin Mincher & Paul Towers.

New Plans received by Town Council – received after agenda was circulated.
ZD26/00624/S106 Deed of Variation to Section 106 agreement under reference 12/00227/AORM conversion of intermediate affordable properties over to Rental (comments by 2nd November 2026)
This concerns 5 properties on Woodside Chase where Broadacres are seeking to change the status to rental as opposed to part ownership/rental.
There were no objections to this proposal.

ZD26/00590/Full Planning permission for 99 houses at Old Recreation Field, off A6136, Keepmoat Homes & Rupert Hildyard (comments by 2nd November 2026). Plans re-submitted.
Councillors would send in comments to office; no decision was made at the meeting.

Section 106 money
Cllr Dale asked the question, "what benefit does the above Planning application offer to the residents of Colburn". There are currently 3 planning applications at various stages and Colburn's community buildings and play park facilities were in dire need of support. Solar panels with battery storge facilities would greatly help both the Church and Village Halls as well as the Hanson Club to remain economic during the winter months.

A formal letter from the Town Council should be written to the Planning department referencing the current 3 applications with a request for at least £20,000 from the above 99 house application and £200,000 from the pending 450 house application. This **was RESOLVED** and the clerk was instructed to write to NYC Planning department.

Plans passed by Town Council – ZD26/00528/Full Planning permission for single storey extension to side and proposed solar panels to roof 8 Grange Road, Colburn DL9 4NE (closed for comments 19.9.26)

Plans confirmed as Passed by NYC – none
Plans Refused by NYC - none

7. **TO DISCUSS FINANCIAL MATTERS**

- **Sec 137 Grant request from Service Children's Community Choir CIC** (at Le Cateau Community Primary School). Details attached with agenda.
  After discussion, it was **RESOLVED to pass the grant request of £500 for the Service Children's Community Choir CIC as a Section 137 payment.**

- To discuss **the draft Precept Budget (circulated with agenda).** Final decision required to be made at the November meeting,

- **To approve Payment/Receipt list from 21st Sept 2026 – 19th Oct 2026** (circulated at meeting and to be attached to the minutes for publication).

- **To receive September 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.

8. **DATE OF NEXT MEETING: Mon 16th November 2026 at 6.30 pm in the Village Hall. Precept setting meeting.**

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

Cllr Grant had made a Freedom of Information request concerning the number of void/empty properties there were in Colburn in view of the current housing crisis. To be discussed on 16th November.

The meeting closed at 8 pm.

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COLBURN TOWN COUNCIL 19th October 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 21st Sept 2026:**

23.9	109	BACS – Mayor's mileage Sunderland Civic Service	£49.50
25.9	110	BACS - MUGA Project Cleveland Lad Services Inv 43578	£1493.53
	111	BACS – Clerk re-imburse copy paper	£9.00
	112	BACS – Village Hall July-Sept office rental and meeting hire	£813.75
28.9	113	BACS – Clerk's salary September + backpay	£1446.46
	114	BACS – Dep Clerk's salary September + backpay	£931.49
30.9	115	DD – Bank of Ireland - bank charges	£4.83
	116	DD -BT broadband	£67.13
1.10	117	DD – NYC garage storage rental	£50.91
2.10	118	BACS – Agilico Technologies – copier charges	£41.40
	119	BACS – Play Safety RoSPA Park Inspections 2026	£936.00
	120	BACS – Clerk re-imburse office mobile	£16.99
	121	BACS – HMRC PAYE/NI Period 2	£950.80
9.10	122	BACS – Robertsons Ground Care 5 wks 31.8-2.10.26	£2749.50
	123	BACS -2 Colburn Lane cuts £80, tips runs 30 bags £126.90	£206.90
	124	BACS – 4x watering tubs 1000L	£293.00
13.10	125	visa – PO postage	£3.60
16.10	126	BACS – Poppy Appeal 400 large poppies Sec 137 (shared with BSG PC)	£400.00
	127	BACS – NYC Allotment rental 3rd quarter	£87.50
19.10	128	BACS – Cllr Sharma – YLCA meeting Leyburn mileage	£12.10
	129	BACS – Clerk re-imburse stationery (files, plastic pockets)	£45.69

Receipts

30.9	32	NYC Precept Second Instalment	£81,500.00
2.10	33	CCLA interest Sept-Oct	£190.28
19.10	34	Land Trust July – Sept	£690.00

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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	1183
29,250	Clerks' salaries & PAYE/NI	3041	5100	7181	10,125	12,093	14,471
3300	Office & meeting room rental				824	824	1638
1000	Telephone & Broadband	72	83	217	307	307	437
280	Stationery Office equip Postage	24	37	46	61	84	97
1740	IT support WJP Software					1713	1713
1050	Copier rental and charges	30	231	265	294	556	586
1700	Audit fees, Payroll & Scribe	19	986	1023	1023	1042	1690
100	Bank charges	4	10	16	23	28	33
1500	Mayor's allowance		1500	1500	1500	1500	1500
300	Deputy Mayor's allowance			300	300	300	300
350	Mayor's Tickets & expenses			110	110	190	240
0	Mayor's Charity Evening						
1045	Annual subscriptions	1055	1055	1055	1107	1107	1107
130	Mileage		28	44	75	75	75
100	YLCA Training & Conference				80	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	12382
5000	Play Park repairs & equipment	60	60	60	60	188	188
2800	Open Spaces – misc	159	317	469	676	721	924
3250	Tree surgery				930	930	930
615	Garage rental	31	82	133	184	235	286
	Allotment Rent	87	87	87	175	175	175
4187	Precept Joint Burial Authority		4187	4187	4187	4187	4187
50,000	Colburn Comm Sports Centre		50,000	50,000	50,000	50,000	50,000
7050 +	**Section 137 General Grants**	262	1578	2325	2054	2054	2054
8103	Youth Project agreed grant						
425 +	Garden Competition				408	495	495
1250 +	Watering Tubs				513	513	879
350 +	Christmas Tree & Lights	738	738	738	738	738	738
500 +	Plants				271	271	271
(17,678)	**(Total Section 137 allowance)**						
5000	Xfer to Play Park repair fund Reserves	done					
	VAT +	34	290	383	401	825	983
163,000	**TOTAL Council Payments +**	**7552**	**71,435**	**77,842**	**86,860**	**91,241**	**99,642**
	Colburn Sports Centre Project	***92,855***	***92,855***	***237,284***	***242,212***	***242,212***	***243,456***
	+ VAT	***18,571***	***18,571***	***47457***	***48,443***	***48,443***	***48,691***
	TOTAL PAYMENTS	**119,012**	**183,151**	**362,966**	**377,916**	**382,721**	**391,789**

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	RECEIPTS	April	May	June	July	August	Sept
163,000	Precept	81,500	81,500	81,500	81,500	81,500	163,000
	VAT refund	3384	21,989	21,989	51,224	52,228	52,228
	Colburn Sports Centre Project	***228,040***	***228,040***	***240,980***	***242,212***	***242,212***	***242,212***
	Allotment Rent			350	350	350	350
	Grants						
	Mayor's Charity Evening						
	Mayor's guest tickets					55	55
	Miscellaneous						
	Planter Sponsorship		775	775	1125	1125	1125
	Land Trust maintenance			490	490	490	490
	Wayleave						49
	Investment Interest	191	376	570	758	953	1149
	TOTALS	**313,115**	**332,680**	**346,654**	**377,659**	**378,913**	**460,658**

August Reconciliation

As at 30 September 2026 Current Account **£168,328.50**

Opening Balance 1.4.26	99,459.81
Plus Receipts to 30.9.26	460,658.49
Less Payments to 30.9.26	391,789.80
TOTAL	**£168,328.50**

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	£105,328.50 = **£168,328.50**

Colburn Community Sports Centre Project account –

Payments £243,456.35 Receipts £242,211.74 (owed £1244.61)9

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**