

**ALDBROUGH ST JOHN PARISH COUNCIL DRAFT MINUTES****THE MEETING OF ALDBROUGH ST JOHN PARISH COUNCIL HELD ON Monday 14<sup>th</sup> December 2020 at 7.00PM at Aldbrough St John Village Hall****PRESENT:** Cllr B Whitfield (BW) (Vice Chair), Cllr R Pronyszyn (RP), Cllr M Banks (MB) Cllr J Wilson-Petch (JWP) RDC, Shelia Turner (ST), Stephen Baddon (SB), J Pears (Clerk)

<b>Minute</b>	<b>Item</b>	<b>Summary</b>	<b>Detail/Action</b>	<b>Action/By Who</b>
1.	<b>Co-option of New Councillors</b>	There are 2 Councillor vacancies due to Councillor S Reed standing down. Two applications had been Received. Mr Stephen Baddon and Mrs Sheila Turner	Mr Stephen Baddon (SB) and Mrs Sheila Turner (ST) were unanimously co-opted on to the Parish Council to fill positions left vacant by the resignations of Councillors Reed and Place. Both signed the Declarations of Acceptance and joined the Council.	
2.	<b>Resignation of Councillor</b>	Resignation received from Vice – chair, Cllr Bernie Whitfield	Bernie Whitfield (BW) announced his resigned from the Parish Council with immediate effect and left the meeting. Clerk to advertise post and inform RDC.	Clerk
3.	<b>Nomination and selection of Chair and Vice-chair</b>	Nomination and selection of Chair and vice Chair	All Councillors were in agreement to elect Cllr R Pronyszyn (RP) as Chairman and Cllr M Banks (MB) as Vice-Chairman.  Councillors were in agreement to change the authorised signatory on the Parish Council bank account from BW to MB. RP will arrange this.	RP
4.	<b>Apologies</b>		None.	
5.	<b>Declarations of Interest</b>		None recorded, except that Parish Councillors present expressed their interest in anything that affects the Parish.	
6.	<b>Minutes of last meeting</b>		The minutes were agreed as an accurate record and signed by RP	
6.	<b>Matters Arising</b>			
6.1	<b>Matrix Boards</b>	RP met with Highways regarding the location of the matrix boards on 7 <sup>th</sup> Oct 2020. Posts have since been erected at	Following consideration of locations and meeting with Highways, RP proposed 2 locations:	RP/All Cllrs

		two locations in the village	<ol style="list-style-type: none"> <li>1. On the road from Melsonby, approaching Aldborough.</li> <li>2. Through the centre of the village near the bus shelter.</li> </ol> <p>The 3<sup>rd</sup> location, situated on the Low Green between the surgery and bus shelter was not recommended by Highways. It was suggested that a temporary speed detector be put in place for a week to collect speeding data. SB and MB felt this was an area of concern and required more than a detection post. Cllrs agreed to hire a detection device for a week in the summer 2021, initially at a cost of £110 per week. The potential to erect a third post will be reviewed following data analysis.</p> <p>RP shared the information regarding the purchase of the Matrix Boards. The posts will cost £500 (+VAT) each and District Councillor A Thompson (AT) has confirmed that funding of 2k is available towards the purchase of the Matrix Boards. Cllrs agreed to the purchase of the boards with 6-week battery life from Swarco at a cost of £3112 (+VAT) RP will progress the purchase and installation.</p> <p>RP to progress purchase and will contact AT to access the 2k funding.</p>	RP
6.2	<b>Spenceley Place parking</b>	Email from resident sent to Clerk sharing concerns around the lack of car park spaces. Cars are parked to the entrance of the road and could cause problems for larger vehicles to gain access. Can creating additional parking spaces be considered	<p>MB reiterated this concern and the lack of parking seems to have caused other residents to raise their concerns, as residents from this area are parking elsewhere in surrounding roads which in turn is causing frustration. There is an area in question to convert into parking spaces. However, this isn't viable for more than 4 cars. There are 2 other options that could be a consideration:</p> <ol style="list-style-type: none"> <li>1. Using the doctor's surgery car park, this could be used out of doctor's hours and potentially a gate could be inserted at the top of Spenceley Place to the surgery car park.</li> </ol>	

			<p>2. Consider demolishing the garages and converting the space into a car park</p> <p>Cllrs felt this is an ongoing concern and hasn't been acknowledged at RDC. Clerk to write to RDC and include the suggested options, copying in JWP. RP will speak with the doctor's surgery.</p> <p>The Parish Council discussed a temporary solution - hardcore the grassed area initially suggested.</p>	Clerk/RP
6.3	<b>Cricket Club</b>	Cricket Club proposal to extend the cricket ground and address the issues around the fencing and disposal of grass	The full report has been considered and Cllrs agreed the work can commence. The fencing will take place in the spring time. MB to liaise with the cricket club this.	MB
6.4	<b>Grass Cutting</b>	Update	There have been 13 cuts this financial year 19/20 and the service has improved. Cllrs are pleased with the service and propose to use the existing contractor next year 20/21.	
6.5	<b>Visitors to the Green</b>	This was covered in a separate meeting	This was initially started by Cllr Reed and RP will progress this. A policy will be produced for use of the green and this will be shared in draft format publicly. RP will consult with residents of the village for feedback.	RP
6.6	<b>Stanwick Inn hedge</b>		Stanwick Inn hedge cut back	Action completed
6.7	<b>Pinfold Gate</b>		New gate erected.	Action completed.
6.8	<b>Thai Van</b>		No further incident of food being thrown away in the pub car park.	Action completed.
6.9	<b>Goal Posts</b>		Post repainted.	Action completed.
6.10	<b>Tree Survey</b>	Work to be completed on various trees in the village and new trees to be planted	MB circulated the tree work scheduled and quotes to Cllrs prior to the meeting and shared the information at the meeting. Cllrs agreed R	MB/Clerk

			Skelton will be appointed to complete the work of the horse chestnut and sycamore tree at a cost of £900. MB asked that the Clerk obtain the contractors Insurance certificate and chainsaw licence for their records. MB and SB will complete the remaining remedial work in house to keep the costs down. However, there may be a future cost dependant on what work is required. Cllrs are in agreement that new trees will be planted. Please see item 8.2.	
6.11	<b>Play area fencing</b>	Update	Cllr Reed had been working on this - RP is now progressing this. A previous quote of over £12000 was given. This is more than expected. Cllrs agreed to get further quotes and perhaps reduce the fenced area. SB will look into the legal requirements between the fence and the play park equipment.	RP/SB
6.12	<b>Update from District and County Councillor</b>	Update	JWP spoke about the proposals for local government reorganisation aimed at reducing the number of local government tiers. Two proposals have been submitted: one to create a single tier based on North Yorkshire County Council (NYCC); and the other to replace NYCC by merging the existing District Councils into two bodies.  Cllrs asked that JWP look at the planning application for Rosalind Cottage, East End particularly regarding the issue of NYCC minimum parking requirement, and update them.	JWP
6.13	<b>Drs Lane Flooding</b>	Ongoing	Flooding at Doctors Lane still needs resolving. The work carried out to date has not resolved the issue. Cllrs SB and MB made a number of suggestions as to how to resolve the problem. Clerk will write to Highways including the suggestions made.	Clerk
6.14	<b>Noticeboard</b>	Update	The Parish Council have secured an offer funding towards the purchase a new noticeboard. MB circulated the quotes to Cllrs prior to the meeting and shared the information at the meeting. Cllrs agreed an aluminium noticeboard would be purchased at a cost of £655. MB will purchase the noticeboard and RP will access the part funding of £491.25 from the Area Partnership Funding Scheme 2020-21.	MB/RP
7.	<b>Financial Report</b>	Clerk provided financial report - emailed to Councillors prior to meeting	Update provided on current finances PC agreed the following expenditure:	

			<p>Cheques to be signed: Pinfold Gate expenses £69.16 and Clerk salary for November and December 2021 £266.66.</p> <p>Clerk has not received latest bank statements. RP will speak to bank and confirm the address is correct on the account and to obtain forms to amend the authorised signatory.</p>	RP
<b>8</b>	<b>Any other Business</b>			
<b>8.1.</b>	<b>Precept 20/21</b>		<p>Cllrs need to consider the Precept for 20/21 and respond to RDC before 8<sup>th</sup> January 2021. MB asked that the PC look at current expenditure for this financial year. Cllrs discussed and agreed a buffer of £4000 should be kept in the current bank account. This too needs to be taken into consideration when responding to RDC. Once the financials have been circulated Cllrs will respond to Clerk to collate a response to RDC.</p>	Cllrs/Clerk
<b>8.2</b>	<b>Memorial Tree on the Green</b>	Email received from a resident to the Clerk. To consider allowing the planting of a memorial tree	<p>Cllrs agreed that they are supportive of the idea. Planting trees in the village is something the Parish Council have been considering. MB will progress this and the Clerk will respond to the resident with an update.</p> <p>The Parish Council will look into private and public tree sponsorship, this could be shared with the village via letter drop, noticeboard and website.</p>	MB/Clerk
<b>8.3</b>	<b>Lane from Post Box to Packhorse Bridge</b>	Email received from resident to Clerk outlining the damage to the Lane	Councillors agreed this needs to be reviewed. Cllrs MB and SB will visit the areas to look at the damage.	MB/SB
<b>8.4</b>	<b>North Richmondshire Community Project (NRCP)</b>	Joining the project and representing ASJ	Councillors agreed that a representative from ASJ should attend. It was agreed RP will represent the parish. Clerk to confirm representation with NRCP.	Clerk
<b>8.5</b>	<b>Post Office</b>	Email received from the Village Hall Management	The VH committee charge the post office £10 for using the VH kitchen for 2 hours on Thursday afternoons. To avoid losing this service, would	Clerk

	<b>Service</b>	Committee to the Clerk	the Parish Council consider subsidising this £500/yr cost? Cllrs agreed that 50% of the cost could be covered by the Parish Council. Clerk to respond.	
<b>8.6</b>	<b>White Lines – Road Markings</b>	Road Safety Concerns – White line markings at Spenceley Place	It hasn't been possible as yet to arrange a meeting for Highways, County Council A Thompson and the Parish Council to meet. Clerk will contact Highways and progress this.	Clerk
<b>8.7</b>	<b>Public bench</b>	Cllr Baddon asked if the Parish Council could consider placing a bench at the edge of the green opposite the entrance to Spenceley Place	SB will donate the bench to the Parish Council and will place the bench. Cllrs agreed that could be done. However, Cllrs asked that consideration is given to the placement of the bench. Cllr SB and MB will look at the placement.	MB/SB
<b>8.8</b>	<b>Budget Consultation Update</b>	Update emailed received	The budget consultation email was received from RDC proposing a 1.9% increase to the Council Tax and circulated to councillors. Cllrs acknowledged receipt of the email and noted its contents.	
<b>8.9</b>	<b>Parish Council Website</b>	Update	Clerk needs to get access to the current PC website. Cllrs asked if there could be a private area for file sharing and an area for public access. The Parish use this as a way of communicating and sharing information to the ASJ Community. Clerk to contact previous Clerk to get access and how ASJ take over the hosting of this.	Clerk
<b>9.</b>	<b>Items for future Agenda</b>	Opportunity for Councillors to bring up items to be included in next meeting's Agenda	<ul style="list-style-type: none"> <li>• Encroachment email received on the evening of the meeting. Cllrs agreed that this will be an agenda item at the next meeting. Clerk to respond to resident.</li> <li>• East End Green Damage – This something to consider at a future meeting, looking at springtime.</li> <li>• Strim the area at East End near the dog bins. This will need reviewing in the springtime and a job that will need doing regularly. RP and ST both nominated themselves to do this.</li> </ul>	Clerk  Clerk  CRP/CT
<b>10.</b>	<b>Date of next meeting</b>		The next Parish Meeting will be on Tuesday 23rd February 2021 at 7.00pm in the village hall.	

			It was agreed that the Annual Parish Council meeting would take place on 11 <sup>th</sup> May 2021 at 7pm.	
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Meeting ended at 9.00pm



Roman Pronyszyn

Chairman

14 January 2021