

ALDBROUGH ST JOHN PARISH COUNCIL DRAFT MINUTESTHE MEETING OF ALDBROUGH ST JOHN PARISH COUNCIL HELD ON Monday 15th July 2024 at 7.00pm in the Village Hall.

PRESENT: Councillor Mike Banks (MB)- Chair, Councillor Stephen Baddon (SB) – Vice Chair, Councillor Stuart Reed (SR), Councillor Kirstie Thornton (KT), Councillor Antony Lewis (AL)

In attendance: J Pears (Clerk) and Residents.

Minute	Item	Date raised	Summary	Detail/Action	Action/By Who
15/7-01	Apologies			None.	
15/7-02	Declarations of Interest			None recorded.	Completed
15/7-03	Minutes of last meeting			The 6 th May 2024 minutes were agreed as an accurate record and signed by MB.	Completed
15/7-04	Police Report/Update		No police were present at the meeting.	The June update was received and circulated prior to the meeting. This was posted on the website and Facebook page.	Completed
15/7-05	Councillor Report/Update		NYC Councillor Angus Thompson (AT)	AT attended the meeting and gave an update. AT confirmed that a copy of the update would be emailed over in a report for the Clerk to circulate to the Parish Council and the community. KT shared the concerns from Richmondshire School and how the NYC home to school travel policy consultation changes will affect school numbers and possibly staff redundancies. AT did say they the new policy is projected to save £4.2million.	Completed
15/7-06	Update on current items and matters arising				
15/7-06-1	Doctors Lane flooding	Email received from Highways on 4/9/23 Clerk followed up on 16/2/24	Ongoing.	Councillors agreed the area has improved as some work has been carried out. The issue to be monitored and remain as an agenda item. Background info: Email received on 4 th September 2023 from Steve Barker from Highways. He confirmed that he has met with the landowner. The landowner has agreed that NYC can connect the highways drainage into a pipe just into the landowner's field. NYC will let us know the proposed date to commence work once a meeting has happened with the partner contractor. Clerk will monitor this.	Clerk
15/7-06-2	Blocked road gully	24/8/23	Blocked road gully opposite the bus	NYC have confirmed that they will reinstate the Village Green area following the Feast. Drain appears to be working only reinstatement outstanding.	Clerk/MB

			shelter is still blocked. It could be a blockage further down the pipe.		
15/7-06-3	Cricket Club	20/2/24 16/3/24	An agreement is required.	Terms and conditions remain the same as the letter dated 20th January 1999 signed by the then Chairman I T Wardle apart from, there is no concrete practice strip wicket and if this was a future requirement it would have to go back to the current Parish Council for approval. All covers and practice nets will be removed from the field of play and stored in the storage area when not in use. No grass will be dumped outside of the area allocated for storage and the cricket pavilion externals will be kept in good order. The Cricket Club agreed this was satisfactory. Clerk and MB to draw a revised agreement as per above.	MB
15/7-06-4	Sykes Bridge priority system	21/8/22 Update rc'd 17/4/24 5/7/24	Sykes Bridge – This is a narrow bridge that could be dangerous to vehicles from either way.	Clerk received the following update from Highways on 5 th July 2024: Just to advise that I discussed the matter with a colleague from our Traffic Engineering Team and can confirm that the matter remains as previously advised in that we would not propose to introduce a priority system of traffic control at this location. Councillors agreed that there is nothing more we can do.	Completed
15/7-06-5	Dog Fouling	Raised on 14/2/24 Followed up 19/4/24 10/6/24		The dog warden confirmed that some signage has been displayed. He has replaced some of signs and also installed new ones. This is now completed. Background: Clerk has spoken to the dog warden at NYC. They asked that the Parish Council identify areas where the dog fouling occurs. He will do an onsite visit with high visibility and look at the area for signage.	Completed
15/7-06-6	Speed Monitoring			MB spoke about the stats taken from the VAS data and the information will be posted on the community website: www.aldbroughstjohn.co.uk The data has been shared with the Police. It was suggested that part of the road on Doctors Lane could be widened. MB suggested speaking to the houses who this may affect in the first instance.	MB
15/7-06-7	Grass Cutting contractor 2024/25			MB met with the Area Manager on 21 st June 2024 to discuss the issue raised as the grass cutting has been to the standard expected. MB did confirm that this has improved and he will continue to monitor it.	Completed
15/7-06-8	Bridge House limestone reinstatement and request to carry out other remedial work			The resident has asked if remedial work could be made to the driveway which has shared access to 5 houses and mark a designated parking area to the front of the house. Councillors agreed that remedial work would improve the driveway and this can go ahead. However, the Parish Council need to be clear and stipulate what exactly is acceptable. Councillors agreed that two 600mm tracks of limestone would be	SB/SR

				sufficient for the driveway. MB will speak with the residents before work can commence. MB has applied for planning permission to remove the Horse Chestnut tree to the side of resident's boundary wall before anything can be done.	
15/7-06-9	Green Policy review			SR is currently reviewing the policy and will share a draft with all councillors within the next 10 working days. Once reviewed and agreed a copy will be shared and available to view on the Parish Council area of the website.	SR
15/7-06-10	Light on the bridge	2/2/24		MB reported the issue to Highways on 2 nd February 2024. The light is there but not working. Councillors asked Clerk to contact NYC to ask if the Parish Council could keep the pole.	MB/Clerk
15/7-06-11	Best Kept Village Competition 2024			The Parish have been entered into this year's Best Kept Village Competition. Clerk needs to make the community aware of the competition and the criteria and information is shared with everyone via Facebook and website.	Completed
15/7-06-12	Review of Insurance requirements 24/25			The insurance was renewed with Zurich Insurance for 24/25.	Completed
15/7-06-13	Resident in breach of planning conditions	15/12/23 14/5/24 15/7/24		No update has been received. Clerk will follow this up again. Clerk has shared this previously with NYC enforcement officer and is aware of the breaches.	Clerk
15/7-06-14	Clearwater encroachment enquiry	6/5/24 11/7/24		Councillors are still in agreement that they would like to meet with the resident to confirm what the encroachment fee is for and how this is used. Clerk was unable to arrange a meeting and has invoiced the fee with a request for a meeting. Clerk will email the resident again.	Clerk
15/7-06-15	Wayleaves			MB has been looking into a Wayleave that did stand back in 2015 with BT, this was for the fibre box that was installed and was a one-off payment. However, no payments have been received into Parish Council accounts for any other equipment sited on the village green. MB has identified a number of poles and contacted both BT and Northern PowerGrid for clarification as this too could be entitled to a Wayleave payment. Two new BT posts are planned to be installed in the village and MB is looking into these. MB did say they Northern PowerGrid have been extremely helpful in providing information and have agreed wayleave payments.	MB
15/7-06-16	Flooding at Sycamore Cottage			Councillors met with the resident. Councillors felt that the best plan would be to loosen and break through the ground and level up with top soil. Where vehicles have driven over the area there is a compaction of soil and when the tree was taken out this may have made the flooding worse.	Councillors
15/7-06-17	Bus Shelter Repair Work			The bus shelter floor needs replacing. One quote had been received and are still waiting for a 2 nd quote to come through. If the Parish Council are unable to get a 3 rd quote and have approached contractors Clerk felt this would be sufficient for the Parish Council records. AT confirmed that there will be some funding available from	Clerk/AT

				the NYC locality budget but as yet could not confirm this. Clerk will share the quotes with AT.	
15/7-06-18	D-Day 80			The day was acknowledged and area of the village was decorated. SR wasn't able to get a Tommy solider statue and has suggested that this is still done. Councillors agreed that this should be done. KT said that the Village Hall/Feast Committee should agree to fund this.	Completed
15/7-06-19	Benches Letter			Clerk has written up some of the criteria to be included in the letter and shared this with MB. There are a number of benches that require remedial work and the responsibility should be with the owners of the benches.	Clerk/MB
15/7-06-20	Funding for footpath			MB asked if a path could be made between the beck and the Cricket Club. There is a muddy path but this isn't accessible for everyone. Clerk has found a suitable grant has completed the initial stage of the application and will continue with this. Clerk did say that she may need some input from MB.	Clerk/MB
15/7-06-21	Tree Survey			The tree survey is overdue. It needs to be carried out in line with the insurance requirements. Councillors are aware of this but the money is not in the budget to cover this. Councillors have agreed to look at the trees that require action and when possible complete a survey. Councillors will look to get a plan in place.	Councillors
15/7-06-22	Quoits Club Bus Shelter Storage			The Quoits Club have been using the eaves of the bus shelter roof to store their equipment. The Quoits Club thought this had been discussed and agreed by the previous Parish Council. The Clerk has no record of this but this has been agreed in quorum by the previous Parish Council.	Completed
15/7-06-23	Email received – Planting up to the village signs			A resident has asked if they can carry out their annual planting up to the village sign. Councillors responded and are very appreciative of them doing this. Clerk will send a thank you note.	Completed
15/7-06-24	Application submitted for tree works			MB has submitted an application to carry out some tree work in the village	MB
15/7-06-25	Bench criteria			Discussed under 15/7-06-19.	Completed
15/7-06-26	Email received – Request for memorial bench and tree			A request has been received to place a memorial bench and tree. Councillors have discussed the request and will have a look at areas to place the bench.	Councillors
15/7-06-27	Meeting with NYC to discuss grass cutting			Discussed under 15/7-06-7.	Completed

15/7-06-28	2025/2026 Precept Arrangements			Clerk shared the NYC correspondence. It confirms the precept arrangements for 2025/26. The Parish Council needs to apply by 31 st December 2024.	Completed
15/7-06-29	Car parked on the green			A car was parked on the village green and the grass cutting contractor was not able to get access to the area. A note was left on the vehicle as the owner was unknown. MB did confirm he does post a note of Facebook to ask residents to remove vehicles from the green. Councillors agreed to monitor it.	Completed
15/7-06-30	NYC Campaign – Keep Yorkshire Clean			Clerk shared the email with Councillors and requested some posters to be displayed around the village. Clerk shared the information on Facebook.	Completed
15/7-06-31	Footway issues raised with Highways	2/7/24		MB raised the footway issues on Brickkiln Lane with Highways. MB has cleared some of the path. Highways have confirmed based on the photo provided then they can't see that we would be undertaking formal intervention works at this time. On the matter of the growth of weeds through the new surfacing then we will try and get some weed killer applied at an appropriate time.	MB/Highways
15/7-06-32	Clock Maintenance			The clock maintenance contract ends in September 24. Clerk has a quote from the current contractor. Currently the budget does not cover the contract long term. The clock is a part of the village heritage and needs to be maintained. Councillors discussed looking at grants/funding available- SR will look into this. AL suggested crowd funding and will look into this. KT will speak with the Feast Committee as they may be able to part fund this.	SR/AL/KT
15/7-06-33	Cricket Pavilion Repairs			MB has contacted the Cricket Club to ask when the repairs will begin on the pavilion. As yet no update has been received. MB will follow up.	MB
15/7-06-34	To do list progress			MB has put the to do list on the website. Councillors have made good progress with the list. The Parish Council are working well as a team and getting jobs done.	On going
15/7-07	Correspondence	Correspondence received and dealt with by Clerk since last meeting.	Correspondence as per agenda	The correspondence was circulated and shared with the Parish Council and where applicable the community on the community website and Facebook page.	Completed
15/7-08	Planning Applications			Discussed and no further comments.	Completed

15/7-09	Finance			<p>Clerk provided an update on current finances:</p> <p>a. Budget, expenditure, and Income up to 28th June 2024.</p> <p>b. The following cheque payments were approved and signed: £116.98 – Petrol for strimmer, £132.06 – Website and domain fees 24/25, £91.10 - NYC Playpark inspection fees 24/25, £351.00 – Insurance 24/25</p> <p>Councillors discussed the annual £100 donation for Stanwick Grass Cutting and all agreed that this should continue.</p> <p>The sum of money still held in this account of £4593.68, is a reserve to be used for future additions to the play park equipment and/or future maintenance and repairs. £177.45 was paid out for 22/23 and 23/24 and reimbursed the ASJ NatWest Account.</p>	Completed
15/7-09	To consider questions from the public			<p>The beck will need clearing in preparation for the duck race. Councillors will look at this.</p> <p>A resident asked the Parish Council consider writing to the British Horse Society as they lead the way in the removal of the electric gates and access to Stanwick Track. Councillors agreed the Clerk will write and thank them.</p>	<p>Councillors</p> <p>Clerk</p>
15/7-10	Items for future agenda			<p>Ash Tree at Iron Bridge.</p> <p>Protecting the play park equipment from strimming.</p> <p>Railings needs remedial work.</p>	Clerk
15/7-11	Date of next meeting			The next Parish Meeting will take place on Monday 9th September 2024 at 7pm in the Village Hall. Clerk to make the hall booking.	Clerk
<u>Meeting ended at 8.58pm</u>					

Signature (Chairman) Date.....