

**MINUTES OF THE MONTHLY MEETING OF RUDBY PARISH COUNCIL HELD ON  
MONDAY, 13 JANUARY 2020 AT 7.15 PM IN THE CHAPEL SCHOOLROOM**

Present: Councillor Mrs E Foden (Chair) Councillors Messrs A Collingwood, M Fenwick, A Mortimer, R Readman, D Simpson, S Tate, N Thompson, A Voke and G Wilson

District Councillor Mrs B Fortune  
County Councillor Mr D Hugill

PCSO Nicki Dunn

2 members of the public

1. An apology for absence was received from Councillor Mr T Jopling.
2. The minutes of last month's meeting had been circulated and were signed by the Chair after being agreed as a correct record. The April meeting of the Council was due to be held on Monday, 13 April which is Easter Monday. It was agreed that the meeting will be moved to Monday, 20 April at 7.15 pm in the Chapel Schoolroom.
3. **Police Report and Neighbourhood Watch**

PCSO Dunn sent in a report which has been circulated to Councillors. She said that fly tipping has become an issue that is spread right across North Yorkshire. NY Police are co-operating with other Police Forces which border North Yorkshire. Unfortunately no vehicles have been seen carrying out the fly tipping which makes it difficult to catch anyone. District Councillor Mrs Fortune said the remnants of a cannabis farm had been dumped at Black Horse Lane and it looks like it has come from West Yorkshire. It is costing Hambleton tax payers a lot of money to clean up this fly tipping. She recommended that the Police contact Hambleton District Council Depot at Darlington Road, Northallerton for more details.

4. **Meeting open to the Public**

Councillor Collingwood said a resident present had previously raised a point about car parking in the village and that he had a solution. The resident said he did not say he had a solution but that there were opportunities to be explored. Councillor Collingwood asked that the resident put them in writing.

5. **Matters Arising**

**a. Neighbourhood Plan.** Councillor Mortimer gave a report. Costs to date are at £14,108. Completion will probably take about another £6,000. There is £3,600 from grants and an additional grant of £1,300 from Locality with about £1,000 required from the precept. They are in the writing up phase. A substantially complete draft of the Neighbourhood Plan has been circulated and was reviewed at the last Steering Group meeting. There were no major revisions. It has also been circulated to the Parish Council. A meeting has been arranged with Hambleton District Council to get together a joint schedule. Councillor Tate asked about the

questions for the referendum. Councillor Mortimer said it is defined by law. The referendum is run through the Electoral Authority. There are consultation stages before that so people can make suggestions.

- b. Footpaths.** The footpath from Paddocks End to Spar has been completed. Councillor Fenwick reported on the meeting held on Friday with Tees Rivers Trust and Councillors Jopling and Wilson on the river path. The previously repaired area was examined and ways discussed on how to solve the problem. Councillor Fenwick explained what was suggested by Tees Rivers Trust. Secondly, there would be resurfacing of the path from this area to the bridge. At the bottom of the steps near the bridge there was a post and wire fence. It is proposed to re-instate this where the path is very near the river. Thirdly, going south from the repair area it is proposed to do some more re-surfacing of the path hopefully to enable wheelchair access. The footpath will have to be closed so it would be better to do all the work in one go. Councillor Fenwick proposed that all the work be carried out, Councillor Collingwood seconded and this was agreed unanimously. Residents will be informed as soon as we are aware of the start date. County Councillor Mr Hugill said he will put in a bid for the bridge over the footpath to Potto to be repaired.
- c. Village Hall and Play Area.** A report on the Play Area by Playforce has been circulated to Councillors and to the Chairman of the Village Hall Management Committee. An e mail had been received from the Chairman about the broken stepping stump in the Play Area and also about the wall between the car park and the Village Hall being badly eroded. He asked if the Parish Council would consider turning the patch of grass where the chestnut tree used to be into additional parking. Councillors did not agree with this suggestion and thought a replacement tree should be planted there. Councillor Fenwick proposed, seconded by Councillor Mortimer that the area be used to re-plant a tree. This was agreed.
- d. Sports Area.** A report on the Sports Area by Playforce had been circulated to Councillors. The Clerk had sent the report to Sovereign who installed the equipment. They are sending an Inspector out to the Sports Area tomorrow. Councillor Tate will ring Sovereign and hopefully meet the Inspector on site.
- e. Village Green.** The Clerk said that the joiner who is going to do the work inside the telephone box has reported that the door is stuck shut. Councillor Wilson will have a look at it. Councillor Wilson asked if we could supply power to the telephone box. County Councillor Hugill said BT will only allow this if it is for a defibrillator.
- f. 75th Anniversary of VE Day.** Another planning meeting will be held on 15 January at 7.00 pm in the Chapel Schoolroom. Councillor Collingwood had been interviewed on Leven Online Radio concerning the Village celebrations planned for 9 May 2020. A quote had been received from Stockton & Thornaby Scouts to provide a PA system. A resident said he may be able to obtain equipment from his firm. Another resident has offered a supply of bunting. The Chair will meet with the headmaster of Hutton Rudby School to ask about the children's involvement.
- g. Trees for Tomorrow.** Councillor Simpson gave a report. 45 possible areas have been identified. Discussion are being held with the Tennis and Cricket Clubs as well as other Village organisations. He has applied for free trees from the Woodland Trust. People have also registered their interest in sponsoring a tree. It is hoped that a tree can be planted in every Parish to commemorate the 75<sup>th</sup> Anniversary of VE Day. Another meeting is being held next Monday. Councillor Simpson proposed, seconded by Councillor Foden, that the Parish Council plant a tree in Hutton Rudby, Rudby, Skutterskelfe and Middleton on Leven to commemorate the 75<sup>th</sup> Anniversary of VE Day. This was agreed. Councillor Collingwood suggested the British

Legion could be consulted about the type of tree. Councillor Simpson said in the short term for this planting season we will plant willow in the new Burial Ground and hedging and hedging along the boundary of the Parish Council's land at the bottom of Hutton Bank. This was approved. Councillor Simpson gave details of other possible sites and will work on a priority list. Councillor Mortimer suggested an item on the website before any planting is done. Councillor Simpson asked if the Council were happy to accept sponsorship. This was agreed with conditions. Councillor Thompson proposed, seconded by Councillor Fenwick that a budget of £500 be set. This was agreed by all. The Chair thanked Councillor Simpson for all his work.

- h. Communications.** Councillor Mortimer said the cost of a website security certificate is about £40 a year. It was agreed that this should be purchased. Councillor Mortimer had attended a YLCA Webinar on Website Accessibility Regulations. He said we are reasonably well on the way with it but we will need to do an audit. We do not have to be fully compliant but we have to say where we are not compliant. We need a volunteer to do an audit. Councillor Thompson volunteered. Councillor Collingwood said we contacted Spar about having a notice board on their fence but have not had a reply. He suggested we should write again asking for a response. This was agreed.
- i. VAS.** Councillor Thompson said the 5 volunteers have already agreed to continue for another year with speedwatch. He would like to have another try to see if we can get any more volunteers by using the website and Facebook. Training is given. This was agreed.
- j. Christmas Tree Lighting.** The Chair thanked all those involved in erecting and taking down the Christmas tree. A resident who works for a lighting company said the rest of the main road is very dark and suggested having lights through the trees, around the trees or picking out a few trees and lighting them. The Chair said we may have to think about out-sourcing putting up the Christmas tree and lighting it. The resident said it was not something his company would do. The Chair said the Christmas tree does need more lights on it. The resident said he would be prepared to help put them up. Councillor Thompson said to light up Village Green trees would need an access to power. The resident said LED lights would only use one socket for lighting from the Wheatsheaf to along South Side. Councillor Tate said we can ask Stokesley how they do their lighting.
- k. Allotments Drainage.** Councillor Wilson had been to the allotments and thought some more soil was needed on the allotment concerned. There is a drain there – a 4" pipe. He did not think it was a land drain. Councillors Wilson and Tate will have another look at it.
- l. YLCA – Disciplinary & Grievance Arrangements.** The Chair proposed, seconded by Councillor Readman that the Council adopt these policies. This was agreed.
- m. Burial Ground.** Councillor Fenwick reported on an inspection visit with Councillors Jopling and Wilson. The wall which separates the Parish Burial Ground from the Churchyard is held by metal stanchions. The area in front needs to be dug out and levelled so that it can be used for cremation plots. The new Burial Ground could be power harrowed and a decision made if more soil is required. The stream running behind the burial ground needs clearing out and maintaining. Councillor Voke suggested that the culvert may be blocked. Councillor Fenwick suggested the work to be done includes maintaining the ditch behind the new grill and using a digger to level the new Burial Ground and the new area for cremations when the area dries out.

## **6. Planning Applications**

- a. Planning Committee Site Visit. Construction of a 3 bedroomed dormer bungalow at Blue Barn Cottage, Middleton Road on 6 January. 19/00912/FUL. Councillor Mortimer had attended.

- b. Councillor Mortimer had attended the Planning Committee meeting held on 9 January.
- c. Construction of an annexe at Hunters Hill, Skutterskelfe. 19/02475/FUL. Withdrawn.
- d. Change of use of adjacent farmland to accommodate the construction of residential annexe to existing farmhouse, including ancillary space at Embleton Farm, Garbutts Lane. 19/02530/FUL. The Council recommends approval provided that the Planning Officer is satisfied that it complies with the Supplementary Planning Document for domestic extensions paragraph 4.3. One Councillor abstained.
- e. Works to trees subject to TPO at 5 Levenside 19/02662/TPO. The Council recommends approval.
- f. Application for removal of roof to a single storey extension at the rear of existing terraces cottage, internal alterations, re-roofing of the main cottage and single storey and two storey extensions to rear of cottage at 30 South Side. 19/02646/FUL. Councillor Simpson declared an interest and did not vote. The Council recommends approval but would ask that the Planning Officer looks at the blocking of light – paragraph 4.6 of the Supplementary Planning Document.
- g. Proposed variation of condition 2 (approved drawings – new drawing S463 004A and 003C – for the addition of 2 no dormer windows above the garage) to previously approved application 19/00302/FUL. 19/02727/MRC. The Council recommends approval.

## **7. Reports from County and District Councillors**

County Councillor Mr Hugill congratulated everyone concerned with the Spar footpath. The County Council is busy with the budget and has had its financial settlement. There is no mention of any money for repairing potholes.

District Councillor Mrs Fortune said the Christmas tree was lovely. She reported on a distressing incident when an elderly woman fell outside the Chapel and waited on the Green for one and a half hours for an ambulance.

## **8. Finance**

The Employer's Tax Summary for October – December 2019 and the Employer's Summary for December 2019 were received from T P Jones & Co. LLP. The balances in the Council's accounts are as follows:

Community Account	£5,000.00 (31 December 2019)
Burial Account	£13,955.14 (31 December 2019)
Business Premium Account	£103,030.09 (31 December 2019)
Allotment Account	£1,381.10 (31 December 2019)

## **9. Correspondence**

- a. Letter from NYCC giving details of the urban grass cutting payments for 2020/21.
- b. E mail from Councillor Mortimer concerning a website security certificate for the Council's website. It was agreed to purchase a certificate at a cost of £40.00
- c. E mail from resident concerning the planting of trees and darkening of road surface through the Village. It was agreed to reply giving details of the tree planting scheme for the village. The road surface is a highways responsibility.

## 1521

- d. E mail from Climate Action giving details of meetings to be held on 14 and 23 January at The Globe, North Road, Stokesley. Circulated to Councillors and on the website.
- e. E mail from Hambleton District Council confirming the registration of a new property at 21A Belbrough Close. Circulated to Councillors.
- f. E mail from YLCA giving details of the Spring Training Conference. Circulated to Councillors.
- g. E mail from Hambleton District Council giving details of a planning training session to be held on 20 January at Stone Cross, Northallerton. Circulated to Councillors.
- h. E mail from Hambleton & Richmondshire Rural Transport and Access Partnership enclosing a copy of the minutes of meeting held on 3 December 2019. Circulated to Councillors.
- i. E mail from Herriot Hospice Homecare giving details of a Virtual Marathon. Posted on notice board.
- j. North Yorkshire Now received by e mail from NYCC and circulated to Councillors.
- k. White Rose Update received by e mail from YLCA and circulated to Councillors.
- l. Chief Executive's Bulletin received by e mail from NALC and circulated to Councillors.
- m. Rural Bulletins, Rural Funding Digest received by e mails from Rural Services Network and circulated to Councillors.
- n. Clerks & Councils Direct magazine received and circulated to Councillors.

### **10. Planning Decisions of Hambleton District Council**

- a. Application for construction of detached dwelling and double garage at land adjacent to 24 Belbrough Close 19/02007/FUL. Granted.
- b. Works to trees subject to TPO 2004/15. T10 -10% crown thinning, T9 – 5% crown thinning, T3 – crown lift to 4 metres and 15% crown thinning, T2 – crown maintenance and 20% crown thinning at Cornerways, Blue Barn Lane. 19/02262/TPO. Granted.
- c. Construction of extension to existing detached garage at 6 North Meadow. 19/02342/FUL. Granted.
- d. Construction of 3 bedroomed dormer bungalow at Blue Barn Cottage, Middleton Road. 19/00912/FUL. Refused.
- e. Porch extension and single storey extension to the rear of 7 Linden Crescent 19/02437/FUL. Granted.

### **11. Accounts**

a. T P Jones & Co. LLP – Payroll preparation October – December 2019	£58.50
b. Northumbrian Water – Tap Allotments	£16.56 DD
c. HMRC – 3 <sup>rd</sup> Quarter Tax . Invoice 17 December 2019	£523.34
d. YLCA – Webinar – Accessibility Regulations	£15.00
e. Playforce – Inspection Reports. Invoice 31 December 2019	£410.40
f. Clerk – Monthly salary December + broadband. Invoice 13 Jan 2020	£576.93

#### **Monies Received**

Barthram Funeral Services – Interment fees, etc. £306.00

The Chair declared the meeting closed at 9.10 pm.

**MINUTES OF MONTHLY MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY, 10 FEBRUARY  
2020 AT 7.15 PM IN THE CHAPEL SCHOOLROOM**

Present: Councillor Mrs E Foden (Chair) Councillors Messrs A Collingwood, T Jopling, A Mortimer, R Readman, S Tate, D Simpson, N Thompson, A Voke and G Wilson

District Councillor Mrs B Fortune

5 members of the public

1. Apologies for absence were received from County Councillor Mr D Hugill and Councillor Dr M Fenwick.
2. The minutes of last month's meeting had been circulated and were signed by the Chair after being agreed as a correct record.
3. **Police Report and Neighbourhood Watch.** An apology had been received from the Police for non-attendance at the meeting but a report was received. The Chair noted that the format of the report had changed with no detail being given of the incidents so the report did not have much meaning.
4. **Meeting open to the Public.** A resident from Doctors Lane distributed a letter and petition about the volume of traffic using Doctors Lane and a request that it becomes a one-way road. Over 200 vehicles, including lorries, use this road daily many travelling to the Spar shop. There are no pavements along part of the road and it is badly lit. The Headmaster of the Primary School has already approached the County Council requesting a one-way system. The volume of traffic makes the potholes worse. Another resident said that several years ago there was a complaint about the parking on the Enterpen corner but the Police did not recommend any action. District Councillor Mrs Fortune said it is a County Council responsibility but the District Council has a Community Safety Team who can take it to the Multi-Agency Committee which Highways attend. The Chair said the Parish Council can write to Highways asking that they come out when the traffic is at its worst during school opening and closing times. Councillor Tate said the footpath has a slope towards the road. Councillor Collingwood said his concern was that vehicles might travel faster if it becomes one-way. A resident said it is not just school traffic it is all day.

A resident said he was the Public Rights of Way Footpaths Officer for Hambleton for the Ramblers Association. All footpaths are deteriorating rapidly as the County Council are not doing any work on them. One of his concerns was the footpath from Spar to the old clay pits. He has had a complete failure with the County Council to get anything done. Spar have said they do not own the footpath. Their land only goes up to the wooden fence. If this is the case it must still belong to the previous owner. He asked for a meeting with the Footpaths Committee and County Councillor Mr Hugill. He said he also had a complaint from a resident about a Blue Barn Lane footpath.

Another resident attended the meeting to explain his application for a variation of conditions to his planning permission. Councillors were grateful for his explanation.

The Chair closed the meeting to the public.

**5. Matters Arising**

- a. Neighbourhood Plan. Councillor Mortimer reported that estimated expenditure is £14,899. He reported on a very constructive meeting held with HDC Head of Planning Policy, representatives from the Parish Council and District Councillor Mrs Fortune. They are hoping to get the draft Local Plan ready to hand over to the Secretary of State before the end of March. Our own focus is to get our Neighbourhood Plan wrapped up in the next few weeks. HDC will do a review for us. Councillor Jopling asked if there was a more up to date figure for housing. Councillor Mortimer said they require us to make a choice. We have some recent housing facts from the survey done about a year ago and that is how the number of 25 originated so that is still the same.
- b. Footpaths. Councillor Collingwood reported on a meeting with County Councillor Hugill, Arrietty Heath, Volunteer Co-ordinator and Councillor Fenwick on Friday. We need to ask for volunteers from the community to work with us and then we can clear up some of outstanding matters. He proposed that the Council agree to set up a community group and seek volunteers, Councillor Thompson seconded, and all agreed. The bridge on the Potto footpath will be repaired this Spring. A quote had been received from Tees Rivers Trust for the work on the river path. This had been agreed by the Council. Residents of Levenside have been informed that work will be starting on the river path. An e mail had been received from a resident concerning a footpath in Blue Barn Lane. It has been reported to NYCC. Councillor Voke thought the footpath had been changed to going around the top of the field rather than through the middle.
- c. Village Hall and Play Area. A very detailed e mail had been received from the Management Committee Chairman in response to the report from Playforce. The Council agreed to ask the Committee to look at costs for replacing the gate and the slide.
- d. Sports Area. E mail received from Stephen Jenks who installed the BMX track. The Clerk will re-circulate it. The Clerk said the Playforce Inspection Report had flagged up several matters that needed attention. Councillors will look at the report to see what should be done.
- e. Village Green. Nothing to report.
- f. 75<sup>th</sup> Anniversary of VE Day. The quote for the PA system had been accepted. An e mail had been received from Birds of Prey asking whether the Council wished to have them at their event. Councillors thought not for this year. Another meeting will be held at 7.00 pm on Wednesday, 12 February to continue planning the event. A quote had been received from AR Entertainments for a number of stalls and swing boats. The Chair said we need to look at the cost for the event in its entirety. It was agreed to book 4 toilets. Councillor Tate said the event will be 8 weeks after the next Parish Council meeting which is a tight timetable and may affect the availability of items. The History Society are putting on an exhibition in Church House. The Chair has spoken to a security company. Councillor Jopling is trying to source a tank for display.
- g. Trees for Tomorrow. Councillor Simpson gave a report. A note had been distributed to people living in North End showing them the proposed location of trees and there has been contact with a number of people in North End about the proposal. Councillor Simpson had spoken to Simon Hill about whether we could plant an oak tree at the Village Hall but he would not recommend it. Councillor Simpson suggested an oak tree could be planted on the Village Green for VE Day. The Play Area fence needs to be replaced with a post and rail with

hedging between. There are 3 conifers growing in this area which could be replaced. Yew trees would be planted parallel to the Tennis Courts not near the Play Area. Permission would be required from Hambleton District Council so it will be left until next year. Councillor Simpson will contact the Chairman of the Management Committee of the Village Hall about the fence, etc. Councillor Simpson proposed, seconded by Councillor Voke that an order be placed for hedging and trees. This was agreed unanimously.

- h. Communications. Councillor Mortimer said Councillor Thompson is carrying out an audit of the website. At the moment there is not a Privacy Notice so one will be provided. Councillor Collingwood said the notice about Parish Council meetings is missing from the Village Hall noticeboard. Another one will be provided. The Clerk has written again to Spar about permission to provide a noticeboard on their fence.
- i. Speedwatch. Councillor Thompson said he is organising the speedwatch plan for next year. The volunteers have been doing this work for 3 years now. An appeal for more volunteers is on the website and will be put on the Hutton Rudby Appreciation Page.
- j. Allotments Drainage. Councillors Wilson and Tate will meet with the tenant at the allotments.
- k. Christmas Lights. A resident had very kindly offered to put up more Christmas lights in the Village. He had said that Stokesley Town Council hire their lights from a company. The Clerk will make enquiries. The Chair said we need to consider a different way of getting the Christmas tree erected, lit up and taken down.

## **6. Planning Applications**

- a. Councillor Mortimer had attended a site visit and Planning Committee meeting re 19/02068/OUT Application for outline planning permission with access and scale considered, all other matters reserved, for a residential scheme of 5 dwellings at OS field 3100, Stokesley Road.
- b. Appeal decision at land adjacent to Belbrough and Station Lane – Dismissed. Appeal Ref: APP/G2713/W/19/3237629. Councillor Collingwood said on 6 February the owner planted a second row of conifers in front of the seat.
- c. Application of variation of condition 3 (approved drawings) for previously approved application 16/02472/FUL – amended drawing 19020 D (00) 04 proposed layouts and elevations at The Cottage, Hall Gardens, Skutterskelfe 19/02715/MRC. The Council recommended approval.
- d. Application for variation of condition 2 (approved drawings) of previously approved application 19/00175/FUL – changes to elevations and layout as per amended drawings 1741/2D, 3C, 5D, 7B and 14B at Mill House, 56 North End 20/00061/MRC. The Council recommended approval.
- e. Application for outline planning permission with all matters reserved for the construction of 1 No. dwelling at land west of Hill Top, Blue Barn Lane 20/00121/OUT. The Council recommended refusal. It is a change of use from agricultural land and there is no information on the character and the impact on the environment.
- f. Removal of and works to trees in a Conservation Area at 22 North Side 20/00151/CAT. The Council recommended approval.
- g. Change of use of the rear ground floor garage/store and disused first floor joiners shop and first floor flat to form extension to existing hairdressing, tanning and beauty salon to the rear

of 1<sup>st</sup> floor flat 8 South Side. Amended plans or further information. 19/01351/FUL. The Council recommended approval.

7. District Councillor Mrs Fortune had nothing to report.
8. **Finance.** Councillor Thompson had circulated the third quarter figures. There were no queries. The Employer's Summary for January was received from T P Jones & Co. LLP. A letter had been received from Barclays Bank detailing the change to paying cash in at the Post Office. The Council will be issued with a business deposit card. From 31 March 2020 the Post Office will not accept paying in slips when cash is deposited. The balances in the Council's accounts are as follows:

Community Account	£5,000.00 (31 January 2020)
Burial Account	£14,261.14 (31 January 2020)
Business Premium Account	£101,429.36 (31 January 2020)
Allotment Account	£1,381.10 (31 January 2020)

9. **Correspondence**

- a. The minutes of meeting of Care for our Village Association had been received and circulated to Councillors. A working party had cleared Crow Bank steps of soil and general debris. The Association is involved in the VE 75<sup>th</sup> Anniversary Event and the Trees for Tomorrow project.
- b. Application from J Pickard & Son for the erection of a new memorial. This was agreed.
- c. E mail from Mr P Cole, Hambleton District Council giving dates for the meetings of Stokesley & Villages Partnership. Circulated to Councillors.
- d. E mail from Climate Action Stokesley and Villages giving information on a meeting called The Circular Economy. Circulated to Councillors.
- e. E mail from YLCA enclosing Hambleton Branch meeting dates and papers for the meeting on 26 February. Circulated.
- f. Rural Bulletins and Rural Funding Digest received by e mail from Rural Services Network and forwarded to Councillors.

10. **Planning Decisions of Hambleton District Council**

- a. Construction of new garage at Foxton Lodge Farm, Middleton on Leven 19/01931/FUL. Granted.
- b. Construction of oak framed two bay garage 6m x 6m at Applegarth, 14 Enterpen. Granted. 19/02465/FUL.
- c. Application for modification of condition 2 (approved drawings) relating to planning application 19/00302/FUL – Construction of detached dwelling and entrance gates at OS field 2719, Stokesley Road. Granted. 19/02567/MRC.
- d. Construction of detached dwelling, garage and new vehicle access at Plot 3, OS field 2719, Stokesley Road. Refused. 19/02064/FUL.
- e. Demolition of existing free range egg unit and erection of 2 No. free range egg units and an egg packing building at Hill House, Middleton on Leven. 19/02043/FUL. Granted.

**1526**

- f. Change of use of adjacent farmland to accommodate the construction of residential annexe to existing farmhouse, including ancillary space at Embleton Farm, Garbutts Lane. 19/02530/FUL. Granted.
- g. Works to trees subject to a TPO No. 2017 No. 8 at 5 Levenside. 19/02662/TPO. Granted.

**11. Accounts**

- a. Hutton Rudby Methodist Church – Use of Schoolroom for meetings  
January – December 2019, January 2020 Invoice date 24 January 2020 £149.10
- b. Elliott Consultancy Ltd. – Tree Survey. Invoice date 16 January 2020 £360.00
- c. Station Software – Repair of Computer £87.50
- d. KVA Planning Consultancy – Neighbourhood Plan Invoice 30 Jan 2020 £606.70
- e. Andrew Milburn Joinery Ltd. – New noticeboard for Rudby. Invoice date  
4 February 2020 £780.00
- f. Clerk – Monthly salary + broadband. Invoice date 10 February 2020 £576.73

**Monies Received**

Northern Electric – Wayleave	£11.50
Allotment Rents	£110.00

The Chair declared the meeting closed at 8.20 pm

**MINUTES OF THE MONTHLY MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY, 9 MARCH  
2020 AT 7.15 PM IN THE CHAPEL SCHOOLROOM**

Present: Councillor Dr M Fenwick (Chairman), Councillors Messrs A Collingwood, T Jopling, A Mortimer, D Simpson, S Tate, N Thompson, A Voke and G Wilson

District Councillor Mrs B Fortune

County Councillor Mr D Hugill

6 members of the public

1. Apologies for absence were received from Councillors Mrs E Foden and Mr R Readman.
2. The minutes of last month's meeting had been circulated and were signed by the Chairman after being agreed as a correct record. The Annual Parish Meetings for Rudby and Skutterskelfe and Hutton Rudby will be held on Monday, 20 April 2020 before the next Parish Council meeting.  
(These meetings have all been cancelled in view of the coronavirus pandemic).
3. **Police Report and Neighbourhood Watch.** No report was received from the Police. Councillor Collingwood noted that the latest burglary had been very close to others in the village. He also said that there had been a note about parking posted by the Police on the Hutton Rudby Appreciation Site and he would like to see this advice distributed more widely. Councillor Collingwood said he would like the Police to show a presence when the speed monitoring is taking place. Councillor Thompson said he has written to the Police but their reply was that they were too busy. The Chairman said there is not much we can do about the burglaries but we can ask the Police about the parking advice and what format they can send it in. Councillor Tate said there has been another incident of fly tipping. District Councillor Mrs Fortune said Hambleton District Council come and remove it at the taxpayers' expense and unfortunately the Police do not follow it up. She advised people to send a picture to Mr G Brown at Hambleton District Council if they see anything that has been tipped.
4. **Meeting Open to the Public**

Resident A said that they were not having any success with Broadacres Housing Association to try and alleviate the parking problems in Belbrough Close. Resident A has been contacting them since October asking if they can have off road parking but they have not given an answer. The Chairman said the houses were built prior to people having cars. Lately the Council has been concentrating on the path that Broadacres were building from Paddocks End to Spar. We can approach them to say we have another issue. Where people can, they have used their front gardens for parking. The Parish Council should support anyone who tries to do something about alleviating parking in the village. Resident A said they have asked to purchase the small area of land in front of their garden but Broadacres have refused but say the situation is still on going. Resident B said he has problems in Belbrough Close as people keep blocking his access. Councillor Mortimer said it is a safety issue as well. Resident A said that the refuse collectors have trouble turning their lorry round. Councillor Collingwood suggested that a letter be sent to Broadacres saying that there is an issue here so please come and talk to us about it. He said Councillor Foden was negotiating with Broadacres about the path to Spar and she has a line of communication with them.

We could write to Broadacres CEO to support their application. Resident A said they need access over the small area of grass to enable them to use their front garden for parking.

Councillor Collingwood referred to a matter of a few months ago when a resident had spoken about his views on road safety but nothing in writing has been received from him.

5. **Matters Arising**

**a. Neighbourhood Plan.** Councillor Mortimer said the expenditure to date is £14,903. No announcement has been made yet about the grant mechanism for the next financial year. About £1,000 will be needed from the precept. He reported on a meeting with the Preston family about the green space designation of the flagpole field. This has been noted at the Neighbourhood Plan meeting and it will be looked at after the draft plan has been reviewed by Hambleton District Council. There were a number of non- Neighbourhood Plan issues which came up, particularly parking and speeding issues in Enterpen. Broadacres Housing Association distributed a housing survey and we have arranged a meeting with them on Thursday which will be attended by Councillors Foden, Mortimer and Simpson. The Agent for the preferred site is looking to Broadacres to be the preferred developer. The Steering Group is recommending that the Parish Council authorise the circulation of the draft plan to Hambleton District Council and statutory consultees. Councillor Mortimer proposed, seconded by Councillor Thompson, that the recommendation of the Steering Group be agreed. All were in agreement.

**b. Footpaths.** The footpath which begins at the side of the Spar garage and goes over the fields to the brick ponds is very narrow at the beginning because of an overgrown hedge. Councillor Tate thought NYCC should do an audit of the footpaths if we are going to sign the Path Keeper agreement. The Chairman said we need to look at the map and see what needs doing. NYCC needs to give us a decision about the width of the river path. Councillor Jopling queried how short of the 1.6 metres we were. The Chairman thought a lot. Councillor Tate suggested we should highlight that some of the path lines and fences are not accurate. The Chairman said the one that bothers him more is the Spar footpath. Councillor Collingwood suggested leaving the hedge where it is and look to re-locate the footpath. He suggested NYCC should look at it now while the Parish Council got on with other things. County Councillor Hugill said we decided that volunteering was the way forward but issues need to be sorted out by the County Council Legal Department. Councillor Collingwood suggested referring both paths, Spar and the river, back to NYCC. Councillor Tate said if you start maintaining something that is not correct it then becomes accepted as correct. He asked if everyone needed to walk a path. The Chairman said the Path Keepers agreement gives us authority to do minor works. He has asked the Volunteer Co-ordinator for a map. There are 9 walks which are about between 3 and 7 miles. It is aimed to do this twice a year which seems sustainable. He will circulate the 9 walks. A complaint had been received from a resident who uses a mobility scooter about a hedge on Garbutts Lane which was overgrowing the pavement. Councillor Collingwood volunteered to call at the address. The Chairman thought the new metal posts on the river path needed to be concreted in as they are loose. Tees Rivers Trust will be asked about this and also if there is sufficient foundation to the area which has been filled.

The Council agreed to sign the Path Keepers agreement.

**c. Village Hall and Play Area.** The Chairman had circulated a report on a Management Committee meeting he had attended. The Committee wants to change some part of the Constitution,

Including changing the name to the “Village Hall” and remove references to the recreational area. Concerns were voiced at the meeting and no decision was made. The Management Committee are match funding repairs to the Play Area. They are also looking for new, motivated members.

- d. Sports Area.** The BMX track is well used but is not in good condition at the moment. The Chairman had met with Mr Nelson to do an inspection. We have three options 1 – leave it as it is; 2 – maintain it like we used to; 3 – lay tarmac. Councillors Collingwood and Wilson were against using tarmac. It was agreed to maintain the surface as it is now. The Chairman will contact Mr Nelson again. The Clerk said the Playforce Inspection Report had brought up some small matters that needed attention. It was agreed that the Council would not accept Sovereign’s quote for the repairs. Councillor Collingwood said the goalposts needed to be moved. Councillor Wilson will use a metal detector to try and locate the sockets. The sign needs to be re-painted and the bike stands needs repairing. Councillor Voke thought the goalposts will be difficult to remove and a working party will be organised.
- e. Village Green.** A report had been received of a loose handrail on the steps. Councillor Wilson will inspect it. A quote had been received for this season’s grass cutting and was accepted by the Council. The small grassed area at the top of Northfields/Hundale Road will be added to the contract. The Clerk said there is quite a deep hole in the Green just outside the Methodist Chapel. Councillors will look at it after the meeting.
- f. 75<sup>th</sup> Anniversary of VE Day.** **The Council has agreed that unfortunately the Event planned for Saturday, 9 May is cancelled.**
- g. Trees for Tomorrow.** Councillor Simpson gave a report. 35 trees have been planted and some fencing behind the Village Hall has been replaced. Mr S Hill donated 100 yards of hedge. A letter of thanks will be sent. There are some fir trees next to the tennis courts which need to come down. They will be replaced by yew trees and native hedging. He suggested a sign for the fence saying “Please do not climb on the fence”. This was agreed. An oak tree will be planted in each of the parishes to commemorate VE Day. He has sent an e mail to the Rector of All Saints Church and Middleton Church asking for permission to plant trees in the Burial Grounds.
- h. Communications.** An audit is to be carried out on the website. The new notice board in Rudby is excellent.
- i. Speedwatch.** More volunteers are required in order for the scheme to continue.
- j. Allotments Drainage.** Councillor Wilson reported that the land drain is working perfectly. He had spoken to the tenant. Water is sitting on top of the allotment which is just clay. He suggested putting gravel strips in. It was agreed that Councillors Wilson and Tate will add sharp sand to the soil to try and improve it. Councillor Wilson suggested that he hire a machine to clear the rubbish dump. He thought a notice should be put up saying please take away anything that does not rot, including plastic.
- k. Doctors Lane – One Way Proposal.** At the February meeting the Council received a letter and petition from a resident in Doctors Lane asking for a one way system to be put in place. County Councillor Hugill declared an interest as his son had signed the petition. Councillor Mortimer said the residents are very concerned about traffic issues. The Parish Council is sympathetic but it is not up to the Council to say that a one way system is the right solution. County Councillor Hugill said Highways are looking for funding in order to repair the surface. There is money for the repair of potholes but not for resurfacing. The local engineer says it is the worst bit of road in his patch and he is actively searching for money. It will cost about £50/60,000.

District Councillor Mrs Fortune said one of HDC officers took it to the Community Safety Partnership and she will check tomorrow on what is happening. The Parish Council agreed to send the resident's letter and petition to Tony Lewis of Highways asking for his comment on the suggestion and the other concerns about the traffic and the state of the road.

**l. Christmas Lights.** An e mail had been received from Stokesley Town Council in response to a query from the Clerk concerning who deals with their Christmas lights. They use a contractor from whom they purchased the lights. They have a contract with them to install, dismantle, store and test the lights each year. The Clerk will e mail to see if they would also erect a Christmas tree.

**m. Burial Ground.** The ditch needs to be maintained and other work is required to make the area level. The area for cremation plots in the present Burial Ground needs some work on it. Councillor Wilson will look at hiring equipment.

## **6. Planning Applications**

- a.** Application for proposed work to trees subject to TPO 1967/45 at 16 Belbrough Lane 20/00144/TPO. The Council recommended refusal to the felling of two trees. The arborist's report states that the trees have between 25-30 years of perceived safe useful life expectancy (PSULE). A site visit is requested.
- b.** Removal of silver birch tree subject to TPO 2007/15 at Enterpen Cottage, 27 Enterpen. 20/00166/TPO. The Council recommended approval.
- c.** Notification of proposed works to fell 2 no. horse chestnut trees in a Conservation Area at 8 Levenside. 20/00378/CAT. The Council recommended refusal. These are healthy trees in a Conservation Area. A site visit is requested.
- d.** Demolition of existing conservatory and construction of a 2 storey extension to side of house, single storey extension to rear of house and a new pitched roof to front bay/porch and garage at 21 Linden Crescent 20/00239/FUL. The Council recommended approval but with a concern that the windows on the east side could overlook neighbours.
- e.** Proposed single storey extensions to east and west elevation and proposed porch extension at 31 Levenside. 20/00257/FUL. The Council recommend approval but with a concern about the proximity to the neighbours on the western side.
- f.** Conversion of loft space to form habitable room incorporating 4 no. roof lights to front at 2 School Close 20/00341/FUL. The Council recommended approval.
- g.** Application for variation of condition 3 (approved drawings) for previously approved application 16/02473/FUL. Amended drawing 19020 D (00) proposed layouts and elevations at The Cottage, Hall Gardens, Skutterskelfe. 19/02715/MRC. Amended plans or further information. The Council recommended approval.

**7. Reports from District and County Councillors.** District Councillor Mrs Fortune said she will check up on what is happening about Doctors Lane. The new crematorium near Northallerton will be carbon neutral. She said the Clerk has given long and very competent service to the Council and thanked her.

County Councillor Mr Hugill spoke about the Police guidance for parking and said only Police have the powers concerning vehicles parking on pavements. Coronavirus is a big issue but there have not yet been any cases in North Yorkshire. The budget has been set and we now need the Government to come up with some money.

District Councillor Mrs Fortune left the meeting.

8. **Finance.** Councillor Thompson undertook to review the Risk Assessment. The Employer's summary for February 2020 was received from T P Jones LLP. The balances in the Council's accounts are as follows:

Community Account	£5,000.00 (28 February 2020)
Burial Account	£14,616.14 (28 February 2020)
Business Premium Account	£100,379.93 (28 February 2020)
Allotment Account	£1,381.10 (28 February 2020)

9. **Flooding Concerns – Enterpen and Skutterskelfe.** Flooding had occurred again in Enterpen and outside Cleveland View in Skutterskelfe. Councillor Wilson said there was water in the house at The Wynd and the drains are blocked all the way up. Stone chippings are visible at the top of the grating. County Councillor Mr Hugill said he will get an officer back out to inspect. In Enterpen the water pipe belongs to the Water Board.
10. **Review of benches in the Parishes/Review of waste/recycling/dog waste bins.** Councilor Fenwick had carried out a comprehensive review of seats and other assets in the Parishes in 2017. This may need some updating. Councillor Collingwood suggested that the dog waste bin in Garbutts Lane be moved to the other side of the road so that residents from Paddocks End did not have to cross a busy road.
11. **Community Litter Pick.** Wednesday, 15 April at 6.00 pm was arranged. **This is now cancelled.**
12. **Resignation of Clerk.** The Clerk had tendered her resignation and given 6 months' notice. Councillors Foden, Collingwood, Fenwick, Jopling, Mortimer and Thompson will meet to discuss advertising the post and other matters.
13. **Correspondence**
- An e mail had been received from a resident about problems with parking on Belbrough Close. This had been discussed earlier in the meeting.
  - An e mail had been received from a resident expressing concern about parking at Hutton Rudby School. It was agreed to contact the Headmaster of the school.
  - Application for Stanway & Garnett Funeral Service for erection of new memorial headstone. This was agreed.
  - Application from Dales of Thirsk for additional inscription to be added to existing memorial. This was agreed.
  - E mail from Mr P Cole, Hambleton District Council giving date for next meeting of Stokesley & Villages Community Partnership and enclosing agenda and minutes of meeting held on 4 December 2019. Circulated to Councillors.
  - Request from Climate Action Stokesley and Villages Group for £300 donation. Councillor Tate had asked for this to be on the agenda for discussion. Some Councillors thought the Council needed to be able to justify any donation. Councillor Jopling thought the issue was being over-

complicated as this is a group of people who are trying to link up with all Parish Councils and residents. Councillor Collingwood felt the Council should have a criteria. The group is already being funded by Hambleton District Council. The Council can give a donation under Section 137. Councillor Thompson said he was setting up a grants budget. Councillor Simpson asked if it was deferred it to next month is it going to cause problems? Criteria could be brought to next month's meeting. Councillor Tate said his preference was to vote tonight. Councillor Jopling said it is just seed money to get something going. The Chairman asked if Councillors supported Councillor Tate's request for £300 donation to the Climate Action Group. Six voted for, 2 against and 1 abstained. Councillor Simpson agreed to draft a proposal about how the Council deal with requests for grants.

- g. E mail from NYCC re a consultation on a new policy on developer contributions for education. Circulated to Councillors.
- h. E mail from NYCC Passenger Transport concerning a better deal for bus users and funding for supported bus services. Circulated to Councillors.
- i. E mail from Teesside Hospice suggesting that Hutton Rudby might hold an Open Gardens event like Stokesley. It was agreed to pass this to the Garden Club.
- j. E mail from Maximus UK who are bidding for a Ministry of Justice contract involving community pay back by offenders. The Council did not think it was something they could take part in.
- k. Minutes of meeting held on 3 December 2019 and agenda for meeting on 19 March 2020 received by e mail from Hambleton & Richmondshire Rural Transport and Access Partnership and circulated to Councillors.
- l. E mail from YLCA giving details of their new website. Circulated to Councillors.
- m. E mail from YLCA giving a response from Simon Bowen (Friends of the Earth) to questions at Hambleton Branch meeting held on 26 February 2020. Circulated to Councillors.
- n. Invitation from YLCA to attend a Service at Ripon Cathedral on 8 May for 75<sup>th</sup> Anniversary of VE Day received by e mail and circulated to Councillors.
- o. Training Programme for April – October received by e mail from YLCA and circulated.
- p. White Rose Updates received by e mail from YLCA and circulated to Councillors.
- q. Chief Executive's Bulletin received by e mail from YLCA and circulated to Councillors.
- r. Rural Bulletins and Rural Funding Digest received by e mails from Rural Services Network and circulated to Councillors.
- s. Clerks & Council Direct magazine. Received and circulated.

#### **14. Planning Decisions of Hambleton District Council**

- a. Application for the removal of the roof to a single storey extension at the rear of 30 South Side, internal alterations, re-roofing of the main cottage and single storey and two storey extensions to the rear. Granted. 19/02646/FUL
- b. Application for outline planning permission with access and scale to be considered (all other matters reserved) for a residential scheme of five dwellings at OS field 3100, Stokesley Road. Granted. 19/02068/OUT
- c. Work to trees in a Conservation Area. Remedial works to sycamore and leylandii trees as amended on 17 January 2020 at Chestnut Cottage, 29 Enterpen. Granted. 19/02072/CAT

#### **15. Accounts**

**1533**

a. A Hill & Sons Ltd. – Supply of trees, etc. Invoice date 13/02/20	£599.85
b. A Hill & Sons Ltd. – Fencing at Village Hall Invoice date 03/03/20	£215.45
c. Vistech Services – Security for VE Day Event Invoice date 12/02/20	£576.00
d. Stokesley Lawnmower Services – Strimmer service	£70.04
e. Viking UK – Two Black Ink Cartridges	£37.18
f. Public Works Loan Board – Repayment of Loans	£6,311.50 (DD)
g. Clerk – Petty Cash	£40.00
h. Clerk – Monthly salary – February + broadband Invoice 09/03/20	£576.93
i. Climate Action Group – Donation Request 3 March 2020	£300.00

**Monies Received**

Allotment Rents	£110.00
J Pickard & Son – New memorial headstone	£93.00
Re-reservation of 4 burial plots	£262.00

The Chairman declared the meeting closed at 9.45 pm.

All Parish Council meetings are cancelled until further notice.

**MINUTES OF THE REMOTE MEETING OF RUDBY PARISH BURIAL BOARD HELD ON MONDAY, 18 MAY 2020 AT 7.15 PM**

Present: Councillor Mrs E Foden (Chair) Councillors Messrs A Collingwood, T Jopling, A Mortimer, D Simpson, S Tate and A Voke

County Councillor Mr D Hugill

1 member of the public

1. Apologies for absence were received from Councillors Messrs M Fenwick, R Readman, N Thompson and G Wilson.
2. **Drainage of new Burial Ground.** It was agreed that further advice will be taken regarding the drainage. Councillor Collingwood asked that the stability of the remnant of a wall between the burial grounds also be looked at.
3. **Grass Seed.** The Chair proposed, seconded by Councillor Jopling, that grass seed be purchased for the area where cremation of ashes will take place. This was agreed unanimously.
4. **Burial Ground Sign.** Councillor Tate suggested there should be a sign in two different areas. Councillor Jopling thought some kind of receptacle for rubbish should be provided. Councillor Tate said there should be a sign asking people to take their rubbish away, e.g. dead flowers. Councillor Collingwood agreed. A sign asking people not to deposit plastic in bin was also suggested. Councillors Fenwick and Jopling will draft wording for a sign. Councillor Mortimer suggested that for now the sign just be laminated.

**MINUTES OF THE REMOTE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY, 18 MAY 2020 FOLLOWING THE ABOVE MEETING**

Present: As above

1. Apologies for absence were received from District Councillor Mrs B Fortune, Councillors Messrs M Fenwick, R Readman, N Thompson and G Wilson.
2. The minutes of the meeting held on 9 March 2020 had been circulated and were agreed as a correct record with an alteration on page 1528 Item 4 Meeting Open to the Public, in the last sentence change road safety to car parking.
3. **To ratify the written resolution on emergency procedures /delegation of authority.** Councillor Mortimer proposed, seconded by Councillor Simpson that the Council continue with the resolution until a normal meeting can be held. This was agreed unanimously.
4. **Annual Meeting of the Council/Appointment of Chair.** Councillor Mortimer proposed, seconded by Councillor Simpson that the Council waits to hold its Annual Meeting and

appointment of a Chair until we receive the appropriate guide lines on when such meetings can be held. This was agreed unanimously.

5. **Annual Assemblies.** Councillor Mortimer proposed that under the present circumstances Annual Assemblies cannot be held, Councillor Collingwood seconded and all agreed.
6. **Ratification of Decisions made by the Council under emergency arrangements.** The Clerk had circulated a list of decisions on planning applications, payments made and monies received. Councillor Voke proposed, seconded by Councillor Simpson that the decisions be approved. This was agreed unanimously.
7. **Recruitment of Clerk.** It was agreed that an advert should go on the website, the Hutton Rudby Appreciation Page, the Council's notice boards and the Darlington and Stockton Times. A group of Councillors have volunteered to look at all applications and to do a short list after the closing date. The Chair said not everyone will be interviewed. We may have to do virtual interviewing. The sub-group will make a recommendation to the Council for approval of the chosen candidate. Councillor Jopling thought it would be problematic having a Clerk who lived out of the area. Councillor Collingwood said, in spite of the difficult circumstances we find ourselves in, he would like to see some of the candidates other than by remote means. The Chair said socially distant meetings may be possible.
8. **Annual Governance and Accountability Report.** Details have been received from the external auditors PKF Littlejohn and circulated to Councillors. Councillor Thompson will circulate the figures.
9. **Renewal of Insurance Policy.** The Chair proposed, seconded by Councillor Jopling, that the quote from BHIB Insurance be accepted. This was agreed unanimously.
10. **Risk Management Update.** Councillor Thompson had circulated an updated Risk Management. The Council voted to accept it and it will be signed by the Chair.
11. **Update on Neighbourhood Plan.** Councillor Mortimer gave a report. No meetings or consultation events have been held. The draft plan has been circulated to Hambleton District Council and to statutory consultees. We would have hoped to get comments back from HDC but the Local Plan is getting in the way. Good comments have been received from statutory consultees. He had received information from Broadacres Housing Association about the housing survey. Broadacres type of housing is smaller for people who are down-sizing but want to stay in their own community. We are waiting for Hambleton's input to finalise the draft. At some time a consultation will be held.
12. **Footpaths/Pavements.** Councillor Jopling had circulated his reservations about how the Councils money is being spent on the river path. Councillor Collingwood agreed with Councillor Jopling. It was agreed to hold onto the cheque until further information is available. The Clerk will get in touch with Tees Rivers Trust. A resident had complained

about a hedge in Garbutts Lane and this was forwarded to Highways. County Councillor Mr Hugill said he had not received any reply yet but will chase it up.

**13. Repairs to bike track and sports field.** It was agreed to defer this until Councillor Fenwick was available.

**14. Telephone Box.** Work will be carried out as soon as materials are available.

**15. Planning Application**

a. Extensions and alterations to 1 Greenlands and construction of a detached sensory garden room 20/00895/FUL. The Council recommended approval.

**16. Accounts**

a. U Hire Ltd. – Excavator and Dumper for work in Burials Grounds	£200.00
Invoice date 25 April 2020	
b. GGN Sportscare Ltd. – Grass cutting Burial Ground	£156.00
Invoice dated 30 April 2020	
c. GGN Sportscare Ltd. – Grass cutting Village Green, Play Areas, etc.	£1,014.00
Invoice dated 20 April 2020	
d. Newsquest Media Group – Advertisement for Clerk	£475.20
Invoice dated 13 May 2020	
e. Viking Direct – 4 Ink Cartridges	£53.53
Invoice dated 5 May 2020	
f. Clerk’s Monthly salary + broadband	£576.93
Invoice dated 18 May 2020	

**Monies Received**

Hambleton District Council – 1<sup>st</sup> half of precept      £21,500.00

The Chair declared the meeting closed at 8.30 pm.

# Rudby Parish Council COVID 19 Emergency Arrangements

Rudby Parish Council notes the following:

1. Government guidance and restrictions due to COVID 19 as amended following the prime minister's announcement at 20:30 on 23 March 2020
2. The published agenda for an extraordinary meeting which was due to be held at 19:00 on 24 March 2020 and through which the Parish Council intended to make its emergency arrangements for the COVID 19 period.
3. The contents of advice notes circulated by YLCA in relation to COVID 19 and in particular the advice notes of 20 March and 23 March 2020.
4. The cancellation of the national VE Day 75<sup>th</sup> Anniversary celebrations.
5. Under the prevailing circumstances a Parish Council meeting cannot be safely held for the foreseeable future and holding a public meeting would contravene the COVID 19 guidelines.
6. There is an urgent need to put clearly defined emergency arrangements in place and to create a record of the decision.

Rudby Parish Council resolves on 24 March 2020 that until such time as a properly convened meeting can be held it intends to establish emergency arrangements by written resolution subject to a majority of councillors approving the resolution by email and a record of the approvals being kept by the clerk.

Rudby Parish Council further resolves that:

- 1) The Parish Council's VE Day 75<sup>th</sup> Anniversary celebration event planned for 9 May is cancelled.
- 2) All Parish Council meetings other than those which must be held to comply with statutory obligation are cancelled until further notice. In particular, the extraordinary meeting of 24 March 2020 and the monthly meeting of 20 April 2020 are cancelled and the clerk is authorised to cancel or change the dates of meetings as necessary to comply with COVID 19 restrictions.
- 3) With effect from the date of this resolution the Parish Clerk is authorised to take any action necessary to discharge the responsibilities of the council during the COVID 19 emergency. The clerk may consult with the chairman or councillors before making decisions but is not obliged to do so, and the clerk shall use their own judgement on what weight (if any) to give to the views of the chairman or councillors when making decisions.
- 4) Cheque signatories are authorised to sign cheques as and when requested by the clerk provided the cheques are for payments which the signatories reasonably believe are necessary for the Council to carry out its business and would normally be approved at a Parish Council meeting.
- 5) The chairman will hold spare copies of the keys to council noticeboards and a copy of passwords to email accounts etc.
- 6) A sub-committee consisting of the Cllrs Collingwood, Foden, Jopling, Mortimer, Simpson, and Thompson is authorised to carry out any action reasonably necessary and practical in the prevailing circumstances to recruit a replacement for the current clerk before her retirement.

Resolution approved by email on 24 March 2020.

**MINUTES OF THE REMOTE MEETING OF RUDBY PARISH COUNCIL**  
**HELD ON WEDNESDAY, 27 MAY 2020 AT 7.00 PM**

Present: Councillor Mrs E Foden (Chair) Councillors Messrs A Collingwood, A Mortimer , D Simpson, S Tate and A Voke

1. Apologies for absence were received from Councillors Messrs T Jopling, N Thompson and G Wilson.
2. **Annual Governance and Accountability Return**
  - a. Effectiveness of the system of internal control. Copies of the Internal Audit Review Checklist – Part 1 – Meeting Standards and Characteristics of Effectiveness had been circulated to Councillors. The Chair proposed, seconded by Councillor Collingwood that the Council agrees that all standards had been met. This was agreed unanimously.
  - b. Section 1 - Annual Governance Statement. Councillors had been provided with a copy of the Annual Governance Statement and all questions were answered at the meeting. The Chair proposed, seconded by Councillor Voke, that the Council approve the Annual Governance Statement. This was agreed unanimously. The Chair and Clerk will sign the form.
  - c. Section 2 – Accounting Statements. A copy of the Accounting Statements had been circulated to all Councillors. The Chair proposed, seconded by Councillor Simpson that the Accounting Statements be approved. This was agreed unanimously. The Chair and Clerk will sign the form.

The Chair declared the meeting closed at 7.30 pm

**MINUTES OF THE REMOTE MEETING OF RUDBY PARISH COUNCIL HELD  
ON THURSDAY, 25 JUNE 2020 AT 7.00 PM**

Present: Councillor Mrs E Foden (Chair) Councillors Messrs A Collingwood, A Mortimer, T Jopling, D Simpson, S Tate and A Voke

County Councillor Mr D Hugill

1 member of the public

1. Apologies for absence were received from District Councillor Mrs B Fortune, Councillors Messrs N Thompson and G Wilson.
2. The minutes of meetings held on 18 and 27 May had been circulated and were agreed as correct records. They will be signed by the Chair.
3. **River Footpath.** The Council has agreed to pay the first instalment. The project is not finished. Councillor Jopling said the contractor came back to do a bit more work after it was disputed that the job was finished. The Chair said the quality was not what we expected and we have learnt a lesson. The specification could have been tighter. If we think it is not value for money then we should pursue it. Councillor Collingwood said we were all pretty concerned about the path up the slope where the tree roots are. At the moment it is not very good. Councillor Jopling said the work that has been done in this area is not going to last as they have just put more stones on. The Chair suggested a meeting on site to see if they thought the work was acceptable. Councillor Jopling said he would liaise with them and meet them on site. Councillor Tate said if the Councillors who were at the previous meeting can remember what was said this would be an advantage at the site meeting. The Chair said at some time the next part of the path will need work on it and the Council will tighten up the specification.
4. **Sports Area.** The Chair said we have trespassers on the Sports Area. District Councillor Mrs Fortune has raised it with Hambleton District Council and it has been reported to the Police. Councillor Jopling said residents will be expecting some action. The Chair said we have to go through a legal process. The Clerk has written to YLCA for their advice. Councillor Mortimer said it needs attack from every direction and we have to make sure we do it properly. Councillor Jopling thought we needed to do some research. Can we find out how the gentleman was moved from the lay-by. Councillor Voke said how do we stop this happening again? The Chair said we will have to close the gate. Councillor Jopling suggested obstacles could be put in the way such as boulders or tree trunks. Councillor Voke said we need access for the grass cutters and Councillor Mortimer said access would also have to be clear for emergency services. Councillor Tate queried whether HDC had put an exclusion order on when he was moved from Great Broughton. Councillor Mortimer suggested e mailing HDC and asking Councillor Tate's questions. We could also e mail the Police asking what action they have taken so far. Councillor Tate thought the Council should allocate a budget of up to £5,000 to deal with this matter. Councillor Collingwood was concerned about the risk of the area being contaminated and should the Council be allowing people to use a potentially unsafe area. He suggested perhaps a note should go out from the

Council to residents. The sign at the Play Area says No Overnight Parking. County Councillor Mr Hugill said it is private land but the trespasser will stay until he is moved on. He thought it would be the County Council that took action to move him from the A172 layby, Councillor Tate asked if the County took out an exclusion order. There does not appear to have been a forced entry onto the Sports Area. Councillor Tate asked County Councillor Hugill if he could ask what legal methods NYCC took to move him off their land. County Councillor Mr Hugill said he will talk to the Highways Officer tomorrow. Councillor Jopling said the Council needed to move fairly quickly on this by e mail or a remote meeting.

5. **Neighbourhood Plan.** Councillor Mortimer gave a report. Not very much is happening due to Covid 19. KVA Planning have prepared a Basic Conditions Statement. There has been some communication with Broadacres Housing Association. They are looking at doing some kind of development within the Parish. Dialogue is on-going. We are waiting for Hambleton District Council to come back with comments on our draft. HDC are going through the Local Plan examination process. Under Covid 19 regulations you can do the community consultation but referendums cannot be held until next May. If we had got through the consultation and examination process the Plan gets treated as if it has been approved if you are only waiting for a referendum. The grant ceiling has been raised by £1,000. Councillor Jopling asked what would be the impact of the Housing Needs Survey. Councillor Mortimer said Broadacres did a Housing Survey and they also had a report from Housing Research. We are not obliged to look at large sites here. We need to have a dialogue to see what emerges and come back to the Steering Group and Parish Council and communicate with the Parish. Councillor Jopling said the original figure was 25 units but they are talking about a much larger figure. Councillor Mortimer said Housing Research talks about servicing the needs of 70,000 people. That is not something we need to be servicing. The needs of the Parish are more modest. The document has not been published for wide circulation.

6. **Planning Applications**

- a. Planning Appeal – Construction of a 3 bedroomed dormer bungalow at Blue Barn Cottage, Middleton Road. The Council had recommended refusal in the original application and it was agreed that these comments should stand.
- b. Replace existing rear conservatory with garden room. Alterations to existing front door and replace all existing windows with grey UPVC windows. Remove cladding to front of house and render at 8 Levenside 20/00920/FUL. The Council recommended approval.
- c. Outline application for 4 No. detached dwellings at land off Embleton Farm, Garbutts Lane. 20/00905/OUT. The Council recommended refusal. The proposed development is contrary to Policy CP4 of the Hambleton Local Development Framework and does not meet any of the exceptional circumstances for development outside development limits. The change of access arrangements does not make this a materially different proposal to the one made for the same development site in 18/00768/OUT which was refused by HDC. Like its predecessor, this proposal fails to comply with the requirements of the Interim Policy Guidance Note as it is harmful to the character and form of the settlement due to its location. Furthermore, the application makes no commitments towards delivering a housing mix which is in line with Parish needs as evidenced by work on our Neighbourhood Plan or which is in compliance with HDC policies.

- d. Works to trees in a Conservation Area at Green Acre, The Wynd 20/00903/CAT. The Council recommend approval.
- e. Works to fell a tree in a Conservation Area at 2 Levenside. 20/00992/CAT. The Council recommend approval.
- f. Application for Listed Building Consent for construction of a single storey pitched roof traditional link extension at Ober Green Cottage, Campion Lane. 20/00997/LBC. The Council recommended approval.
- g. Application for construction of a single storey pitched roof traditional link extension at Ober Green Cottage, Campion Lane. 20/00996/FUL. The Council recommended approval.
- h. Revised application for construction of detached dwelling and double garage at 24 Belbrough Close. 20/00971/FUL. The Council recommended refusal. The proposal is for a large dwelling with associated garaging in a corner plot formerly used as garages for other dwellings in Belbrough Close which is a 'T' shaped cul-de-sac where demand for parking at the head of the 'T' is in excess of the on-street capacity. Historically the site has also been used as a shared access to off-street parking for Nos. 21 & 22 as noted by the officer in the report for 19/02007/FUL. While these access arrangements are not planning matters in themselves, any loss of access to this existing off-street parking will put further pressure on parking in an area with insufficient capacity. Due to the local context, the Parish Council consider it essential that any development of this site includes a commitment to provide sufficient on-site parking for its maximum occupancy, including visitors, to avoid adverse impacts on neighbours and to mitigate against potential loss of access to existing off-street parking for Nos. 21 & 22. Due to its location in a corner plot and with dwellings on Belbrough Lane to the south and Doctors Lane to the east, there is a significant risk of overlooking with loss of privacy for neighbouring properties as noted in para 1.3 of the officer report on 19/02007/FUL. The Parish Council remains supportive of the principle of development of a dwelling on this brownfield site provided the design does not have unacceptable adverse impacts on neighbour amenity. The Parish Council note the following changes to the approved design: 1) a significant increase in the dwelling footprint; 2) a change in position of the dwelling to the rear of the plot; 3) changes to internal layout of the house giving rise to a different pattern of overlooking; 4) the installation of a fixed stair to the dwelling attic indicating an intended intensification of use of the attic space; 5) the partitioning of one of the bays of the garage and repositioning of the stair such that it could no longer be used for car parking; 6) the installation of roof lights to both sides of the garage roof indicating an intended intensification of use of the space. The Parish Council consider that the adverse consequences of the design changes include:
  - 1. A net reduction in the availability of on-site parking due to the increase in the size of the dwelling occupying more of the plot and changes to the internal design of the garage resulting in the loss of opportunity to use it as a double garage.
  - 2. A potential overlooking issue for the garden of No. 21 arising from the new rooflight on the north side of the garage.
  - 3. Increased overlooking risk for Nos 22 and 24 despite the relocation away from the boundary as there is now a bedroom window at first floor level and an attic window which can be accessed by a fixed stair on this elevation.
  - 4. Increased overlooking issues from the half-landing window on the eastern elevation due to the relocation of the dwelling towards the rear boundaries of Doctors Lane properties.
  - 5. Loss of openness for Doctors Lane properties due the relocation of the 8.5 m high eastern gable end close to the eastern boundary with Doctors Lane.

In the opinion of the Parish Council the cumulative effect of these design changes has an unacceptable adverse impact on neighbour amenity which is why it recommends refusal.

The next planning applications are for information.

- i. Change of use of shop to make part of the existing residential part of the building and internal and external alterations at 11 South Side. 20/010500/FUL
- j. Proposed work to fell an ash tree in a Conservation Area at 40 South Side 20/01156/CAT. 20/01156/CAT.
- k. Proposed domestic dog kennel and domestic vehicle garage at Oakwood Farm, Tame Bridge. 20/01095/FUL.
- l. Construction of an access road from Belbrough Lane for the removal of Christmas trees for biomass fuel at land and buildings north of Drumrauch Hall, Belbrough Lane 20/00907/FUL
- m. Proposed works to tree in a Conservation Area – 10% crown thinning, removal epicormic growth, removal of deadwood and 20% reduction of branch overhand to garage and neighbouring property at 1 The Old School, Enterpen. 20/01155/CAT.
- n. Construction of a two-storey rear extension at South Lund Farm, Tame Bridge. 20/01152/FUL.

**7. Finance** . The Internal Auditor's Report had been received and circulated to Councillors. The Council accepted the report. The Auditor had mentioned the Allotments Account and recommended that the account be closed. The Clerk had previously been in touch with YLCA concerning this account and was informed that the money in the account can only be used for capital purposes on the allotments and the account should stay open. The Auditor will be given this information. Concerning the Risk Assessment document, the Auditor recommended that it should be evident from the minutes that the Council has considered all risks at a Council meeting. The Annual Governance and Accountability Report has been sent to the external auditors PKF Littlejohn. The date for the Public Rights to Inspect the Accounts is 29 June – 7 August 2020. Notification will be posted on the Council's website and noticeboards. The Employer's Summaries for May and June and the Employer's Tax Summary April – June were received from T P Jones & Co. LLP. The balances in the Council's accounts are as follows:

Community Account	£5,000.00 (29 May 2020)
Burial Account	£17,503.54 (29 May 2020)
Business Premium Account	£114,557.22 (29 May 2020)
Allotment Account	£1,3810.10 (29 May 2020)

**8. Correspondence**

- a. Letter from resident re junction at Belbrough Lane and Station Lane. The Council had written to NYCC Highways and Armstrong Richardson detailing his concerns. A reply has been received from Armstrong Richardson. It was agreed to let the resident know that no reply had been received from Highways but that a response had been received from Armstrong Richardson saying that the trees will not be removed.
- b. A letter was received from a resident concerned about the number of heavy vehicles using Stokesley Road. It was agreed to send the letter to NYCC Highways asking for their comments.

- c. A letter of thanks was received from South Tees Hospitals Charity acknowledging the Council's donation.
- d. An e mail was received from Climate Action Stokesley and Villages about adopting the A172 to identify and protect existing wildflowers that can be found on the verges, plant trees where appropriate and keep the areas clear of litter. Councillor Simpson said he was happy for Trees for Tomorrow to respond to this. Councillors Simpson and Tate are members of Climate Action Stokesley.
- e. E mail from NYCC – Keep up to date with Covid 19. Support and advice available in North Yorkshire. Circulated to Councillors.
- f. E mail from YLCA on NALC Guidance: Compliance with the Public Sector Bodies (websites and mobile applications) (No. 2) Accessibility Regulations. Circulated to Councillors.
- g. E mail from YLCA concerning a consultation by LGA on the new Model Code of Conduct. Circulated to Councillors.
- h. E mails from YLCA including White Rose Update and information on various webinars. Circulated to Councillors.
- i. Rural Bulletins received by e mail from Rural Services Network and circulated to Councillors.

9. **Update on Recruitment of Clerk.** The Chair said the Council received nearly 70 applications for the post of Parish Clerk. On the 2 July 2020 three shortlisted candidates will be interviewed by a panel consisting of Councillors Foden, Mortimer and Thompson. All three are good strong candidates.

10. **Co-option of Councillors for Hutton Rudby and Middleton Parishes.** Vacancies exist for one Councillor for Hutton Rudby and one for Middleton. Rudby Parish Council is a combined Parish Council so any elector from Hutton Rudby, Rudby, Skutterskelfe and Middleton can apply to fill either vacancy. Hambleton District Council has informed the Council that they can now co-opt as there was no call by 10 electors for an election to be held. The vacancies will be advertised.

#### **11. Planning Decisions of Hambleton District Council**

- a. Re-submission of application for a new detached 2 storey, 3 bed dwelling with access gates at Plot 3 OS field 2719, Stokesley Road. 20/00480/FUL. Granted.
- b. Application for the construction of a detached two bed bungalow with integral garage with new vehicular and pedestrian access at Plot 5 OS field 2719, Stokesley Road. 20/00694/FUL. Granted.
- c. Works to trees in a Conservation Area at Green Acre, The Wynd 20/00903/CAT. Granted.
- d. Application for proposed work to trees subject to a TPO 1967/45 at 16 Belbrough Lane 20/00144/TPO. Refused.

#### **12. Accounts**

- |   |           |
|---|-----------|
| a. Wave – Northumbrian Water – Water for Allotments   | £0.64 DD  |
| b. Clerks & Councils Direct – Subscription Renewal  | £60.00    |
| c. GGN Sportscare Ltd. – Cut hedge at Sports Area Invoice 30/5/20                                     | £150.00   |
| d. GGN Sportscare Ltd. – Grass cutting Village Green, Play Area, Verges, etc.<br>Invoice date 30/5/20 | £1,014.00 |
| e. GGN Sportscare Ltd. – Grass Cutting Burial Ground Invoice 30/5/20                                  | £156.00   |

**1543**

f.	GGN Sportscare Ltd. – Interment Invoice Date 30/5/20	£200.00
g.	Amberol Limited – 2 Barrel Planters Invoice 5 June 2020	£249.00
h.	Internal Auditor – Internal Audit and Review Invoice 11 June 2020	£120.00
i.	Whitegates Nursery – Plants & Compost (Care for our Village) Invoice June 2020	£376.90
j.	Clerk – Monthly salary for May + broadband	£576.93
k.	HMRC – 1 <sup>st</sup> Quarter Tax	£517.94
l.	KVA Planning – Work on Neighbourhood Plan Invoice 24 June 2020	£700.00

**Monies Received**

Dales of Thirsk – Extra Inscription	£65.50
Resident – Re-reservation of ashes plots	£96.00

The Chair declared the meeting closed at 8.25 pm.

**MINUTES OF REMOTE MEETING OF RUDBY PARISH COUNCIL HELD ON  
THURSDAY, 2 JULY 2020 AT 7.00 PM RE REMOVAL OF TRESPASSERS FROM THE  
SPORTS AREA**

Present: Councillor Mrs E Foden (Chair) Councillors Messrs A Collingwood, T Jopling, A Mortimer, D Simpson, N Thompson and A Voke.

County Councillor Mr D Hugill

1. Apologies for absence were received from District Councillor Mrs Fortune and Councillor Mr G Wilson.
2. The Chair proposed a motion that due to the sensitive nature of the subject, the press and public should be excluded. Councillor Mortimer seconded and all agreed. A member of the public attempted to join the meeting after it had been closed to the public. It was ruled that they should not be admitted.
3. The Chair said the Council has been taking advice from various sources, including Hambleton District Council, Yorkshire Local Councils Association and a firm of solicitors, on the removal of trespassers from the Sports Area. She now felt that we were getting towards an agreed strategy. She said the Council had to decide whether to take action or keep trying to persuade someone else to do so. The community would like something done as soon as possible. Councillors felt that it would be better to take action as a Parish Council. County Councillor Hugill had been very helpful with advice and thought the Council should act on their own.

The Chair proposed that the Council instruct Jacksons Law to act for the Council in this matter. Councillor Mortimer seconded and all agreed. Action will be taken through the Court process.

Councillors also discussed ways of securing the site after the trespassers have left. Councillors Jopling and Wilson will see what can be put in place which also leaves access for the grasscutters and emergency vehicles.

Councillor Thompson will speak to the Council's insurers tomorrow to see if the Council can re-coup any of the costs.

The Chair declared the meeting closed at 8.00 pm

**MINUTES OF ZOOM MEETING OF RUDBY PARISH COUNCIL HELD ON  
TUESDAY, 7 JULY 2020 AT 7.00 PM ON APPOINTMENT OF NEW CLERK**

Present: Councillor Mrs E Foden (Chair) Councillors Messrs A Collingwood, T Jopling, A Mortimer, D Simpson, S Tate, N Thompson and A Voke

1. Apologies for absence were received from Councillor Mr G Wilson.
2. **Appointment of Clerk**

The Chair proposed a motion to close the meeting to the press and public, Councillor Mortimer seconded, and all agreed.

The Council had received over 70 applications for the post from a very wide area, including London and Kings Lynn. A sub-group had been authorised by the Council to look at every application and provide a short list. Each member of the group provided their own short list. The three candidates chosen for interview were on every member's list.

The three candidates were interviewed on Thursday, 2 July 2020 by Councillors Mrs E Foden, Mr A Mortimer and Mr N Thompson.

All three candidates were of a very high standard. The unanimous decision was that Mrs E Wiles should be presented to the full Council as the most suitable candidate for the position of Clerk to the Council.

The Chair proposed, seconded by Councillor Mortimer, that Mrs Wiles be appointed as Clerk to the Council. This was agreed unanimously.

Mrs Wiles will be asked to provide references and subject to these, the starting date will be 3 August 2020. There will be a probationary period of 13 weeks. A standard form of contract from YLCA will be used.

The Chair will ring all three candidates to inform them of the result of the interviews.

Each applicant will receive a reply from the Council thanking them for their interest and saying that the position had been filled.

The Chair declared the meeting closed at 7.35 pm.

**MINUTES OF ZOOM MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 10 AUGUST 2020 AT 7.15PM**

**Present: Councillor Mrs E Foden (chair), Councillors A Collingwood, A Mortimer, D Simpson, S Tate, A Voke, G Wilson**

**County Councillor D Hugill**

**One member of the public**

**1. Apologies**

Apologies from Councillors T Jopling, N Thompson, District Councillor Mrs B Fortune.

**2. Appointment of Vice Chair**

Councillor Voke proposed that Councillor Mortimer be appointed as Vice Chair of RPC. This was seconded by Councillor Collingwood and carried unanimously.

**3. Welcome to the new Clerk**

Emma Wiles was welcomed as the new clerk to RPC. Ann Pyle will be leaving her role at the end of September. The Parish Council thanked Mrs Pyle for her long and loyal service to the Council.

**4. Minutes of meeting on 25 June 2020**

Councillor Mortimer proposed that the minutes of the meeting held on 25 June 2020 be agreed as an accurate reflection of the meeting. This was seconded by Councillor Simpson and all agreed.

**5. Police report and Neighbourhood Watch**

The report dated 12/07/2020 09/08/2020 was noted. Councillor Tate pointed out that the reports don't provide any details of any incidents or crimes but it was agreed that they will give an indication of trends. NYP will be invited to attend the next meeting on line in the event that there cannot be a face to face meeting.

It was noted that the police have available a dot peen marking pen to mark property, this can be obtained by contacting North Yorkshire Police via their email [snastokesley@northyorkshire.pnn.police.uk](mailto:snastokesley@northyorkshire.pnn.police.uk)

**6. Meeting open to the public.**

One member of the public was online. He confirmed that he remains a resident of the Parish. He raised the following questions:

The resident's first question was as follows:

"I note that the Parish Council has submitted what amounts to about 1000 word response to application 20/01349/OUT to increase the density of that site from one to two homes. Did the Parish Council all agree to sending such an extensive statement about this application, compared to their original briefer circa 50 word comment to the principle of one property on this site, or was there some other reason why the

comment was so extensive? If the answer to this question is that it's a consequence of Covid, and emails between Councillors, can these please be transparent and published. The comments in the minutes of the Parish Council meeting of 25th June regarding application 20/00996/FUL - 24 Belbrough Close also seem very extensively detailed for a Council meeting?"

It was explained that due to the current circumstances Councillors were sometimes responding in writing and the comments reflected the range of views received. RPC is likely to give fuller answers in the future to reflect the planning expertise that has been built up during the creation of the neighbourhood plan.

The resident's second question was as follows:

"Application 20/01050/FUL - While I agree with the Parish Council that this application should be supported, I am disappointed that the Parish didn't insist on a planning condition that the property must have off-street parking, when parking is known to be a major issue in the centre of the village. While it is hoped that the application will provide off-street parking it is not clear this will be the case as the parking area on the plan is shown as a building. The community is now relying on the goodwill of the applicant when it is obvious it should have been a requirement (planning condition) to provide off-street parking. Incidentally I still intend to present proposals regarding parking solutions in the middle of the village in due course, along with the suggestion made by another resident to introduce parking permits for residents, which was suggested to the Parish Council at a meeting."

The Chair confirmed that as the property was moving from commercial premises to residential any traffic was likely to be materially less than there would have been and for that reason it was not felt necessary to request a condition. However, in approving the application RPC had commented that the off-street parking was an attractive feature of the proposed development.

The resident confirmed that he will shortly be submitting proposals around a permit system to improve traffic and parking in the village.

The resident's third question was as follows:

"The Chair of the Neighbourhood Plan said at the Parish Council meeting on 25th June, that the Housing Research Report talks about servicing the needs of 70,000 people. This reference to 70,000 is misleading and inaccurate. Published by the Parish Council on the Parish Notices, it states in the email from Housing Research to Broadacres of 8th June 2020, that the north part Hambleton only figures, 19,770 people, show an undersupply of 340 homes and 515 care beds. Can this correct information please now be put in the minutes, under questions, in the interests of getting facts correct." The resident also quoted a catchment of 61.782 from the Housing Research email.

Councillor Mortimer confirmed that the Housing Research report is looking at demand from a much bigger catchment area than the Parish.

The fourth question from the resident was as follows:

“Now the Chair of the Neighbourhood Plan has confirmed a response been received from Hambleton Council in relation to the draft Neighbourhood Plan submitted to Hambleton, can the response please be published by the Parish Council in the interest of transparency and good Governance.”

Councillor Mortimer confirmed that we are still clarifying some issues with HDC, however the response will be published once those have been dealt with.

**7. Matters arising**

**a. Neighbourhood plan.**

Councillor Mortimer reported that the plan is on track. Under Covid-19 restrictions there is a moratorium on referenda until May 2021 so it will not be possible for HDC to adopt our plan until June 2021 at the earliest. In the meantime, there has been feedback from Hambleton DC (HDC) which has been comprehensive and constructive. HDC have made some suggestions around improving the clarity of the plan, the practicalities of some of the policies and how these might be improved and the elimination of any overlap between the neighbourhood plan and the local plan. In September there will be a steering committee meeting to discuss how to action these points. This may create slightly more re-working of the neighbourhood plan than had been hoped but it is important to understand the feedback properly and incorporate it where possible. There are a few points we need to go back to HDC on as there are one or two places where we see things differently from them.

In parallel there was a meeting with Broadacres on 4 August 2020 following the letter they had circulated. Peter Jones from HDC also attended and Katie Atkinson from KVA Planning.

It was not possible to take account of the new proposed planning guidelines from the Government as these came out after the various meetings had taken place but the Neighbourhood Plan Group is aware and will raise it in their next meeting with HDC.

There were no other questions.

**b. Proposed diversion Footpath No.10.123/4 Blue Barn Farm**

Concern was expressed that this a retrospective application and from the signs on site there is concern that this may be a downgrading of the status of the footpath. It was unanimously agreed that there will be a request for more information as to the rationale for the change and confirmation of the existing status of the footpath, i.e. permissive or a full right of way and that there is not an intention to change the status of the footpath.

**c. Village Hall and Play Area – Representative on Management Committee**

The Chair proposed, seconded by Councillor Voke that Councillor Simpson be appointed as one of the Council’s representatives on the Village Hall Management

Committee. This was agreed unanimously. Councillor Collingwood said the next meeting is on 16 September 2020 at 7.30 pm.

**d. Sports Area – Repairs to equipment**

Previously Councillor Fenwick took the lead on this. A report has been received from Playforce setting out the repairs and improvements that they suggest need to be carried out. Agreed that the Clerk will inspect the equipment for safety labels and make a recommendation on any action needed. Councillor Wilson to inspect the goal posts and see if they need to be moved and a new net purchased. Les Sutton-Haigh to be asked to quote for any other repairs or changes needed.

**e. Village Green**

There is a hole in the Green which will be filled with an oak tree at the relevant time later this year.

**f. Co-option of Councillors – Process and Arrangements**

There have been six expressions of interest. Two have confirmed that they are happy to be considered for both vacancies, one has said that he is only interested in the Hutton Rugby vacancy and three have not yet responded on that point. All six have been written to and advised that the intention if possible is to have a face to face meeting with them to give them the best chance of putting themselves forward. One potential candidate has indicated that he would not be comfortable having a face to face discussion and it was agreed that no one should be excluded on that basis. Any meeting has to be held in public and only those able to attend can vote. It was agreed that in light of the numbers of those interested it would be best done as a separate meeting to be held if possible in the Village Hall in a socially distanced way, date to be confirmed once all the Councillors have been canvassed for their availability but provisionally on 10 September. Any potential Councillor unable to attend will be permitted to put forward a written case.

Councillor Mortimer took over as Chair of the meeting as Councillor Foden was experiencing technical difficulties.

**g. Request from resident for correspondence concerning Belborough Lane/Station Lane.**

Councillor Mortimer proposed that all correspondence be released to include the most recent letter from the Highways Agency, seconded by Councillor Simpson, carried unanimously.

Councillor Mortimer said there were a couple of points in the Armstrong Richardson correspondence about the Neighbourhood Plan. Armstrong Richardson have been given equal opportunities, along with every other land owner, to present their case.

The Councillors were not aware of any request to re-site the bench. The Councillors do not condone any vandalism but allegations of vandalism would need to be reported to the Police as they are not a matter for RPC.

Councillor Collingwood wished to have further discussion and information from Highways about the junction meeting current design standards. County Councillor Hugill said Highways are not going to re-design the junction at the present time. Councillors decided not to take the matter any further.

**8. Planning applications**

- a. Removal of existing attached greenhouse/conservatory and replacement with new garden room and single storey extension to form new front door/primary dwelling entrance and additional bedroom at The Cottage, Hall Gardens, Skutterskelfe 20/01548/FUL

Concerns were expressed around the heritage implications of the application and in particular the loss of the original wall. No issues around the proposed internal alterations. Agreed to see what the Heritage people respond with before reaching a final view. Response needed by 28 August 2020.

The following planning applications have been responded to by the Council. Full details of the responses are available on [www.hambleton.gov.uk/homepage/16/planning](http://www.hambleton.gov.uk/homepage/16/planning)

- b. Planning Appeal. Construction of 3 bedroomed cottage at Blue Barn Lane Cottage.**

Appeal dismissed.

- c. Change of use of shop to make part of the existing residential part of the building and internal and external alterations at 11 South Side. 20/01050FUL.**

The Council recommended approval.

- d. Proposed work to fell and Ash Tree in a Conservation Area at 40 South Side 20/01156/CAT.**

The Council recommended approval.

- e. Proposed domestic dog kennel and domestic vehicle garage at Oakwood Farm, Tame Bridge 20/01095/FUL.**

The Council recommended refusal.

- f. Construction of an access road from Belbrough Lane for the removal Christmas trees for biomass fuel at land and buildings north of Drumrauch Hall, Belbrough Lane 0/00907/FUL.**

The Council recommended refusal.

- g. Proposed works to tree in a Conservation Area – 10% crown thinning, removal of epicormic growth, removal of deadwood and 20% reduction of branch overhang to garage and neighbouring property at 1 The Old School, Enterpen. 20/01155/CAT.**

The Council recommended approval of the removal of epicormic growth and dead wood but not anything else.

**h. Construction of two-storey extension at South Lund Farm, Tame Bridge. 20/01152/FUL.**

The Council recommended approval subject to a “brick finish to match extension” as stated on the application form and not the white render stated on the drawings.

**i. Proposed construction of garage buildings/store for garaging/storage on land on the north west side of North End 20/01184/FUL.**

The Council recommended refusal.

**j. Alterations to 41 Campion Lane and fenestration and raising the ridge to form first floor habitable accommodation, extensions and dormer front and rear and construction of detached double domestic garage/workshop 20/01124/FUL.**

The Council recommended refusal.

**k. Outline application, with all matters reserved, for the construction of 2 No. dwellings at land north of Hill Top, Blue Barn Lane 20/01349/OUT.**

The Council recommended refusal.

**l. Proposed detached outbuilding extension, louvred structure to swim spa and timber shed at 28 Doctors Lane. 20/01368/FUL**

The Council recommended approval subject to the Planning Officer being satisfied that there are no material adverse impacts on neighbour amenity, such as loss of light, arising as a consequence of the location of the development being very close to the rear boundary of the property.

**9. Reports from County and District Councillors**

A written report was received from District Councillor Fortune. Currently there is mounting pressure to be part of a coalition leading to a Unitary Council. The Hambleton Leader has maintained that he would not be steamrollered into anything and it would be an informed choice and must be of benefit to Hambleton residents. Councillor Fortune would like it recorded that she is giving her thanks to Mrs Ann Pyle for her loyal and diligent service to the Parish and to myself. She also welcomed Mrs Emma Wiles as the new Clerk and will support her in any way that I can.

County Councillor Hugill reported that there is ongoing consultation regarding the possible abolition of NYCC and the district Councils, to be replaced by a unitary

authority. This would enable the election of a mayor which would in turn free up much needed funds and it is expected would devolve more power to parish councils. A Government White Paper is due in September. There will be a presentation by NYCC on 19 August which will set out the principles behind the change and be a chance to ask any questions. A decision will be taken by the Communities Minister. If it goes ahead there will be no council elections next year.

**10. Finance. Change of Bank Mandate. Queries from External Auditor. Insurance Claim re Trespassers on Sports Area. Employer's Summary for July received from T P Jones & Co. LLP.**

Councillor Simpson proposed Councillor Mortimer take over as cheque signatory in place of Councillor Fenwick. Councillor Collingwood seconded, carried unanimously.

The clerk advised that there has been a couple of queries from the external auditors, all have been answered and we should get their response within a couple of weeks.

There should be a payment from the insurers towards the costs of removing the travellers. RPC formally thanked Councillor Hugill and NYCC for their help in obtaining the means to block any further unauthorised access.

The Employer's summary for July was noted.

**Council balances**

The balances in the Council's accounts are as follows:

Community Account	£5,000.00 (31 July 2020)
Burial Account	£18,612.54 (31 July 2020)
Business Premium Account	£110,918.49 (31 July 2020)
Allotment Account	£1,381.10 (31 July 2020)

**11. Correspondence**

**a. Request for seat in Burial Ground (e mail)**

The request was originally made in 2017 but due to ongoing works to extend the burial ground RPC is still not in a position to agree to the request. Any benches will need to be placed to make best use of the burial ground which may not be in accordance with the original request.

**b. NYCC – Online Seminar 19 August – Single Unitary Council (e mail)**

Noted.

**c. Climate Action Stokesley and Villages – Adopt the A172 (e mail).**

Councillor Simpson has replied to express interest.

- d. Mr P Cole, Hambleton District Council – Public and Active Transport – Stokesley and Villages Group and the Endeavour Way (e mails) change of name**

Noted.

- e. NYCC – Passenger Transport – Better Deal for bus users (e mails)**

Noted.

- f. White Rose Updates (e mails)**

Noted.

- g. Request for an additional inscription**

Agreed.

- h. Citizens Advice Bureau update on help provided to 28 Hutton Rudby residents and request for funds.**

Noted. Agreed that RPC will draw up a criteria-based policy to enable a consistent response to requests for funding.

## **12. Decisions of Hambleton District Planning**

- a. Application for construction of 1 dwelling at land to east of The Wickets. 20/00584/FUL. Granted.
- b. Replace existing rear conservatory with a garden room. Alterations to existing front door and replace all existing windows with grey UPVC windows. Remove cladding to front of house and render at 8 Levenside. 20/00920/FUL. Granted.
- c. Works to fell a tree in a Conservation Area at 2 Levenside. 20/00992/CAT. Granted.
- d. Extensions and alterations to 1 Greenlands and construction of a detached sensory garden room. 20/00895/FUL. Granted.
- e. Change of use of shop to residential and internal and external alterations at 11 South Side. 20/01050/FUL. Granted.
- f. Proposed work to fell an Ash tree in a Conservation Area at 40 South Side. 20/01156/CAT. Granted.
- g. Application for construction of a single storey pitched roof traditional link extension at Ober Green Cottage, Campion Lane. 20/00996/FUL. Granted.
- h. Proposed works to tree in a Conservation Area – 10% crown thinning, removal of epicormic growth, removal of dead wood and 20% reduction of branch overhang to garage and neighbouring property at 1 The Old School, Enterpen. 20/01155/CAT. Granted.

**13. Accounts****Due**

a. Jacksons Law – Fees in connection of removal of trespassers from Sports Area Invoice date 30 July 202	£1,368.00
b. GGN Sportscare Ltd – Grass cutting Village Green, Play Areas, Verges, etc. Invoice date 30 July 2020	£1,014.00
c. GGN Sportscare Ltd – Grass cutting Burial Ground Invoice date 30 July 2020	£156.00
d. GGN Sportscare Ltd – Interment Invoice date 30 July 2020	£200.00
e. YLCA – 2 copies Good Councillors Guide Invoice 21 July 2020	£9.31

**Already paid**

i. Clerk – monthly salary for May + broadband 2 July 2020	£576.73
ii. GGN Sportscare Grass cutting Village Green, etc. Invoice 30 May	£1,014.00
iii. GGN Sportscare Ltd. – Cutting hedge in Sports Area Invoice 30 May	£150.00
iv. GGN Sportscare Ltd. – Interment + Grass cutting Burial Ground 30/5	£356.00
v. GGN Sportscare Ltd. – Interment + Grass cutting Burial Ground 30/6	£356.00
vi. Amberol Ltd. – 2 Barrel Planters Invoice 28 July 2020	£249.00
vii. Internal Auditor – Audit Invoice 11 June 2020	£120.00
viii Whitegates Nursery – Plants & Compost (CfoV) 26 May 2020	£376.90
ix HMRC – 1 <sup>st</sup> Quarter Tax	£517.94
x. KVA Planning – Neighbourhood Plan -Invoice 24 June 2020	£700.00
xi. Clerk – Monthly salary for June + broadband 2 July 2020	£576.73
xii GGN Sportscare Ltd. – Grass cutting Village Green Invoice 30 June	£1,014.00
xiii Jacksons Law – Fee for Process Server Invoice 7 July 2020	£120.00
xiv Middlesbrough County Court – Fees to evict trespassers	£355.00
xv Jacksons Law – Fee for 2 <sup>nd</sup> visit by Process Server Invoice 13 July	£120.00
xvi. Dunhouse Quarry & Co Ltd. – 1 ton boulders Invoice 14 July	£600.00
xvii T P Jones & Co Ltd. – Payroll Preparation April – June	£58.50
xviii Dunhouse Quarry & Co Ltd. – 1 ton boulders Invoice 17 July	£600.00
xiv Clerk – Monthly salary July + broadband	£576.93

**Monies Received**

NYCC – Grant towards Protection of Sports Area	£1,000.00
Resident – Re-reserve of burial plot	£65.50

The Chair declared the meeting closed at 8.50 pm.

**Draft minutes of the meeting of Rudby Parish Council meeting 10 September 2020 at 7.15pm Hutton Rudby Village Hall**

**Present: Councillor Mrs E Foden (chair), Councillors A Collingwood, T Jopling, D Simpson, S Tate, A Voke.**

**Potential councillors: Alan Bates and Sallyann Hewitt**

**One member of the public.**

1. Apologies were received from Councillors A Mortimer, N Thomspson and G Wilson.
2. Councillor Foden welcomed everyone and reminded them of the Covid-19 precautions - use of hand sanitisers, one way system in place, no refreshments available, track and trace in operation (personal details to be shredded after 28 days), masks to be worn when walking around the building, no attendance if any symptoms of or exposure to covid-19 in the last 14 days, what to do in the event of the development of any symptoms during the course of the meeting.

The Clerk read out submissions from Kevin Clifford, Michelle McCluskey, and Howard Stones. The remaining two candidates then made their own submissions.

At 7.40pm the existing councillors retired to discuss the candidates. It was agreed that this was a very strong field and any of the candidates would be suitable for appointment. Agreed all unsuccessful candidates to be given the opportunity to help with future events or working parties.

The Councillors returned at 8.15pm to vote.

In relation to the vacant Hutton Rudby post Councillor Collingwood nominated Michelle McCluskey, Councillor Jopling seconded. There were no other nominations. Following a vote Michelle McCluskey was appointed to the post.

In relation to the vacant Middleton on Leven post Councillor Tate nominated Alan Bates, Councillor Jopling seconded. Councillor Collingwood nominated Kevin Clifford, Councillor Foden seconded. Following a vote Kevin Clifford was appointed to the post.

There being no further business the meeting closed at 8.25pm.

**MINUTES OF THE REMOTE MEETING OF RUDBY PARISH BURIAL BOARD HELD ON MONDAY 14 SEPTEMBER 2020 AT 7.15PM**

**Present: Councillor Mr A Mortimer (Chair), Councillors K Clifford, T Jopling, M McCluskey, D Simpson, S Tate, A Voke, G Wilson**

**County Councillor D Hugill**

**Two members of the public**

1. Apologies for absence – Councillor Collingwood (problems with internet connection), Councillor Foden unavailable until 7.30pm, Councillor Thompson, Councillor Fortune.
2. Drainage of Burial Ground. One quote has been received so far; two more quotes are needed to comply with standing orders. Councillor Wilson to contact more contractors, they need to have specialist skills so the Council cannot simply advertise for expressions of interest.

The purchase of grass seed to be used on the land already cleared for cremation plots was approved by the Council. Councillors Jopling and Wilson agreed to organise the purchase.

3. Memorial for two individuals. Approved.

**MINUTES FOR THE REMOTE MEETING OF RUDBY PARISH COUNCIL FOLLOWING THE ABOVE MEETING**

**Present: Councillor A Mortimer (Chair for first part of the meeting), E Foden (chair for second part of the meeting), K Clifford, A Collingwood, T Jopling, M McCluskey, D Simpson, S Tate, A Voke, G Wilson.**

**County Councillor D Hugill.**

**Two members of the public.**

1. **Apologies for absence.** Councillor Thompson, Councillor Fortune.
2. **Minutes of meeting held on 10 August 2020.** A member of the public had raised an issue in relation to one item which he said was not a true reflection of what he had said. The Chairman advised that it is a matter for the councillors to make any changes if they felt that the minutes were not accurate, nothing had been raised prior to the meeting. Councillor Jopling proposed that the minutes be changed. There was no seconder so the motion fell. No other changes were proposed. Councillor Simpson proposed that the minutes be agreed, seconded by Councillor Tate, all in favour bar Councillor Jopling who had not been at the previous meeting and abstained. Minutes agreed.

Councillor Collingwood joined the meeting (IT issues at the start of the meeting).

3. **Co-option of Councillors for Hutton Rudby and Middleton Parishes.** Michelle McCluskey for Hutton Rudby and Kevin Clifford for Middleton were introduced as the two successful candidates and were welcomed to Rudby Parish.
4. **New clerk training requirements.** The Clerk has already undergone a risk assessment training course and is signed up to undergo new clerk training. Councillor Mortimer proposed that a

training budget of £500 equating to roughly half a day of training per month should be agreed to the end of March 2021. Seconded by Councillor Jopling. Agreed unanimously.

Councillor Foden joined the meeting and took over as Chairman.

5. **Police Report and Neighbourhood Watch.** Both noted.
  - a. Fraud Ask the Experts online meeting on 16 September 2020 1830-2030. Noted.
  - b. PPI fraud email 1 September 2020. Noted
  - c. Burglary at Great Ayton email 26 August. Noted.
6. **Meeting open to the public.** There were two members of the public in attendance.

The first member of the public raised the issue of the recent leaflet that had gone to some houses in the village setting out possible development at Paddocks End and Embleton Farm and expressed concerns that there might be 100 new houses to be built. Councillor Mortimer confirmed that the issue would be discussed under the Neighbourhood Plan agenda item.

The second member of the public had no specific issues to raise. The meeting was closed to the public.

**7. Matters arising.**

- a. **Neighbourhood Plan.** Councillor Mortimer advised that there are four main issues:
  - i. Redrafting following receipt of comments from Hambleton District Council (HDC). The Neighbourhood Plan Steering Group (NPSG) is in the process of redrafting the Neighbourhood Plan. It needs to be focused on Plan users and HDC input has already helped in deciding how to adapt the plan.
  - ii. Clarification meeting with HDC on 2 September attended by with Councillors Mortimer and Simpson. There has been very good input from HDC. HDC seems content with the intentions of the NPSG although there remains some outstanding issues where the positions of the NPSG and HDC are not fully aligned, for example where the community feels strongly about an issue and HDC feel differently, but this is to be expected.
  - iii. Consultation process. This will follow the completed update of the draft plan. Due to Covid restrictions the referendum cannot take place before 21 May 2021. The consultation needs to be robust, ensuring that methods used are safe and effective to reach as much of the community as possible.
  - iv. The Embleton/Paddocks End leaflet was not notified to the NPSG in advance and has not been distributed to the entire village, for example it did not go to Rudby or all of Belbrough Lane. The NPSG will contact Broadacres to get their views. Councillor Jopling asked how many houses does the NPSG think will be required under the plan. Councillor Mortimer said that an exact number has not yet been settled upon, but it will be substantially less than the number suggested in this leaflet, particularly taking account of those dwellings for which planning permission has already been granted. It was agreed that Rudby Parish Council and the NPSG will put out an interim message to explain its position once clarification has been sought from the landowner and Broadacres.

- b. **Footpaths** – proposed diversion Footpath No.10.123/4 Blue Barn Farm. HDC have confirmed that the footpath will remain a public right of way. The Council agreed to recommend approval of the diversion.

The repairs to the river footpath were noted.

There was a discussion of the pathkeeper scheme part of the purpose of which was to look at all the footpaths around the parish and to consider which would benefit from additional maintenance or repair. Mike Fenwick who was previously a Parish Councillor has agreed to remain involved and there are several volunteers ready to walk the paths and report on them, but the work has been put on hold due to coronavirus. One footpath in Rudby which has been informally diverted by the landowner was discussed and it was agreed that it may be possible for the Parish Council to take over any maintenance if the diversion is officially authorised. Mike Fenwick and Councillor Collingwood have been liaising with Arrietty Heath, Volunteer co-ordinator at North Yorkshire County Council.

- c. **Village Hall and Play Area.** Mowbray House have requested that the Village Hall car park is kept clear for flu vaccines on 3 and 10 October. Councillors Collingwood and Simpson went to the Village Hall AGM on 26 August. John Wallis is now chair, John Bennett the operations manager. The Village Hall is financially sound but needs to do some succession planning. £15-16,000 of work needs to be done to roof of which around £5,000 is relatively urgent. The committee is not planning to replace the wall that was knocked down as they believe it was in their ownership. Trees for Tomorrow intend to plant a new tree in the autumn. The ownership of the land that the wall stood on will be investigated – former Councillor Fenwick may have some knowledge as he was involved in the loan from the Parish Council to the Village Hall. The preference of the Parish Council is to replace the wall if the Council has any say in the matter.

**d. Sports Area**

- i. Repairs to equipment: Les Sutton Haigh has been asked to quote for the outstanding issues.
- ii. Health and Safety notices – Clerk to incorporate wording that the play area including the car park is a dog free zone even when on the lead.
- iii. Security gate - discussion around the need for a gate and type that should be installed. Councillor Jopling proposed that a steel gate with a lock be purchased. Seconded by Councillor Mortimer. All voted in favour.
- iv. In relation to the outstanding s106 funds from HDC it was agreed to ask if this could be allocated to the provision of new cycle racks, bins, and benches.

- e. **Village Green** – Councillor Simpson confirmed that the hole will be filled when trees are planted in the autumn.

- f. **Single Unitary Council** – email from Councillor C Les, NYCC 21 August 1026 setting out the proposals. Councillor Hugill advised that there will be saving by reducing the duplication of administration as well as additional funding being provided by central government, the current formula does not work for areas such as North Yorkshire. It was agreed that the Parish needs to engage in the process but that it would not be fair for Councillors to have to take on a lot more responsibility.

- g. **Repairs to the village clock.** The clock has now been examined and report received. The clock cannot be repaired locally. It was agreed to see if the manufacturer can carry out repairs, otherwise it may be necessary to buy a replacement.

**8. Planning applications.**

The following applications have been received by the Council. Full details of any responses are available on [www.hambleton.gov.uk/homepage/16/planning](http://www.hambleton.gov.uk/homepage/16/planning)

- a. Planning Application 20/01673/FUL Plot 1 Stokesley Rd response sent 10 September 2.53pm. It was agreed to support the application subject to changes to the design of the garage and to avoid overlooking the neighbouring property.
- b. Planning applications Planning Application 20/01675/FUL & 20/01676/LBC. Construction of a greenhouse to the rear of existing house and outbuildings. Letter from resident. The Council recommended approval.
- c. Planning Application 20/01701/FUL Division of 28 North End into two semi-detached properties. The Council recommended approval.
- d. Planning application 18/00165/FUL Construction of boarding kennels as amended by plans received by Hambleton District Council on 27 August 2020 (to include an external dog exercise area) at South Lund Farm, Tame Bridge, Stokesley. The Council recommended refusal.
- e. Planning application 20/01548/FUL removal of existing attached greenhouse/conservatory and replacement with new garden room and single storey extension to form new front door/primary dwelling entrance and additional bedroom at The Cottage, Hall Gardens, Skutterskelfe. The Council recommended refusal.
- f. Planning Application 20/01773/CAT Wynd House The Wynd, Hutton Rudby pruning trees.
- g. Planning application 20/01933/CAT Hawthorne Cottage 14 South Side Hutton Rudby works to trees.

Councillor Mortimer clarified the process on tree works applications in conservation area: these are notifications of the works that the tree owner is intending to carry out, not an application for permission to carry out the works. Unless the District Council puts a tree preservation order (TPO) on the tree the works can go ahead. Most trees will not get a TPO even if in the conservation area although the Council has had some success with this in the past which it can use to protect other trees in the future.

**9. Reports from County and District Councillors.**

Proposed unitary authority - Councillor Hugill confirmed that he had already dealt with most of the issues. He is hoping that there may be a more definite idea of the proposed structure by the end of the month. HDC has proposed alternative plans where they would be grouped with Craven and Richmond with York, Selby, Scarborough and Ryedale to make up a second group.

HDC continue to use either Microsoft Teams or Skype for online meetings.

Letter from a resident regarding Noble Foods lorries using Rudby Bank – Councillor Hugill expressed sympathy with residents but confirmed that the lorries cannot be compelled to go via Stokesley as they have been in operation since the 1960s.

Councillor Hugill confirmed that the cycle pump track is now in operation at Sutton Bank and asked that this be noted in the minutes so that Parishioners are aware of the facility.

## 10. Finance

Change of bank mandate. Still awaiting authorisation from Barclays. All queries concerning the Annual Return from the External Auditor have now been dealt with and the report is awaited.

Councillor Wilson incurred £66 for extra supports he put in along the river path.

Employer's summary for August from TP Jones & Co LLP.

Clerk IT equipment paid £785 to date, a further £59.99 has been incurred for Microsoft office. In addition, there is the membership of SLCC at a cost of £140 and training costs incurred to date. Councillor Mortimer proposed that the sums be repaid to the Clerk, Councillor Jopling seconded, all agreed. The clerk was advised that stationery and other incidentals such as stamps can be reclaimed from petty cash.

The balances in the Council's accounts are as follows:

Community Account	£5,000.00 (28 August 2020)
Burial Account	£18,678.04 (28 August 2020)
Business Premium Account	£109,891.99 (28 August 2020)
Allotment Account	£1,381.10 (28 August 2020)

## 11. Decisions of Hambleton District Planning

- a. Applications 20/01184/FUL Proposed construction of garage buildings/store for garaging/storage on land on the North West Side of North End, Hutton Rudby. Granted.
- b. Application 20/01124/FUL. Alterations to the dwelling and fenestration and raising the ridge to form first floor habitable accommodation, extensions and dormer front and rear and construction of detached double domestic garage/workshop. Granted.
- c. Application 20/01368/FUL proposed detached outbuilding extension, louvred structure to swim spa and timber shed. Granted.
- d. Outline application 20/01349/OUT with all matters reserved, for the construction of 2 No dwellings at land west of Hill Top, Blue Barn Lane. Refused.
- e. Application 20/01152/FUL Construction of a two storey rear extension to dwelling at South Lund Farm, Tame Bridge, Stokesley. Granted.

## 12. Accounts

a.	GGN Sportscare Ltd cutting village green etc invoice dated 30 August 2020	£1014.00
b.	GGN Sportscare Ltd cutting grass at burial ground invoice dated 30 August 2020	£156.00
c.	PWLB DD lending facility loan repayment due	£6207.33
d.	YLCA risk assessments seminar 3 September 2020	£5.00
e.	Clerk salary + broadband for August	£ 576.73
f.	New Clerk salary for August	£ 572.00
g.	Inside Out Services play area improvements	£4250.00
h.	Station Software provision of IT equipment for the Clerk	£ 785.00
i.	Viking UK – 4 ink cartridges	£ 60.56

j.	Microsoft store – Office 365	£ 59.99
k.	CPRE – annual membership (DD)	£ 36.00

### Monies received

BHIB Insurance claim for expenditure on removing trespassers from Sports Area £1250.00

### 13. Litter pick 21 September 2020.

BHIB confirmed by email on 19 August that under 16s need to be accompanied by an adult and have parental permission to be insured for the event. Councillor Collingwood proposed that the event go ahead, seconded by Councillor Mortimer. Councillor Collingwood offered to collect litter pickers, hi viz jackets and bin bags from HDC. Scouts, Cubs and Beavers to be allocated the village Green and roads nearby, adults can volunteer for specific roads or will be allocated outside the village centre. HDC to be asked to collect the litter the following day. They will also be told about the fly tipping at the gate to the field adjacent to All Saints Church.

### 14. Remembrance Day Parade and wreaths.

It was agreed that the Council should plan for some event to go ahead although it is likely to be scaled down significantly on previous years. The Clerk to order wreaths and do any necessary administration to facilitate the event. Councillor Thompson will arrange for any road closures needed around War Memorial through the Scouts.

### 15. Fireworks night

It was agreed that sadly the fireworks display cannot go ahead due to Covid. Councillor Foden will put a message on Facebook.

### 16. Correspondence

- a. White Rose updates - noted
- b. Message from allotment holder (email) emails 20 August. It was confirmed that the daughter is a co-tenant.
- c. YLCA national salary award (email) email 28 August 2020 – noted.
- d. Local Plan draft examination programme (email from Helen Conlon) email 18 August – noted.
- e. YLCA training programme (email) 4 September – noted.
- f. Citizens Advice Money and Benefits Advice service (email) 24 August – noted.
- g. Neighbourhood Watch network survey (email) - noted.
- h. Seed Environmental – partial closure of Belbrough Lane email 4 August - noted.
- i. HDC Parish liaison meeting 16 September 2020 (email) – This is now cancelled.
- j. NYCC Highways – Parish Council Virtual Workshops (email) 20 August 2020 - noted.
- k. Environment Agency Flood Resilience team (email) 9 September - noted.
- l. Ash die back works A19 Crathorne to Cleveland Tontine from 20 September for 4 weeks from 2000 to 0600. Email 9 September - noted.
- m. North Yorkshire Now newsletter - win a pottery workshop for two sent 7 September - noted.

The Chair declared the meeting closed at 8.50 pm.

**MINUTES FOR THE REMOTE MEETING OF RUDBY PARISH BURIAL BOARD HELD ON MONDAY 12  
October 2020 AT 7.15PM**

**Present:** Councillor Foden (Chair), Councillors Clifford, Collingwood, Jopling, Mortimer, Simpson, Tate, Thompson and Voke and District Councillor Hugill

1. **Apologies for absence** - District Councillor Fortune, Councillors McCluskey and Wilson.
2. **Drainage of Burial Ground** - There was a wide-ranging discussion of how best to progress the work. Councillor Wilson has been attempting to obtain further quotes but many contractors are extremely busy, and it is important to get contractors who are specialists in the work that is needed. The adjacent landowner has written to the Council indicating that he is planning works including rabbit proof fencing and a hedge which once completed may make it difficult or impossible to access his land for any drainage solutions. It was agreed that the Council would like to work with the landowner if possible and to decide whether the best solution is to access his land. The Clerk will keep him updated of any progress.
3. **Application for two memorials** - Councillor Foden proposed that they both be agreed. Councillor Mortimer seconded the motion, all were in favour.
4. **Review of burial fees 2020/21** - the proposed new fees had been circulated by Councillor Thompson. The Chair proposed that they be agreed. Seconded by Councillor Collingwood. All were in favour.

The Chair declared the meeting closed.

**MINUTES FOR THE REMOTE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 12 OCTOBER  
2020 FOLLOWING THE ABOVE MEETING**

1. **Apologies for absence** – District Councillor Fortune, Councillors McCluskey and Wilson.
2. **Minutes of the meetings held on 2,7 July 2020 and 10, 14 September 2020** – The apologies of Councillor Fortune had been omitted. Councillor Foden proposed that the minutes be agreed subject to that amendment. Seconded by Councillor Collingwood. All were in favour.
3. **Police Report and Neighbourhood Watch** – The Police Report was noted.

**Meeting open to the public.** Zoom meeting ID is Meeting ID: 833 5442 3842, Passcode: 895591.

One member of the public was in attendance but had no comments. The meeting was closed to the public at 7.29pm.

4. **Matters arising.**
  - a. Neighbourhood Plan – there has been a number of responses from residents regarding the recent Paddocks End/Embleton Farm leaflet, generally complimentary about the response of the Neighbourhood Planning Steering Group (NPSG) to the leaflet and how it fits into the Neighbourhood Plan.

Councillor Mortimer advised that further redrafting of the core plan has been carried out to take account of Hambleton's feedback. No firm proposals have yet been received from Broadacres and they will be given a further opportunity to contribute although they cannot be allowed to drive the timetable. Katie Atkinson of KVA Planning is working on the document to ensure that nothing has been omitted in relation to those sections that cross reference the HDC local plan.

Councillor Jopling thanked Councillor Mortimer for his written response in relation to Councillor Jopling's question about the likely numbers of houses the plan may identify as being needed. This has been identified as being around 51 after taking account of other sites which already have permission. Councillor Jopling also asked about the mix of housing where demand has been identified but not yet met through the existing sites. Councillor Mortimer advised that there remains an under supply of affordable housing and this is the type of housing least likely to be met serviced by the market. There will be an appendix in the plan that will examine supply and demand and set out a range of robust scenarios which will identify what will happen in each situation.

Councillor Jopling asked about the costs to date. Councillor Mortimer advised that most of the funding comes from central government through the locality process and the NPSG received a further £3000 from HDC. There may be a shortfall of around £1000 in relation to work done at an early stage of the process which fell outside the eligibility period. Currently not much is being spent because the bulk of the work is done by members of the NPSG, who are all volunteers. Councillor Mortimer undertook to provide an update before the next meeting.

- b. Footpaths – Councillor Collingwood provided an update on the Path keepers' project. The original agreement was signed by Councillor Fenwick in his capacity as a Parish Councillor at the time so remains valid. There is still enthusiasm amongst the volunteers for the project. The plan over the winter is to ask people to identify any footpaths that may need work with a view to having a clear idea of the workload by early spring so that they work can be done as the weather improves.

Care For Our Village is a separate group who carry out work around the village but not in the Parish as a whole. Councillors Collingwood is a member. The two groups should be able to work together on any issues, as necessary. The aspiration is that this should be a community project although any work to be done next year will need to be covered by the relevant insurance.

- c. Village Hall and Play Area – the use of the car park for flu vaccines worked well with no congestion or queuing, no complaints have been received.

Councillor Simpson had circulated a report from Trees for Tomorrow, all agreed it was a useful paper with a good approach. Money is still available for further planting.

- d. Sports Area – repairs to equipment, security gate, health and safety notices, HDC s106 funds (email). Councillors Jopling and Wilson have both obtained quotes for the proposed security gate and it was agreed that they will liaise to decide which one is of higher quality and provides best value for money and will then come back to the Council with a recommendation.

Councillor Foden was very pleased to say that s106 funding has been agreed for the provision of bins, cycle racks, benches, and the gate. Agreed that the next step will be to obtain quotes for those items so that work can be progressed before the funds are withdrawn. Councillors Jopling

and Wilson will progress obtaining quotes. Councillors Tate and Wilson have already done some work clearing out the holes for the goal posts but they appear to be set too close together to be used for the existing goalposts so may need to be re-sunk; Councillor Tate will liaise with the previous councillors as to nets and any other equipment needed.

There was a discussion about whether the hedges around the sports area should be cut annually or biennially, and whether it is possible to plant any wild flowers to increase biodiversity. In previous years chemical weedkillers have been used and it was agreed that this should be avoided where possible. Councillor Foden proposed that the hedges should be cut this year, seconded by Councillor Collingwood. Six councillors were in favour, three were opposed, motion carried. It was agreed that the Clerk will contact Sportsare who currently cut the grass for a quote for cutting the hedges, hedges to be cut short on the side adjacent to the road to enable good visibility from the road into the sports area.

- e. Village Green – There is an area of wild flowers in front of the Bay Horse that has been overtaken with weeds, but it could possibly be restored. Councillor Collinwood offered to contact Steve Britton from Care for our Village to see if they could support some work on the area, this may be a good time of year to be sowing wild flower seeds if it can be cleared first.
- f. Repairs to the village clock – The Clerk has two possible repair companies to contact. The clock maker (Potts of Leeds) no longer seems to be in operation.

## 5. Planning applications.

The following applications have been received by the Council. Full details of any responses are available on [www.hambleton.gov.uk/homepage/16/planning](http://www.hambleton.gov.uk/homepage/16/planning)

- a. Planning Application 20/01673/FUL Plot 1 Stokesley Rd. The Council recommended approval subject to changes.
- b. Planning applications Planning Application 20/01675/FUL & 20/01676/LBC. Construction of a greenhouse to the rear of existing house and outbuildings 22 North Side. Letter from resident. The Council recommended approval.
- c. Planning Application 20/01701/FUL Division of 28 North End into two semi-detached properties. The Council recommended approval subject to a condition on parking.
- d. Planning application 18/00165/FUL Construction of boarding kennels as amended by plans received by Hambleton District Council on 27 August 2020 (to include an external dog exercise area) at South Lund Farm, Tame Bridge, Stokesley. The Council recommended refusal.
- e. 20/01773/CAT work to trees in a conservation area Wynd House, The Wynd – the Council had no objection.
- f. Planning application 20/01933/CAT Hawthorne Cottage 14 South Side Hutton Rudby works to trees. The Council had no objection.
- g. 20/01979/MRC Application for the variation of Condition 3 (housing mix) relating to planning application 19/02068/OUT - Application for outline planning permission with access and scale to be considered (all other matters reserved) for a residential scheme of five dwellings. The Council recommended refusal.
- h. 19/02068/OUT OS Field 3100 Stokesley Road - Application for the variation of Condition 3 – This related to item g above, the Council had recommended refusal.

- i. 20/01993/FUL 18-20 North End Hutton Rudby – Application for a proposed single storey rear extension with glazed timber pergola at side and detached timber car port within rear garden. The Council recommended approval.
- j. 20/02053/CAT 41 South Side, Hutton Rudby - Proposed work to fell 1 no spruce and 1 no conifer tree in a conservation area. The Council recommended that HDC impose a TPO.
- k. 20/00136/NEWDEL Land east of the Wickets, Hutton Rudby. The Council noted the new address.
- l. 20/02094/CAMP Goslingmire Farm, Middleton on Leven - Application for a certified exempted small campsite to accommodate no more than 5 caravans or motorhomes and no more than 10 tents. The Council recommended approval subject to HDC being satisfied that the certifying organisation, which appears to be the Caravan Club, sets reasonable minimum standards for matters such as access and sanitation.

## 6. Reports from County and District Councillors.

Councillor Hugill confirmed that he had the written report from the Council meeting that approved the s106 award for the sports area.

Councillor Hugill reported that funds for Doctors Lane to be repaired have been allocated and the work is being included in the work programme for 2021. The Council is taking roads back into its own control from Ringway who currently carry out roadworks.

On potential devolution the County Council has asked for it to proceed whereas the District Councils have asked for a delay over winter to enable them to focus on Covid measures. The Secretary of State for Housing, Communities and Local Government, Robert Jenrick, has asked for proposals by end of year. There will then be a consultation period before the Government decides which model to progress. Councillor Hugill advised that devolution should create massive savings as well as increasing local say in how Councils work.

Councillor Fortune is unable to join the meetings because Hambleton DC do not allow the use of Zoom, but she is available by phone or email for any queries.

## 7. Finance.

The change of bank mandate has come through. The report from the External Auditor confirms that we have a clean bill of health. The Clerk confirmed that the IT equipment now appears to be working as it should. The balances in the Council's accounts are as follows:

Community Account	£5,000.00
Burial Account	£17,102.04
Business Premium Account	£118,118.07
Allotment Account	£1,381.10

## 8. Decisions of Hambleton District Planning

- a. Application 20/00058 MRC - application for modification of condition 2 relating to planning application 18/01638/FUL – change of use from agricultural land to domestic land for proposed home office and domestic garage at Hunter Hill, Skutterskelfe – granted.

**9. Accounts**

a.	GGN Sportscare Ltd cutting village green etc invoice dated 30 September 2020	£1014.00
b.	GGN Sportscare Ltd grass at burial ground invoice dated 30 September 2020	£ 156.00
c.	GGN Sportscare Ltd burial invoice dated 30 September 2020	£ 200.00
d.	TP Jones & Co payroll preparation July-September 2020	£ 58.50
e.	KVA Planning meetings July and August 2020 invoice 20 August 2020	£ 375.00
f.	Northumbrian Water allotments water supply DD	£ 2.31
g.	Clerk salary + broadband for September	£ 576.93
h.	New Clerk salary for September	£ 572.00
i.	Quarterly payment to HMRC	£ 803.94
j.	SLCC annual membership	£ 140.00
k.	ESET licence	£ 29.99
l.	Hire of Hutton Rudby Village Hall 10 September 2020	£ 0.00
m.	Care for Our Village	£ 15.00
n.	PKF Littlejohn - External Audit fee	£ 360.00
o.	Stokesley Lawnmower Services	£ 59.24
p.	Care for Our Village Association flowers for tubs	£ 15.00

Councillor Collingwood confirmed that Councillor Wilson has also incurred expenditure in relation to the river side footpath and needs to be chased for an invoice.

Monies received

Hambleton DC Precept 30 September 2020	£21,500
Dales of Thirsk – Application for erection of 2 headstones	£186.00

**10. Remembrance Day Parade and wreaths**

Councillor Thompson advised that as part of his role on the scout group committee (from which he has now resigned) he has been in contact with HDC and NYCC. Both have confirmed that it will be necessary to undertake a Covid risk assessment feedback in order to get the road closure. It has been agreed that there will not be a parade and the service will be kept as short as possible. Members of the public will be discouraged from attending at 11am and be asked to attend at other times of the day instead. Anyone who does attend will need to be documented for track and trace. Councillor Thompson will attend on behalf of the parish council and lay the wreath. Wreaths have been ordered for the Council, Brownies, Scouts and WI.

**11. Litter pick**

This was a successful event and there has been some good feedback from residents in person and on Facebook. The Council wished to express their thanks to all who took part and in particular the Cubs and Scouts who were well equipped and stayed out until after dark. It was agreed to run the event again in the spring.

## 12. Christmas Tree and Lighting

It was agreed that the Council will erect the tree themselves, having learnt how to do it last year. The Clerk to order a 25' tree from Maynards; that is the maximum size we can manage with the equipment available to us. There was a discussion as to whether we should have other decorations or lights in addition to the Christmas tree. A feasibility study was carried out last year and it was felt that it would not be safe to have lights on other trees around the Green due to issues with electricity supplies and the potential hazards of other cables such as telephone cables. It was agreed that the tree itself should have more lights; the majority favoured those lights being white not coloured. The Clerk will make contact with the light supply company to see if we can add to the lights we had last year or need to start again.

## 13. Correspondence

- a. YLCA NJC pay awards email 28 August 2020 – Councillor Thompson proposed that this be agreed, Councillor Mortimer seconded, all agreed.
- b. Planning report application Ref No20/01124/FUL 28 August 2020 – noted.
- c. YLCA branch meetings email dated 8 September 2020 – noted.
- d. Environment Agency flood warden email 9 September – The Council commended the volunteers. Councillor Foden proposed that the Council should not take an active role, Councillor Simpson seconded, all agreed.
- e. White Rose update 11 September 2020 and 25 September 2020 – noted.
- f. Letter form GNAAS 15 September 2020 – Councillor Foden proposed that we should not contribute as the Council is not equipped to make choices between the multiple charities who contact us for assistance. Seconded by Councillor Simpson. All in favour.
- g. Hambleton DC briefing 25 September 2020 and 2 October 2020 – noted.
- h. HMRC email 25 September 2020 – noted.
- i. Community First Yorkshire email 28 September 2020 – noted.
- j. Rural Bulletin 29 September 2020 – noted.
- k. Hambleton DC budget consultation 29 September 2020 – it was agreed that this would be included on the website and in the minutes. It is a matter for individuals if they wish to comment.
- l. YLCA email - Roles and Responsibilities of a Councillor Webinar Tuesday, 6 October – noted.
- m. YLCA email 1 October 2020 – financial training- noted.
- n. HDC – Parish Precept – Arrangements for financial year 2021/22. Councillor Thompson will circulate a document. This will need to be discussed at a Finance Committee meeting so that recommendations can be put to the November Council meeting.
- o. YLCA – Training Bulletin – noted.
- p. Citizen's Advice Bureau – Mid North Yorkshire Covid 19 Services update 2 October 2020 – noted.

There was a Vote of Thanks for Ann Pyle who has served as Council Clerk for the last 39 years. The Council wished to place on record their thanks for all her hard work. She has served parish well and comprehensively over the years. Councillor Foden had dropped off a small token of appreciation today. Mrs Pyle thanked the Councillors and confirmed that she would still be available to support the new clerk with any issues that may arise.

The Chair closed the meeting at 8.53pm.

**MINUTES OF THE REMOTE MEETING OF RUDBY PARISH BURIAL BOARD HELD ON MONDAY 9  
NOVEMBER 2020 AT 7.15PM**

**In attendance: Councillor E Foden (chairman), Councillors K Clifford, A Collingwood, T Jopling, M McCluskey, A Mortimer, D Simpson, S Tate, N Thompson, A Voke, County Councillor D Hugill**

1. **Apologies for absence** District Councillor Fortune.
2. **Drainage of Burial Ground.** There was a discussion on how to progress matters. There is a digger working on the land adjacent to the new burial ground. The landowner has already dug out part of the ditch at the back of the field and this appears to have made a material difference to drainage. Councillor Thompson proposed that the driver be asked to dig out the ditch at the back of the burial ground too. It may not completely solve the problem but should help and will be cost effective as well as enabling the Council to consider what further steps if any are needed in the Spring. Councillor Collingwood seconded the motion, all voted in favour.
3. **Application for a memorial** Councillor Foden proposed that the memorial be accepted, Councillor Jopling seconded. All were in favour. It was resolved to ask the Clerk to draw up guidance on memorials at the burial ground with a view to delegating powers to the Clerk to decide on memorials in the future.

There being no further business the meeting closed at 7.25pm.

**MINUTES OF THE REMOTE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 9 NOVEMBER  
2020 FOLLOWING THE ABOVE MEETING**

1. **Apologies for absence.** District Councillor Fortune. District Councillor Fortune is unable to attend meetings by Zoom but is available by phone or email and in person for any issues.
2. **Minutes of the meetings held on 12 October 2020.** The minutes were agreed.
3. **Police Report and Neighbourhood Watch.** The police report of 8 November 2020 was noted.

**Meeting open to the public.** Zoom meeting ID is Meeting ID: 825 7704 5149 Passcode: 675077.

Five members of the public were in attendance. Two asked if letters from them had been received in respect of the proposed development at 7 Langbaugh Road. One resident asked if it might be possible for a Councillor to give some assistance to another resident who wishes to comment but is unclear of the process. Councillor Mortimer confirmed that the resident in question has already submitted a response on the portal.

4. **Matters arising.**
  - a. **Neighbourhood Plan (NP).** Councillor Mortimer confirmed that there are four current issues: an update on costs and the grant; to report on the consultation process; to report on the local plan consultation process; and an update on the position with Broadacres.

Costs: just under £16,000 has been spent to date, almost all of which is covered by the grant already awarded. £3300 is available from another grant which will require a new application.

It is believed that Hambleton DC (HDC) will cover the costs of the strategic and environmental assessments. Unplanned printing and paper costs may arise as a result of extra consultation methods needed due to Covid-19 but this will be within the contingency fund held by the Parish Council.

Consultation: the Neighbourhood Plan Steering Group (NPSG) has developed an outline consultation process. There is no legal requirement to hold in-person events but there is consensus that it will be preferable to do so if Covid restrictions allow for it; we would need to be in Tier 1 or below in order to proceed. There is experience within the group of organising a recent in-person consultation exercise for a local MP so the NPSG are confident that they can carry out the necessary risk assessments and organise any events safely; preparation work will begin shortly. The Village Hall is a good venue and indeed has already been used by the Parish Council in carrying out a co-option meeting. Advice has been sought from YLCA which suggested some online methods and it is likely that they will be run in parallel with in person consultations. There is strong guidance not to allow the consultation period to straddle the holiday period so the Steering Group are looking at the middle of January if possible. Any consultation period will be advertised in advance.

The local plan: There have been some joint submissions to the Local plan examination by Ronnie Baird and Broadacres which may impact on the Neighbourhood Plan. The NPSG have written to HDC to set out our concerns and priorities; we are not specifically represented in the process so are reliant on HDC but they appear to be taking our input seriously. The process can take up to a year so may go beyond the intended NP timescales.

Broadacres: Broadacres have today provided sketches of their proposed development and these have been circulated. They are proposing 29 houses on the Embleton farm site and a further 49 behind Paddocks End. A meeting will take place with Broadacres on Thursday to get a better understanding of their position and to set out where we are coming from.

There was a general discussion about the Neighbourhood Plan. It was agreed that there appears to be a good mix of housing proposed, particularly in relation to bungalows and low-cost housing. The landscaping seems in keeping with what the Parish would like to see. Concerns were expressed about the range of numbers of houses proposed. It was agreed that Broadacres would be the preferred developer if agreement can be reached with them. The Neighbourhood Plan will be stronger if it includes a preferred developer but it is not a must-have requirement. However, any agreement cannot be at the expense of conceding any of the principles already agreed by the NP process and in particular the allocation of preferred sites. It was agreed that we should keep the dialogue going and try to keep moving forward.

- b. **Footpaths.** No immediate work required.
- c. **Village Hall and Play Area.** Councillor Simpson said that some fencing was taken down when the conifers were felled. Some has been replaced, it is not clear who carried out the work. It may be necessary to install a further new fence to the right of the area already done but it looks safe for children for now.

- d. **Sports Area.** Councillor Jopling has ordered the new security gate and will ask the company fitting it to also install new sockets for the goalposts. Councillors Jopling and Tate will obtain quotes for the various other items previously agreed such as bins, bike racks, benches, goal posts, and netting. NYCC have confirmed that they are happy for the low hanging branches to be pruned, so GGN can go ahead with that and the hedge cutting previously agreed.
- e. **Village Green.** The Care in Our Village have agreed to re-plant the area outside the Bay Horse. Andrew Wastell has been chased for repairs and improvements to the Post Box and has said he will try to do it in the next week or so.
- f. **Repairs to the village clock.** The Clerk is still trying to find someone suitable.

#### 5. **Planning applications.**

The following applications have been received by the Council. Full details of any responses are available on [www.hambleton.gov.uk/homepage/16/planning](http://www.hambleton.gov.uk/homepage/16/planning)

- a. 20/02094/CAMP Goslingmire Farm, Middleton on Leven. Application for a certified exempted small campsite to accommodate no more than 5 caravans or motorhomes and no more than 10 tents. The Council recommended approval subject to HDC being satisfied that the certifying organisation, which appears to be the Caravan Club, sets reasonable minimum standards for matters such as access and sanitation.
- b. 20/02023/FUL The Gas Cottage, Skutterskelfe. Application for a single storey extension to the side and rear of dwelling. The Council recommended approval subject to ensuring that neighbours could not be overlooked.
- c. 20/02246/FUL 7 Langbaurgh Road, Hutton Rudby. Single Storey side extension, front and rear canopy extensions, raising of roof height to provide accommodation at first floor level including dormers and roof lights. Councillor Simpson said that the issues raised by residents are similar to ones already raised by councillors. Councillor Collingwood reminded residents that if they have any comments the residents need to contact HDC; the Clerk confirmed that she has given the email address of the planning department to those who have been in contact with Rudby Parish Council. It was agreed that Councillors will reflect on the views expressed by residents before reaching a decision.
- d. 20/02262/FUL The Cedars, 13 Hundale Road Hutton Rudby. Retrospective application for change of use of land for relocation of domestic boundary fence to allow for extension of rear garden to encompass part of Hundale Gill, culvert of gill and application of rubble and decking over gill. The Council opposed the application.
- e. 20/02244/FUL and 20/02245/LBC Bay Horse, 1 North Side, Hutton Rudby. Planning permission and Listed Building Consent for replacement of existing windows with timber framed double glazed units to the public house. The Council supports the applications provided the replacements are not pastiche style with plastic inserts. It was recommended the proposed replacement units fully replicate the Georgian style of the existing units with small panes separated by wooden sash bars.
- f. 20/02312/FUL and 20/02313/LBC Ober Green South, Champion Lane, Hutton Rudby. Planning permission and Listed Building Consent for the erection of a timber framed garden room. The Council recommended approval.

- g. 20/02309/CAT 6 Levenside, Hutton Rudby. Proposed work in a conservation area - reduce wild cherry tree by 1 m above previous maintenance work. The Council recommended approval.

**6. Reports from County and District Councillors.**

District Councillor Fortune has sent correspondence about new council structure. Councillor Foden said that District Councillor Fortune has reminded Councillors that Hambleton DC does not allow Zoom calls but she remains available by phone, email or in person.

Councillor Hugill confirmed that at a meeting last week NYCC voted 57-11 in favour of submitting their plan for a North Yorkshire wide authority. The vote was based on the significance of the potential savings and that it will take around two years to implement in any event. District Councils have submitted a range of responses. Ryedale is in favour of an east-west split. York have voted to stay as they are as has HDC. HDC is of the view that now is not the right time for change. The risk of HDC not being part of the process is that Council buildings may end up moving to Harrogate. The deadline for bids was today. Depending on the outcome of the consultation County Council elections due next year may be cancelled but other work continues in the meantime.

In response to questions Councillor Hugill confirmed that there should be mechanisms for prudent councils such as Hambleton to retain their reserves or for the money to be ring fenced for Hambleton projects; in other parts of the country which have been through this process the money has been spent in advance of the new structures coming into force. It is noted that HDC has one of the lowest Council taxes in the region and that will be protected as far as possible.

Councillor Hugill undertook to find out how much is held in reserves by each Councils that will fall within the proposed unitary authority.

**7. Finance.**

Councillor Thompson proposed the annual budget be approved, Councillor Mortimer seconded, all in favour. Quarterly figures will be available at the next meeting. The Employer's summary for October 2020 was noted.

**8. Councillor resignation and appointment of new Councillor.**

The Councillors expressed their regrets at the resignation of Councillor Wilson and their gratitude to him for all this hard work. He has offered to be available to work on any projects needed. Notices have been displayed and we need to wait until 17 November to see if there is a call for an election. If there is to be a co-option process it will need to encourage as many diverse applications as possible. The vacancy can be advertised in December with a view to appointing in January.

**9. Climate change briefing note and email from resident – for discussion.**

Councillor Simpson spoke to the paper he had previously circulated. In his view there is an opportunity for the Council to be proactive. Two issues which affect the village are environment and climate change and anything that we can do to help with these we should. He is due to go on a training course in December which may give some further insights on how Parish Councils

can support climate change and environmental initiatives. It is important to canvass a wide range of views across the Parish. Councillor Voke agreed that he will canvass the views of allotment holders to see what thoughts they may have.

Agreed that climate is often something that motivates younger people and it may be good way to engaged with a wider range of people in the community. There may be support that the Council can provide, for example in how it plants and manages the new burial ground but it is not part of our role to impose our views on the village, anything that we initiate or support needs to be deliverable, however it may be possible to reduce our carbon footprint and we should try to do so if realistically possible. Agreed to wait for Councillor Simpson to report back before deciding on next steps.

10. **Remembrance Day Parade and wreaths.** The event was successful. The Public kept away, there were a couple of extra people at the War Memorial, but they were able to socially distance. Standing on doorsteps for the two minute silence followed by a clap had worked well. Councillor Thompson will not be involved next year as he has resigned from the Scouts after many years of service.

**11. Christmas Tree - Lighting and ceremony – for a decision.**

The tree has been ordered and is due to be delivered on 7 December. Last year the trees was erected and lights were done by Councillors Wilson, Simpson and Mortimer with help from Jack Charlton and that will be process again this year. If necessary former Councillor Jones is also available to help. It was resolved that if possible, a small service should take place in liaison with the Hub who usually organise the lighting ceremony.

**12. Decisions of Hambleton District Planning**

- a. 20/01773/CAT Works to trees in a conservation area Wynd House – granted
- b. 20/01675/FUL Construction of a greenhouse in the garden to the rear of the house and existing outbuildings 22 North Side Hutton Rudby - granted
- c. 20/01676/LBC Listed Building Consent for the construction of a greenhouse in the garden to the rear of the house and existing outbuildings 22 North Side Hutton Rudby – granted
- d. 20/01673/20 Plot 1 Stokesley Road Construction of a detached dwelling with detached garage and entrance gates – granted.

**13. Accounts**

Robert Place invoice 27 September 2020	£50.00
Whitegates compost and violas invoice 12 October 2020	£306.87

## 1573

Councillor Wilson purchase of grass seed and fencing items	£98.72
Clerk pay and broadband (to include backdated pay) October 2020	£694.16
Clerk pay (to include backdated pay) October 2020	£619.11
Cemetery management webinar Clerk training 29 October 2020	£30.00
Remembrance Day Wreaths	£76.00
Lights4Fun Christmas lights and transformer	£186.30
WEL Medical Limited electropads for defibrillator 13 October 2020	£ 39.54
Stephen Johnson felling and removing three conifers 16 October 2020	£294.00
GGN Sportscare Green, Play Area, Sports Field, verges grass cutting 30.10.20	£507.60
GGN Sportscare Burial Ground grass cutting 30 October 2020	£ 78.00
Retirement gifts for outgoing Clerk	£138.00
North Yorkshire County Council refill of 10 winter bins 2 November 2020	£900.00

### Money received

Brownie Remembrance Sunday wreath	£19.00
Internment fee	£350.00
Internment fee	£350.00
WI Remembrance Sunday wreath	£19.00

## 14. Correspondence

- a. Fry Court extra living poster – noted
- b. Hambleton weekly briefing 9 October 2020, 16 October, 23 October, 30 October – noted.
- c. Trees for Tomorrow update 9 October 2020 – noted.
- d. North Yorkshire Now update 9 October 2020 – noted.
- e. CPRE update 10 October 2020 – noted.
- f. Defibrillator pads request dated 12 October 2020. It was proposed by Councillor Foden, seconded by Councillor Tate, all in favour that this should be funded by the Council.
- g. Keep Britain Tidy email 15 October 2020 - noted.
- h. North Yorkshire Police romance fraud Facebook Live session 15 October 2020 – noted.
- i. Affordable Housing & Community led Housing update 15 October 2020 – noted.
- j. YLCA fortnightly training bulleting 16 October 2020 – noted.
- k. YLCA Remembrance Sunday advice and guidance email 19 October 2020 – noted.
- l. YLCA training - Broadening your planning system knowledge email 19 October 2020 – noted.
- m. YLCA November and December training programme by email 21 October 2020 – noted
- n. News from Howardian Hills 20 October 2026 – noted.
- o. HMRC email on the Job Support Scheme – noted.
- p. HDC weekly briefing 23 October 2020 – noted.
- q. White Rose update 26 October 2020 – noted.
- r. Code of Conduct consultation 26 October 2020 – noted.
- s. Update on local government re-organisation Councillor Carl Les 27 October 2020 – noted
- t. YLCA briefing note on Covid-19 and Remembrance Sunday guide 2 November 2020 – noted.

There being no further business the meeting close at 20.56.

**MINUTES OF THE REMOTE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 14 DECEMBER  
2020 at 7.15pm**

**In attendance: Councillor E Foden (chairman), Councillors K Clifford, A Collingwood, T Jopling, M McCluskey, A Mortimer, D Simpson, S Tate, N Thompson, A Voke, County Councillor D Hugill**

1. **Apologies for absence.** District Councillor Fortune.
2. **Minutes of the meetings held on 9 November 2020.** The minutes were agreed.

**Meeting open to the public.** Zoom Meeting ID: 899 0813 5405 Passcode: 062037. There were 15 members of the public present (to include six members of the Neighbourhood Plan Steering Group), plus two representatives from Broadacres.

One member of the public asked Broadacres to comment on concerns he had that a leaflet he had received was not branded as being from Broadacres. He said that Broadacres appear to have had a small response and then extrapolated figures which are not in line with what the village wants. He also asked why Broadacres appeared not to be working with the Neighbourhood Plan Steering Group (NPSG) to deliver the Neighbourhood Plan (NP). The Chairman advised that Broadacres would be given an opportunity to make a presentation without any interruption and would then answer questions from the NPSG and Rudby Parish Council (RPC) before RPC debated the proposals and put forward any recommendations. Andrew Garrens responded to the comments as below and in his presentation.

3. **Broadacres proposals.** Andrew Garrens, Head of Development Services at Broadacres, and Glenn McGill planning consultant were both present .

Andrew Garrens presented the slides previously circulated, available on the RPC website. He said that Broadacres had sent a letter in May 2020 as part of their consultation with Hutton Rudby. It is Broadacres' view that much more residential development is needed in Hutton Rudby than has so far been identified. This is backed up by the 2020 Housing Needs Survey carried out by Broadacres, which identified a need for more affordable units, lifetime homes and other housing to fill current gaps and to free up larger houses once residents have been able to downsize. The previous survey carried out in 2018 was only in relation to affordable housing and so the more recent survey updates the previous one as well as being of wider application.

Mr. Garrens said that the initial NP had a target of 70 units. Mr. Garrens said the October minutes from RPC stated the most recent figure is a net figure of 51 units. Broadacres has reached agreement with landowners at two sites at Paddocks End and Embleton Farm; these are marketed as a package and are to be brought forward on that basis. Both sites are near the Spar and close to the settlement centre. Site selection is not just a question of developing a scoring system and then marking them, any sites need to be deliverable. The only other site is Belbrough which has fewer development boundaries and is therefore at greater risk of further development in the future. Both Paddocks End and Embleton Farm have minimal landscape impact issues and natural boundaries because of the ethylene pipeline. The proposal is for 78 units in total. Sites will be delivered to a high specification with air source heat pumps, good sized gardens, good drainage, and additional developer contributions which national house builders would not meet, to include Community Infrastructure Payments, play areas, a footpath link across the river, allotments, extensive tree planting and compliance with draft NP policies NP2 and NP4. Broadacres

are happy to consider anything else that the Parish would want provided it does not make the scheme unviable.

**1575**

In response to the question previously posed by a resident Mr Garrens said that the questionnaire sent out by Broadacres did have a letter with it which explained that Broadacres was trying to assess the housing need going forward. Broadacres already owns quite a lot of stock in the village and is always exploring whether it holds the correct stock. Broadacres was identified on the questionnaire.

Mr Garrens confirmed that Glenn McGill would be able to answer any questions of policy and Councillor Foden confirmed that Katie Atkinson was here on behalf of RPC and NPSG in a similar capacity.

Councillor Foden thanked Mr Garrens for his presentation and opened the floor to members of the NPSG.

The first NPSG member stated that there has been a painstaking exercise to make sure that any development within the village is in line with the needs of the village. He asked if the package was divisible into the site that the village says is its preference; and if not, why not?

Mr Garrens said that, in order to make viable the community benefits which are included in the scheme, both sites are needed. If there was a decision to go ahead only with the Paddocks End site a lot of those facilities would be lost.

The NPSG member stated the Broadacres proposal is three times larger than the NP proposal. Currently there is no allocation at Hutton Rudby within the Local Plan and Local Plan allocations in Service Villages are much smaller than anything envisaged by Broadacres.

Mr Garrens said that the initial NP target was around 70 houses needed then this changed when Government policy changed, and Hambleton District Council (HDC) moved towards putting development into market towns. As a result of the Local Plan inspection process, he thinks it is likely that villages will need to increase their housing allocations.

The second NPSG member said that a lot of the evidence regarding need and demand appears to be based on the Government White Paper which has a long way to go through the legislative process, Broadacres also appears to have taken account of a much bigger geographic area when making its assumptions. He said that many of Broadacres' commitments in terms of extra benefits are only in line with their legal requirements as any developer would have to meet the Community Infrastructure Levy and deliver affordable housing. He asked who is bringing this proposal forward, Broadacres or the landowners?

Mr Garrens said that we have pulled together what we feel is need. Ultimately the village will vote but based on the information from our survey we have tried to meet the needs that we have identified.

The third NPSG member said that, as a result of the site assessments carried out by the NPSG, Embleton Farm had performed poorly against the criteria and would come some way down the list if a second development site was needed.

Mr Garrens said that the district planners have also re-assessed all the sites and have scored the sites differently.

Katie Atkinson commented that the NPSG has done a significant amount of consultation. HDC can re-score but that does not mean that the NP evidence is wrong.

1576

Mr McGill said that the NPSG sees planning as a negative not a positive and there is a requirement for more housing coming.

The fourth NPSG member asked if Broadacres has options with either or both landowners - if not there is nothing to commit the landowners to using Broadacres and it could be a different developer. He was also of the view that the mix being offered is only a little better than the standard offering.

Mr Garrens confirmed that he has an agreement but not a legal agreement because he is not yet in a position to start to spend money bringing the development forward.

The fifth NPSG member asked how the phasing would work. Mr Garrens said that their proposal was to start at Garbutts Lane North, then Paddocks End in two roughly equally sized phases, each of approximately 18 months. He clarified that there would be a total of 103 units to include the Garbutts Lane North site, next to the cricket pitch, which already has permission for 25 units.

The sixth NPSG member said that Broadacres has worked well with RPC in the past and he was unclear why Broadacres are trying to push through a non-preferred site on this occasion.

Mr Garrens said that Broadacres were trying to come up with a package for the whole village. He does not entirely agree with the NPSG's identified need and he believes that the need is bigger. If a larger developer came in, they would look to build bigger houses which is not where the need has been identified. In his view the two landowners have recognised a need for more housing but are trying to provide what the community needs rather than maximizing the value of their land.

RPC Councillors were then given an opportunity to ask questions.

Councillor Tate asked if the proposed access road across the Paddocks End site has been adopted and Mr Garrens confirmed that it has been.

Councillor Jopling said that he likes the proposed mix of housing, but the question is around the numbers and that will dictate if one or more sites are needed. Since 2017 a lot of work has been done by the Steering Group and we have learnt a lot. We would like to get to a conclusion that is good for the village, with housing spaced out, ponds, adaptable properties, bungalows etc. Given the units previously built by Broadacres it would be a big plus to be able to work with them again. Paddocks End is an identified area and there is room for negotiation over the numbers to be built. Ideally, we would go ahead with more discussions on that site and leave the Embleton Farm to be re-considered along with other sites if more units are needed than Paddocks End can accommodate. In terms of build does Broadacres build them or sub-contract them out because we want a quality developer.

Mr Garrens confirmed that Broadacres employ contractors who work to Broadacres' specification. Broadacres' standards are higher, for example using air source heat pumps, having a higher number of sockets. Any profits go back into affordable housing. It will not be possible to tell the difference between the two types of housing built.

Councillor Thompson asked about the leaflet/brochure that was sent to some in the village where residents were asked to respond by SurveyMonkey. It was not widely sent round the village and it was not clear who had collated any responses. Mr Garrens said that it was not done by Broadacres, but he understood it had been done by the landowners themselves. Mr McGill confirmed that it was the landowners. He said that he believes that Broadacres and the landowners working together with RPC would be able to get this scheme over the line. In response to a question from Councillor Collingwood, Mr McGill confirmed that he is a chartered town planner, with 35 years' experience, who has been employed by Broadacres on this proposal.

Councillor Mortimer said that RPC might decide that this is a wonderful proposal but there are elements of the proposals which do not fit with the NP process. This discussion had been placed separately on the agenda to allow the widest possible discussion. The NPSG, RPC, and residents have invested four years in the NP which is a community driven process where the community is able to decide how much gets developed, what is developed and where it is developed. Examiners do not like developer dominated Neighbourhood Plans. Over 400 people replied to the questionnaire and hundreds have attended various consultation events and workshops. If the NP does not pass the tests set out under the process it will not get to the referendum stage and if it does not meet the wishes of the community, they will vote against it.

Councillor Mortimer said that the White Paper may be amended as it goes through Parliament and the Local Plan examination process currently being undertaken by HDC may also lead to some changes of policy, but this is all currently speculative. Broadacres' desktop analysis addresses the needs of 70,000 so is not relevant as Hutton Rudby is not expected to provide for the needs of that size of population.

Councillor Mortimer said that there are several possible ways forward. The Broadacres proposals could be subsumed into the NP; or they could be progressed outside the Plan; or RPC could decide to work further with Broadacres to refine the Paddocks End part of the proposal; or RPC could reject the proposal altogether and work directly with any of the landowners who have previously put land forward for development; or RPC could decide not to make an allocation at all. Councillor Mortimer said that for the avoidance of doubt he would not recommend either the first option because Embleton Farm is not identified as a preferred site and so cannot be taken through the NP process, nor the last option because a need has clearly been identified so the sensible approach is to ensure that that need is met.

Councillor Simpson said that for the avoidance of doubt the numbers of suggested units referred to in the previous minutes (51 units) must have included the 25 which have already been given permission. Development is due to start in 2021. He said that there are benefits to the Broadacres proposal but that a number of the benefits identified such as the open space would be mandatory in any event. The NPSG has been pressing for higher design standards so that is what would be expected of any developer.

[Post Meeting Note: The minutes of RPC's 12 October meeting report a discussion on housing need which took place under the Neighbourhood Plan agenda item. The minutes also refer to an associated briefing paper circulated to councillors. These minutes are the agreed record of the meeting, but for the avoidance of doubt no decision on housing need was made by RPC and the figure of 51 homes quoted was incorrectly described in the meeting as being a net need. As set out in the briefing paper, the source

for the figure of 51 is the gross need identified in Broadacres housing needs survey carried out in early 2020. The NP assessment that an allocation 25 homes is a reasonable response to the housing needs survey evidence remains unchanged.]

1578

Councillor Foden said that it was very pleasing the Broadacres would like to work with us. She said that the community infrastructure proposals and standards on energy efficiency are the kinds of details that the NP would like to adopt. She noted the higher numbers of units identified by Broadacres in comparison to the numbers identified by the NPSG and would like to see further discussion about this between Broadacres and the NPSG to see if the two groups can align on the numbers. She would like to know if the two sites identified by Broadacres can be separated or whether they are inextricably linked.

Mr Garrens said that if a decision could be made by Broadacres then separating the sites would be fine, but that he would need to go back to the landowners to see if they would be happy for him to proceed on the basis of separating the sites.

Councillor Collingwood said that the community wants us to continue with the NP. We have worked on it a long time and it has community support. He asked that Broadacres work with RPC and the Steering Group to deliver what the community wants.

Councillor Foden proposed that RPC will continue to mandate the NPSG to deal with the NP, and that the NPSG be instructed to work with Broadacres on their Paddocks End proposals and to leave Embleton Farm to one side. Councillor Collingwood proposed an amendment that those negotiations should be within the NP timescales and seconded the motion on that basis. All were in favour.

Mr Garrens and Mr McGill left the meeting.

4. **Police Report and Neighbourhood Watch.** The Police report covering the period 8 November to 12 December 2020 was noted. It was agreed that the advice from the police on avoiding becoming the victim of burglary will be placed on Hutton Rudby Appreciation Society and on RPC's website.
5. **Matters arising.**
  - a. **Neighbourhood Plan.** Councillor Mortimer said that he will be submitting the close out report from this phase of the Locality grant once he gets KVA's last invoice. RPC have sought advice on how to hold in person consultations and YLCA have advised that advice should be sought from the police.
  - b. **Footpaths.** The new fence at Chappies Field has made the footpath narrow and unsafe. It will be impassable in Spring once the hedge re-grows. NYCC are writing to the landowners to ask them to remove fence – that would be the best outcome. The landowners have 28 days to respond. County Councillor Hugill said that NYCC's footpaths officer has advised that the correct footpath is 5m from the hedge so there is nothing to stop anyone from walking 5 m from hedge. A gap should be made at each end of fence until something else is done. There may be a small delay due to the Christmas period but things in hand. NYCC is on the case and on side. Councillor Collingwood proposed a big vote of thanks to Arrietty Heath and Councillor Hugill who have prioritised this at a very busy time. All voted in favour. In relation to the other footpaths around the village Councillor Collingwood confirmed that there is an ongoing exercise to walk all the footpaths in the Parish and to pass on information about any work needed to Arrietty Heath for action.
  - c. **Village Hall and Play Area.** The most recent Village Hall meeting was cancelled. Repairs to the roof area are being undertaken.

- d. **Sports Area.** Repairs to equipment, security gate, health and safety notices, s106 funds. Councillor Jopling confirmed that the new gate is on its way. Councillor Tate is putting proposals together to include new bins and Councillors can then vote on it.

1579

- e. **Village Green.** Andrew Wastell has built the shelves for the phone box and will fit them in the next fortnight, weather permitting. It was agreed that the Christingle service can go ahead on 20 December. It was noted that there will be socially distanced carols on the green on 16 December. There have been many positive comments about the new lights on the trees on the green.
- f. **Repairs to the village clock.** The repairs are due to be carried out on 18 December. Councillor Tate will attend if available to support the repair company.

## 6. Planning applications.

The following applications have been received by RPC. Full details of any responses are available on [www.hambleton.gov.uk/homepage/16/planning](http://www.hambleton.gov.uk/homepage/16/planning)

- a. 20/02246/FUL 7 Langbaugh Road, Hutton Rudby. Single Storey side extension, front and rear canopy extensions, raising of roof height to provide accommodation at first floor level including dormers and roof lights. The Council opposed the application.
- b. 20/02262/FUL The Cedars, 13 Hundale Road Hutton Rudby. Retrospective application for change of use of land for relocation of domestic boundary fence to allow for extension of rear garden to encompass part of Hundale Gill, culvert of gill and application of rubble and decking over gill. The Council opposed the application.
- c. 20/02281/FUL 4 The Wynd, Hutton Rudby. Application for a two-storey extension to the side of the existing dwelling house as amended 6 November 2020. The Council recommended approval subject to comments on a window being obscured and parking.
- d. 20/02428/FUL. The Cottage Hall Gardens, Skutterskelfe. Retrospective approval for the removal of a section of boundary wall and insertion of new reclaimed brick piers and powered timbered access. The Council recommended refusal and requested reinstatement.
- e. APP/G2713/W/20/3260334 Land west of Hill Top, Blue Barn Lane, Hutton Rudby. Appeal against refusal of application 20/01349/OUT outline permission for two dwellings.
- f. 20/02474/FUL and 20/02475/LBC The Bay Horse, Hutton Rudby. Application and listed building consent for landscaping to the garden to include terracing, covered structure, pergola, external bar, sculptural pond. The Council recommended approval subject to comments on potential noise, light and visual impacts on neighbouring residential properties, and increased demand for parking around the Village Green.
- g. 20/02507/CAT White Gables, 2 Wynd Close, Hutton Rudby. Proposed works to a tree in a conservation area - remove a large conifer from the front garden. The Council recommended that HDC should seek a Tree Preservation Order.
- h. 20/02473/MRC and 20/02698/LBC The Bay Horse, Hutton Rudby. Application and Listed Building Consent for variation of condition 2 (approved drawings) to application reference 19/02060/FUL. The Council recommended approval subject to comments on potential noise, light and visual impacts on neighbouring residential properties, and increased demand for parking around the Village Green.
- i. 20/02499/FUL Orchard House, 25 Doctor's Lane, Hutton Rudby. Application for the construction of a single storey rear extension and alterations to the front porch. The Council recommended approval.
- j. 20/02530/FUL 5 Langbaugh Road, Hutton Rudby. The Council recommended approval.
- k. 20/02573/FUL 19 Woodside, Hutton Rudby. Two storey side extension.
- l. 20/02628/CAT Wynd House, the Wynd, Hutton Rudby. Works to tree in a conservation area.

## **7. Reports from County and District Councillors.**

Councillor Hugill reported that there has been a roll out of the COVID-19 vaccine in a small number of locations. There are restrictions on transport and storage of the vaccine and logistical issues over bringing people to the vaccine. Rollout is expected to accelerate in the New Year. Sadly two North Yorkshire residents have died. NYCC's COVID-19 rate is below the national average and Hambleton is particularly low. Scarborough currently has the highest rate within the County.

Proposals have gone in relation to the proposed re-structure. It has been confirmed that if the NYCC proposals are accepted then any reserves will be spent in the district they come from, but it is expected that most will be spent before the vesting date.

NYNET, who provide superfast broadband, have delivered to another 15,000 properties, some in outlying areas. This is a wireless process for hard to reach areas.

The re-surfacing work on Doctor's Lane is scheduled for 2021 but there is no date yet.

## **8. Finance.**

Quarterly accounts. Employer's summary October 2020. Councillor Thompson said that it was necessary for him to go to the bank to stop a cheque for Tees River Trust which they had lost. We have now issued a cheque for the full amount so everything should balance again in the next quarter.

## **9. Councillor resignation and appointment of new Councillor.**

The Clerk will advertise the vacancy in the next few days. Due to the Christmas break it was agreed to give residents until the third week of January to apply with a view to holding interviews if needed in early February.

## **10. Trees for Tomorrow – report and request for further planting.**

Councillor Thompson proposed that Councillor Simpson be permitted to plant further trees on Sexhow Lane down to the water splash, and that the budget be increased to £1250 plus VAT for this year. Seconded by Councillor Mortimer, all in favour.

## **11. Decisions of Hambleton District Planning**

- a. 20/02023/FUL Application for a single storey extension to side and rear of the dwelling house as amended 9 October 2020 at The Gas Cottage Skutterskelfe. Granted. Noted.
- b. Email from HDC dated 25 November 2020 regarding registration of new dwelling plot 4 OS field 2719 Stokesley Road Hutton Rudby. Noted.
- c. 20/01979/MRC Application for the variation of Condition 3 (housing mix) relating to planning application 19/02068/OUT - Application for outline planning permission with access and scale to be considered (all other matters reserved) for a residential scheme of five dwellings. Granted. Noted.

**12. Accounts**

YLCA New Clerks Training 18 September 2020	£ 48.00
Care for Our Village tubs and sand for War Memorial	£ 33.98
NLS contracts Ltd burial ground drainage/excavation	£432.00
GGN Sportscare hedge cutting and removal of low branches at Sports Area	£270.00
Festive Lights lights for trees on the village green	£898.88
Festive Lights lights for trees on the village green	£ 65.92
cpc additional materials for the lights for trees on the village green	£118.88
Station Software security	£ 43.20
Clerk pay November 2020	£587.77
Maynards Christmas tree for the village green and delivery	£360.00

**Money received**

Scouts Remembrance Day wreath	£19.00
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**13. Correspondence**

- a. Email North Yorkshire Police. Training on Black Friday and Cyber Monday dated 5 November 2020. Noted.
- b. Email from Councillor Fortune regarding unitary authority submissions dated 6 November 2020. Noted
- c. White Rose House update 6 November 2020, 20 November, 7 December. Noted
- d. Email from resident with poster for quilt project dated 13 November 2020. Noted
- e. Hambleton weekly briefing 13, 20, 27 November 2020. Various Covid financial support schemes are available. HDC is offering free parking from 2 December to 3 January. Noted
- f. Email from Kidz nursery dated 16 November 2020. Road safety posters. It was agreed that the posters would be displayed on the website and notice boards for a couple of weeks.
- g. Email from a resident dated 17 November 2020. Drainage at burial ground. Noted
- h. Email Keane Duncan Ryedale Council re local government reform 17 November 2020. Noted.
- i. YLCA councillors' discussion forum email 23 November 2020. Noted.
- j. Email Stockton BC dated 25 November 2020 regarding closure of Middleton Lane for three weeks from 30 November 2020. Noted.
- k. YLCA training programme 27 November 2020. Noted.
- l. NALC Chief Executive's bulletin 27 November 2020. Noted.
- m. Email from Scorton Parish Council re consultation on vehicle activated speed signs 1 December 2020. Noted.
- n. Email Civic Voice regarding charettes consultation 2 December 2020. Noted.
- o. RSN Rural Funding Digest 2 December 2020. Noted.
- p. YLCA Councillors' forum 10 December 2020. Noted.
- q. NALC consultation of standards in public life dated 4 December 2020. Councillor Collingwood proposed that we do not comment, seconded by Councillor Foden, all agreed.
- r. YLCA response to a request for residents to be able to erect Christmas lights on the Green. Noted.
- s. Email from NYCC dated 7 December 2020 regarding consultation for budget setting. For a decision. Councillor Collingwood proposed that we do not comment, seconded by Councillor Foden, all agreed.
- t. NALC guide on community business dated 8 December 2020. Noted.

There being no further business, the meeting closed at 20.58.