

**MINUTES OF THE REMOTE MEETING OF RUDBY PARISH COUNCIL TO BE HELD ON MONDAY
11 JANUARY 2021 at 7.15pm**

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

1. **Apologies for absence.** Councillor Bridget Fortune.
2. **Minutes of the meetings held on 14 December 2020.** Cllr Mortimer said that Broadacres had been sent the draft minutes as a matter of courtesy and had suggested various amendments. Councillors have the option to propose to refuse all the suggested amendments; to agree all the suggested amendments; or to agree some of the suggested amendments. The first option was proposed by Councillor Collingwood, seconded by Councillor Simpson, and supported by one other Councillor. The second option was proposed by Councillor Jopling, seconded by Councillor McCluskey. Councillor Foden proposed that all the amendments be agreed, save that the explanatory section added in red to correct a misunderstanding that the housing figures referred to were gross and not net should stand. This was a point that had been clarified by Councillor Simpson at the meeting on 14 December 2020 in any event. Seconded by Councillor Mortimer and supported by three others. For the avoidance of doubt Councillor Mortimer used his casting vote as Chairman and it was Resolved accordingly.

3. **Meeting open to the public.** Zoom Meeting ID: 845 1311 6770 Passcode: 923843

No members of the public wished to speak. Meeting closed to the public.

4. **Police Report and Neighbourhood Watch.** Report received dated 9 January 2020. Three incidents reported, two of which were Covid related. Noted.

5. **Matters arising.**

- a. **Neighbourhood Plan**

Councillor Mortimer confirmed that expenditure to date is around £16,000, £86.40 will need to be returned before applying for a grant for the next stage. Councillor Mortimer circulated a paper from the Secretary of State for Housing, Communities and Local Government, Robert Jenrick which seems to be in line with existing Hambleton policies.

There have been some exchanges of emails with Andrew Garrens of Broadacres but as yet there has been no confirmation as to whether the sites Broadacres are promoting can be split. In response to a question from Councillor Jopling, Councillor Mortimer suggested that the Parish Council should speak to the landowners directly if the

feedback was that they did not want to split the sites, before looking at any other options.

With regards to the proposed public consultation phase this is not a statutory requirement but is strongly the preference that it should be done. It is seen as the most effective way of engaging with as many members of the Parish as possible. No decision will be made on alternatives for at least a couple of months by which time there should be a better idea of the effectiveness of the vaccine and extent of the rollout.

b. Footpaths

Chappies Field – the landowners have responded to NYCC questioning the location of the footpath – discussions are ongoing and NYCC are managing the process.

The Pathkeepers' project has been suspended during lockdown and all volunteers have been informed.

Concerns have been raised about the narrowness of the footpath near the Spar. There may be an issue over the location of the fence on one side as well as the hedge having grown on the other side. Councillor Collingwood will draft a letter to both landowners to try to get the matter resolved amicably in the first instance.

Councillor Tate drew attention to what is thought to be a green lane, running from Tame Bridge towards Hutton Rudby, on the other side of the road from the lake. The landowner has recently put gates across the entrance although there is still pedestrian access. Councillor Collingwood requested the OS reference from Councillor Tate so that it can be referred to NYCC for any necessary action.

c. Village Hall and Play Area

The Council paid tribute to John Bennett who sadly died just before Christmas. He was highly active in the village hall management as well as other activities and will be a great loss to the community.

Due to Covid 19 there has not been a village hall management committee meeting for a while.

It was agreed that if possible, there should be a noticeboard at the Village Hall which can be used by both the village hall and the Council. The current one is not large enough. Councillor Collingwood and the Clerk will look at sizes and location in discussion with the Village Hall management committee, together with the work already being done on getting a new board at the Spar.

d. Sports Area – repairs to equipment, security gate, health and safety notices, s106 funds

The galvanised gate is in situ and looks very good. There is a gap between it and the nearest boulder so another boulder may need to be moved in between them.

At least one new bin is needed and another one needs to be relocated – Clerk to contact Hambleton DC for the installation process and quotes for a bin at the Sports Area and possibly another one at the top of Linden Crescent.

Councillor Tate will put together a quote for the football equipment and anything else needed.

e. Village Green

The Christmas lights were very well received with lots of positive comments from residents. Many thanks to Councillor Tate who spent a lot of time putting up the new lights on the trees around the Green and to Councillors Jopling, Simpson, Tate and Thompson who installed the lights on the Christmas tree, with much appreciated support from Gary Wilson and Jack Charlton.

Councillor Simpson is awaiting the final quote from A Hill & Sons, a millennium oak should be planted soon.

The Clerk will seek advice from Hambleton District Council with regards to the work that needs to be done to the phone box to include planning the door, filling in the holes in the main structure, re-sealing the glazing bars and making good or replacing the closer before shelving can be fitted. A specification can then be properly drawn up with a view to completing the work by the summer.

f. Repairs to the village clock.

It was agreed to draw up a specification to create a safe route to the clock and for occasional use for access to the roof. The scope is to include examining the joists to ensure that they are sufficiently strong to bear the weight of any boarding.

6. 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

- a. 20/02573/FUL 19 Woodside, Hutton Rudby. Two storey side extension. The Council recommended approval subject to issues with the plans being resolved and compliance with recommendations on a bat survey. Noted.
- b. 20/02499/FUL Orchard House, 25 Doctors Lane, Hutton Rudby. Application for construction of a single storey rear extension and alterations to the front porch entrance. The Council recommended approval. Noted.
- c. 20/02628/CAT Wynd House, the Wynd, Hutton Rudby. Works to trees in a conservation area. The Council recommended approval. Noted.
- d. 20/02830/HNA Middleton Grove Farm, Middleton on Leven. Application for removal of 365m of hedgerow. Much of the hedge had already been removed before the application had been considered. The Council alerted HDC and requested that the work be stopped pending an investigation and possible enforcement and remediation. Works suspended and no more work to be done until assessment of hedge can be carried out. Noted.
- e. 20/02682/LBC Ober Green South, Campion Lane, Hutton Rudby. Application for listed building consent for replacement of existing (non-original) window in extended element of property. The Council recommended approval. Noted.
- f. 20/02764/FUL Stoneridge, The Grove, Hutton Rudby. Application for single storey extension to the side of the existing house and chimney stack to gable. The Council recommended approval. Noted

7. Reports from County and District Councillors.

County Councillor Hugill confirmed that work is currently being done on the proposed budget for the next financial year. The current deficit is £82 million although new ways of working to include extra home working have already identified £1m of savings and there are plans to reduce the deficit down to around £32 million. NYCC is in fact better placed than most Councils currently due to strong financial management in previous years.

Salting and gritting has been carried out on Priority 1 and 2 routes but has been less effective where there is less traffic. There is a community gritting partnership which villages can run with support from NYCC so that pavements can be gritted by volunteers in the village if that would be of interest to residents.

The local government review is still due to go ahead in April. It is not yet known if this will change due to Covid 19 restrictions.

8. Finance.

Employer's summary December 2020. Noted.

3rd quarter accounts have been prepared in draft but bank statements are needed so that they can be checked together. No response yet from Barclays about moving the account online.

9. Councillor resignation and appointment of new Councillor.

No applicants to date. It was Resolved to move the deadline to the end of January. Councillors will encourage any contacts and others to apply. Councillor Foden will put a message on Facebook.

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

Councillor Simpson will chase Hill & sons for the outstanding quote. A decision on planting at the burial ground to be deferred until we are sure that the drainage has been resolved.

11. Climate emergency seminar, pilot programme, Climate and Ecological Emergency Bill.

Councillor Simpson attended the online seminar which had a useful list of actions that Councillors can take. The Neighbourhood Plan can also support some of the actions. The aim is to enable and encourage residents which is compatible with what the Council has been striving for.

Councillor Simpson had circulated a report on a useful seminar with a list of actions that Councils can take, and said we need to go through them, and see what we can pick up. The NP can help.

There is no information as yet from the pilot programme but Councillor Simpson will circulate the packages when they start to come through.

There was a discussion about the Climate and Ecological Emergency Bill and whether the Parish Council should support it. Although there were some reservations about the title of the Bill the consensus was that its principles are sound and Councillor Simpson proposed that it should be supported. Seconded by Councillor Mortimer, all Councillors were in favour.

12. Planning future activities and allocation of Councillors to each task.

Councillor Simpson had drawn up a list of activities and Councillors agreed to be allocated to the various tasks. At least two councillors or councillor/clerk should be allocated to each item to ensure that all knowledge is not lost if someone leaves. Priorities for this year are the burial ground, the phone box, and the area near the old mill by the river (wall and planting) because the money has already been allocated.

There was a discussion about the village event and whether it could go ahead. It will not be possible to hold it in June, but the Council would like to arrange something later in the year if the situation allows. It was agreed that no decision will be made until the April meeting by which time there should be a better sense of whether large group activities will be possible. If nothing else it would be good to organise something for those at lower risk.

13. Decisions of Hambleton District Planning

- a. 73/010013389908/CONFIRM confirmation of registration of the address at The Granary, Hutton Grange, Garbutts Lane, Hutton Rudby, TS15 0DT. Noted.
- b. Diversion of Footpath no. 10.123/4, Blue Barn Farm, Blue Barn Lane, Rudby. Deadline for objections is 29 January 2021. Noted.
- c. 20/02418/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 timber access gate. Approved. Noted.

14. Accounts

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|---|-----------|
| Tees River Charitable Trust | £10845.00 |
| SDH Engineering Services supply and fitting of galvanised gate to sports area | £ 816.00 |
| SLCC training – ILCA course | £ 118.80 |
| Stephen Johnson works to tree in the Play Area 17 December 2020 | £ 780.00 |
| KVA Planning attendance at two meetings | £ 100.00 |
| A Hill & Sons invoice for Trees for Tomorrow planting | £ 1356.64 |
| YLCA Climate emergency webinar attended by Councillor Simpson | £ 15.00 |
| Supply of new defibrillator pads | £ 37.00 |
| Smiths of Derby new ARU board and motor to the millennium clock | £ 780.00 |
| HMRC payment for 3 rd quarter | £ 675.87 |
| Clerk pay December 2020 | £ 587.77 |

Money received

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| a. Allotment rents | £ 90.00 |
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15. Correspondence

- a. Correspondence regarding planned Christingle Service on 20 December 2020 at 3pm. Noted.
- b. Email from HDC regarding the census on 21 March 2021. Noted.
- c. HDC update 11 December 2020. Noted.
- d. YLCA training in January and February 2021. Noted.
- e. Email from resident dated 11 December 2020 regarding Broadacres proposals item on agenda for meeting on 14 December 2020. The clerk gave additional information. Noted.
- f. Email from resident regarding speeding in Skutterskelfe dated 14 December 2020. Clerk has responded. Noted.
- g. Email from the Police Fire and Crime Commissioner dated 14 December 2021. Noted.
- h. Email from resident dated 15 December 2020 regarding Council meeting on 14 December 2020. The Clerk replied. Noted.
- i. Email Helen Conlon dated 15 December 2020 regarding local plan process and timetable. Noted.
- j. NALC coronavirus update dated 15 December 2020. Noted.
- k. Confirmation Certificate of Registration for An Existing Property at The Granary, Hutton Grange, Garbutts Lane, Hutton Rudby, TS15 0DT dated 15 December 2020. Noted.
- l. Email North Yorkshire Police dated 17 December 2020. Noted.
- m. Hambleton District Council Making a Difference Grants email 17 December 2020. The Clerk will see if there is any scope for funding the work to the phone box. Residents can also be made aware via Facebook. Noted.
- n. Email from North Yorkshire police on parcel delivery scams dated 17 December 2020. The Clerk put an item on Facebook about this. Noted.
- o. Civic Update 18 December 2020. Noted.
- p. North Yorkshire Now newsletter dated 18 December 2020. Noted.
- q. White Rose update 18 December 2020 . Noted.
- r. Email North Yorkshire Police regarding a survey on budgeting for 2021. Noted.
- s. Email YLCA dated 4 January 2021 regarding Councillors' forum on 7 January 2021. Noted.
- t. Hambleton DC weekly briefing dated 4 January 2021. Noted.

There being no further business the meeting finished at 9pm.

MINUTES FOR THE REMOTE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 8 February 2021 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. 3 members of the public.

1. Apologies for absence: Bridget Fortune.

The Chair welcomed everyone to the meeting. There was a reminder that the public are only able to speak when the meeting is open to them under item 2b and not at any other time during the meeting. Disorderly conduct will not be tolerated. The Council does not video its meetings.

2a. Minutes of the meetings held on 11 January 2021. Councillor Mortimer proposed they be approved, seconded by Councillor Voke, all in favour.

2b. Meeting open to the public. Zoom Meeting ID: 869 2159 8400 Passcode: 359727. There were three members of the public in attendance. None wished to speak. The meeting was closed to the public.

3. Police Report and Neighbourhood Watch. 6 incidents were reported in the last month. Two related to COVID-19, there were two thefts, one residential and one commercial.

4. Matters arising.

a. Neighbourhood Plan. Councillor Mortimer confirmed that costs to date to date are £16,071 of which only £116 has been charged to the Parish precept. The second locality grant has been signed off and a further application for £1,600 has been approved. Additional costs to completion are estimated at £5,124 to be funded by £1,600 awarded by Locality, £1,644 unspent balance of HDC grant, £1,801 additional application to Locality and £79 from the Parish precept.

Correspondence has been received from a resident asking for an update on green space allocation, Councillor Mortimer has replied. As part of the Local Plan process there will be an additional hearing on green spaces. The Parish Council will make representations at the hearing. HDC have identified a marginal increase needed to the housing needs assessment so the allocations to date are adequate; a change of strategy is unlikely

The Local Plan contains some additional evidence on the traveller housing needs and site capacities which may be of relevance to future planning applications in the Parish.

There has been further correspondence with Broadacres who asked the Parish to reconsider its decisions from the December meeting. It was agreed that there is no need to do so. The decisions do not tie our hands in terms of numbers of houses for the Paddocks End site which is now the main issue. Broadacres believes that the figures put

forward in the draft NP are not viable. A meeting has been requested to get some more details on their costings and evidence. It is accepted in principle and subject to suitable evidence that there may need to be some trade off on numbers on the Paddocks End site to make the project viable. It was agreed that the ongoing discussions are a positive development and Councillors confirmed that they would like to reach an agreement if possible.

b. Footpaths.

Chappies Field. Councillor Collingwood reported that there have been several messages from residents and a number Councillors have also been approached directly. Parishioners are disappointed that no notice was given, the fence is in wrong place, the path is too narrow and unsafe, and they have also questioned why barbed wire has been used. Councillor Collingwood said that there is a balance between people using the public right of way and the landowner implementing measures to protect his property. There are reports of at least one person damaging their jacket on the barbed wire. The fence was erected on 20 November. The landowners have said that there is an intention to put livestock in the field but the hedges around the field are not conducive to that. It is the same landowner who did not repair the bridge at another point further along the public right of way. In the end that work was carried out by a member of the public in his own time and at his own expense. Andy Brown of NYCC is investigating matters but the landowner has said that he believes that the fence is fine as it is. The landowner is also challenging the route of the public right of way by way of a Land Registry search. NYCC can forcibly remove the fence but is looking for an equitable solution. It was agreed that Councillor Collingwood will go back to NYCC to emphasise all these points and to ask for a timeline. It was agreed that if matters are not resolved before the growing season the path will become completely impassable, it is dangerous now.

River footpath. Emergency work was carried out by Gary Wilson and Jack Charlton following the recent flooding and have made a great job of it. A longer-term solution is needed to improve the river flow, this will require expert advice. Councillor Jopling will develop a proposal to be carried out in the summer.

Councillor Jopling suggest that stones and retaining boards should be put along the path between Sexhow and the Wynd. He has asked for a quote and will ensure that the work does not obscure the manhole cover. It is possible that a blockage in that drain may be causing the flooding that occurs from time to time on the Wynd.

Councillor Clifford said that the main drain runs down the river path then goes under road. The manhole cover gets blown off and sewage comes out during heavy rains. A resident has contacted Northumbrian Water to see if there is anything that can be done. Councillor Mortimer proposed that the decision to carry out emergency work be ratified, seconded by Councillor Tate – all approved.

Footpath at the Spar. Councillor Collingwood confirmed that the Spar have agreed to investigate, and it is hoped to be able to move forward with them soon.

- c. **Village Hall and Play Area.** No meetings have taken place. A copper beech tree has been planted.
- d. **Sports Area.** The quote for the repairs to the equipment has been agreed and the work should be carried out soon. The BMX track needs some repair work. Councillor Jopling volunteered to organise this. The proposed health and safety notices were agreed. There has been a report of drugs use at the sports area; this has been reported to the police who have been asked to carry out extra patrols.
- e. **Village Green.** Various areas of damage have been noted, caused in part by the time of year and in part by the larger than usual numbers of delivery lorries. It was agreed to monitor the damage. More areas of grasscrete could be created but it would be better to avoid this if possible. Some levelling work and grass seed may be needed. Some boys had carried out a litter pick around the green without being asked and the Council formally noted its thanks and appreciation.

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

- a. 20/02735/FUL 18 Hundale Road, Hutton Rudby. Single storey extension to front elevation. The Council recommended approval subject to comments on fire escape and planting. Noted.
- b. 20/02798/FUL and 20/02799/LBC Linden Grange, Hutton Rudby. Replacement of single storey flat extension roof addition with single storey pitched roof structure and glazed infill. The Council recommended approval. Noted.
- c. 21/00043/FUL Skutterskelfe House, Skutterskelfe. Proposed double storey and single storey extensions to existing dwelling. The Council recommended approval. Noted.
- d. 21/00034/FUL Indian Farm, Middleton on Leven. Change of use of land to equestrian for the purposes of an outdoor horse arena and construction of a timber stable block consisting of x3 stables, tack room, storeroom and storage area for private use only. The Council recommended approval subject to conditions on 1. it being for private use only; 2. to require that area is not illuminated and 3. stable block lighting is approved by HDC to minimise adverse impacts on the environment. Noted.
- e. 20/02846/FUL Hunter Hill, Skutterskelfe. Change of use from home office to holiday accommodation. The Council recommended refusal.

- f. 21/00078/MRC Oakwood Farm, Tame Bridge. Application for variation of condition 4 (caravan numbers - to increase the caravan numbers from 2 to 5) to application 16/00522/FUL for Change of use of land to a private gypsy site and new access and the siting of a caravan and tourer (granted on appeal reference APP/G2713/W/16/3165207).

6. Reports from County and District Councillors.

Councillor Hugill confirmed that the Chappies Field issues are with the legal department.

With regards to damage around the green he acknowledged that there is a lack of car parks and it is sometimes possible to increase provision in conjunction with housing developers where appropriate.

Judy Power of the Living Leven Project has offered to come and speak at a meeting.

NYCC is busy with snow and floods, the land is saturated. The Highways department have improved their communications, so it is easier to see where they are working.

Council tax will be decided next week and a small increase is inevitable plus 3% to cover adult social care.

There was a discussion about water on the Stokesley Road due to blocked gutters caused by debris from the building plots. Agreed that Councillor Hugill will make Highways aware of the problem and the Clerk will also write to them. Councillor Tate requested that drains around Skutterskelfe should also be cleared out.

7. Finance.

Employer's summary January 2021. Noted.

3rd quarter accounts. Councillor Thompson was thanked for all his hard work preparing these. Councillor Thompson proposed that they be agreed, seconded by Councillor Foden, all agreed.

8. Co-option of new Councillor - to decide on the process and timetable.

Councillor Foden confirmed that there have been five applications which is brilliant. Due to current restrictions, it will not be possible to hold a physical meeting so the other options are to delay a decision, to do it as a paper exercise or to hold a Zoom meeting. It was agreed to offer the candidates a chance to attend a Zoom meeting but that all will be considered if they do not wish to attend a meeting. The meeting will take place on Wednesday 17 February at 7.15pm.

9. Activities list - updates and decisions needed on funding and progressing the relevant items.

There was a review of the activities list. The following items required an update or action:

- a. **Care for Our Village** – some additional volunteers have come forward, but more volunteers are needed particularly as we move into spring and plant up the planters.
- b. **Environment** - Councillor Simpson hopes to bring a potential climate action plan to the next Council meeting.
- c. **Linen Mill wall and landscaping** – the aspiration is to improve the whole area possibly with a view to creating a picnic area. However, work to the old mill wall needs to be completed first. It is a heritage feature and needs to be done sympathetically. It is likely to be a big project which will require scaffolding and specialist knowledge. Councillor Foden will put together a brief with a view to obtaining quotes. This is a project that the Living Leven project may also be able to help with.
- d. **Speedwatch** – on hold for now due to the time of year, Covid restrictions and a lack of volunteers.
- e. **Trees for Tomorrow** – trees have been planted in Middleton-on-Leven, Skutterskelfe, Deepdale, the cricket club, on the Green, and at the Village Hall. The only one outstanding is the Burial Ground which will be done once drainage has been resolved.
- f. **Burial Ground** – the ditch at the back of the new burial ground is flowing freely. Specialist advice needed on fitting grids to the culverts and ensuring that the drainage complies with burial ground regulations.

10. Decisions of Hambleton District Planning

None. Noted.

11. Accounts

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| Screwfix 2 gang 13A DP Outboard socket | £ 9.99 |
| KVA Planning meeting on 3 February 2020 plus travel | £114.80 |
| Groundwork UK end of grant balance | £ 86.40 |
| Clerk's pay January 2021 | £587.77 |

Money received

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| Northern Powergrid amounts payable under Wayleaves agreement | £ 11.50 |
| Allotments rents | £190.00 |

12. Correspondence

- a. North Yorkshire Police “Ask the Experts” online event in support of Safer Internet Day 9 February 2021. Noted.
- b. Email from North Yorkshire Youth 8 January 2021 offering to support youth led projects. This is a good initiative but not one that the Council had the resources to support. Agreed to put something on Facebook to see if there are others in the village who might be interested in taking it further. Noted.
- c. North Yorkshire County Council Covid 19 update 8 January 2021. Noted.
- d. White Rose update and training bulletin dated 11, 22 January 2021. Noted.
- e. YLCA training bulletin 15,29 January 2021. Noted.
- f. CPRE notice of an online meeting and proposed changes to the constitution dated 12 January 2021. It was agreed that the Parish Council would not participate. Noted.
- g. Letter from the Chairman of NALC dated 12 January 2021. Noted.
- h. Police notice of scam dated 13 January 2021. Noted.
- i. YLCA confirmation dated 14 January 2021 of local elections going ahead on 6 May 2021. Noted.
- j. Email from resident dated 16 January 2021 regarding speeding in Skutterskelfe. The Clerk responded in writing. Noted.
- k. CPRE dark skies star count 2021 6-14 February 2021. Noted.
- l. Email dated 19 January 2021 regarding Hambleton Heroes, deadline 1 March 2021. Noted.
- m. NALC Building Back Resilient Communities forum 25 March 2021. Noted.
- n. NALC Why representation in local councils matters forum on 23 February 2021. Noted.
- o. HDC weekly briefing 15, 22, 29 January 2021. Noted.
- p. BHIB notice of FCA judgment on refusal of Covid cancellation insurance dated 21 January 2021. Noted.
- q. Community First Yorkshire email regarding Village Halls Week 2021 to take place 25 to 29 January 2021. Noted.
- r. Notice of the Police Commissioner’s accountability meeting on 26 January 2021 at 1.30pm. Noted.
- s. NALC email 25 January 2021 regarding the right to regenerate consultation, responses needed by 25 February 2021. Noted.
- t. Email from NALC dated 27 January 2021 regarding right to hold remote meetings after May 2021. Noted.
- u. NYCC notice of road closure of South Side from 30 January to 3 February 2021. Noted.
- v. YLCA website update 29 January 2021. Noted.
- w. Tees River Trust Living Leven Project development dated 29 January 2021. It was agreed that they should be invited to a future meeting to discuss what is available.

There being no further business the meeting was closed at 8.40pm.

MINUTES OF THE REMOTE MEETING OF RUDBY PARISH COUNCIL HELD ON Wednesday 17 February 2021 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.

Candidates for co-option: Sallyann Hewitt (joined the meeting at 7.28pm), John Saxton, Richard Webster.

Meeting open to the public. Zoom meeting ID: 876 2284 1633 Passcode: 462416

- 1. Apologies for absence.** None.

- 2. Co-option of one Councillor to fill vacancy in Rudby.**

The Chair introduced the councillors and explained the process – the Councillors have already read the statements submitted by the candidates. The candidates were invited to address the Council with anything else they wished to add. Both Richard Webster and John Saxton did so. The clerk read out the submission from Sallyann Hewitt. Just as the Chair was adjourning the open meeting to enable the Councillors to consider the options Ms Hewitt joined the meeting and also addressed the Council.

The meeting was adjourned at 7.34pm. Once again it was felt that there was a very strong field and any of the candidates would be suitable for appointment. It was agreed that the unsuccessful candidates should be asked to join the register of volunteers and to be given the opportunity to participate in help with future events or working parties.

The Councillors returned at 8.01 pm to vote. Mr Saxton and Mr Webster re-joined the meeting.

The candidates were thanked again for putting themselves forward.

Councillor Thompson nominated John Saxton, five other councillors voted in favour. This being an absolute majority Mr Saxton was invited to become a Councillor and having accepted was formally co-opted on to the Council.

There being no further business the meeting concluded at 8.04pm.

**MINUTES OF THE REMOTE MEETING OF RUDBY PARISH BURIAL BOARD HELD ON MONDAY 8
MARCH AT 7.15PM**

In attendance: Councillor E Foden (chairman), Councillors K Clifford, A Collingwood, T Jopling, A Mortimer, D Simpson, S Tate, N Thompson, A Voke, County Councillor D Hugill, District Councillor Fortune, one member of the public.

1. Apologies for absence. Councillor McCluskey. The Chair welcomed John Saxton as a new Councillor.

2. Drainage of Burial Ground.

The drainage ditch at the back of the new burial ground continues to work well. The Council has been given conflicting advice on what further steps if any are needed. After discussion it was agreed that to seek specialist advice to make sure that we do not put the water course at risk. Clerk to find specialist contractors that can be approached.

3. Resignation of burial contractors and appointment of new contractors.

The mechanical digger used by the current grave diggers has broken and will not be replaced. They are now dependent on being able to hire a digger which may restrict their availability and will also increase costs.

There was a discussion as to whether funeral directors should be asked to organise grave diggers or whether RPC should continue to instruct the grave diggers directly. It was agreed that for now we will continue to organise the grave digging although that may need to be reviewed in the future. It was agreed that the Clerk will draw up a protocol setting out our requirements and we can then seek tenders. Ideally, we need a local contractor who is reliably available at short notice.

4. Review of burial fees.

The Clerk and Councillor Thompson have made some initial enquiries. Our current charges are significantly lower than other local burial grounds. Any new contractors are likely to charge more than we have been paying. Fees are usually reviewed in October. It was agreed that the fees must cover our costs, to include grave digging, the maintenance and management of the burial ground and other associated costs.

**AGENDA FOR THE REMOTE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 8
March 2021 FOLLOWING THE ABOVE MEETING**

In attendance: Councillor E Foden (chairman), Councillors K Clifford, A Collingwood, T Jopling, A Mortimer, D Simpson, S Tate, N Thompson, A Voke, County Councillor D Hugill, District Councillor Fortune, one member of the public.

1. **Apologies for absence.** Councillor McCluskey.
2. **Minutes of the meetings held on 8 and 17 February 2021.**

Councillor Mortimer proposed that both minutes be approved, seconded by Councillor Simpson, all in favour.

Meeting open to the public. Zoom Meeting ID: 899 6016 7133 Passcode: 369281

The member of public had no comments. The meeting was closed to the public.

3. **Co-option of new Councillor.** Councillor Saxton was congratulated on his appointment and was welcomed to the meeting.
4. **Presentation by Living Leven project followed by questions and answers (THIS WAS HEARD BEFORE THE BURIAL BOARD MEETING).**

Judy Power of Living Leven introduced herself and gave a very interesting presentation. The Leven has the potential to be a good trout and salmon river but currently has one of the highest levels of sediment of any river in the country. The project aims to address water quality concerns and make it somewhere people can spend time recreationally. The aspiration is to create a legacy of sustainability, it is a good fit with both regional and national priorities and links in with other initiatives. The next two years will be spent gathering information and planning to make sure it is fit for purpose before starting work in April 2023 with a view to completing in 2028, although the scope of the project may be increased. Estimated cost is £4.5m. Work will include facilitating migration and habitats of fish and other species, controlling the river flow with natural measures to avoid flooding, supporting farmers to be able to provide high quality accommodation for visitors and to develop best practice management of wetlands, educating visitors on the ecology of the river, and teaching them how to behave responsibly in the countryside.

The initiative was welcomed by Councillors. The river is an important asset to the village. Councillors identified trees in the river as potential hazards and noted the amount of sediment washed up onto footpaths during recent flooding. Anything that can be done to improve the quality and longevity of footpaths would be very welcome. Judy agreed to share the outcome of the survey to be done to identify pinch points and particular areas of concern. Any ideas or suggestions are welcome. Councillor Fortune said that the project should look at the numbers of septic tanks that run close to the river and cause effluent to flood into the river at time of heavy rain – this may be something that needs to be addressed with the Environment Agency with a view to installing proper drainage.

5. **Police Report and Neighbourhood Watch.** A report was sent on 8 March. There are several NHS phone scams circulating. Residents are reminded that the NHS does not charge for vaccines. The report was noted.

6. **Matters arising.**

a. **Neighbourhood Plan.**

Councillor Mortimer advised that the most recent grant has been received. £50 has been spent on the cost of KVA Planning at a steering group meeting. There is an agreement in principle to meet with Broadacres. The steering group has provided its feedback to Broadacres. There are lots of positives in the Broadacres proposal at Paddocks End; there are also a few unknowns but that is to be expected at this early stage and should not be seen as negative. It is hoped to be able to start planning for the consultation process by early May with a view to holding the consultations in mid-June. By then the Local Plan examination process will be substantially completed and that should also give time to reach a resolution with Broadacres. The Local Plan evidence on traveller sites has now been published and RPC will be responding to the consultation.

b. **Footpaths.**

Footpath near the Spar – Councillor Collingwood had a helpful site meeting with Spar management who have agreed to restore and maintain the width of the path to 1m. It has been referred to Arietty and Andy Brown at NYCC for information and to follow up if needed.

Pathkeepers – Due to Covid-19 restrictions it has not been possible to resume this project nor is it clear when it will be able to be done, although individuals may be able to carry out localised pruning in due course. One main area identified as needing future work is in the valley between Hutton Rudby and Crathorne.

Chappies Field – Councillor Collingwood has contacted Arrietty at NYCC and has been informed that the person who confirmed that they had erected the fence is now saying that they are not legally responsible for it. Andy Brown of NYCC has confirmed via the Land Registry who is legally responsible and has written to them. If the correct public right of way is not restored an enforcement notice will be served. The path is not currently safely passable. Councillor Hugill reported that he had spoken to Mr Jake Preston. Councillor Hugill made it clear to Mr Preston that it is not a safe route, in particular the barbed wire and the exposed roots and brambles need to be remedied urgently. He has also raised the installation of the stile, as this makes the public right of way less accessible, and that the path no longer follows the public right of way, as well as being less than the minimum legal width. Mr Preston has said that there was previously a stile. Councillors noted that there has not been one for many years, and the height of the stile installed is difficult for less able residents and older dogs; Councillors would like to see its removal or re-design. Councillor Hugill will pursue matters further with Mr Preston, Andy Brown and the NYCC legal department. The Councillors unanimously agreed that RPC fully supports NYCC in

restoring the path to the correct legal position and for the path to be made accessible, safe, and useable by residents.

Footpath from the Wynd to Sexhow – Councillor Jopling has obtained a quote of £900 plus VAT to finish off the path, seconded by Councillor Voke, all were in favour. There may be funding available from NYCC in May.

c. Village Hall and Play Area.

The Village Hall Management Committee have identified a succession issue and are making plans to address this. Councillor Simpson has been examining the relationship between the Village Hall and RPC and will report on this in the next couple of months.

d. Sports Area – repairs to equipment, health and safety notices, s106 funds.

Goal posts and other equipment have been delivered, to be installed soon. Residents are reminded that dogs are not allowed on any part of the site. A quote has been obtained for repairs to the BMX track, Councillor Jopling to see if the work can be done more cheaply.

e. Village Green.

The primary school have advised that they will be holding an event on 17 July. This prompted a further discussion about the possibility of organising some kind of event after the summer. Concerns were expressed about the risks of organising anything, problems of obtaining insurance, issues with being able to direct volunteers if we cannot meet in person and the risk of people being on holiday, but also that there is pent up demand for people to be able to meet. One option may be to choose a day for people to bring their own picnics on the green so that there is minimal organisation needed, possibly just some clearing up afterwards. It was agreed to keep it under review. A low-key event will not need as much planning so can be done at shorter notice.

7. 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

- a. 21/00078/MRC Oakwood Farm, Tame Bridge. Application for variation of condition 4 (caravan numbers - to increase the caravan numbers from 2 to 5) to application 16/00522/FUL for Change of use of land to a private gypsy site and new access and the siting of a caravan and tourer (granted on appeal reference APP/G2713/W/16/3165207). The Council recommended refusal. Noted.
- b. 21/00116/FUL Land North West of Hawthorns, Tame Bridge. Change of use of grazing land to provide 23 log cabins and 4 glamping pods. Together with associated parking, spine road and private pumping station. The Council recommended refusal. Noted.
- c. 20/02573/FUL 19 Woodside, Hutton Rudby. Two storey side extension as amended by plans received 11 February 2021. The Council recommended approval subject to a bat survey. Noted.

- d. 21/00280/FUL Parkhurst 27 North Side, Hutton Rudby. Demolition of an existing conservatory to the rear which will allow for a proposed single storey extension to the rear with flat roof and lantern feature to include a stepped raised patio area. The Council recommended approval. Noted.
- e. 21/00304/MRC Plot 1 OS Field 2719 Stokesley Road, Hutton Rudby. Application for variation of condition 2 (approved drawings) for previously approved application 20/01673/FUL. As new drawings S563(PL)03B, S563(PL)04B and S563(PL) 05B received by Hambleton District Council on 5 February 2021. The Council recommended approval. Noted.

8. Reports from County and District Councillors.

Councillor Fortune said that she was glad to be able to attend again after almost a year isolating and shielding and with no access to Zoom although she was always available by phone and email. She congratulated the Council on the Christmas tree and lights around the Green. Councillor Fortune said she has been contacted by a few residents about the census letter - it is not a scam and must be completed. The Make a Difference Grant process is almost complete, many smaller villages have been allocated sums. The Prison site in Northallerton is looking good with two new supermarkets and other retailers coming on board. The new crematorium is being built and should be operational by September. A new leisure centre has been built in Thirsk and works have been done to the centres in Bedale, Northallerton and Stokesley.

Councillor Hugill confirmed that Coronavirus case numbers are well down on the national average although there are still concerns in parts of the county and the numbers breaching lockdown are increasing. Last month there were 255 fines of which half were to people from outside NYCC. There will not be any local elections this year whilst the local government reform consultation is completed, this may lead to a boundary review. Improved broadband rollout continues and residents should have a look at the NYNet website which identifies properties where an upgrade is available.

9. Draft protocol for tree and hedgerow removal.

Councillors congratulated Councillor Mortimer on a strong piece of work which will guide residents on what RPC is likely to decide. Councillor Collingwood proposed it be agreed, Councillor Simpson seconded, approved unanimously. Councillor Fortune said that she has a number of maps showing drains, lights and a list of abbreviations used by HDC which she can pass to the Clerk.

10. Climate change policy.

Councillors congratulated Councillor Simpson on a very good document which contains a lot of useful information. Councillors Saxton and Voke volunteered to help progress it. Councillor Collingwood proposed that it be adopted, Councillor Thompson seconded, approved unanimously.

11. Finance.

Employer's summary February 2021.

Change of address acknowledged by Barclays.

Tees River Trust overpaid cheque.

Clerk's December salary missing cheque.

All the above was noted, new cheques to be issued in respect of those missing or overpaid. Barclays have sent through online banking authorisations. It will be necessary for the Clerk to become a signatory in order for her to be able to carry out administrative work, but she will not be a cheque or payment signatory. The new systems will be put in place by the start of the financial year. Councillor Jopling proposed that this be agreed, seconded by Councillor Foden, approved unanimously.

12. Activities list - updates and decisions needed

Clock on the Methodist Chapel. The clerk advised that legal advice has been obtained which allows us to carry out the health and safety work. It was agreed that quotes will be obtained for both boarding and a loft ladder and we can then decide whether to do both or not.

Noticeboards. After discussion it was agreed to get quotes for a metal board at the Spar large enough to take a minimum of 9 A4 sheets, location to be agreed with the Spar. No new board at the Village Hall as no suitable location could be agreed upon.

Trees for Tomorrow. Councillor Simpson advised that some 500 trees have been planted in the last two seasons.

13. Decisions of Hambleton District Planning

- a. 21/00027/NEWDEL Notification of registered Site location: Plot 1 OS Field 2719, Stokesley Road, Hutton Rudby, and formal postal address: Sunridge, Stokesley Road, Hutton Rudby, Yarm, TS15 0JJ. Noted.
- b. Appeal Ref: APP/G2713/W/20/3260334 Blue Barn Lane, Rudby TS15 0JG against the decision of Hambleton District Council. The application Ref 20/01349/OUT, dated 25 June 2020, was refused by notice dated 13 August 2020. The development proposed is the erection of 2no. dwellings. The appeal was refused. Noted.

14. Accounts

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| Charlton Services repairs to river footpath | £2496.00 |
| YLCA Planning Enforcement and Appeals webinar | £ 22.50 |
| Inside Out Services repairs to play equipment at sports field | £ 400.00 |
| GGN Sportscare burial charges | £ 200.00 |
| Clerk's pay February 2021 | £ 587.77 |
| Stationery supplies | £ 16.60 |
| Stamps | £ 39.00 |

Money received

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| Allotment fee | £ 20.00 |
| Northern Powergrid wayleaves payment | £ 11.50 |
| Burial fee | £ 357.00 |
| Village hall, contribution towards cost of repairs to play equipment | £1900.00 |

15. Correspondence

- a. NY Police email regarding fraud dated 4 February 2021. The clerk has responded. Noted.
- b. NY Police email dated 10 February 2021 regarding covid vaccination email scam. Noted.
- c. HDC weekly briefing 5, 12, 19, 24 February 2021. Noted.
- d. Email on behalf of of the 6 district and borough councils of Craven, Harrogate, Richmond, Ryedale, Scarborough, and Selby in respect of local government reorganisation dated 15 February 2021. Noted.
- e. Safer Hambleton Hub newsletter February 2021. Noted.
- f. Civic Voice update 19 February 2021. Noted.
- g. Email from Seamer Parish Council Clerk. Noted.
- h. Email from NY Police 22 February 2021 regarding email scam – proposed £1m grant from the NHS in relation to Covid. Noted.
- i. Highways Asset Management email 24 February 2021 regarding grass cutting of verges funding available. The clerk to check the amounts paid as it is thought we previously got two payments. Councillor Thompson proposed that we retain the current system of taking the funding and retaining responsibility for cutting the verges, seconded by Councillor Jopling, approved unanimously.
- j. Electoral registrar confirmation of election for The Police, Fire and Crime Commissioner is taking on Thursday 6 May 2021, notices to be displayed on 15 March and 27 April. Noted.
- k. North Yorkshire Police email dated 24 February 2021 with survey on dog thefts for completion by 12 March 2021. <http://bit.ly/DogTheftSurveyNY> . Noted.
- l. YLCA training bulletin 25 February 2021. Noted.

There being no further business the meeting closed at 9.40pm.

**MINUTES OF THE REMOTE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 12 April
2021 at 7.15pm**

In attendance: Councillor E Foden (chairman), Councillors K Clifford, A Collingwood, T Jopling, A Mortimer, D Simpson, S Tate, N Thompson, A Voke, County Councillor D Hugill, District Councillor Fortune, one member of the public.

A minute of silence was held to respect the passing of the Duke of Edinburgh, Prince Philip, with respect and gratitude for his long and distinguished service to the country and with condolences to Her Majesty the Queen and the rest of the Royal Family.

- 1. Apologies for absence.** None
- 2. Minutes of the meetings held on 8 March 2021.** Councillor Foden that these be agreed, seconded by Councillor Mortimer, all were in favour.

- 3. Meeting open to the public.** Zoom Meeting ID: 837 5432 4438 Passcode: 710869

No member of the public wished to speak. The meeting was closed to the public.

- 4. Police Report and Neighbourhood Watch.**

The Police report has been received. There has been an increase in the incidents of fraud and there are several telephone scams circulating. The report was noted.

- 5. Matters arising.**

- a. Neighbourhood Plan.**

Broadacres asked for clarification on a number of issues. This has been provided and Councillor Mortimer has asked for a meeting within the next couple of weeks to discuss housing numbers and other issues on the Paddocks End site.

The grant procedure has changed; anything not spent within the financial year must be returned and a new application has to be submitted.

Hambleton DC have launched a consultation on the Local Plan, to include the gypsy site capacity paper. There are currently 5 sites within the parish assessed in the capacity study. Final hearings are expected to be around the end of May.

The loosening of Covid restrictions means that it should be possible to carry out in person consultation on the draft Neighbourhood Plan in the early summer.

- b. Footpaths.**

Councillor Collingwood said that the Pathkeepers' scheme can now re-start.

Chappies Field - Andy Brown has met with Councillor Hugill on site. The landowner was invited but did not attend. Andy Brown has written to the landowner and has given them one month to remove the fence and restore access to the lawful location of the footpath. Councillor Hugill confirmed that he has left several messages for the landowner but has not had a response so is unable to engage with him, either in relation to the restoration of the correct lawful footpath or with a view to possibly agreeing a new safe and accessible route.

Councillor Hugill advised that NYCC may be able to provide funding for repairs to the river footpath and/or path from The Wynd to Sexhow. It was agreed to delay any further work until the funding position is clear.

c. **Village Hall and Play Area.**

There have been no meetings. Legal advice is being sought on who is responsible for what and it is expected that a further update should be available at the next meeting.

Councillor Foden proposed that funding be provided to enable a plaque to be erected in memory of John Bennett and all his hard work for the village hall over many years. Councillor Clifford seconded; all were in favour.

d. **Sports Area.**

Following the "rule of 6" being restored on the first day of the school Easter holidays lots of rubbish was left. Various people were involved in clearing it up. The Clerk has contacted Hambleton DC to ask for the removal of the collected rubbish and for a second bin to be installed by the car park.

Councillor Jopling has met with Charlton Services who have provided a quote for the repairs to the BMX track. Repairs will also be carried out to the goal mouths so that the football equipment organised by Councillor Tate can be installed. If there is any left-over stone it can be used to patch up the car park. Councillor Jopling proposed that the repairs be carried out by Charlton Services in term time to minimise disruption to users, seconded by Councillor Thompson, carried unanimously.

Members of the public have been observed taking dogs onto the sports area even though dogs are not permitted in any part of the sports area. Councillor Tate proposed that a budget be agreed for more signage, seconded by Councillor Collingwood, carried unanimously. It was also agreed that the Chair will put a reminder on social media.

e. **Village Green.**

The Council placed on record its thanks for the work done to the area outside the Bay Horse. Many thanks also to all those who have been doing litter picking around the village.

6. 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

- a. 21/00424/FUL 23 Enterpen, Hutton Rudby. Construction of a detached house, garage, and stable building. The Council recommended approval. Noted.
- b. 21/00511/FUL 12 Belbrough Lane, Hutton Rudby. Loft conversion with dormer window. The Council recommended refusal. Revised drawings were submitted removing the front dormer, there is to be no further consultation because the new proposal is within permitted development rights . Noted.
- c. 21/00530/FUL 3 Woodside Hutton Rudby. Change of front of house to provide pitched roof above existing flat roof, adding an open porch over front door and render the whole building. The Council recommended approval. Noted.
- d. 21/00625/FUL Hillcrest, Middleton on Leven. Single storey rear extension with chimney stack. Remove rear dormers and replace with larger dormers. Replace all windows and doors. Alterations to front dormers and internal alterations. The Council recommended approval with qualifications on the proposed design. Noted.

7. Reports from County and District Councillors.

Councillor Fortune advised that she is attending an HDC meeting tomorrow to discuss how best to meet traveller needs in the emerging Local Plan. There is a large site at Seamer which is not fully occupied. Some travellers have said that more sites are needed. There will be an equality impact assessment in accordance with the Equality Act. There is a distinction between a pitch and a site. Councillor Jopling said that as he reads the report demand for up to 65 pitches has been identified, there needs to be clarity on numbers and movements to reduce the risk of applications being granted on appeal. The Parish cannot sustain any increase in numbers. Councillor Tate said that if a site is designated a rural exception site then it should not be able to be further sub divided.

The Ingleby Arncliffe Neighbourhood Plan referendum to be carried out by end of summer.

Councillor Hugill was thanked for his work in bringing about the successful resurfacing of Doctors Lane. Councillor Hugill advised that it represents a major change of mindset where community concerns will be prioritised.

Councillors Fortune and Hugill left the meeting.

8. Website accessibility audit and accessibility statement. For agreement.

Councillor Mortimer explained that there is a legal requirement that websites must be useable for people with impaired vision and hearing or motor skills. The Parish website now meets an acceptable standard. Councillor Foden proposed that the accessibility

statement to be published on the website, seconded by Councillor Simpson. Carried unanimously.

9. Annual meeting date. For a decision.

Clerk explained the issues around timings, it would be better to hold the Annual meeting in the first week of May in order to avoid any issues in relation to holding the meeting online. Councillor Foden proposed that the meeting be held on 4 May, seconded by Councillor Mortimer, carried unanimously. The Clerk to research whether we can have one meeting instead of four for each part of the Parish.

10. Format of meetings after 7 May. For a decision.

There was a detailed discussion. Taking account of the age and risk profile of both Councillors and parishioners, as well as the lack of a venue within the Parish until Covid restrictions are lifted, Councillor Foden proposed that meetings should continue to be held online via Zoom with parishioners able to participate via Zoom too, seconded by Councillor Mortimer. Carried unanimously.

11. Litter pick confirmation of proposed date of 28 June. For a decision.

Councillor Collingwood proposed that this should take place on 28 June to enable the cubs and scouts to participate and because it is hoped that Covid restrictions should have been lifted by then. He and Councillor Voke will collect the equipment in advance, the date can be promoted in early June. Carried unanimously.

12. Finance.

Employer's summary March 2021, end of year summary and P11 deductions were noted. The accounts should be ready in the next few days for Councillor Thompson to then finalise. Councillor Foden will contact Barclays regarding her signature so that the Clerk can be added to the mandate.

13. Activities list. Updates and progressing the relevant items.

Allotments – Councillor Clifford advised that not all allotment holders have copies of the rules and regulations. It is incumbent on allotment holders to use them fully or they risk losing them. Councillor Thompson to investigate the position on public liability insurance. Annual fees are well below others in the area. It was agreed that these will be reviewed as usual in October with an increase likely.

Environment – Councillor Simpson proposed that the working party of Councillors Saxton, Simpson and Voke will create a questionnaire to be circulated to parishioners with a view to formulating strategy and design principles, a budget of £50 will be needed. Seconded by Councillor Collingwood, carried unanimously.

A further budget of £250 will then be needed for the consultation period which is expected to last three weeks. Councillor Thompson proposed that it be approved, seconded by Councillor Tate, carried unanimously.

Drainage of burial ground – Councillor Clifford has carried out some research on the restrictions applicable so that water pollution can be prevented and as things stand only small parts of the new burial ground are likely to be useable for the intended purpose. Councillor Tate drew attention to the restrictions set out in the original planning approval. The Clerk has contacted two specialist contractors (one of which has already done work in Hambleton) to ask for an initial idea of fees with a view to get detailed expert advice on how to proceed.

Speedwatch – this can now re-start but is limited in what it can do as there are so few volunteers. Councillor Foden to ask for more volunteers via social media. Speeding has increased as lockdown eases. It was agreed to investigate the possibility of getting permanent signs like those on the Spittal in and out of Yarm, these do not require volunteers or any further input from Councillors. Councillor Foden will contact Councillor Hugill in the first instance.

Hub Clock access – the Clerk has obtained a quote for a loft ladder and boarding. It was agreed that a second quote should be obtained.

Notice board – one more quote is needed, and a decision can then be made.

Telephone box – Councillor McCluskey has drawn up a list of work needed. The Clerk will draft an application for listed building consent so that repairs can be organised by an expert company given that it is a focal point in the village.

14. Decisions of Hambleton District Planning

- a. 21/00043/FUL Skutterskelfe House, Skutterskelfe. Proposed double storey and single storey extension to existing dwelling. The application was granted. Noted.
- b. 21/02846/FUL Hunter Hill, Skutterskelfe. Change of use from home office to holiday accommodation. The application was granted. Noted.
- c. 20/02573/FUL 19 Woodside. Two storey side extension. The application was granted. Noted.
- d. 21/00034/FUL Indian Farm, Middleton on Leven. Change of use Change of use of land to equestrian for the purposes of an outdoor horse arena and construction of a timber stable block consisting of x3 stables, tack room, store room and storage area for private use only. The application was granted. Noted.

- e. 21/00304/MRC Plot 1 OS Field 2719 Stokesley Road, Hutton Rudby. Application for variation of condition 2 (approved drawings) for previously approved application 20/01673/FUL. As new drawings S563(PL)03B, S563(PL)04B and S563(PL) 05B received by Hambleton District Council on 5 February 2021. The application was granted. Noted.

15. Accounts

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|---|----------|
| YLCA grants webinar | £ 15.00 |
| Clerk's pay March 2021 | £ 587.77 |
| YLCA year end accounts webinar | £ 30.00 |
| Tees River Trust repayment of over payment from them | £1129.00 |
| Sports area football nets and other equipment | £ 281.81 |
| Defibrillator pads | £ 37.20 |
| Good Councillor's Guide and Guide to Finance and Transparency | £ 9.31 |
| YLCA Off to a Flying Start Webinar x 2 | £ 96.00 |
| Stephen Johnson tree surgery per Elliott report | £ 504.00 |
| YLCA annual membership | £ 588.00 |
| HMRC tax and NI fourth quarter | £ 441.45 |
| PWLB loan repayment | £6103.15 |

Money received

Nil.

16. Correspondence

- a. YLCA consultation on local government re-organisation dated 2 March 2021, deadline 19 April 2021. Noted.
- b. YLCA and NALC advice on being able to create a safe access to the clock on the Methodist Chapel. Noted.
- c. NYCC notification of works on Rudby Bank 8 March 2021 for 5 days. Noted.
- d. Letter from Hutton Rudby school regarding summer fayre on 17 July 2021. Noted.
- e. YLCA training programme 4,12 March 2021. Noted.
- f. Notice of Confirmation of a Public Path Diversion Order, Highways Act 1980, North Yorkshire County Council, Footpath No. 10.123/4, Blue Barn Farm, Rudby, Diversion Order 2020. On 05/02/21, North Yorkshire County Council confirmed the above Order made under Section 119 of the Highways Act 1980. Noted.
- g. White Rose update 5,19 March, 1 April 2021. Noted.
- h. HDC weekly briefing 5, 12, 19 March, 1 April 2021. Noted.
- i. Police Fire and Crime Commissioner Notice of Election. deadline for nominations 4pm on 8 April, poster displayed on notice boards and website with further details. Noted.
- j. CPRE update 11 March 2021. Noted.

- k. Request from a choir master to use the sports area for choir practice on 22 and 29 April. The Council recommended agreement subject to non-exclusive use, removal of any rubbish and no on road parking. Noted.
- l. Notice of Richmond Area Constituency Committee meeting on 24 March 2021. Noted.
- m. Correspondence from a resident regarding the handrail at Rudby Bank, hedge cutting at Broadmeadows, drainage at junction of Stokesley Road and Middleton Road (accidentally omitted from March agenda then followed up on 22 March). The Clerk responded. Noted.
- n. Keep Britain Tidy launch of Spring Clean week 28 May to 13 June 2021. Noted.
- o. Correspondence with a resident regarding memorial plaque for John Bennett in recognition of his many years of service at the Village Hall. It was agreed that a plaque will be erected at the Village Hall when covid restrictions allow. Noted.
- p. NYCC Highways confirmation of resurfacing works on Doctors Lane for 4 days commencing on 6 April. Noted.
- q. Correspondence from a resident regarding Chappies Field. This was referred on to NYCC. Noted.
- r. Emails from residents regarding planning application 21/00511/FUL 12 Belbrough Lane, Hutton Rudby. The emails were passed to Councillors. Noted.
- s. Request from a trainer to be able to use the sports area for exercise classes. The Council recommended agreement subject to non-exclusive use, removal of any rubbish and no on-road parking. Noted.
- t. Email from the Hub regarding the provision of tables on the village green for the service of refreshments out of the Hub. Permission was granted. Noted.

There being no further business the meeting closed at 2059.

**MINUTES OF THE ANNUAL MEETING OF RUDBY PARISH COUNCIL HELD ON
Tuesday 4 MAY 2021 AFTER THE ANNUAL ASSEMBLIES OF RUDBY,
SKUTTERSKELE, MIDDLETON ON LEVEN AND HUTTON RUDBY HELD VIA ZOOM**

Zoom Meeting ID: 865 3581 5586 Passcode: 797886

In attendance: Councillor E Foden (Chairman), Councillors K Clifford, A Collingwood, T Jopling, M McCluskey, A Mortimer, J Saxton, D Simpson, S Tate, N Thompson, A Voke, District Councillor Fortune, County Councilor Hugill, one member of the public.

1. **To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office.** Councillor Collingwood proposed that Councillor Foden be elected as Chairman, seconded by Councillor Voke, agreed unanimously. Councillor Foden signed the declaration of acceptance of office.
2. **To elect the Vice Chairman of the Council and to receive the Vice Chairman's Declaration of Acceptance of Office.** Councillor Simpson proposed that Councillor Mortimer be elected as Chairman, seconded by Councillor Clifton, agreed unanimously. Councillor Mortimer signed the declaration of acceptance of office.
3. **Apologies for absence.** Councillor Saxton.
4. **To receive any declarations of interest in any agenda items, to include receipt of any gifts or hospitality over £25.** None were declared.
5. **Matters Arising.** There were none.
6. **Finance. To review and approve the financial regulations of Rudby Parish Council.** Councillor Thompson noted that the regulations are to be updated to reflect our intention to use internet banking and subject to that proposed that they be agreed. Seconded by Councillor Foden. Agreed unanimously.
7. **To appoint an internal Auditor.** Councillor Thompson proposed that Carol Banks be appointed. Seconded by Councillor Jopling. Agreed unanimously.
8. **Appointment of members to existing committees in the Council.**
 - a. **Planning.** Councillor Simpson proposed that Councillors Foden, Mortimer, Saxton and Tate be appointed. Seconded by Councillor Voke. Agreed unanimously.
 - b. **Finance.** Councillor Tate proposed that Councillors Foden, Jopling, Mortimer and Thompson be appointed. Seconded by Councillor Simpson. Agreed unanimously.
 - c. **Footpaths.** Councillor Mortimer proposed that Councillors Collingwood and Simpson be appointed. Seconded by Councillor Voke. Agreed unanimously.
 - d. **Allotments.** Councillor Mortimer proposed that Councillors Clifton and McCluskey be appointed. Seconded by Councillor Simpson. Agreed unanimously.
 - e. **Village Event.** It was acknowledged that all Councillors will need to be involved in some capacity. Councillor Clifford proposed that Councillors Foden, Jopling and McCluskey be appointed. Seconded by Councillor Tate. Agreed unanimously.
 - f. **Fireworks.** Councillor Tate proposed that Councillors Foden, Jopling and McCluskey be appointed. Seconded by Councillor Clifton. Agreed unanimously.

- g. **Care for our Village.** Councillor Jopling proposed that Councillors Collingwood and Thompson be appointed, Seconded by Councillor Simpson. Agreed unanimously.
 - h. **Neighbourhood Plan Steering Group.** Councillor Collingwood proposed that Councillors Foden, Mortimer, Saxton and Simpson be appointed. Seconded by Councillor McCluskey. Agreed unanimously.
9. **Appointment of members to committees outside the Council:**
- a. **Village Hall Management Committee.** Councillor Foden proposed that Councillors Collingwood and Simpson be appointed. Seconded by Councillor Mortimer. Agreed unanimously.
 - b. **Yorkshire Local Councils Association.** Councillor Foden proposed that Councillor Mortimer be appointed. Seconded by Councillor Collingwood. Agreed unanimously.
 - c. **Bathurst Education Foundation.** Councillor Simpson proposed that Councillor Thompson be appointed. Seconded by Councillor Clifton. Agreed unanimously.
 - d. **Stokesley & Villages Community Regeneration Group.** Councillor Thompson proposed that Councillor Simpson be appointed. Seconded by Councillor Tate. Agreed unanimously.
10. **Review and adoption of appropriate standing orders.** Councillor Foden proposed that this be agreed. Seconded by Councillor Mortimer. Agreed unanimously.
11. **Code of Conduct. For approval and adoption.** Councillor Foden proposed that this be agreed. Seconded by Councillor Mortimer. Agreed unanimously.
12. **Review of inventory of land and other assets including buildings and office equipment.** Councillor Thompson advised that these items are set out in the end of year accounts, he proposed that they be agreed. Seconded by Councillor Jopling. Agreed unanimously.
13. **Review and adoption of arrangements for insurance cover in respect of all insurable risks.** Councillor Thompson confirmed that the current providers, BHIB, are specialists in providing cover to Parish Councils. Councillor Jopling said that they had been very helpful with the issue on the sports field last year. Councillor Thompson proposed that that the insurance with BHIB should be renewed. Seconded by Councillor Jopling. Agreed unanimously.
14. **Review and adoption of the Council's complaints procedure.** Councillor Foden proposed that this be agreed. Seconded by Councillor Mortimer. Agreed unanimously.
15. **Review and adoption of the Council's policies, procedures, and practices in respect of its obligations under freedom of information and data protection legislation.** Councillor Foden proposed that this be agreed. Seconded by Councillor Mortimer. Agreed unanimously.

16. **Review and adoption of the Council's policy for dealing with the press/media.** Councillor Foden proposed that this be agreed. Seconded by Councillor Mortimer. Agreed unanimously.
17. **Review and adoption of the Council's employment policies and procedures.** Councillor Foden proposed that this be agreed. Seconded by Councillor Mortimer. Agreed unanimously.
18. **Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 since the last annual meeting on 13 May 2019 (no meeting in 2020 due to Covid restrictions).** Councillor Foden advised that there has not been any expenditure in the last financial year. Noted.
19. **Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council. It is proposed that the ordinary meetings be held on the second Monday of each month, to be held remotely whilst Covid restrictions remain in place.** Councillor Foden proposed that this be agreed. Seconded by Councillor Mortimer. Agreed unanimously.

There being no further business the meeting closed at 7.32 pm.

MINUTES OF THE REMOTE MEETING OF RUDBY PARISH BURIAL BOARD HELD ON TUESDAY 4 May FOLLOWING THE ANNUAL MEETING OF RUDBY PARISH COUNCIL VIA ZOOM

Zoom Meeting ID: 865 3581 5586 Passcode: 797886

In attendance: Councillor E Foden (Chairman), Councillors K Clifford, A Collingwood, T Jopling, M McCluskey, A Mortimer, J Saxton, D Simpson, S Tate, N Thompson, A Voke, District Councillor Fortune, County Councilor Hugill, one member of the public.

1. **Apologies for absence.** None.
1. **Drainage of Burial Ground – appointment of a contractor.** It was agreed to delay a decision until a second quote has been obtained.

There being no further business the meeting closed at 7.34 pm.

MINUTES OF THE REMOTE MEETING OF RUDBY PARISH COUNCIL HELD ON TUESDAY 4 May 2021 FOLLOWING THE ABOVE MEETING VIA ZOOM

Zoom Meeting ID: 865 3581 5586 Passcode: 797886

1. **Apologies for absence.** None.
2. **Minutes of the meeting held on 12 April 2021.** Councillor Mortimer proposed that they be agreed. Seconded by Councillor Simpson. Agreed unanimously.
3. **Meeting open to the public.** No member of the public wished to speak. The meeting was closed to the public.
4. **Police Report and Neighbourhood Watch.** None received.
5. **Empowering the Clerk.**

Councillor Thompson proposed that Rudby Parish Council empowers the Clerk to do anything expedient and necessary to ensure the continuous business of the Council, and to deal with mandatory undertakings in order to prevent the Council from incurring liability during the period that the delegation is applicable which shall be until such time as either in person meetings can be resumed safely and in accordance with the legal position at the time or the legal position in relation to online meetings has been clarified in favour of being able lawfully to hold meetings online, whichever occurs first. It is further proposed that the Clerk will consult with the chairman and/or vice-chairman in the decision making but councils must acknowledge that it is the officer that is the decision maker. Seconded by Councillor McCluskey. Agreed unanimously.

6. **Matters arising.**
 - a. **Neighbourhood Plan.**

Councillor Mortimer advised that he had three topics to address: the Local Plan consultation process, grants, and the way forward in relation to the Neighbourhood Plan (NP).

Local Plan – the hearings on green space are due to take place on 1 June, the submission for Rudby Parish Council needs to be in by 17 May. Councillor Mortimer will aim to circulate draft by end of this week. The aim is to achieve clarity on the decision-making process for any green spaces that come forward as part of the NP process.

HDC is also consulting on gypsy sites and housing needs. The submission deadline is 20 May, and our submission will focus on the draft policy and the criteria to be applied to manage incremental development of sites and the cumulative impact of development of multiple sites within a smaller area. It is important to emphasise that there are already five sites within the parish.

Grants – the end of year process has been changed so we need to return unspent funds. Councillor Mortimer proposed authority to return the unspent £1500 and to seek a new grant for expenditure up to £3,300. Seconded by Councillor Foden. Agreed unanimously.

Neighbourhood Plan progress and decision on a way forward – The reduction in Covid restrictions means that in person consultation should soon be possible and it is hoped that the six week consultation can proceed and be completed before the end of July. There is more work to be done to prepare the consultation materials, but this will not be a barrier to progress. The main outstanding issue is a decision on an allocation for the preferred site.

Councillor Mortimer confirmed that Councillors have been given copies of all substantive correspondence since the April meeting, including the email sent today by Broadacres. Broadacres made a presentation to the December Parish Council meeting and have since raised various queries which have all been answered. However, they have not put forward any new proposals, they have not provided any new evidence to support their position, or provided any information on their viability assessments, and they have not agreed to meet with the Council to discuss a way forward despite multiple requests to do so.

Councillor Mortimer said that as he sees it the Council has only three options: firstly to accept more delay in order to keep asking for a meeting; secondly to support the Broadacres proposal (but this would have to be outside the Neighbourhood Plan process as there is such a large gap between the Broadacres proposal and what can be justified from the evidence accrued during the Neighbourhood Plan process to date); and thirdly to go into the community consultation with an allocation proposal and see whether anything emerges that might create a path for convergence.

There followed a comprehensive discussion during which most Councillors raised issues or set out their thinking. The following is a summary of the key points made. Councillor Jopling asked whether there could be any misunderstanding from Broadacres as to our willingness to discuss the numbers of units required. Councillor Mortimer said that has been put to them unequivocally in writing on several occasions – if Broadacres were to agree to a meeting this would be one of the main areas of discussion. The numbers proposed by the NP are arguably already higher than the parish need identified, once supply from other development sites that have already been given planning permission are accounted for. Councillors Foden and Mortimer confirmed that a meeting to try to work with Broadacres would be their preferred way forward, but that Broadacres have declined to meet. Councillor Jopling also expressed concern that either the landowners may seek planning permission outwith the Neighbourhood Plan process, or that other landowners may apply for planning permission on sites that the Neighbourhood Plan process has rejected. Councillor Mortimer agreed that there is a risk of this, but any landowner could do this at any time, and until the Neighbourhood Plan is near completion the Parish Council has no influence on whether such applications would succeed. Councillor Tate said that the other sticking point with Broadacres (apart from numbers) seems to be site allocation. Given the Neighbourhood Plan has not identified Embleton Farm as a preferred site, that part of the process cannot now be undone without re-examining the other sites which were also not chosen. Councillor Collingwood said that the Council has been kept informed throughout the process, copied in on all correspondence and given a chance to comment. Councillor Mortimer said that although the preference would have been to go to the next consultation phase of the Neighbourhood Plan with Broadacres on board, there will be opportunities for both Broadacres and residents to have input during that consultation phase.

Councillor Simpson proposed that the Council move to the consultation phase, in person if possible. Seconded by Councillor Collingwood. 9 Councillors were in favour, 2 abstained.

b. Footpaths.

Chappies Field – Andy Brown has written to the landowner, who now has until 15 May to remove the fence, failing which enforcement action will be taken.

c. Village Hall and Play Area.

Jacksons have replied with legal advice and there will be a meeting with the Chair of the Village Hall Management Committee to discuss the way forward.

Removal of fence posts – John Wallis has agreed to their removal, and this will be chased up.

d. Sports Area.

Councillors Jopling and Tate have moved the goalposts and installed the new nets. Charlton Services will carry out the work on the BMX track, car park and bike stand on 12 May 2021.

It was noted that there are still people using the sports area to exercise their dogs despite existing signage which forbids this. More signs have been ordered.

e. Village Green.

Thanks were expressed to Mr Cooper who raises the flags on relevant occasions. Councillor Jopling proposed that a second union flag at a cost of no more than £120 be purchased as a back up in case Mr Cooper is ever away, Councillor Saxton has agreed to store and raise it when needed. Seconded by Councillor Mortimer. Agreed unanimously.

7. 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

- a. 21/00734/FUL New Close Farm, Black Horse Lane, Hutton Rudby. Alterations to the first floor of the existing garage/domestic games and hobbies room/storage building to create an internal access and additional living accommodation for the main house. Councillor Foden noted that since the agenda was prepared this has been recommended for approval subject to comments on waste water and a condition to prevent the annex becoming separate accommodation. Noted.
- b. 21/00774/FUL 17 Belbrough Close, Hutton Rudby. Proposed two storey side extension to side/rear, demolition of existing conservatory and single storey extension to rear. Councillor Foden noted that since the agenda was prepared this has been recommended for approval subject to comments on the removal of the Juliet balcony to prevent overlooking. Noted.
- c. 21/00827/FUL Lowfields, 6 Enterpen, Hutton Rudby. Application for alterations and single storey rear extension to existing dwelling. Councillor Foden noted that since the agenda was prepared this has been recommended for approval. Noted.
- d. 21/00735/REM Plot 1 OS Field 3100, Stokesley Road, Hutton Rudby. Application for approval of reserved matters - Plot 1 - (considering access, appearance, landscaping, layout and scale) following an outline application re 20/01979/MRC for 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. It was noted that the RPC response is to be finalised shortly.

8. Monthly reports from County and District Councillors.

Councillor Hugill apologised for his late arrival and presented his annual report. Councillor Simpson proposed that the report be added to the minutes of the annual assemblies. Seconded by Councillor Collingwood, Agreed unanimously. Councillor Hugill said that he will try to make funding available to finish the footpath resurfacing between Sexhow and the Wynd. He said that he will investigate if properties in Skutterskelfe which are in phase 2 of the broadband rollout can be prioritised. NYCC has now announced phase 4 which will be mainly wireless.

Councillor Fortune confirmed the progress on the leisure centres, user numbers continue to be limited due to Covid. The crematorium is well on track, and it is hoped it will be operational by the end of September. She confirmed that she is always available by phone and will try to assist whenever she is able to do so.

Councillors Hugill and Fortune left the meeting.

9. Finance.

The employer's summary April 2021 was noted.

Councillor Thompson advised that the fourth quarter accounts are now complete, the next job will be to complete the end of year accounts and governance.

10. Activities list. Updates and decisions needed on funding and progressing the relevant items.

The first draft of the environment questionnaire has been completed but needs refinement before it can be distributed to villagers.

Notice board at the Spar – Councillor Foden proposed that we accept the quote from the Parish Notice Board company, provided that the Spar agree to it. The proposed location is on the fence to the right of Spar. Seconded by Councillor Collingwood, Agreed unanimously.

Access to the millennium clock – Councillor Foden proposed that the decision be delayed until a second quote has been obtained and Councillors have had an opportunity to consider both quotes. Seconded by Councillor Mortimer. Agreed unanimously.

11. Decisions of Hambleton District Planning

- a. 21/0068/NEWDEL Leven House, Levenside, Hutton Rudby. Certificate of Registration for Split of Property into Bridge View and Leven House Levenside Hutton Rudby Yarm TS15 0EU. Noted.

12. Accounts

| | |
|---|---------|
| Clerk's salary April 2021 | £587.77 |
| TP Jones & Co fourth quarter payroll | £ 58.00 |
| KVA Planning Neighbourhood Plan meeting | £100.00 |
| Northumbrian Water allotments | £ 79.74 |
| GGN sportscare burial | £250.00 |

Money received

| | |
|----------------------------------|---------|
| Fishing club annual rent | £ 1.00 |
| Barthrams internment Mrs B Payne | £357.00 |

13. Correspondence

- a. YLCA Training bulletin 9 April 2021. Noted.
- b. Hambleton DC weekly briefing 9,16, 23 April 2021. Noted.
- c. NALC online event on reopening and reimagining your community buildings, taking place on 23 June 2021. Noted.
- d. The future of the Stokesley & Villages Community Partnership. For comments to District Councillor Fortune. Noted.
- e. Hambleton DC litter signage email 16 April 2021. Noted.
- f. Government advice on flag flying. <https://www.gov.uk/guidance/designated-days-for-union-flag-flying>. Noted.
- g. Hutton Rudby Primary School Fayre stall holder opportunity. For a decision. It was decided not to have a stall due to Covid restrictions.
- h. Hambleton DC Local Plan hearing date 1 June 2021. Noted.
- i. TGMS email 19 April 2021 with quote for initial survey of burial ground. For a decision. It was decided to await a second quote before deciding how best to proceed.
- j. White Rose update 23 April 2021. Noted.
- k. NALC chief executive bulletin 23 April 2021. Noted.
- l. Email and attached letter from Andrew Garrens of Broadacres dated 27 April 2021, plus further email dated 4 May 2021. Noted.

There being no further business the meeting closed at 2040.

**MINUTES OF THE REMOTE MEETING OF RUDBY PARISH COUNCIL HELD ON
MONDAY 14 June 2021 at 7.15pm**

In attendance: Councillor E Foden (chairman), Councillors K Clifford, A Collingwood, T Jopling, A Mortimer, J Saxton (joined during Item 5), D Simpson, N Thompson, A Voke, District Councillor Fortune, County Councilor Hugill, one member of the public.

1. **Apologies for absence.** Councillors McCluskey and Tate.
2. **Minutes of the meetings held on 4 May 2021.** Councillor Foden proposed that they be agreed, seconded by Councillor Mortimer. Agreed unanimously.
3. **Meeting open to the public.** Zoom Meeting ID: 819 3416 8495 Passcode: 582310. None wished to speak. Meeting closed to the public
4. **Police Report and Neighbourhood Watch.** Police reports dated 9 May 2021, 6 June 2021, 13 June 2021. There have been a number of incidents of crime. The police have highlighted increased online fraud, residents are reminded to be vigilant.
5. **Matters arising.**
 - a. **Neighbourhood Plan.**

Councillor Mortimer confirmed that the new grant application has been approved.

Councillor Mortimer attended the online Local Plan hearing on 1 June in relation to green spaces and the weight to be given to landowner representations. It was confirmed that whilst landowners are important stakeholders they will not have a right of veto. Councillor Mortimer has had a follow up meeting With James Campbell to ensure that the Hambleton District Council (HDC) and Rudby Parish Council (RPC) processes align.

Councillor Mortimer attended the hearing on traveller sites in support of the written submission made by RPC. Great Busby also made representations as did three members of the traveller community. Councillor Fortune advised that the review is looking at the next 15 years, one of the aims is to have binding commitments on meeting the supply needs. Further work is being carried out to get to the right figures.

There have been exchanges of emails with Broadacres to try to arrange a meeting but no date has been fixed yet. The Neighbourhood Plan (NP) steering group will meet on Wednesday 16 June to agree a way forward. The proposal is to undertake the consultation phase during the next two-three months, a slight extension of the timetable originally proposed due to ongoing Covid restrictions.

- b. **Footpaths.**

Chappies Field – It is not known who has removed parts of the fence at either end to enable some access. The gap nearest Sexhow Lane is very narrow and the fence is still dangerous. The unlawful path created by the landowner is becoming narrower as the foliage grows. Andy Brown has been asked again to restore the lawful footpath.

There are overgrown hedges on Doctors Lane and Garbutts Lane, among other locations around the village, which are making pavements difficult to use, in particular for those with pushchairs or mobility aids. It was agreed that the Clerk will draft something for the Chair to put on Facebook. Any affected footpaths or pavements can be referred to NYCC for them to take action. Councillor Hugill confirmed that if Area 2 are contacted they will note it on their system and contact the relevant landowners.

Councillor Jopling asked what action can be taken with regards to the river footpath which has become very overgrown in recent weeks. Residents whose land adjoins or straddles the footpaths in and around the village are reminded that they are obliged to maintain access for users. Councillors have been reprimanded by some landowners in previous years when the Councillors have tried to improve access by strimming overgrown paths. Councillors concurred that footpaths must remain accessible to all.

c. Village Hall and Play Area.

In view of the clarity now obtained in relation to the ownership of the Village Hall, this item will be removed from the agenda. The Clerk will arrange the registration of title.

d. Sports Area.

Councillor Jopling confirmed that the signs advising that no dogs are allowed have been installed. Councillor Jopling proposed that the purchase of items to include new benches and tables as submitted by Councillor Tate should proceed, seconded by Councillor Thompson. All were in favour. The Clerk will chase up HDC regarding the installation of a second bin (done since the meeting).

e. Village Green.

It was agreed that the Clerk will circulate quotes for a spare flag.

Concerns were expressed at the deteriorating state of the Bay Horse pub. It was agreed to write to the owners to ask about their planned timescales for carrying out the building works they have permission for and also to ask if they could deal with the overgrown weeds and hedges.

6. 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

- a. 21/00946/CAT. Beech House, 25 South Side, Hutton Rudby. Works to trees in a conservation area. Sycamore and horse chestnut remove overhanging branches. The Council recommended approval. Noted.
- b. 21/01192/FUL 22 Langbaugh Road, Hutton Rudby. Alterations and extension to existing dwelling and the formation of a new boundary wall and fence. The Council recommended approval subject to queries on drains and the streetscape. Noted.

7. Decisions of Hambleton District Planning

- a. 21/00625/FUL Hillcrest, Middleton on Leven. Single storey rear extension with chimney stack. Remove rear dormers and replace with larger dormers. Replace all windows and doors. Alterations to front dormers and internal alterations. Application granted. Noted.

8. Reports from County and District Councillors.

Councillor Hugill advised that the new NYCC Highways company has gone live. There has been a lot of induction work with the employees who have been contracted over and there is clear good will from them to offer an improved service. In relation to buses NYCC is trialling a new initiative in Bedale which will enable residents to call for a bus even when not on a recognised route. NYCC is also forming partnerships with private bus companies and this will enable access to funds from the national bus strategy. In relation to IT connectivity Councillor Hugill has had a helpful meeting with the minister for digital infrastructure, Matt Warman, who appears to have a good understanding of the needs in North Yorkshire.

Councillor Fortune wished to thank Councillor Tate in Skutterskelfe and another lady who has been picking up litter on the verges along Belbrough Lane, Campion Lane and Garbutts Lane. She also wished to thank residents who are again using the pubs in the village and have been very considerate with noise levels even when sitting outside.

9. Litter pick.

This is due to take place on 28 June. It is hoped that the verges will be cut by the County Council before this takes place, if not litter picking will be restricted to areas with pavements/footpaths and / or speed limits under 40mph. All residents are encouraged to attend, please wear suitable clothing and bring gloves but all other equipment will be provided. The cubs and scouts are participating and will decide on their own areas.

10. Relocation of village sign on Stokesley Road.

The proposed location is acceptable, it is now for the applicant to obtain the necessary permissions before final approval is given.

11. Activities list. Updates and progressing the relevant items.

Councillor Simpson reported that the Climate Action plan is going live on 28 June.

Burial ground – it was agreed that this will be discussed at a future in person meeting once a full report of all the issues has been compiled.

Hub – the loft ladder will be installed on 16 June.

Noticeboard at the Spar – the Spar have agreed the location. It will need to be installed after delivery.

Councillor Fortune left the meeting.

12. Finance.

Employer's summary May 2021. Noted.

Annual accounts update. Councillor Thompson was thanked for his hard work in preparing the annual accounts. There were no queries. The AGAR documentation will be discussed at the meeting on 17 June.

13. Accounts

| | |
|---|----------|
| Jacksons law firm – advice on the village hall and area land governance | £ 435.60 |
| GGN sportscare – grass cutting green, sports area, verges April 2021 | £1044.00 |
| GGN sportscare – grass cutting burial ground April 2021 | £ 162.00 |
| Groundworks UK refund of unspent grant | £1500.00 |
| BHIB annual insurance premium | £ 248.29 |
| DBS World Ltd supply of equipment to sports field | £ 58.93 |
| GGN sportscare – grass cutting green, sports area, verges May 2021 | £1044.00 |
| GGN sportscare – grass cutting burial ground May 2021 | £ 162.00 |
| Clerk's salary May 2021 | £ 587.77 |
| Charlton Services Ltd repairs to BMX track and sports area | £ 960.00 |

Money received

| | |
|---|---------|
| Hutton Rudby Community First Responders | £ 22.82 |
| Cremation fees R Lindsay | £ 95.00 |

14. Correspondence

- a. YLCA webinar remote training programme May, June 2021. Noted.
- b. White Rose update April. 14 May 2021. Noted.
- c. HDC weekly briefing 30 April, 14, 21, 28 May 2021. Noted.
- d. Police Fire and Crime Commissioner Notice of Election candidates and details of polling booths displayed on websites. Noted.
- e. Legal advice regarding Village Hall governance dated 27 April 2021. Noted.
- f. Legal and governance bulletin dated 30 April, 24 May 2021. Noted.
- g. NALC coronavirus update 6 May 2021. Noted.
- h. DCMS rural broadband consultation 4 May 2021, deadline 25 May 2021. Noted.
- i. YLCA webinar training programme 7 May 2021, 4 June. Noted.
- j. Email from resident giving thanks for work to the sports area including new nets and moving the goalposts dated 18 May 2021. Noted.
- k. Email dated 19 May 2021 regarding the proposed relocation of the village sign on Stokesley Road. The Clerk has responded. Discussed under item 9 above.
- l. NALC chief executive's bulletin 24 May 2021. Noted.
- m. YLCA updated log ins dated 2 June 2021. Noted.
- n. Notice of Richmond (Yorkshire) area constituency meeting 9 June 2021. Noted.
- o. Notice of availability of house at Paddocks End for sale, to be advertised across Hambleton if no local purchaser can be found. Noted.
- p. Proposed revisions to the HDC's Hackney Carriage and Private Hire Licensing Policy, for comment by 9 July to <http://www.hambleton.gov.uk/taxiconsultation>. Noted.
- q. Hambleton annual branch meeting 16 June 2021 and previous minutes. Noted.

There being no further business the meeting concluded at 8.08 pm.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON THURSDAY 17
JUNE AT 7PM AT THE HUB (METHODIST CHAPEL), HUTTON RUDBY**

In attendance: Councillor Mortimer (Chairman), Councillors Clifford, Simpson, Tate, Thompson.

- 1. Apologies for absence.** Councillors Collingwood, Foden, Jopling, McCluskey, Saxton, Voke.
- 2. Meeting open to the public.** None were in attendance. Meeting closed to the public.
- 3. Finance.**

Councillor Thompson advised that the accounts had been made available at the meeting on Monday, no comments were received. He has made one minor amendment since then in relation to the Assets Register.

a. Internal Audit Report.

The report was considered by all present. No significant problems have been identified by the internal auditor. The internal auditor had flagged that the Council should consider moving to online banking, this has already been put in motion and the first online banking payment has been made. Councillor Thompson proposed that the report be accepted, seconded by Councillor Clifford. All were in favour.

b. Annual Report –Section 1 Annual Governance Statement.

The Chairman went through all eight statements, all were agreed by everyone present. The Clerk and the Chairman signed the declarations.

c. Annual Report –Section 2 –Accounting Statements.

The Chairman and all present checked the accounting statements against the form and agreed that they were accurate. The Clerk and the Chairman signed the declarations.

There being no further business the meeting closed at 7.19pm.

MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 12 JULY 2021 IN THE JOHNSON ROOM, HUTTON RUDBY VILLAGE HALL, AT 7.15PM.

In attendance: Councillor E Foden (chairman), Councillors K Clifford, A Collingwood, T Jopling, A Mortimer, J Saxton, D Simpson, S Tate, N Thompson, A Voke, District Councillor Fortune, County Councilor Hugill, 2 members of the Police, 8 members of the public.

- 1. Apologies for absence.** Michelle McCluskey.
- 2. Minutes of the meetings held on 14 June 2021 and 17 June 2021.** Councillor Foden proposed that the minutes be agreed, seconded by Councillor Mortimer, agreed unanimously.
- 3. Meeting open to the public.**

A member of the public said that he had received a letter on 8 July regarding the proposed designation of Honeyman's field as green space and asked why there had been no previous contact with the Honeyman family in relation to this. He said that the family have been working with James Campbell of Hambleton District Council (HDC) and had understood that the field will not be designated as green space in the Local Plan. Councillor Mortimer said that was not his understanding. Most of the field had been proposed for green space status in the Local Plan, there is a small additional area proposed by the Neighbourhood Plan (NP) as it was felt that would make it a more cohesive space.

Other members of the family said that they had also not been contacted in relation to the NP or the proposed designation of the field as green space until this letter.

Councillor Mortimer explained that the Local Plan is a separate process originated by HDC. Rudby Parish Council (RPC) has been working on the NP for around five years. The public has had opportunities to comment during that time. This is the first time that there has been a firm proposal that can be put to the Parish.

A member of the public said that it was disappointing that there had not been any contact before the proposal was drawn up. He confirmed that there are many emails with James Campbell and these will be passed on to RPC. Honeyman's Field is owned by a Trust as there are numerous family members involved so any decision requires significant consultation. Councillor Foden said that although there is no requirement to have the landowner's permission in making a designation, she welcomed the opportunity for the family to be consulted and be able to express their views.

A member of the public asked about the impact of the green space designation on the cricket ground and in particular what would happen if the cricket club wished to extend the pavilion or build extra storage. Councillor Mortimer confirmed that any ancillary use which is compatible with the use of the land for cricket would not be prevented in principle, subject to the usual permissions.

A member of the public welcomed the climate action consultation. He said that ideally the football pitch grass would be cut more often not less to improve the surface. Wildflowers around the edge of the sports area will reduce the useable size of the area which ideally would be increased to allow for 11 a side football. His preference would be to extend the sports area if the adjacent landowner was amenable to that.

A member of the public asked about the ongoing action in relation to Chappies Field. The path created by the landowner is unusable, and the path and barbed wire are dangerous. Councillor Collingwood agreed and said that he has written again to Andy Brown at NYCC to ask him to take action as a matter of priority. Councillor Hugill said that his understanding is that there is ongoing legal action, but the landowner is resisting reinstating the public right of way. This means that it is taking longer than first thought. Councillor Foden confirmed that RPC is very unhappy not to have been able to resolve matters more quickly but will continue to press NYCC to move things forward.

There being no further comments, the meeting closed to the public at 19.30.

4. **Police Report and Neighbourhood Watch.** The report dated 11 July was noted. The police had left at the start of the meeting to allow more members of the public to attend but they will be coming to future meetings. Councillor Collingwood expressed support for the action being taken in relation to Hutton Rudby primary school parking issues.

5. **Matters arising.**

- a. **Neighbourhood Plan.**

Councillor Mortimer confirmed that the Regulation 14 consultation began on 5 July. It will run for two weeks more than the statutory minimum, until 31 August. It has been advertised on the website, noticeboards and on Facebook. There will be three in person consultation events at the Village Hall on 21 July (afternoon), 3 August (evening) and 7 August (afternoon). Almost all houses in the Parish have received a leaflet and the Steering Group have written directly to 19 landowners and other bodies such as clubs and societies which may be affected. Some responses have already been received, mainly online. Once the consultation is completed any necessary changes can be made to the draft plan.

A meeting has been arranged with Broadacres on 20 July.

Some expenditure has been incurred and there may be some other small costs for printing etc but it is expected to come within budget and at no extra cost to the precept.

- b. **Footpaths.**

The position in relation to Chappies Field was covered under agenda item 3 above.

Councillor Foden wished to thank those residents who have maintained their hedges and to remind others that footpaths and pavements must be kept clear. She has been able to contact some residents who have agreed to take action. There was a discussion about the potential need to pay someone to keep hedges in control, but the first point of action needs to be the householder or landowner. Councillor Hugill said that the coast to coast walk is likely to be designated a national trail which will be headed up by Andy Brown so it may be a good opportunity to get more resources for him. One resident has been written to regarding their hedge but unfortunately it went to the wrong address. Once Councillor Hugill is sent the quote for the repairs to the footpath from The Wynd to Sexhow, he will try to find some funding from the locality fund.

- c. **Sports Area.** Councillor Tate to provide a photo of the suggested location for a new bin. He has installed the rest of the new equipment.
- d. **Village Green.**

Thanks was given to Care for Our Village for the wildflowers outside the Bay Horse, they are a big improvement.

There has been a complaint of persistent flooding at 31 North End due in part to silt and other blockages in nearby drains. Councillor Hugill agreed to contact NYCC Highways to see if anything can be done.

Flooding on the corner of Enterpen and the Wynd was discussed, it may be due to a problem with the drain owned by Northumbrian Water. Agreed Clerk to contact them to see if anything can be done. Since reported to Northumbrian Water and NYCC..

6. **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

- a. 21/01349/FUL Northend House, 6 North End, Hutton Rudby. Application for the conversion of granary to form an annex. The Council recommended approval subject to a bat survey. Noted.
- b. 21/01313/CAT Layton House 31 Enterpen Hutton Rudby. Works to a tree in a conservation area. Prune overhanging branches of tree in neighbouring garden. The Council recommended approval. Noted.
- c. 21/01382/CAT Green Acres, The Wynd, Hutton Rudby. Works to trees in a conservation area. The Council commended the proposed replacement planting and recommended approval. Noted.
- d. 21/01391/FUL Hutton Fields Farm, Parsons Lane, Trenholme Bar, Northallerton. Construction of storage building. The Council recommended approval subject to various conditions. Noted
- e. 21/01296/MBN South Lund Farm, Tame Bridge, Stokesley. Prior notification for the conversion of agricultural building to 1 dwelling house. The Council recommended refusal. Noted.

- f. 21/01294/REM OS Field 3100 Stokesley Road, Hutton Rudby. Application for approval of reserved matters at Plot 2 concerning access, appearance, layout, and scale for the construction of a 3 bedroom bungalow following application 20.10979/MRC 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 approval subject to issues of drainage of surface water. Noted.
- g. 21/01465/FUL Lodore, Rudby Bank, Hutton Rudby. Alteration and extension to an existing garage. The Council recommended approval. Noted.
- h. 21/01430/REM OS Field 3100 Stokesley Road, Hutton Rudby. Application for approval of reserved matters at Plot 4 concerning access, appearance, layout, and scale for the construction of a 3 bedroom bungalow following application 20.10979/MRC 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 approval subject to issues of drainage of surface water. Noted.
- i. 21/01403/FUL 31 Deepdale, Hutton Rudby. Proposed loft conversion. The Council recommended approval. Noted.

7. Decisions of Hambleton District Planning.

- a. 20/02830/HNA Middleton Grove Farm Middleton on Leven. Application for removal of 365m of hedgerow. Application granted. Concerns were expressed as to the process followed, approval appears to have been given without meeting the conditions that were previously set. It was agreed to contact HDC to seek further information.
- b. 21/01349/FUL Northend House, 6 North End, Hutton Rudby. Application for the conversion of granary to form an annex. Application granted. Noted.
- c. 21/01391/FUL Hutton Fields Farm, Parsons Lane, Trenholme Bar, Northallerton. Construction of storage building. The Council recommended approval subject to various conditions. Application granted. Noted.

8. Reports from County and District Councillors.

Councillor Fortune said that the feedback she has had so far in relation to the Neighbourhood Plan is generally positive. She has explained that the total number of proposed new houses includes those which already have planning permission such as those opposite the Spar, and those which have already been built, such as the ones on Stokesley Road. She is very pleased that the economy is starting to pick up and that people using facilities in the village are generally being respectful towards others, being quiet and maintaining social distancing.

Councillor Hugill said that there has been a significant increase in positive Covid tests in the last few weeks. The Council is doing a lot of work related to climate change and in particular in relation to flooding. One of the aims of the process is to keep more water in the land rather than going on to highways or into housing. The Living Leven project is seeking funding for a flood management project. The national parks have had funding from DEFRA for the same purpose. The decision on the structure of North Yorkshire is expected in the next two weeks.

9. Litter pick.

This was held on 28 June and there was a good turnout of volunteers. Due to lack of grass cutting of verges the litter pick was restricted to more central parts of the village. There were many discarded face masks. Gloves from the Spar petrol station were also found in large numbers. Councillor Tate raised the issue of fly tipping and rubbish from outside the village being dropped. Councillor Fortune said that Gary Brown of HDC will investigate any issues reported to him.

10. Relocation of village sign on Stokesley Road. Update. Mr Bainbridge had put forward a proposal to be paid for by him. The location has been agreed in principle and the Council will make a final decision once he has obtained the relevant permissions. Noted.

11. Activities

It was agreed that the Clerk will pull together the various issues in relation to the burial ground and these will be dealt with in an extraordinary meeting.

12. Finance.

- a. Employer's summary June 2021.
- b. Annual accounts update. The statutory notices are up. The accounts and other papers have been referred to the external auditors, their response is awaited. Noted.
- c. Update on online banking and proposed protocol for approval. Proposed by Councillor Foden, seconded by Councillor Voke, agreed unanimously.
- d. Councillor Thompson proposed that the Revised Financial regulations for approval, combined with c above. Seconded by Councillor Jopling, agreed unanimously.

13. Accounts

| | |
|---|----------|
| Whitegates nursery flowers and compost for the tubs | £ 375.90 |
| The Parish Notice Board Company notice board at the Spar | £ 485.88 |
| Clerks and Council magazine subscription x 1 | £ 12.00 |
| Internal audit fee | £ 120.00 |
| Care for Our Village wildflower seeds outside the Bay Horse | £ 26.97 |
| Advantage Annual Plan (Survey Monkey) | £ 384.00 |
| GGN Sportscare – grass cutting green, sports area, verges June 2021 | £1044.00 |
| GGN Sportscare – grass cutting burial ground June 2021 | £ 162.00 |
| JT Atkinson post fix for goal posts at sports area | £ 36.00 |
| Adventure Toys ground stake for play area | £ 81.00 |
| Garden Site picnic table x 2 for play area | £ 769.98 |
| Direct Business Supplies stationery for the Clerk | £ 18.70 |
| TP Jones & Co payroll preparation April-June 2021 | £ 58.50 |
| Clerk's salary June 2021 | £ 587.77 |
| HMRC first quarter tax | £ 440.60 |
| Instaprint printing costs for NP documentation | £ 33.99 |
| Flying Colours Flagmakers Union Flag for flagpole | £ 97.14 |
| YLCA Clerk annual membership renewal | £ 144.00 |
| HP Instant Ink monthly charge | £ 9.99 |

Money received

| | |
|--|----------|
| Paul Wilson ashes interment | £ 244.00 |
| Burial plot reservation Michael Fox and family | £ 322.00 |
| Neighbourhood Planning grant | £3300.00 |

14. Correspondence

- a. YLCA webinar remote training programme July 2021. Noted.
- b. White Rose update dated 18 June 2021. Noted.
- c. HDC weekly briefing 18. 25 June 2021. Noted.
- d. Legal and governance bulletin dated 16 June 2021. Noted.
- e. Brafferton and Helperby application for a neighbourhood area consultation, closing date 28 July 2021. Noted.
- f. Email dated 15 June from a resident regarding the noise from speakers at the Spar. The Clerk has responded, noise issues are the responsibility of HDC. Noted.
- g. Email dated 16 June regarding recruitment exercise for two co-opted members of the Police, Fire and Crime Panel, closing date 5pm on 16 July 2021. Noted.
- h. Email regarding affordable and community led housing dated 17 June 2021. The Clerk has replied. Noted.
- i. Email from a resident requesting that the grass not be cut every two weeks on some areas of the village greens, dated 21 June 2021. The Clerk has responded with details of the Climate Action Plan questionnaire. Noted.
- j. Letter from YLCA date 21 June 2021 regarding the lighting of beacons for the Queen's Platinum Jubilee on 2 June 2022 at 9.15pm. Councillor Foden proposed that the beacon on the green should be lit, the cricket club to organise their own beacon. Seconded by Councillor Jopling, all in favour. It was agreed the former Councillor Readman will be contacted to find out the correct process to follow.
- k. Safer Hambleton newsletter June 2021. A copy is available for residents from the Clerk, on request. Noted.
- l. Stokesley and villages community partnership meeting to take place on 28 July 2021. Noted.
- m. HM Land Registry (HMLR) Parish land ownership survey dated 6 July 2021. Noted.
- n. Parish Councilors Guide to Affordable Housing dated 6 July 2021. Noted.
- o. YLCA Joint Annual Meeting - Saturday, 17 July 2021 at 2.00pm (by remote platform – Zoom). Noted.

There being no further business the meeting closed at 20.29.

MINUTES OF THE MEETING OF RUDBY PARISH BURIAL BOARD HELD ON MONDAY 9 AUGUST 2021 IN THE JOHNSON ROOM, HUTTON RUDBY VILLAGE HALL, AT 7.15PM.

In attendance: Councillor E Foden (chairman), Councillors A Collingwood, T Jopling, M McCluskey, A Mortimer, J Saxton, D Simpson, S Tate, N Thompson, District Councillor Fortune, County Councilor Hugill, 2 members of the Police, no members of the public.

1. **Apologies for absence:** K Clifford.
2. **Decision on how to proceed with burial ground issues.**

There was a discussion on whether a sub committee should be appointed to discuss the various issues that need to be resolved. It was agreed that this is an important issue and that all Councillors need to be involved, it may be possible to move to a sub committee once the broad principles have been agreed. A meeting was fixed for Wednesday 29 September at 7.15pm. The meeting will not be open to the public

There being no further business the meeting closed at 7.21pm.

MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 9 AUGUST 2021 IN THE JOHNSON ROOM, HUTTON RUDBY VILLAGE HALL, AFTER THE BURIAL BOARD MEETING ABOVE.

In attendance: Councillor E Foden (chairman), Councillors A Collingwood, T Jopling, M McCluskey, A Mortimer, J Saxton, D Simpson, S Tate, N Thompson, District Councillor Fortune, County Councilor Hugill, 2 members of the Police, no members of the public.

1. **Apologies for absence:** K Clifford.
2. **Minutes of the meetings held on 12 July 2021.** The minutes were agreed unanimously.
3. **Meeting open to the public.** There were no members of the public in attendance. The meeting was closed to the public.
4. **Police Report and Neighbourhood Watch.**

Councillor Foden thanked the Police for their report which had been sent earlier in the day. There have been relatively few incidents in the last month. Councillors raised general issues with regards to poor parking and in particular obstructions on pavements near busy roads which can lead to pedestrians having to walk into the road where it is not safe to do so. The Police said that they are aware of issues on roads near to the primary school but had not appreciated that it is a wider issue. The Police confirmed that anyone can take a note of the licence plate number and report poor parking by ringing 101. Individuals who verbally assault a member of the public who has raised a parking concern can also be subject to a criminal prosecution.

The Police confirmed that fly tipping is an ongoing operation and again should be reported.

5. Matters arising.

a. Neighbourhood Plan.

Councillor Mortimer reported that the consultation period is ongoing and will close on 31 August. There have been three information events, the first one had 4 attendees, the other two had about 20 each. Katie Atkinson attended one of the events. In addition, around 60 written responses have been received to date, they are broadly supportive. The North Yorkshire Moors National Parks Authority have commented positively although the response did not contain much detail. Costs for the consultation period are around £400.00. Reminders about the closing date will be sent out a couple of times before the end of the consultation period.

A meeting with Broadacres was held on 20 July. Views were exchanged regarding proposed housing numbers and viability. Broadacres have been invited to respond to the Neighbourhood Plan consultation if they wish to. Broadacres did not give any sign of moving from their positions both in relation to the two sites they have put forward and the numbers of houses they would like to build. Councillors Foden and Mortimer re-affirmed to Broadacres that the aspiration would be reach agreement with them as they are seen as a not for profit developer with a good quality product.

b. Footpaths.

Chappies Field - Councillor Collingwood has chased Andy Brown but has not yet had a reply. Councillor Hugill has raised it with Highways. He has also found out who is head of enforcement and will chase it with him. Councillor Foden said that she had attempted to walk through Chappies Field and it is now almost impassable. The footpath through the fields beyond is consequently very overgrown and the farm at the Potto end has put in a number of stiles which also make access difficult. It was agreed that the Clerk will contact Potto PC to see if they are aware of the issues. Legal action is possible but a last resort because of the costs involved.

c. Sports Area.

Councillor Tate was thanked for his work in procuring and setting up the picnic tables which look great and are already well used. Members of the public are reminded to take their litter home if the bins are already full. Littering on the sports area continues to be an issue, as are dog walkers, despite the new signs.

d. Village Green.

The Clerk is awaiting second quote for tree pruning. Nothing else to report.

6. 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

- a. 21/01654/FUL Holywell House, Belbrough Lane, Hutton Rudby. New pitched roof to replace flat roof to single storey garage/kitchen/lounge and hall. Alterations to roof/window openings, garage conversion to habitable space and alterations to front and rear external stairs/veranda, including re-rendering the property. New detached oak frame garage/store to front garden. The Council recommended approval. A neighbour has raised objections. Noted.
- b. 21/01863/CAMP South Lund Farm, Tame Bridge. Proposing to establish a Certificated Site and issue a certificate of exemption to the landowner. If certificated by the Club, the landowner will be permitted to accommodate a maximum of 5 caravans/motorhomes on site at any one time, plus no more than 10 tents unless express permission has been granted by the Club. A draft response is being circulated. Noted.
- c. 21/01669/CAT 33. North Side, Hutton Rudby. Application to remove an ash tree due to ash die back. The Council recommended approval. Noted.

7. Decisions of Hambleton District Planning.

- a. 21/01296/MBN South Lund Farm, Tame Bridge. Prior notification for the conversion of agricultural building to 1 dwelling house. Application withdrawn. Noted.
- b. 21/01465/FUL Lodore, Rudby Bank, Hutton Rudby. Alterations and extension to an existing garage. The application was granted. Noted.

8. Reports from County and District Councillors.

Councillor Fortune said that the local government reorganisation into a single unitary authority will probably take place in 2022, no decisions have yet been taken on who will have responsibility for what. The hedge on the corner of Enterpen has been trimmed and is now safer but the skip on the Wynd is potentially dangerous as it is just after a blind corner. Residents should be applauded as they have continued to behave responsibly around the village.

Councillor Hugill apologised for the letter regarding the hedge on the corner of Enterpen and the Wynd having first been sent to the wrong address. NYCC have already held a seminar on the first steps for the unitary authority, he is confident that it will lead to an improvement in services, almost all consultees said that the model selected was their preferred option. There may now be a boundary review and it is not yet known how many Councillors there will be. There will be elections next year. It is not yet known what will happen in relation to Council tax, Hambleton has been one of the lower rates and it is hoped that there will be a mechanism to protect that level in the early years. Weeds are worse than usual this year and NYCC are exploring various ways to remove them including steam and hand pulling.

9. Relocation of village sign on Stokesley Road.

There was no update to report. Noted.

10. Activities list. Updates and progressing the relevant items.

Councillor Simpson advised that the climate action plan consultation will close on Thursday 12 August. So far there have been responses from wide age range, further analysis will be done once the consultation closes. It was agreed that Climate Action will be invited to the meeting in September.

Councillor Tate said that several trees planted by Trees for Tomorrow have sustained damage as a result of being strimmed, at least one appears to have died. It was agreed to invite GGN to a meeting to examine the damage and to agree a way forward.

Village Hall - The tree planted at the village hall should have been a copper beech, a normal beech has been supplied in error. It was agreed that it will be replaced in the dormant season. Councillors expressed their gratitude for the tapestry now on display in the foyer and congratulated the organisers and those who contributed patches for their work. Councillors Collingwood and Thompson attended the memorial ceremony for John Bennett.

There was a detailed discussion regarding the linen mill wall and the surrounding area. Both the land and river sides of the wall need some repairs, but the wall has solid foundations and is not in danger of collapse. Mr Foden has kindly agreed to put a tender specification together so that quotes can be obtained and hopefully the work can be done in spring next year.

Councillor Jopling proposed that the Council should create an area to be a memorial wood where residents can apply to plant a tree in memory of loved ones. In addition, he proposed that an area looking on to the river should be grassed to create a seating area for residents to enjoy the river. There is already a public right of way next to some sections of the river, but it has become very overgrown.

All the Councillors were broadly in favour of seeing what can be done to create a village amenity and it was agreed that more work will be done to establish ownership of the land adjacent to the river; this can be done in parallel with carrying out repairs to the mill wall. Living Leven may be able to help with any work next to or in the river.

Councillor Hugill left the meeting.

There was a discussion regarding the fireworks display. Councillor Foden said that the village would expect it to go ahead. The cricket club need to be asked if they are happy and fireworks will need to be ordered in September. Councillors concurred that they would like to go ahead if possible.

Councillor Fortune left the meeting.

11. Finance.

- a. Employer's summary June 2021.
- b. First quarter accounts. These were noted.

12. Accounts

| | |
|---|----------|
| Clerk's salary July 2021 | £ 587.77 |
| Monthly ink charge HP | £ 9.99 |
| GGN Sportscare – grass cutting green, sports area, verges July 2021 | £1044.00 |
| GGN Sportscare – grass cutting burial ground July 2021 | £ 162.00 |
| Interment fee AW Nicholson & Son | £ 300.00 |
| Office subscription A Pyle | £ 59.99 |
| Consultancy fee A Pyle | £ 150.00 |
| Tree survey Elliott consultancy | £ 360.00 |

Money received

| | |
|--|----------|
| Headstone R Lindsay | £ 95.00 |
| First Responders closure of account | £ 20.82 |
| J Barthram & Son burial fees A Tigwell | £ 714.00 |
| B Mc Gruddy reservation of plot | £ 190.00 |
| C Watts reservation of plot | £ 190.00 |

13. Correspondence

- a. YLCA webinar remote training programme July 2021. Noted.
- b. White Rose update dated 16 July 2021. Noted.
- c. HDC weekly briefing 9, 16,23,30 July 2021. Noted.
- d. Legal and governance bulletin dated 9 July 2021. Noted.
- e. Developing Your Skills as a Councillor Training Sessions 21 and 28 July 2021. Noted.
- f. Stokesley & Villages Community Partnership's 15th Annual General Meeting held at 7.30pm on Wednesday 28th July at the Town Close offices of the Stokesley & District Community Care Association. Noted.
- g. North Yorkshire County Council North Yorkshire Now newsletter 16 July 2021. Noted.
- h. YLCA remote conference 17/18 September 2021. Noted.
- i. Councillors Discussion Forum July 22, 2021, 6.45-7.45pm. Noted.
- j. North Yorkshire Rural Commission report – The Way Forward dated 19 July 2021.
- k. Notice of Merchant Navy Day on 3 September 2021. Noted.
- l. Minerals and Waste Joint Plan main modifications consultation from 21 July to 15 September 2021. Noted.
- m. YLCA training bulletin 23 July 2021. Noted.
- n. Cycling safety poster competition 27 July 2021. Noted.
- o. North Yorkshire VCSE leadership programme open for applications, deadline 2 August 2021. Noted.
- p. HDC letter reference 21/00310/CAT2 dated 28 July regarding removal of more hedgerow than permitted under planning reference 20/02830/HNA. Noted.
- q. BHIB guides and resources for local and parish councils 30 July 2021. Noted.
- r. NALC National Resilience Strategy call for evidence, deadline 27 September. Noted.
- s. North Yorkshire Funding Summit – Funding the Future 30 September 2021. Noted.
- t. Email from Glenn McGill dated 4 August 2021 regarding Holywell House, Belbrough Lane, Hutton Rudby. Noted.

There being no further business, the meeting closed at 8.44pm.

MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL ON MONDAY 13th SEPTEMBER 2021 IN THE HUB, METHODIST CHURCH, HUTTON RUDBY AT 7.15 PM.

In attendance: Councillor E Foden (Chairman), Councillors K Clifford, A Collingwood, M McCluskey, A Mortimer, J Saxton, D Simpson, S Tate, N Thompson, A Voke, District Councillor Fortune, one member of the Police, two members of the public, Caryn Loftus of Climate Action Stokesley and Villages

1. **Apologies for absence.** Councillor Jopling, Councillor Hugill.
1. **Minutes of the meetings held on 9 August 2021.** The minutes were agreed unanimously.
2. **Meeting open to the public.** None wished to speak, the meeting was closed to the public at 7.17pm.
3. **Police Report and Neighbourhood Watch.**

PCSO Daniels was in attendance, and she will try to attend each month where possible. Councillor Foden confirmed that the police report had been received and circulated to all councillors. There was a discussion regarding speeding into and within the village. It was agreed that PCSO Daniels will raise the issue with her managers and in particular to ask them to action using the speed van or motorcyclist from time to time on the routes into the village and particularly on Stokesley Road. PCSO Daniels left the meeting.

4. **Climate Action Stokesley & Villages Group (10-15 mins)**

Caryn Loftus of Climate Action Stokesley and Villages Group was welcomed to the meeting. She explained that the group is a vehicle for group and individuals in the area to act on climate change. The group used the grants that they received to obtain insurance, create leaflets, and install notice boards. There is also an active Facebook Group, set up in 2019, which currently has around 200 members. The Yorkshire and Humber Climate Commission are working towards a climate plan for the whole of North Yorkshire and Humberside; the focus is to look at what the region can do in a positive way. Hambleton District Council (HDC) and North Yorkshire County Council (NYCC) will also link in their plans, everyone wants slightly different things, but the aim is to create targets for the different areas of climate change. There are five sub groups which cover energy, food, nature, transport, and waste. Work being done includes helping to reduce energy use by renovating houses, a food share group run in conjunction with the Co-op, biodiversity, improved transport links (including the Endeavour Way between Stokesley and Great Ayton, the NYCC quiet lanes initiative, consultation to the rail timetable, the North Yorkshire rotters, and improved recycling, for example the Co-op will soon accept soft plastics including cling film for recycling. There will be a stall on 25 September during Great Big Green Week and there is a global week of action to link in with COP26. She advised that Stokesley have declared a climate emergency and Great Ayton have a standing item on their agenda to address climate issues. The group can help with developing a climate action plan if the Parish decides to adopt a plan.

Councillor Collingwood said that he has reservations about the use of the phrase climate emergency, but he is in favour of using the carrot not the stick to influence behaviour. A member of the public said that they have noted that even the UN Secretary General has referred to this issue as a code red for the planet, action cannot wait. The Parish Council has the ability to influence behaviour in the village, for example requiring allotments to be pesticide free. Councillor Foden said that there is funding available for local authorities to help householders to decarbonise their properties but that it is not widely publicised. A second member of the public said that more direct action is needed. Caryn Loftus said that the aim will be to create a one stop shop that can give advice, identify support and funding, and promote initiatives. A lot of work is already happening, but Councils are not always very good at saying what they are doing. Councillor Foden thanked Caryn Loftus for her presentation.

5. Matters arising.

a. Neighbourhood Plan.

Councillor Mortimer advised that the HDC Cabinet has approved the local plan main modifications to go into a 6 week consultation starting at the end of September. This will help us avoid any policy overlap when preparing the submission draft of the Neighbourhood Plan. The Ingleby Arncliffe Neighbourhood Plan is now going to referendum, and this gives us sight of an Inspector's report and recommendations for ensuring conformity with HDC's Local Plan.

By the end of the Neighbourhood Plan consultation 136 questionnaires were received from residents, 6 responses from statutory consultees and 8 other consultation responses. During the consultation period the Council was sent a number of letters/emails all of which were forwarded to the Steering Group and are included in the numbers above. The policies all got strong support and the broad content is in line with what the community is seeking. There will be changes in the submission plan iteration as that has a different structure to the consultation plan. Moving forward there will be an interim stage of a public review of the conclusions from the consultation which will be set out in a report on the recommended changes. It is hoped that this can be tabled for discussion at the November Council meeting if not before.

b. Footpaths.

Councillor Collingwood continues to chase NYCC for action on Chappies Field. Councillor Hugill has been tremendously helpful to date and will need to keep pushing the NYCC bureaucracy. There was a discussion about health and safety. The barbed wire presents a serious risk to anyone attempting to walk across the field as do the uneven ground and vegetation. This will need to be pursued via NYCC.

Councillor Fortune suggested also writing to Lisa Wilson at HDC as she may be able to bring some pressure to bear on NYCC, Councillor Fortune will support her with this once we have contacted HDC.

In Councillor Jopling's absence Councillor Mortimer raised the quote that has been obtained for the repairs to the footpath from Sexhow to the Wynd. The Clerk advised that a grant request has gone to NYCC. Councillor Mortimer proposed to await the outcome of that but that the work should go ahead in accordance with the quote once the position of the grant is known. Seconded by Councillor Thompson, agreed unanimously.

Councillor Simpson sought clarification of the role of the Path Keeper scheme. It was explained that their role is to walk the public rights of way in the Parish, to cut back any vegetation intruding onto the footpath, and to note any more major issues. Councillor Simpson noted that there were many comments from the climate action plan survey related to public rights of way and these will be forward to the Path Keeper Scheme.

c. Sports Area.

Councillor Tate proposed that the Council should seek to have the sports area transferred into the ownership of the Parish Council (it is currently leased from HDC), that a budget of £1,000 for initial legal fees should be set aside, that there should be sub-committee of Councillors Jopling, Tate and Thompson to progress the issue, and that the Council should write to Gary Nelson in the legal department, the Chief Executive and Councillor Fortune to request the transfer of the asset. Seconded by Councillor Thompson. Agreed unanimously.

There was a discussion of dog mess both around the sports area and the village more generally. Residents are reminded that no dogs are allowed on any part of the sports area including the car park. Anyone seen with a dog there should be reminded of this. Dog mess anywhere in the village should always be picked up and properly disposed of by the person walking the dog. Councillor Foden will put a reminder on the Hutton Rudby Appreciation Society Facebook page.

d. Village Green.

It was noted that the steps from opposite the Kings Head onto South Side are in poor condition and residents should take care when walking on them. It was also noted that the nearby bin is not in an accessible location and may need to be moved, but that both issues will have to dealt with as part of a future project.

e. Middleton on Leven

It was noted that the play area grass has not been cut, previously this was kindly done by a Councillor who lived in Middleton. It was agreed that GGN should be asked to start cutting it, the hedge also needs to be cut annually. Middleton on Leven to be added as a standing item on the agenda.

6. 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

None.

7. Decisions of Hambleton District Planning.

- a. 21/00078/MRC Oakwood Farm, Tame Bridge. Application for variation of condition 4 (caravan numbers - to increase the caravan numbers from 2 to 5) to application 16/00522/FUL for Change of use of land to a private gypsy site and new access and the siting of a caravan and tourer (granted on appeal reference APP/G2713/W/16/3165207). Councillor Mortimer attended the hearing of the Planning Committee on 26 August 2021 on behalf of the Council to oppose the application, Councillor Fortune also spoke in favour of RPC's position, however, permission was granted. Noted. Councillors Mortimer and Fortune were thanked for fighting hard on behalf of the Parish. Councillor Fortune advised that HDC has a new policy, requiring all campsites to have site managers who are DBS checked, don't have a criminal record, and are registered to deal with children's safeguarding issues.
- b. 20/02830/HNA Middleton Grove Farm Middleton on Leven report from Hambleton District Council dated 20 May 2021. Noted.

8. Reports from County and District Councillors.

Councillor Hugill advised via the Clerk that he has submitted an application for a grant for the footpath from Sexhow to the Wynd as reported above.

Councillor Fortune had nothing to add to the comments that she had made elsewhere in the meeting.

9. Relocation of village sign on Stokesley Road. Update.

The Clerk advised that the developers are in the process of getting planning sign-off on various conditions including highways matters. Once that has been done they will be able to put in for the technical consent from NYCC which will cover details such as the parish sign. There is no specific timescale at present. It was agreed to remove this item from the agenda until a decision is needed to be made.

10. Fireworks display.

The cricket club have agreed to allow the fireworks to go ahead. The display will take place on Friday 5 November at 6.30pm. It was agreed to order the same pack as previously, Councillor Mortimer offered to collect them. Councillor Saxton agreed to provide first aid. The Clerk to contact Armstrong Richardson regarding the sound system. Councillor Foden has the laminated signs to promote the event and will also organise volunteers to collect donations at the entrance to the cricket club. Councillors Mortimer and Simpson will light the fireworks, more volunteers are needed.

11. Community Gritting Partnership

It was agreed that the priority needs to be to persuade NYCC to grit Campion Lane. The Clerk to request that the grit bins around the village are re-filled. These are to grit nearby roads and pavements and are not for personal use of villagers.

12. **Activities list.** Updates and progressing the relevant items.

Telephone box – Councillor McCluskey has obtained two estimates, one for £6000, the other £7000. In both cases the companies would need to take the box away and could not start work until 2023. It was agreed that the Council cannot justify that expenditure currently although work will be needed at some point as the phone box is Grade II listed. Agreed to research whether any grants are available.

Linen Mill wall - Councillor Collingwood advised that work on Rudby bridge is due to start on 14 September. It is hoped that the vegetation around the wall can be removed at the same time.

Notice boards – there has been a request to put up extra posters for WI and the Garden Club. It was agreed that where a matter relates to a community-based society then posters can be put up where space allows and will also be added on the website. Societies and clubs to be advised to promote their activities on Hutton Rudby Appreciation Society.

Queen’s Jubilee - it was agreed to set up a sub committee to plan activities and to encourage villagers to participate. A decision on planting a tree and installing a plaque can be done as part of that process.

Trees for Tomorrow – GGN have damaged a large number of trees when grass cutting, some of which have been killed. Almost every guard has been broken beyond repair. It was agreed that details will be sent to GGN for them to fund replacement trees, they should be insured in respect of this. Councillor Simpson will chase Hills regarding the beech tree to be replaced at the Village Hall.

Environment – Councillor Simpson said that 117 responses were received to the climate action consultation. 68% of those who responded want a climate action plan. He will go through the comments and report back to the Council with recommendations.

13. **Finance.**

- a. Employer’s summary August 2021. Noted.
- b. Annual accounts/AGAR update. Minor queries were raised regarding the variance sheet and a response given. PKF Littlejohn have now confirmed that the AGAR is complete. The Clerk will prepare the relevant notices in the next few days. Noted.

14. **Accounts**

| | |
|---|----------|
| Clerk’s salary August 2021 | £ 587.77 |
| GGN Sportscare – grass cutting green, sports area, verges August 2021 | £1044.00 |
| GGN Sportscare – grass cutting burial ground August 2021 | £ 162.00 |
| Interment fee AW Nicholson & Son (Anne Baillie) | £ 300.00 |
| Station Software web hosting from August 2020 to August 2022 | £ 96.00 |
| Ink payment HP August 2021 | £ 9.99 |
| Neighbourhood Plan consultation costs | £ 245.84 |
| Clerk Office subscription | £ 59.99 |
| KVA Planning NP consultation | £ 214.80 |

Money received

Barthrams funeral services (reservation of two plots, interment A Baillie) £ 689.00

15. Correspondence

- a. Notice of Planning Committee Determination hearing on 26 August 2021 regarding 21/00078/MRC - Oakwood Farm. It was agreed that Councillor Mortimer would attend the hearing to represent the Council. Noted.
- b. Updated guidance document on the Public Works Loans Board (PWLB) lending terms, as well as information on future changes to the terms and conditions to be applied to PWLB lending in September dated 12 August 2021. Noted.
- c. Letter regarding the consultation on the Police and Crime Plan and Fire and Rescue Plan, survey closes 7 November 2021. Noted.
- d. Email Hambleton District Council with copy of report dated 20 May 2021 in respect of 20/02830/HNA Middleton Grove Farm Middleton on Leven. Noted.
- e. White Rose update 20 August 2021. Noted.
- f. North Yorkshire National Bus Strategy & Bus Service Improvement Plan Engagement, deadline 3 September 2021. Noted.
- g. The Rural Bulletin- 24th August. Noted.
- h. YLCA Remote conference on 17-18th Sept. Noted.
- i. YLCA National allotment webinar on 2nd Sept. Noted.
- j. NLAC Chief Executives Bulletin of 27th August. Noted.
- k. Hambleton District Council weekly briefing for towns and parish councils. Noted
- l. Email from Caravan and Motor Home club regarding South Lund Farm. Noted
- m. YLCA- Managing councils employees webinar on 7th Sept. Noted.
- n. YLCA- transparency codes - webinar. Noted.
- o. NYCC (Richmond area) constituency committee remote meeting on 8th Sept. Noted
- p. YLCA Law and Governance Bulletin, 3rd Sept. Noted.
- q. Email from Planning Advice Plus on behalf of Mrs Preston on 27th August regarding Neighbourhood Plan (Regulation 14 submission). Noted.
- r. Letter from resident Kath Watts on 26th August regarding Neighbourhood Plan (Regulation 14 submission). Noted.
- s. Email from Resident Scott Cunningham on 31st August regarding the Neighbourhood Plan (Regulation 14 submission). Noted.
- t. Letter from Honeyman Trust on 31st August regarding the Neighbourhood Plan (Regulation 14 submission). Noted
- u. Email from Landowner Ronnie Baird on 31st August regarding the Neighbourhood Plan (Regulation 14 submission). Noted.
- v. Email from Sillington & Whitton parish council re Information on BMX track maintenance. Noted.
- w. Email from NYCC highways regarding maintenance on Hutton Rudby bridge commencing 6th September for 2 to 3 weeks. Noted.

There being no further business the meeting closed at 8.52pm.

MINUTES OF THE MEETING OF RUDBY PARISH BURIAL BOARD HELD ON MONDAY 11 OCTOBER 2021 IN THE HUB, METHODIST CHAPEL, HUTTON RUDBY AT 7.15PM.

In attendance: Councillor E Foden (Chairman), Councillors K Clifford, A Collingwood, T Jopling, A Mortimer, J Saxton, D Simpson, S Tate, N Thompson, A Voke, District Councillor Fortune, County Councillor Hugill, three members of the public.

1. **Apologies for absence.** Councillor McCluskey.
2. **Appointment of a grave digger.** Councillor Collingwood proposed that Nicholson & Co be appointed as gravediggers, seconded by Councillor Mortimer, agreed unanimously.
3. **Landscaping/removal of soil of new burials.** Councillor Simpson proposed that as part of the appointment in 2 above the gravedigger should be asked to spread out any soil removed, seconded by Councillor Saxton, agreed unanimously.
4. **Interment of ashes.** Councillor Simpson proposed that in the event of a family not having a funeral director, Barthrams should be asked to assist and be offered a fee for so doing, seconded by Councillor Voke, agreed unanimously.
5. **Fees.** Councillor Thompson had previously circulated the proposed revised fees, to reflect the additional costs being incurred by the Council and proposed that they be agreed, seconded by Councillor Collingwood, agreed unanimously.
6. **Safety of existing memorials.** Councillors Clifford, Saxton and Voke have all volunteered to be trained. Councillor Foden proposed that they be trained alongside the Clerk, seconded by Councillor Simpson, agreed unanimously.
7. **Burial ground and new burial ground issues – appointment of a consultant.** There was a full discussion, it was agreed that expert advice is needed, Councillor Tate volunteered to collate the questions to be asked. Councillor Mortimer proposed that CDS be appointed in line with their estimate once the issues on which guidance is needed have been clearly set out. Seconded by Councillor Thompson, agreed unanimously.
8. **Proposed memorial garden.** It was agreed to defer this item until further decisions have been taken on the new burial ground.

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

MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 11 OCTOBER 2021 IN THE HUB, METHODIST CHURCH, HUTTON RUDBY, FOLLOWING THE ABOVE BURIAL BOARD MEETING

In attendance: Councillor E Foden (Chairman), Councillors K Clifford, A Collingwood, T Jopling, A Mortimer, J Saxton, D Simpson, S Tate, N Thompson, A Voke, District Councillor Fortune, County Councillor Hugill, three members of the public.

1. **Apologies for absence.** Councillor McCluskey.

2. **Minutes of the meetings held on 13 September 2021.** Councillor Foden proposed that these be agreed, seconded by Councillor Simpson, agreed unanimously.

3. **Meeting open to the public.**

A member of the public said that since Doctor's Lane was re-surfaced traffic speeds have increased significantly. Recently a car mounted the pavement at full speed, a parent had to pull her child into the hedge to avoid them both being hit. The motorist did not stop, had the child been walking alone he would almost certainly have been hit by the car. The parent was not able to get the number plate and spent several days trying to report it to the police without being able to get through to speak to anyone. The head of the primary school has spoken to NYCC who have advised that they will not act unless there is a serious injury or fatality. That is totally unacceptable and there is a duty of care to children and carers who are doing the right thing by walking to school. The police have sent PCSOs to patrol, but they cannot be there every day. The school has suggested traffic calming measures such as reduced speed limits, flashing lights, speed bumps or for the road to be made one way but all these have been rejected.

Councillor Hugill said that NYCC highways officers have considered what can be done. Making the road one way may increase the speeds of cars. The 95 Alive road safety partnership aims to reduce road accident injuries and fatalities. He noted that support for a 20mph speed limit is on the agenda and support for that may help NYCC to take a positive view on this, however speed limits need to be self-enforcing as the police cannot always be there to monitor the limit. It is not NYCC policy to paint "slow" signs on roads.

Councillor Fortune suggested that residents could be asked if they would be prepared to have signs in their gardens. Speed bumps can be noisy for residents and are generally not supported by NYCC.

There was a detailed discussion. It was agreed that this is one element of a wider problem of speeding in the village and also poor parking at school drop off and pick up times although it is the speeding that is more likely to lead to a fatality or severe injury. It was agreed that the Council will draft letters to go to the police, NYCC, the campaign for a 20mph speed limit and the 95 Alive partnership. A senior member of the police will be asked to attend a future meeting to make clear the extent of the problem. Appleton Wiske Council is arranging a meeting with the Police and Crime Commissioner, Councillor Hugill will ensure that Rudby Parish Council is also invited. Rudby Parish Council are already looking to see if it would be able to fund some speed signs.

4. **Police Report and Neighbourhood Watch.** The police report received 10 October 2021 was noted. It was noted that the report made by the Clerk regarding vandalism had not been included which raises questions as to the accuracy of the report. Given the issues around parking and speeding by the school it was agreed that a more senior police officer should be invited to a future meeting. Noted.

5. Matters arising.

a. Neighbourhood Plan.

The consultation has now closed. The steering group are working through the submissions and Councillor Mortimer hopes to have a discussion paper available to the next RPC meeting. A meeting was arranged with Ronnie Baird but he subsequently cancelled it. Broadacres circulated a leaflet to parts of the village and RPC has published a position statement in response. A number of residents have also responded to the Broadacres leaflet; if RPC was copied in those responses are listed in the correspondence section.

There was a discussion regarding the approach being taken by Broadacres and whether RPC could or should be doing more in response. Councillor Mortimer said that he has taken procedural advice from our planning consultant. One site owner whose site was not previously selected has been in touch to put it forward again. If RPC want to re-open discussions it will be necessary to review all the potential sites and that is a step which is open to the Council although it would lead to a delay of at least 3-4 months. RPC met with Broadacres and their planning consultant on 20 July. It was made clear at the meeting that the Council will be flexible on the number of units on the Paddocks End site, subject to viability evidence being provided, but is not able to agree to any development on the Embleton Farm site without considering higher ranked sites first.

Two Councillors wished to write to senior management at Broadacres.

After much discussion Councillor Thompson proposed that there be a further discussion at the next RPC meeting, once Councillor Mortimer has produced the discussion document, and in the meantime RPC continues with its NP process and it will be for Broadacres to deal with their own process which may or may not include applying for planning permission for one or both sites. Seconded by Councillor Clifford, six Councillors were in favour, four abstained.

b. Footpaths.

Councillor Hugill was thanked for obtaining the grant to enable the work to the footpath from the Wynd to Sexhow to be completed, the work should be done this week. The river footpath may need more remedial work in the future.

Chappies Field – The footpath will have been closed for a year from next month, it was agreed that this is not acceptable, and many villagers have commented, it is only a matter of time before someone is seriously injured on the barbed wire or ground roots. It is hoped that NYCC will act very soon, but Andy Brown has a heavy workload, and this is one of a number of footpaths around the County requiring enforcement action. The Clerk is hoping to meet with a Potto Council Councillor before the next meeting to see what they can do at their end.

Pathfinders – Councillors Clifford and Saxton will start walking paths to see what needs to be done. Councillor Foden will speak to Mike Fenwick to see if he would be willing to take a lead on this.

c. Sports Areas

- i. **Station Lane** - transfer of asset. The Clerk wrote to the Chief Executive and others to request the transfer. Both he and Lisa Wilson have said that HDC has had a number of similar requests and they are developing a policy on how to respond. Councillor Tate has also spoken to Lisa Wilson, there is concern about the number of requests they have had. HDC are examining whether it is in line with the localism agenda to disperse of this number of assets.
- ii. **Middleton on Leven** – Thank you to the resident who has cut the grass.
- d. **Village Green.** Stephen Johnson is now aiming to start work to raise the crowns of the trees w/c 18 October, there has been a delay due to staff isolating or getting Covid.

6. 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

- a. 21/01904/FUL Beech House 25 South Side Hutton Rudby. Remove Pebble Dash Render and replace with semi coarse white render, remove ad-hoc extensions to rear and replace with single storey rear extension with green roof. Reduce height of garage and convert to pool house to serve external in-ground swimming pool. The Council recommended approval. Noted.
- b. 21/01917/CLP 11 Hundale Road, Hutton Rudby. Application for Lawful Development Certificate for the proposed alterations to the rear elevation to fit new patio doors. The Council recommended approval. Noted.
- c. 21/02074/FUL Ober Green Farm North, Champion Lane Hutton Rudby. Retrospective application for the construction of a garden shed to rear courtyard of the dwelling house. The Council recommended approval subject to the views of neighbours and issues over the impact on the listed building. Comments regarding positioning of shed, neighbours have objected. Noted.
- d. 21/02104/MBN Lily Pond House, Skutterskelfe. Prior notification for the change of use from agricultural building to 1 no dwelling. The Council recommended refusal. Noted.
- e. 21/02102/FUL Wayside Cottage, Rudby Bank, Hutton Rudby. Single storey extension to the side/rear, single storey infill extension, 2 lantern windows, 11 roof lights and conversion of garage to form habitable room. The Council recommended approval subject to the finish and design. Noted.
- f. 21/02113/FUL Land south east of All Saints Church, Rudby Bank. Construction of a general purpose agricultural building. Councillor Fortune was asked if this could go to committee, on balance the Council was minded to recommend refusal due to the size and proposed location of the building so close to the church. Noted.
- g. 21/02189/TPO High Eden House, Belbrough Lane, Hutton Rudby. Works to trees covered by tree preservation order 1985/10. The Council recommended approval. Noted.

7. Decisions of Hambleton District Planning.

None.

8. Preparation of response to Local Plan main modifications consultation.

Councillor Mortimer proposed that the Council instruct Council to prepare a submission at an estimated cost of £650 plus VAT, he did not anticipate any further costs in the immediate future. Seconded by Councillor Collingwood, agreed unanimously.

9. Campaign for a 20mph speed limit.

Councillor Collingwood proposed that the Council should support this, Councillor Tate said that it needs to be targeted at areas of particular need. Seconded by Councillor Tate, agreed unanimously.

10. Reports from County and District Councillors.

Councillor Fortune spoke of the ongoing issues of fly tipping, HDC have a team who respond as quickly as possible, any examples can be reported via the HDC online portal. She has provided guidance on fireworks displays to include some health and safety guidance. The crematorium is on track to open on time and will be a fantastic carbon neutral facility for the community. The unitary authority should come into being from 1 April 2023, a lot of collaborative work has already started.

Councillor Fortune gave some background to the licence application at the cricket ground, it will be a facility at the east end of the village where there are currently no pubs and may attract younger people to the cricket club. It has had day time and evening opening in the past.

Councillor Hugill said that today is the start of the gritting season, having only been completed in May this year, normally up to 4000 routes are covered but this year it was 9000. There has been a recruitment drive for new gritter drivers which received some 200 applications. 6 new gritters have been bought and are smarter so use less grit. There is an interactive sign to show where the gritters are working each day and night.

11. Fireworks display.

The fireworks display will go ahead on 5 November starting at 6.15-6.30pm. Councillor Thompson proposed that the Council spends £1500, seconded Councillor Foden, agreed unanimously. Councillor Mortimer to collect the fireworks next week. Councillor Jopling, Simpson, Voke and Mortimer to light them, former Councillors will also be asked to help. Councillor Foden to organise the gate collection and music. No fireworks or sparklers, Stephen Johnson has kindly agreed to organise the beacon.

12. Activities list. Updates and progressing the relevant items.

Councillor Jopling has an initial quote for work to the linen mill wall which needs re-pointing and matching bricks to be found; permission may be needed from HDC given its proximity to the bridge. He and Councillor Saxton have started a conversation with the adjacent landowner and they will come back with a proposal for the area.

Councillor Simpson said that GGN have agreed to replace the trees that have died as a result of strimming, and he will keep an eye on the other damaged trees. He is in the process of drafting a discussion paper in relation to the climate action plan consultation.

Remembrance Sunday - wreaths have been ordered. The Brownies will be in Swainby.

Councillor Foden proposed that contractors be appointed to draw up a specification of works to the steps over the green towards Church House, seconded by Councillor Mortimer, agreed unanimously.

Activated speed signs – it was agreed to contact NYCC for the type of signs we could use.

Queen's Jubilee – A special village event will hopefully go ahead to commemorate this.

13. Finance.

- a. Employer's summary September 2021.
- b. AGAR update. AGAR has been signed off by the external auditors and the relevant notices have been displayed. Noted.

14. Accounts

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|--|------------|
| Clerk's salary September 2021 | £ 587.57 |
| 2 nd quarter tax and NI payment to HMRC | £ 440.80 |
| GGN Sportscare grass cutting green, sports area, verges September 2021 | £ 1044.00 |
| GGN Sportscare – grass cutting burial ground September 2021 | £ 162.00 |
| Ink payment HP September 2021 | £ 9.99 |
| Clerk ESET security subscription | £ 20.95 |
| Jacksons solicitors interim fees regarding transfer of Village Hall | £ 316.80 |
| PKF Littlejohn external audit fee | £ 360.00 |
| TP Jones & Co second quarter payroll preparation | £ 58.50 |
| Fireworks | £ 1500.00 |
| AR Entertainments sound system for fireworks | £ 90.00 |
| Anglian Water | £ 26.99 |
| Public Works Loan Board | £ 5998.88 |
| Stationery | £ 19.18 |
| Clerk Microsoft 365 subscription | £ 59.99 |
| Money received | |
| HDC precept | £21,500.00 |
| Dales of Thirsk headstone erection Ina Duff | £ 67.00 |

15. Correspondence

- a. The Rural Bulletin dated 7 September 2021. Noted.
- b. Email from the Camping and Caravan Club dated 7 September 2021 with confirmation of decision not to proceed with a site at South Lund Farm. Noted.
- c. NALC policy consultation briefing relating to local nature recovery strategies dated 7 September 2021, for a response by 2 November 2021. Noted.
- d. YLCA remote conference 17 and 18 September 2021 notice of cancellation. Noted.
- e. Queen's Green Canopy initiative "Plant a Tree for the Jubilee" email dated 7 September 2021. For a decision regarding a tree and a plaque. Councillor Jopling proposed that the Council should do both, seconded Councillor Foden, agreed unanimously.
- f. Email regarding using Council noticeboards for village clubs and societies. It was agreed that they could be used where space allowed. The Clerk responded accordingly. Noted.
- g. Emails from a resident regarding fallen trees in Middleton on Leven across a public right of way. Councillor Tate examined the site. Trees subsequently removed. Noted.
- h. Email Royal British Legion Industries dated 10 September. Noted.
- i. White Rose update dated 10 September, 1 October 2021. Noted.
- j. Website update request from GoCompare with a flooding guide dated 10 September 2021. The Clerk advised that we did not wish to add a link on the Parish website. Noted.
- k. Email regarding dogs going on to the Sports Area, Station Lane dated 11 September 2021. For the avoidance of doubt dogs are not permitted anywhere on the Sports Area or its car park. The Clerk responded to the residents and a note will be placed on the Hutton Rudby Appreciation page. Noted.
- l. Email from a resident dated 13 September 2021 regarding the Neighbourhood Plan and the erection of fences in the Parish. The Clerk has replied in relation to the Neighbourhood Plan and sought clarification in relation to the fences.
- m. North Yorkshire Funding Summit – Funding the Future conference 30 September. Noted.
- n. Letter Hambleton District Council dated 17 September 2021 Use of gypsy site for holiday accommodation at Oakwood Farm, Tame Bridge, Stokesley. Noted.
- o. Letter from Hambleton District Council dated 14 September regarding the Parish Precept amount. Councillor Thompson will examine the figures and provide a proposal. Noted.
- p. Email dated 17 September 2021 regarding Complaints Council Hub, annual cost £135 plus VAT. It was agreed unanimously not to fund this.
- q. YLCA webinar training programme October 2021. Noted.
- r. Rural news September 2021. Noted.
- s. Action Network motion for a proposed 20mph speed limit dated 20 September 2021. This was decided under item 9 above.
- t. Application from Dales of Thirsk dated 21 September 2021 for an additional engraving on a headstone. Wording approved. Noted.
- u. NALC committee elections notice dated 22 September 2021; nominations close on 25 October 2021. Noted.
- v. Email from a resident dated 27 September 2021 regarding the NP and leaflet circulated to residents. The NP steering group has replied. Noted.
- w. Notice of Hambleton DC local plan consultation from 28 September to 9 November 2021. Noted.
- x. Notice of road closure A 684 Crakehall 11 October 2021 for two and a half weeks. Noted.

- y. NALC elections survey dated 28 September 2021. It was decided not to participate. Noted.
- z. Email from a resident and landowner dated 29 September 2021 regarding the Broadacres flyer. It was agreed to send a copy of the NP response. This was discussed under 5a above. Noted.
- aa. Email from a resident dated 30.09.2021 opposing the Broadacres proposals. Noted.
- bb. Email from a resident dated 30 September 2021 rejecting the Broadacres proposals. Noted.
- cc. Email from a resident dated 30 September 2021 opposing the Broadacres proposals. Noted.
- dd. Email dated 30 September 2021 regarding proposed green space designation of Flagpole Field. Noted.
- ee. Notice of essential resurfacing works between Trenholme Bar and Crathorne. The A19 will be closed between 8pm and 6am, there will be signed diversions. The works are programmed to start on the evening of Sunday 10th October 2021 for approximately 4 weeks (6 nights a week Sunday to Friday). In order to avoid conflict with Yarm Fair there will be no overnight closures 19 – 23 October 2021. Noted.
- ff. Respect and Protect letter dated 1 October 2021. Noted.
- gg. Climate Action Stokesley and Villages update 4 October 2021. Noted.

There being no further business the meeting finished at 9.51pm.

MINUTES OF THE MEETING OF RUDBY PARISH BURIAL BOARD HELD ON MONDAY 8 NOVEMBER 2021 IN THE HUB, METHODIST CHAPEL, HUTTON RUDBY AT 7.15PM.

In attendance: In attendance: Councillor Mortimer (Chairman), Councillors K Clifford, A Collingwood, T Jopling, D Simpson, S Tate, N Thompson, A Voke, District Councillor Fortune, County Councillor Hugill, one member of the public.

1. **Apologies for absence.** Councillor Foden, Councillor McCluskey, Councillor Saxton.
2. **Burial ground and new burial ground issues – issues for the consultant.** The questions are almost ready to send off to the Consultant. The aim is to that they be sent off before the next meeting. Noted.

MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 8 NOVEMBER 2021 IN THE HUB, METHODIST CHURCH, HUTTON RUDBY, FOLLOWING THE ABOVE BURIAL BOARD MEETING

In attendance: In attendance: Councillor Mortimer (Chairman), Councillors K Clifford, A Collingwood, T Jopling, D Simpson, S Tate, N Thompson, A Voke, District Councillor Fortune, County Councillor Hugill, one member of the public, one police officer.

1. **Apologies for absence.** Councillor Foden, Councillor McCluskey, Councillor Saxton.
2. **Minutes of the meetings held on 11 October 2021.** Councillor Simpson proposed that they be agreed, seconded by Councillor Thompson, agreed unanimously.
3. **Meeting open to the public.** None wished to speak, meeting was closed to the public.
4. **Police Report and Neighbourhood Watch.** The police officer highlighted an ongoing neighbour dispute and some fraudulent activity. He will look into why the vandalism reported by the Clerk is not referred to in the report. Councillors raised the speeding issues mentioned at the previous meeting and these will be passed on, there has been police engagement with the school over speeding and poor parking. Councillor Fortune raised the number of cannabis farms being dumped in our area and asked that where possible there should be prosecutions. The police officer left the meeting.
5. **Matters arising.**
 - a. **Neighbourhood Plan.**

Councillor Mortimer has circulated Regulation 14 consultation report, this is the stage where there is consultation with the community and other interested parties to seek their views on the draft plan. The report summarises the changes which the Steering Group (NPSG) recommend as an appropriate response to the consultation submissions.

Design principles: the community have sought an increased focus on climate change and biodiversity. Housing provision: there have been suggestions of alternative sites, but the largest number of responses supports the proposed site at Paddocks End. There should be a minimum size threshold before developments have to meet the communication connectivity requirement. There needs to be adequate parking and provision for electric car charging points. On street parking is inevitable in some established parts of the village and it is not always possible to have garaging or off-street parking, particularly in the conservation areas of the village, although that should always be the aspiration, and a lack of off-street parking should not necessarily exclude properties that could otherwise be redeveloped to meet different kinds of need in the future. The proposed provision of affordable housing aligns with district policy on mix. The wording on community facilities needs to be adjusted to ensure that proposed improvements to those facilities are catered for. The wording of the windfall policy (RNP4) and the redevelopment of redundant buildings policy (RNP6) need to be altered to avoid unintended consequences (excessive development in the countryside). Alternatively, RNP6 could be deleted. Hambleton DC (HDC) have identified some areas where the wording needs to be changed to avoid duplication with the local plan, for example in relation to the natural environment and landscape. HDC have also given technical advice on which metrics to use for biodiversity and the plan needs to refine how it applies to tree preservation orders, The target is for net gains. Leven Valley: the footprint will be defined so that it is restricted to the settlement area and to allow the wider area to be dealt with under other countryside management policies. Local Green Spaces (LGS): there was a range of comments as to whether the NP should address LGS and which areas should be included. There were two landowner letters of objection within the consultation period and one that came after the consultation had ended. Landowners were given the opportunity to respond to potential amendments to LGS designation proposals for their land. Areas which are agricultural or which have permitted development rights can still be designated as LGS as can areas with other forms of protection and areas in private ownership. LGS proposals for five sites have been reviewed as a result of submissions - both parts of Flagpole Field, two parts of the Leven Valley, and part of Honeyman's field. No changes are proposed. Views policy – the NP policy will be amended to reflect advice received from HDC, to address landowner comments. Comments regarding boundary fences and hedges were noted. Conservation area – there is no need for a full appraisal for now. There was some objection to the use of solar panels on front elevations but given the climate change issues it is recommended that their use should not be prevented.

Councillors thanked the NPSG for their work and confirmed that they were satisfied with the broad direction of travel.

There followed a long discussion over site allocation and viability. Councillor Simpson said that the NP process has followed the principles of being community led, evidence based and followed guidance on the number of dwellings from HDC. Appendix C sets out how 25 dwellings were chosen. HDC evidence indicates that a scheme for this number of dwellings on a smaller area should be viable with the majority of dwellings 2 and 3 bedrooms and around 5-10% 4 and 5 bedrooms. HDC's Local Plan examination has accepted several sites of under 30 in other villages. Councillor Simpson considered keeping to 1.7ha would go against the principles operated by the NP. Councillor Simpson recommended that the proposed site area should be reduced so that the expected site yield at a density of around 25 dwellings per net developable hectare would be 25 units.

Councillor Mortimer said that there have been multiple attempts to speak to the landowner to try and get a sense of what numbers they see as viable for their proposed mix. The figure of 25 dwellings was put forward as being adequate to meet the need identified but it was accepted that in order to get the housing mix and design as desired it might be necessary to show flexibility on numbers. It is clear from the consultation responses and examination of evidence that the proposal in the consultation draft is not viable so it must be amended. If the housing number is locked in then the site may only be attractive to large scale developers who will be less responsive to the types of houses and bungalows that the NP wishes to achieve. Both he and Councillor Foden are of the view that we need to bring about a plan that delivers the types of dwellings that the community wants. Councillor Mortimer agreed with Councillor Simpson that HDC's evidence suggests that a density of around 25 dph is likely to be needed and that part of the proposed site is undevelopable. If Broadacres or another not-for-profit developer are the chosen as developers by the landowner, then the developable part of the proposed site could yield 30 dwellings or possibly a bit more, but they will be suitable for downsizing and the other needs that have been identified. Councillor Mortimer proposed that the site area is not reduced so that it remains attractive to developers like Broadacres.

Councillor Simpson said that unless the plot is reduced it could accommodate houses in the high 30s which is more than HDC have allocated for Great Ayton. When combined with the 25 houses due north of Garbutts Lane, the number of houses would be more than allocated to Sowerby (part of a main market town) and Bedale (a market town).

Councillor Voke expressed concern that if we were to put forward a figure of say 30 dwellings now that may leave the door open for the developers to come back with an even higher figure, at the moment it feels that the developers are dictating the process and it should be the other way round.

Councillor Jopling said that there should be further attempts to re-engage with the landowner and there needs to be a constructive basis on which that engagement can take place. Any other options build in delay which may lead to a bigger development being put in for planning outwith the NP process, and any delay will be exacerbated by the local government reorganisation. Councillor Tate agreed that re-engagement should take place and said that any figure should be broadly in line with HDC standards on density as well as trying to meet the landowner on what they would like to achieve. Ideally there would be slightly fewer properties on slightly bigger plots.

Councillor Fortune said that we are a service village so we need to accommodate the housing needs across the whole Parish including Skutterskelfe, Sexhow and Middleton on Leven. One bedroom properties do not work in this community as they are not future proofed, for example older people needing live in carers.

Councillor Clifford asked if it would be possible to review any of the other sites that were previously identified. Councillor Mortimer said that that lower ranked sites should not be allocated in preference to higher ranked sites so unless there is some reason why Paddocks End, the highest ranked site cannot proceed the focus should remain there. If it is established that it cannot proceed, then any alternative sites should be considered in rank order of suitability.

Councillor Mortimer proposed that the area at Paddocks End should be left at the size currently proposed (1.7ha) and that he should be instructed to try to re-engage with the landowner as to what housing figures would meet their viability criteria on the understanding that it is likely to be more than 25 dwellings. Seconded by Councillor Collingwood. 5 were in favour, 3 were against. Agreed to proceed on that basis.

b. Footpaths

Chappies Field - It is now a year since the Chappies Field footpath was blocked by the landowner. Anyone walking on the path between the hedge and the barbed wire fence is trespassing as the path does not follow the correct right of way and it is very dangerous to walk on. On the basis of Councillor Huggill's suggestion to make the issue more of a priority for NYCC, Councillor Mortimer proposed that, in light of the risks to members of the public and the lack of engagement from the landowner, the Clerk should be instructed to write to NYCC to ask for the stile and path to be formally closed pending enforcement action, seconded by Councillor Thompson, agreed unanimously.

c. Sports areas

- i. Station Lane - transfer of asset. The Clerk has written to Hambleton DC and a response is awaited. Councillor Fortune will do what she can to put pressure on.
- ii. Middleton on Leven. Nothing to report.

d. **Village Green.** The crowns of the trees have been raised.

6. 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

- a. 21/02343/CAT 29 Deepdale, Hutton Rudby. Works to a tree in a conservation area. The Council recommended approval. Noted.
- b. 21/02345/CAT 7 Levenside, Hutton Rudby. Works to tree in a conservation area. The Council recommended approval. Noted.
- c. 21/02258/FUL Leven House, Levenside, Hutton Rudby. Application for a single storey extension to the dwelling house. The Council recommended approval. Noted.
- d. 21/02224/LBC Gardenstone Cottage, Station Road, Hutton Rudby. Listed building consent to block up 2 windows and construction of floor to apex dividing wall to divide cottage from previous outbuilding. The Council recommended approval. Noted.
- e. 21/02341/FUL 5 Poplar Avenue, Hutton Rudby. Application for first floor extension to existing single storey flat roofed side extension, single storey front elevation extension, alterations to front, side and rear window/door openings, size and location. The Council recommended approval. Noted.
- f. 21/02351/FUL land to east of Highfield, 12 Enterpen, Hutton Rudby. Application for a dwelling house. Although the proposed house is the same as the one previously given permission the overall application provides less protection from any future development on flagpole field. The Councillors recommended refusal for that reason.

7. Decisions of Hambleton District Planning.

- a. 21/01294/REM Application for approval of reserved matters - Plot 2 - (considering access, appearance, layout and scale) for the construction of a 3 bedroom bungalow following application 20/01979/MRC 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 at OS Field 3100 Stokesley Road Hutton Rudby. The application was granted. Noted.
- b. 21/00735/REM Application for approval of reserved matters - Plot 1 - (considering access, appearance, layout and scale) for the construction of a 3 bedroom bungalow following application 20/01979/MRC 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 at OS Field 3100 Stokesley Road Hutton Rudby. The application was granted. Noted.
- c. 21/01430/REM - Application for approval of reserved matters - Plot 5 - (considering access, appearance, layout and scale) for the construction of a 3 bedroom bungalow following application 20/01979/MRC 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 at OS Field 3100 Stokesley Road Hutton Rudby. The application was granted. Noted.
- d. 21/02102/FUL Wayside Cottage, Rudby Bank. Single storey extension to the side and rear, single storey rear infill extension, 2 lantern windows, 22 roof lights and conversion of the garage to form habitable room. The application was granted. Noted.

8. Preparation of response to Local Plan main modifications consultation.

The Council's comments have been submitted. Noted.

9. Speed issues - campaign for a 20mph speed limit, budget for and installation of speed signs

Councillor Jopling proposed a budget of £7000 to fund speed signs. Seconded by Councillor Thompson, all were in favour. Councillor Tate volunteered to investigate what types of signs can be installed.

10. Consultation for a new street name for development off Garbutts Lane, Hutton Rudby.

Councillor Collingwood propose that the Council Recommend Weavers, seconded by Councillor Mortimer, all were in favour.

11. Riverside/linen mill development.

Councillor Jopling reported that the whole area has been cleared, it will need to be left over the winter and it is hoped it can be seeded with grass in the spring. The proposal is to share costs of re-seeding and any ongoing maintenance on a pro rata basis with the adjacent landowner. It is hoped to be able to install picnic benches for the use of parishioners subject to the necessary consents.

There was some discussion about the amount of work that may need to be done to the linen mill wall and how to minimise costs whilst ensuring it is safe for years to come. Councillor Mortimer proposed that a structural engineer be appointed to report on what work needs to be done, seconded by Councillor Collingwood, all were in favour. If no or minimal work is needed then the proposed grass area will be able to go ahead.

12. Himalayan balsam management.

Councillor Simpson Proposed that it be added to the grass cutting contract for strimming three times a year, seconded by Councillor Mortimer, all were in favour.

13. Climate Action Plan update.

Councillor Simpson will come with proposals to next meeting.

14. Reports from County and District Councillors.

Councillor Fortune said that she has been notified of a breach of planning at Lilypond House, the visibility splays are inadequate. More rubbish has been dumped at Tame Bridge, HDC will do their best to take enforcement action wherever possible. Councillor Fortune had some complaints regarding the fireworks display on 5 November although broadly it was very well received by the community. The written complaint was forwarded to the Clerk. The meeting on 24 November 2021 at 7.30pm to decide the future of the Stokesley and Villages Community Partnership is simply a reflection of the situation on the ground. Due to covid there have been no meetings for about 2 years. It won't form part of the new unitary authority structure, so it makes sense to disband it. There are a number of sub groups with their own constitutions which will keep going but they will no longer meet collectively or receive administrative support from HDC.

Councillor Hugill confirmed that NYCC will be the continuing authority, so NYCC staff will not need to be TUPE transferred. There will be 90 Councillors for 89 wards. It will be known as North Yorkshire Council. There is a zoom meeting on 11th with all the candidates for the Police, Fire and Crime Commissioner elections.

15. Christmas tree and lighting – budget for repairs and replacements as required.

Several of the lights on the trees on the green have been chewed by squirrels. It was agreed that Councillor Tate will order new sets of lights and batteries as needed.

16. Activities list. Updates and progressing the relevant items.

Fireworks – these were very well attended by a large number of residents and some from further afield, over £1600 was raised in donations. Many thanks to Mr and Mrs Hall who also donated fireworks which were used as part of the display. There were two complaints from nearby properties with horses that became distressed at the noise. The display itself lasted around 17 minutes and is intended to reduce the number of private displays around this time.

17. Finance.

- a. Employer's summary October 2021. Noted.
- b. 2nd quarter accounts. Councillor Thompson has circulated these and proposed that they be agreed, seconded by Councillor Mortimer, all were in favour.
- c. Budget 2022/23. Councillor Thompson said that the precept has remained unchanged for nine years. In that time there has been inflation and a number of large projects have either been carried out or are planned, for example the installation of speed signs. Councillor Collingwood proposed that the precept be increased, and the budget agreed, seconded by Councillor Clifford, all were in favour.

18. Accounts

| | |
|--|-----------|
| Clerk's salary October 2021 | £ 587.77 |
| GGN Sportscare grass cutting green, sports area, verges October 2021 | £ 1044.00 |
| GGN Sportscare – grass cutting burial ground October 2021 | £ 162.00 |
| Ink payment HP October 2021 | £ 9.99 |
| Cornerstone Chambers legal fees | £ 780.00 |
| Remembrance Day wreaths suggested donation | £ 76.00 |
| Hambleton District Council litter bin at sports area | £ 299.64 |
| Whitegates compost and violas | £ 310.89 |
| Charlton Services repairs to footpath | £ 1404.10 |

Money received

| | |
|---|-----------|
| North Yorkshire County Council grant towards footpath | £ 1000.00 |
|---|-----------|

19. Correspondence

- a. YLCA Councillors log in update 4 October 2021. Noted.
- b. White Rose update dated 29 October 2021. Noted.
- c. NALC training courses email 5 October 2021. Noted.
- d. Playforce email 6 October 2021. Noted.
- e. Letter from Hambleton District Council dated 5 October 2021 regarding Oakwood Farm, Tame Bridge. Noted.
- f. Keep Britain Tidy email dated 6 October 2021. It was agreed that as we have our own litter picks not to take any action. Noted.
- g. Email Councillor Fortune dated 7 October 2021 regarding fly tipping. Noted.
- h. Email from a resident dated 7 October 2021 opposing the Broadacres proposed development at Paddocks End South and Embleton Farm. Noted.
- i. Email YLCA 11 October with notice of meeting on 20 October 2021. Noted.
- j. NYCC email dated 14 October - Bilsdale Mast and the Arqiva Help and Support scheme. Noted.
- k. Email HDC dated 15 October 2021 reference 21/00438/CAT regarding the erection of a fence adjacent to the pavement at the Grove, Rudby. Noted.
- l. HDC Making a difference grants application deadline 5 December 2021. Noted.
- m. YLCA webinar training programme dated 15 and 22 October 2021. Noted.
- n. Councillors' discussion forum session 21 October, 4 November 2021. Noted.
- o. Climate Action Stokesley and Villages email dated 19 October 2021 regarding Mapping climate change activity. A stall will be outside the Hub on 6 November. Noted.
- p. Hutton Rudby Neighbourhood Plan objection letter dated 19 October 2021 on behalf of a landowner. Councillor Mortimer has responded. Noted.
- q. Email dated 21 October 2021 regarding the Police Fire and Crime Commissioner Election, closing date for nominations 4pm 29 October 2021, election to take place on 25 November 2021. Noted.
- r. Email from a resident dated 22 October 2021 regarding the defibrillators at the village hall and Church House and asking for a defibrillator to be installed in Rudby. The Clerk has already responded to part of the email. Whilst Councillors would like to support the installation of a defibrillator in Rudby there is no obvious site to do so as it needs to be on a solid wall and with its own power supply. Councillor Tate will explore whether a suitable location can be found, possibly where the phone box used to be, and to see if a small building could be erected to house it.
- s. Email dated 22 October 2021 regarding Leven Catchment Partnership meeting to take place on 19 November at 10.30am. Noted.

- t. Hambleton District Council certificate of registration for new property/address at Tree View House, Stokesley Road, Hutton Rudby TS15 0JJ. Noted.
- u. Email NYCC dated 26 October 2021 inviting Councillors to a briefing on the transition to a unitary Council on 1 or 3 December 2021. Noted.
- v. NALC climate change publication 28 October 2021. Noted.
- w. Bathurst Education Foundation email dated 27 October. It was agreed to support the recommended trustee.
- x. Email Rural Arts Thirsk dated 28 October 2021 - Christmas Craft delivery. For a decision.
- y. Email from a resident dated 28 October 2021 regarding speeding on Stokesley Road with a request to contact Highways and the Police to see if the speed limit can be moved. It was agreed to write to Highways in support of this.
- z. Email 31 October 2021 from eforests - trees to plant in public spaces. Councillor Simpson agreed to investigate this further.
- aa. Email 1 November 2021 with invitation to hear from the Police, Fire and Crime Commissioner candidates on 11 November 2021. Noted.
- bb. Email 1 November 2021 regarding meeting on 24 November 2021 at 7.30pm to decide the future of the Stokesley and Villages Community Partnership. Noted.

There being no further business the meeting closed 10pm.

MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 13 DECEMBER 2021 AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY

In attendance: Councillor Mortimer (acting Chairman), Councillors Clifford, Collingwood, Jopling, Saxton, Tate, Thompson, Voke, County Councillor Hugill, one member of the public, two members of North Yorkshire Police.

1. **Appointment of a new Chairman.** Councillor Collingwood proposed that Councillor Mortimer be appointed as Chairman, seconded by Councillor Voke, all were in favour.
2. **Apologies for absence.** Councillors Fortune, McCluskey, Simpson.
3. **Minutes of the meetings held on 8 November 2021.** Councillor Collingwood proposed that they be agreed, seconded by Councillor Thompson, all were in favour.
4. **Meeting open to the public.** One member of the public wished to thank Councillors for their response to the recent planning application on Blue Barn Lane. Councillor Mortimer explained that it is now for Hambleton District Council to make a decision. The meeting was closed to the public.
5. **Police Report and Neighbourhood Watch.**

The Police reported that there has been one incident of violence involving 4 people. The report sent through identifies any other incidents of crime. The Police said that Operation Bright which reminds people to keep properties well lit during the darker nights is now in operation.

Councillor Hugill raised the issue of people parking on the pavement especially around the school. Police said they have not been to Hutton Rudby Primary school recently as they have been targeting other schools but if it is becoming an issue again they are happy to come back again. There are places in the village where the road is too narrow to drive on unless people park on the pavement but it should not be happening if the road is wide enough for cars still to pass. Councillor Clifford suggested that not everyone appreciates how difficult it can be for parents with small children not to park on pavements particularly when dealing with children of different ages and levels of mobility. Councillor Collingwood said that in his view parking on pavements is not acceptable. The Police left the meeting.

6. **Matters arising.**
 - a. **Neighbourhood Plan.**

Councillor Mortimer said that work is underway on redrafting as a result of the consultation. There has been no expenditure. Councillor Simpson has resigned from the Neighbourhood Planning Steering Group. A number of dates were offered to the landowner for a meeting before Christmas but none were acceptable so it is hoped that the meeting will now take place in early January. HDC waiting from input from the inspectors to finalise the Local Plan and are targeting the adoption of Local Plan to take place at their February cabinet.

b. Footpaths.

Councillor Hugill is working with compliance to see if the farm payments can be removed from the landowner of Chappies Field until it has been properly re-opened. It is not clear if the legal department have served the landowner with the enforcement notice yet but the landowner has been made aware of the breach.

Councillor Tate reported that there are leaves on the pavement on Rudby Bank and Hutton Bank, the Clerk will report these and the leaves on North Side to Highways.

- c. Sports Areas – i. Station Lane. Nothing to report.
ii. Middleton on Leven. Nothing to report
- d. Village Green. Councillors Jopling and Spenser were thanked for their work in erecting the Christmas tree and putting the lights on the trees, thanks also to Gary Wilson and Jack Charlton and his colleague who helped put up the tree and lights.

7. 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

- a. 21/02449/FUL and 1/02450/LBC 3 The Stables, Skutterskelfe. The Council recommended approval. Noted
- b. 21/02377/REM OS Field 3100 Stokesley Road, Hutton Rudby. Application for approval of reserved matters – plot 4 – considering access, appearance, landscaping and layout to previously approved application 20/01979/MRC 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 5 dwellings. The Council recommended approval. Noted.
- c. 21/02530/REM Land North of Hill Top, Blue Barn Lane, Hutton Rudby. Reserved matters – application attached to planning application 21/00121/OUT construction of a dwelling house. The Council recommended opposition. Noted.
- d. 21/02541/FUL – Willow Meads, Skutterskelfe. Construction of a garden room/home office. The Council recommended approval subject to ensuring that neighbours would not be affected by any additional traffic. Noted.
- e. 21/02665/FUL 1 Enterpen, Hutton Rudby. Construction of single storey and two storey extension to the rear of the house. The Council recommended approval. Noted.
- f. 21/02720/FUL 2 Greenlands, Hutton Rudby. Construction of a new orangery garden room, boot room, utility to be formed within existing garage space, existing brickwork to be covered in insulated render. The Council recommended approval. Noted.

8. Decisions of Hambleton District Planning.

- a. Application for approval of reserved matters at Plot 4 (considering access, appearance, layout and scale) following application 20/10979/MRC 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 application was granted. Noted.
- b. 21/00438/CAT3 Erection of a fence and non installation of a hedge on the Grove, Rudby. Closure of the enforcement case following reduction of the height of the fence in accordance with permitted development rights. Noted.
- c. 21/02351/FUL Land to east of Highfield House, Enterpen, construction of one dwelling house. The application was granted. Noted.

9. Dates of meetings 2022.

Councillor Mortimer proposed that meetings be held on the second Monday in every month, seconded by Councillor Voke. All agreed.

Councillor Mortimer also proposed that with effect from the date of this meeting the Parish Clerk be authorised to take any action reasonably necessary to discharge the responsibilities of the council if it is not possible to hold council meetings on their scheduled dates due to COVID 19 restrictions. 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. Seconded by Councillor Jopling. All Councillors were in favour.

10. Co-option of a new Councillor.

It was noted that one person has expressed interest in the post, it was felt that if the vacancy is going to be filled the post should be advertised. Elections are likely next year but that is not definite yet. Councillor Mortimer proposed that a decision be delayed until the meeting in January, seconded by Councillor Voke. All were in favour.

11. Riverside/linen mill development.

The landowner has agreed to meet Councillor Jopling in January to decide how the land can best be used and to consider what benches or tables may be needed. There will be a number of steps to be taken including arranging licences and insurance as needed. Councillor Collingwood said that an early part of this process is to obtain an opinion for an engineer regarding the structural stability of the wall.

12. Climate and Environmental Action Plan. For approval.

Councillor Saxton presented the report in Councillor Simpson's absence. Councillor Simpson's proposals were circulated to Councillors in advance of the meeting and Councillor Saxton proposed that they be agreed. Councillors congratulated Councillors Simpson and Saxton on an excellent piece of work. Councillor Collingwood said that having done an autumn litter pick this year he felt that it was not very safe and the report should be amended to say that there would be at least one litter pick a year and that he wished to second the report on that basis. Agreed unanimously.

13. Reports from County and District Councillors.

Councillor Hugill said that Hambleton's recommendation is that litter picks should only take place in areas inside the 30mph limits for health and safety reasons.

Councillor Hugill had held a surgery at the Hub for people to raise issues over their television signal and it is clear that there is a widespread problem in the village. Villagers with technical know how are asked to support their neighbours to restore what service they can. Councillor Hugill will continue to work with Arquiva and NYCC to get the signal improved to as all houses as soon as possible. The mast itself cannot be replaced until all the proper planning consents have been obtained.

There are ongoing recruitment issues in adult services but he is pleased to report that only 9 staff members refused to be double jabbed and most of those have been re-deployed

1658

14. Activities list. Updates and progressing the relevant items.

Councillor Mortimer requested that if any item under this section needs a decision it should be reported in advance of the meeting so it can be explicitly added to the agenda.

The Clerk will replace Councillor Foden as the lead on social media posting.

The Stokesley and Villages Community Partnership group has now closed.

Queen's Jubilee – planning will need to start in January. The Clerk will write to all those involved in the VE day planning to invite them to a meeting, the event should be community led rather than led by the Parish Council.

15. Finance.

- a. Employer's summary November 2021. Noted.
- b. Correction - The Clerk explained that the figures included in the minutes of 8 November 2021 were incorrect in relation to GGN, they should have read £522.00 for the grass cutting of the green, sports area and verges, and £81.60 for the burial ground.

16. Accounts

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|---|----------|
| Clerk's salary November 2021 | £ 587.57 |
| CPRE annual subscription | £ 36.00 |
| Ink payment HP November 2021 | £ 9.99 |
| Charlton Services linen mill wall field | £ 480.00 |
| Festive Lights | £ 119.98 |
| AW Nicholson & son burial charges | £ 300.00 |
| Maynards Christmas tree and delivery | £ 315.00 |

Money received

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|--|-----------|
| CIL payment HDC | £ 4273.50 |
| Donations from fireworks display | £ 1694.50 |
| Cricket club donation from Bonfire night | £ 50.00 |
| Remembrance Day wreath WI | £ 19.00 |
| Remembrance Day wreath Scouts | £ 19.00 |
| Remembrance Day wreath Brownies | £ 19.00 |

There was a discussion regarding the CIL payment, the Clerk will query with HDC how it needs to be allocated.

17. Correspondence

- a. Email Hambleton DC dated 4 November 2021 with details of available green home grants of up to £10,000. Noted.
- b. Email YLCA 5 November 2021 with webinar training programme December to February. Noted.
- c. White Rose bulletin 5,12,19,26 November, 3 December 2021. Noted.
- d. Email dated 5 November 2021 from a resident with complaint about the fireworks display at the cricket club. The Clerk replied. Noted.
- e. Email 10 November 2021 from Lisa Wilson, HDC regarding the asset transfer policy in relation to the sports area, Station Lane. Noted.
- f. Law and Governance bulletin email 12 November 2021. Noted.
- g. NALC environmental briefing PC7-21. Noted.
- h. Email from 20's Plenty campaign dated 8 November 2021 regarding the Police, Fire and Crime Commissioner candidates event 11 November 2021. Noted.
- i. Email dated 15 November 2021 from a resident with thanks for the fireworks display. Noted.
- j. Email dated 16 November 2021 with agenda for the Leven sub catchment meeting on 19 November 2021. Noted.
- k. Email dated 16 November 2021 with agenda and notice for the meeting of Richmondshire ACC on 24 November 2021. Noted.
- l. Email 17 November 2021 from HDC - consultation of new name suggestion - land adjacent The Wickets, Hutton Rudby. The Council confirmed their preference for the road to be named Weavers Close. Noted.
- m. Email 19 November 2021 with notice of the Stokesley and Villages Community Partnership meeting on 24 November 2021. It was agreed at the meeting to dissolve the Partnership and for its outstanding reserves (£292.03) to be transferred to Stokesley and District Community Care Association to help to support its Day Care service in recognition of its work to provide access to services for vulnerable people both before and during the covid-19 pandemic. Noted.
- n. Email 19 November 2021 – update on the creation of North Yorkshire Council. Noted.
- o. Email 22 November 2021 from Councillor Fortune with proposal from HDC to plant a tree on the village green as part of the Queen's Green Canopy project. It was agreed to propose the planting of an acer griseum at the East Side end of the green. Noted.
- p. Email 27 November 2021 regarding overhanging trees at the allotments. It was agreed to carry out further investigations before making a decision. Noted.
- q. Email 30 November 2021 with invitation to a briefing on the transition to a unitary authority. Noted.
- r. Email 2 December 2021 from the Caravan and Motorhome Club to confirm that Oakwood Farm has been removed as a certificated location from 2 September 2021. Noted.
- s. Email 3 December 2021 NYCC and North Yorkshire Together details of Feastive programme, Posters have been erected on the RPC website and the notice boards. Noted.

There being no further business the meeting closed at 8.20pm.

MINUTES OF THE EXTRAORDINARY MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 13 DECEMBER 2021 FOLLOWING THE PREVIOUS COUNCIL MEETING IN THE HUB, METHODIST CHURCH, HUTTON RUDBY (estimated time for start of this extraordinary meeting is 8.30pm)

In attendance: Councillor Mortimer (Chairman), Councillors Clifford, Collingwood, Jopling, Saxton, Tate, Thompson, Voke.

1. Apologies for absence.

Councillor McCluskey, Councillor Simpson, Councillor Hugill, Councillor Fortune.

2. Arrangements for an extraordinary meeting of Rudby Parish Council to consider planning application number 21/02719/FUL to be held in December – date to be advised.

Councillors discussed the best ways of enabling members of the public to be able to make representations to the Parish Council before it submits its response to Hambleton District Council. It was agreed to follow the same process used for the proposed Belbrough Lane development as this will give residents the best opportunity to express their views. It is the largest proposed development in the village for many years and if approved would increase the total number of homes in the village by around 12% so it is important that residents can address the Parish Council directly if they wish to do so and if Covid allows for in-person meetings.

The Clerk has provisionally booked the Village Hall on 21 December 2021 at 7pm and it was agreed unanimously that the meeting should take place on that day and time and for the PA system to be made available if required.

A number of Councillors expressed concern that due to current developments with regards to the spread of the Omicron Covid variant it may not be possible to hold the meeting in person. It was agreed unanimously that a separate flyer will be put on the website and notice boards telling people how they can comment directly to Hambleton District Council as well as giving the contact details for the Clerk if people also want to give their views to the Parish Council.

If the in-person meeting cannot go ahead it was agreed that Councillors will meet online on 21 December at 7pm to discuss any representations that they have received and to consider whether any further professional advice is needed before making a decision on what their recommendation will be.

3. Agreement of a budget and authorisation to appoint planning and other professional advisors if required in respect of planning application number 21/02719/FUL.

Councillor Collingwood proposed that a budget of £2000 plus VAT be agreed for these purposes, seconded by Councillor Thompson. Agreed unanimously.

There being no further business the Meeting closed at 8.55pm.