

**MINUTES OF THE ANNUAL MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY, 13 MAY 2019 AT
7.15 PM IN THE CHAPEL SCHOOLROOM**

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

District Councillor Mrs B Fortune. County Councillor Mr D Hugill

9 members of the public

Election of Chairman: Councillor Fenwick proposed, seconded by Councillor Collingwood, that Councillor Mrs Foden be elected Chair. This was agreed unanimously and Councillor Mrs Foden was duly elected. She signed the Acceptance of Office form.

Councillor Readman proposed, seconded by Councillor Collingwood, that Councillor Fenwick be elected Vice-Chairman. This was agreed unanimously and Councillor Fenwick was duly elected.

All Councillors signed the Acceptance of Office forms. Register of Interest forms were distributed to Councillors. The forms must be returned to the District Council Monitoring Officer.

There are 3 vacancies on the Council: one for Hutton Rudby Parish, one for Skutterskelfe Parish and one for Rudby Parish. The Council agreed that the vacancies should be advertised on the noticeboards, website and social media. Councillor Collingwood will ask the Village Hall if they can advertise the vacancies to the clubs, etc. District Councillor Mrs Fortune queried what the Council was expecting from applicants and thought it would be unfair to expect them to produce a CV. The Chair said if a person is interested in one of the vacancies it would be good to know how long they have been in the village, what they are interested in and why they want to become a Councillor. It can just be a short paragraph about themselves.

Election of Committees

- a. Planning – Chair, Vice-Chairman, Councillors Readman and Thompson
- b. Finance – Chair, Vice-Chairman, Councillors Readman and Thompson
- c. Footpaths – Vice-Chairman and Councillor Collingwood
- d. Allotments – Councillor Voke
- e. Village Event – Chair, Vice-Chairman, Councillors Simpson and Voke
- f. Fireworks – Chair and Vice-Chairman
- g. Care for our Village – Councillors Collingwood and Thompson
- h. Neighbourhood Plan Steering Group – Chair, Vice-Chair, Councillor Readman in addition to the Chairman of NPSG – Councillor Mortimer and Councillor Simpson.

County Councillor Hugill joined the meeting.

Representation on Outside Bodies

- i. Village Hall Management Committee – Vice-Chairman and Councillor Collingwood
- ii. Yorkshire Local Councils Association – Councillor Mortimer
- iii. Bathurst Education Foundation – Councillor Thompson
- iv. Stokesley & Villages Community Regeneration Group – Councillor Mortimer

It was agreed that the Council would continue to meet on the second Monday in every month starting at 7.15 pm in the Chapel Schoolroom.

1. There were no apologies for absence.
2. The minutes of last month's meeting and the minutes of the Annual Meetings of the Parishes of Rudby and Skutterskelfe, Hutton Rudby and Middleton had been circulated. They were signed by the Chair after being agreed as correct records.

3. **Police Report and Neighbourhood Watch**

A report was received from NY Police which included report of a burglary at North End – enquiries on going; remnants of a cannabis farm found on Trenholme Lane; a make-off without payment at Spar petrol station – enquiries on going. Ringmaster messages included HMRC scam, TV Licence scam; Santandar scam; Fraud awareness and Amazon gift card scam.

4. **Meeting open to the Public**

A resident spoke about the planning application for a re-alignment of a section of Hundale Gill and expressed his concerns. He said the flood assessment report states the re-alignment is to reduce the need to culvert the stream. The diversion means that a retaining wall will not have to be built for the road. Environmentally they are culverting more than on the original plan. Is it for more housing or to widen the road? Another resident said most of what the previous resident said is factually incorrect and his comments should be addressed to the District Council. The gill is being moved a couple of metres. It will be better ecologically and there is no additional culverting. It makes it better, keeps the gill open for wildlife. The first bit coming from Garbutts Lane will be exactly the same. Councillor Fenwick queried why the work was being carried out. The resident replied that it keeps it open as a gill. He has support from Natural England. It does not mean that a wider road can be put in.

A resident said he was happy to support events in the village with practical help.

5. **Matters Arising**

- a. **Neighbourhood Plan.** Councillor Mortimer gave a report. Costs to date are £11,969.95 of which £116 has been charged to the precept. The end of year report has been completed. Consultation Events had been held in the Village Hall. A fairly clear steer was given to a single site at Paddocks End/Langbaugh Road. Green Spaces were discussed with a lot of interest in the Leven Valley designation. The Steering Group meeting will consider which should go forward. The consultation results will be published on the website. A planning support statement for promotion of residential development at Embleton Farm was received at the Steering Group meeting. It will be reviewed and responded to at a later date.
- b. **Footpaths.** An update is required on the riverside footpath and the proposed footpath from Paddocks End to Spar. Councillor Fenwick said the bridge is still not repaired on the footpath from Sexhow Lane to Potto. The Chair said we still need to keep the pressure on Broadacres concerning the Spar footpath. County Councillor Mr Hugill said he is trying to get Fiona Coleman from Broadacres and Highways on site together. As far as the river footpath is concerned Tees River Trust are putting a bid together to secure a pot of funding from NYCC and there may be an opportunity to put this footpath in with the bid. The Parish Council has secured £5,000 from Hambleton District Council's Make a Difference Grant. This must be spent between March 2019 and March 2020. A portion of the footpath could perhaps be done for £5,000.
- c. **Village Hall and Play Area.** John Bennet will continue as Chairman of the Village Hall Management Committee with Jonathan Cooper as Vice-Chairman. An e mail had been received from Mr Bennett

regarding a fir tree at the far end of the Play Area where the top section had broken off and fallen into a neighbour's garden. Councillor Thompson proposed, seconded by Councillor Voke, that the Clerk speaks to Elliott Consultancy about this. The Chair said with regard to the tree at the front of the Village Hall the Council had agreed that without a contribution from the Village Hall towards the cost of a carving on what was left, the tree would be felled. The Village Hall recently paid £1,000 to the Council but this was to help re-pay the loans which the Parish Council had taken out from the Public Works Loan Board for the Village Hall. The Council had received a quote for the removal of the rest of the tree and a further quote to grind out the stump. Councillor Fenwick proposed, seconded by Councillor Readman, that the quotes be accepted. This was agreed unanimously.

- d. Sports Area. Councillor Collingwood and Mortimer agreed to do periodic inspections of the Sports Area. The lock for the gate has disappeared.
- e. Village Green. District Councillor Mrs Fortune said she had been contacted by some residents who were complaining that sap from trees on the Village Green is causing damage to vehicles and woodwork. Councillor Collingwood did not think that the Council should take any responsibility for nature and protecting people from it. Councillor Fenwick thought the Council needed to understand the scale of the problem and see if there is a cheap and reasonable solution. The Chair thought that even if the trees were trimmed back this would not guarantee a solution. Councillor Mortimer was slightly concerned that the Council might be accepting liability for it. It was agreed to ask Stephen Johnson to look at these trees.
- f. Village Event. The Chair said the meeting on the 30 April was better attended than the previous one. The PTA have confirmed they are having a stall and Brownies and Scouts will be there also. The Nursery will be asked if they wished to look after the bouncy castle as in previous years. More volunteers are needed to help run the event. The races have to be organised. There is also the clearing up after everyone leaves. This year there will be a dog pageant. A formal approach is needed as to who is doing what. There is a Health and Safety document which needs to be completed. Another meeting will be arranged.
- g. Communication. Station Software have said they will no longer be able to manage the Council's website. Councillor Mortimer will contact Station Software and get details of what needs to be done in the short term but this would not be a long term solution. Councillor Simpson said the Council could develop a new system.
- h. Elections. The Council will receive a bill for £100 from the District Council as it was an uncontested election. Councillors must send in an expenses form even if it is a nil return.

6. Planning Applications

- a. Re-alignment of section of watercourse (Hundale Gill) and associated engineering works at Hutton Fields, Garbutts Lane 19/00680/FUL. Councillor Simpson declared an interest. After discussion the Council recommended approval subject to ecological compliance and clarification of why it needs to be done. 5 for approval, 1 against, 1 abstaining and 1 did not vote.
- b. Construction of an all weather non-illuminated equestrian paddock and fence and re-location of existing stock fence at land south of South View 18/01565/FUL. Amended plans or further information. Councillor Readman declared an interest and left the room. Councillor Fenwick declared an interest. The Council recommended approval subject to a satisfactory drainage solution. 4 for approval, 1 against, 1 abstaining and 2 did not vote.
- c. Listed Building Consent for replacement front door at 1 Old School, Enterpen 19/00559/LBC. The Council unanimously recommended refusal as the application fails to replace with a door design sympathetic to the building.

- d. Erection of an oak framed extension/garden room at New Close Farm, Black Horse Lane 19/00796/FUL. The Council unanimously recommended approval.

7. Reports from County and District Councillors

County Councillor Mr Hugill had nothing to report. The Chair offered congratulations to District Councillor Mrs Fortune on her re-election. District Councillor Mrs Fortune asked that the Council order any bins required for the Village Event.

8. Finance

Two quotes had been received for Council's insurance. Councillor Thompson has looked at both. He said our previous insurers have the lower quote and are experienced in the Local Councils section. He proposed accepting the quote from BHIB, Councillor Redman seconded and all agreed. It was agreed to have an extra meeting on the 29 May at 7.00 pm to look at the figures required for the Annual Governance and Accountability Return which had been received from PKF Littlejohn. The Council's accounts will be open for inspection by any person interested from 17 June 2019 until Friday 26 July 2019 and a notice advertising this will be displayed on the website and noticeboards. A new bank mandate is required and the Chair and Vice-Chairman will complete the forms required by Barclays Bank to be authorised to sign cheques on behalf of the Council, along with Councillor Thompson who is already authorised. The balances in the Council's accounts are as follows:

Community Account	£5,000.00 (12 April 2019)
Burial Account	£11,681.34 (12 April 2019)
Business Premium Account	£92,921.55 (12 April 2019)
Allotment Account	£1,381.10 (12 April 2019)

9. Correspondence

- a. E mail received from Hambleton District Council and circulated to Councillors concerning the requirement to complete the Register of Interests form.
- b. Letter from Hambleton District Council concerning the vacancy for a Parish Council representative on the Standards Hearing Panel.
- c. E mail from Mr P Cole, Hambleton District Council giving notice that the AGM of the Stokesley & Villages Community Partnership AGM will be held on 5 June. Circulated to Councillors.
- d. A guide to Community Infrastructure Levy (CIL) for Parish and Town Councils received by e mail from YLCA and circulated to Councillors.
- e. A Neighbourhood Planning Programme update received by e mail from YLC A and circulated to Councillors.
- f. E mails from YLCA concerning New Councillor training and the training programme for June – November. Circulated to Councillors.
- g. White Rose Update received by e mail from YLCA and circulated to Councillors.
- h. North Yorkshire Now received by e mail from NYCC and circulated to Councillors.
- i. Rural Bulletins received by e mail from Rural Services Network and circulated to Councillors.
- j. Rural News from Community First Yorkshire received by e mail and circulated to Councillors.
- k. Countryside Voice and Fieldwork magazines received from CPRE.
- l. Embleton Farm East Promotion Report received from Glenn McGill by e mail and circulated to Councillors. This is will considered by the Neighbourhood Plan Steering Group.

10. Planning Decisions of Hambleton District Council

- a. Application for removal of condition 2 (occupancy) relating to Planning Application 2/73/93D/PA at Linden Park, Station Lane 19/00292/MRC. Granted.
- b. Works to 4 no. beech trees in a Conservation Area (crown thinning 10%) at 7 Levenside 19/00253/CAT. Granted.
- c. Works to trees in a Conservation Area at 23 Enterpen 19/00562/CAT. Granted.
- d. Works to trees in a Conservation Area at All Saints Church 19/00662/CAT. Granted.
- e. Retrospective application for change of use of former agricultural land to commercial and the construction of decking area at Bay Horse Inn. 19/00150/FUL. Refused.
- f. Works to trees in a Conservation Area at Highfield House, Enterpen. Granted 19/00404/CAT.
- g. Construction of a detached dwelling, garage and entrance gates at OS field 2719, Stokesley Road. Granted. 19/00302/FUL

11. Accounts

a. GGN Sportscare Ltd. – Two Interments	£380.00
b. GGN Sportscare Ltd. – Grass cutting Burial Ground	£153.60
c. GGN Sportscare Ltd. – Grass cutting Village Green, Play Areas, Verges, etc.	£978.00
d. J A Cook, Cleveland Audio Services – PA & lighting for Village Event 2018	£550.00
e. KVA Planning – Attendance at SG meeting + travel expenses	£127.90
f. Clerk – Monthly salary April + broadband	£576.93

Monies Received

Hambleton District Council – 1 st half of precept	£21,500.00
Co-op Funeralcare, Darlington – Interment fees (double)	£846.65
Reservation of Burial Plot	£160.65
Allotment Holders – Rents	£40.00

The Chair declared the meeting closed at 8.55 pm.