

**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](http://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.