

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 10 JANUARY 2022 AT 7.15PM IN THE VILLAGE HALL, HUTTON RUDBY**

**In attendance:** Councillor Mortimer (Chairman), Councillors Collingwood, Jopling, McCluskey, Simpson, Tate, Thompson, Voke, three members of the public.

Due to high levels of covid circulating a 2m rule was imposed. Residents who wished to raise an issue were requested to do so in writing to the clerk at [rudbyparishcouncil@gmail.com](mailto:rudbyparishcouncil@gmail.com) before the meeting as admission to the meeting might not be possible. No emails raising issues were received but two emails requesting attendance were received in relation to planning applications 21/02972/MRC and 21/02923/OUT. Attendees were asked to wear a mask, to take a lateral flow test before attending and not to attend if the test was positive, they have any of the symptoms of covid or have been in direct contact with anyone with covid symptoms in the last week.

1. **Apologies for absence.** Councillor Clifford, District Councillor Fortune, County Councillor Hugill.
2. **Minutes of the meeting held on 13 December 2021, and the extraordinary meeting held on 13 December 2021.**

Councillor Collingwood proposed two amendments to the minutes. He said that under item 5 his view that parking on pavements is never acceptable should be recorded. He also said that under item 11 the minutes be amended to include the following "An early part of this process is to obtain an opinion from an engineer regarding the structural stability of the wall". Councillor Collingwood proposed that the minutes be agreed subject to those alterations, seconded by Councillor Thompson, 6 in favour, one opposed, one abstention.

Councillor Collingwood also proposed that the minutes of the extraordinary meeting of 13 December be agreed, seconded by Councillor Voke, 8 were in favour, one abstention.

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

One member of the public raised planning application 21/02972/MRC. He said that a hole has been dug in the ground, there is no concrete and no pipes. It is now 5 years after the original application when work was due to start in 3 years. Councillor Jopling said that as he understood it there has to be a substantial start for the planning permission not to lapse. Councillor Mortimer said that there does not appear to be a clear rule and it can be open to the interpretation of the planning officer.

The member of the public said that his other concerns are that the permission which was given originally was for a different applicant and a different type of use to the one now being envisaged. Originally it was going to be a day-care centre but what is now being proposed is respite and the application does not contain any proposed limits on numbers or timings. Is the intention that this will be a 24 hour operation potentially with a need for floodlighting and security? There has been no consideration given to how the site will be made secure for the protection of both residents of the respite care and neighbours.

The second and third members of the public have submitted planning application 21/02923/OUT. They explained that they intend to build a 3 bedroom passivhaus in the grounds of their existing property in order to free up the existing house. They stressed that their intention is to live in the new house once it has been completed. They are aware of one objection on the Hambleton planning portal but the person who has objected has not used the correct address. The Environment Agency has also queried some of the measurements, but the members of the public have been in touch with them and this has been resolved to the satisfaction of the Environment Agency.

There being no other items the meeting was closed to the public, two members of the public left.

4. **Police Report and Neighbourhood Watch.** A report dated 7 January 2022 has been sent to the Councillors and was noted.
5. **Planning applications.**  
The following applications have been received by the Council. Full details of any responses are available on [www.hambleton.gov.uk/homepage/16/planning](http://www.hambleton.gov.uk/homepage/16/planning)
  - a. **21/02972/MRC Noble depot, Skutterskelfe.** Application for variation of conditions attached to application 14/01130/FUL - construction of a (Use Class D1) day care, education, training and (Use Class C2) respite facilities for adults with learning and other difficulties. Councillors raised concerns regarding the lack of evidence of work having started before the previous application lapsed, the fundamental change from adults to adolescents and from day-care to residential, the impact on neighbours from noise and light, the removal of trees and the lack of detail in the application to enable the Councillors to reach an informed decision. Councillor Mortimer proposed that the Council object to the application on the basis of the failure to have started work under the previous application, the failure to set out how the applicants want the existing conditions to be varied, the design issues and the lack of detail on how the applicants intend to use the development. Seconded by Councillor Saxton, agreed unanimously.
  - b. **21/02719/FUL Paddocks End and Embleton Farm.** Application for 79 houses including 22 affordable houses (22 houses and 10 bungalows), 10 detached family houses and 36 bungalows at market value, open space, highways access, drainage infrastructure and diversion of public right of way on land at Paddocks End. The Council has decided to recommend refusal but at the time of issuing the agenda the submission has not yet been completed. Councillor Mortimer reported that the analysis report from the planning consultant has been received, and that it is expected that a barrister will be engaged shortly to prepare the letter of objection. The focus will be on the planning policy issues. Noted.
  - c. **21/02762/CAT Leven House, Levenside, Hutton Rudby.** Works to fell a tree in a conservation area. The Council recommended approval. Noted.
  - d. **21/02832/FUL Levenside Farm, Skutterskelfe.** Application for a proposed first floor infill extension to the rear along with partial first floor extension with roof lift at the rear and a proposed double garage extension to the side. This application relates to Councillor Tate who left the room. No-one else declared a conflict of interest. Councillor Mortimer said that the Parish Council has previously recommended approval of other similar developments, for example Hillcrest House and Skutterskelfe Hours. Councillor Simpson proposed that the application be approved, seconded by Councillor Collingwood, approved unanimously.
  - e. **21/02888/FUL South Lund Farm, Tame Bridge.** Application of a conversion of a barn to residential use (C3) along with external alterations. The Council recommended refusal. Noted.
  - f. **21/02902/FUL Crystal Cottage, Belbrough Lane, Hutton Rudby.** Application for the demolition of existing conservatory, construction of a two storey extension to the rear and construction of a single storey extension to the side of the dwelling. No residents have objected to date but Councillors felt that the proximity to the main house should be highlighted Councillor Simpson proposed that the draft submission be agreed, seconded Councillor Voke, all were in favour.
  - g. **21/02923/OUT The Moorings, Levenside, Hutton Rudby.** Application for outline planning (all matters reserved) for two storey detached dwelling with garage. Councillor Mortimer explained what is meant by a passivhaus. He said that technically this plot is part of the countryside. The application raises similar issues to the Flagpole Field. There is no policy basis to support it, it would create two cramped dwellings next to each other. There will be an adverse impact on the character of area and the right of way along the river. He would need to see a full design to be able to take a meaningful view. Councillor Mortimer proposed that the Council recommend refusal, seconded by Councillor Simpson, all were in favour of recommending refusal.
  - h. **21/02631/LBC Ober Green Cottage, Champion Lane, Hutton Rudby.** Application for listed building consent for replacement windows. The Council has recommended approval.

## 6. Decisions of Hambleton District Planning.

- a. **21/02449/FUL 3 The Stables, Skutterskelfe.** Alterations to provide a secondary entrance door to the east elevation of the dwelling. The application was granted. Noted.
- b. **21/02720/FUL2 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 application was granted. Noted.
- c. **21/02541/FUL Willow Meads, Skutterskelfe.** Construction of a garden room/office. The application was granted. Noted.

## 7. Reports from County and District Councillors.

The Clerk reported Councillor Hugill's comments on Chappies Field, It was agreed that this should become an explicit agenda item. The Clerk will provide more photos and seek a FOI request to see what has been said to the landowner to date in order to consider what further action to take,

## 8. Finance.

- a. Employer's summary December 2021.

## 9. Accounts

Clerk's salary December 2021	£ 587.57
Ink payment HP December 2021	£ 9.99
TP Jones & Co payroll preparation October to December 2021	£ 58.50
HMRC 3 <sup>rd</sup> quarter tax and NI	£ 440.80
Stephen Johnson works to trees and to remove windblown branch	£ 1260.00
PKF Littlejohn fees in relation to AGAR 2020/21	£ 360.00
NYCC replenishment of grit bins	£ 900.00
AW Nicholson burial charges Lloyd and McKittrick	£ 600.00

### Money received

## 10. Correspondence

- a. 20s Plenty email 8 December with invite to a zoom meeting on 16 December. Noted.
- b. Environment Agency email 9 December 2021 with details of zoom call on 15 December 2021 regarding winter preparedness. Noted.
- c. Email 9 December Police Fire and Crime Commissioner with invite to attend advice surgery on 14 December 2021. Noted.
- d. White Rose bulletin 10, 17 December 2021. Noted.
- e. Emails from residents regarding Planning Application 21/02719/FUL dated 14, 15 (3 emails), 16 (4 emails), 18 (2 emails), 19 (1 email), 20 (8 emails), 21 (4 emails), 22 (1 email), 23 (1 email), 29 (3 emails), 30 (1 email) December 2021, 2 (1 email), 3 January (1 email) 2022. Noted.
- f. Email 17 December 2021 from Highways regarding possible re-positioning of 30mph speed limit on Stokesley Road. Noted.
- g. Email Truevelo 22 December 2021 regarding speed signage options. Councillor Thompson advised that NYCC have only 3 companies and designs that they support so any signs need to come from one of those companies. Noted.
- h. Email 20s Plenty 22 December 2021 with details of Zoom meeting on 10 January. Noted.
- i. Agenda and public notice for the meeting of Richmond (Yorks) Area Constituency Committee, held on Thursday 6<sup>th</sup> January 2022 at 1.30 pm. Noted.

There being no further business the meeting closed at 8.13pm.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL TO BE HELD ON MONDAY 14 FEBRUARY 2022 AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance:** Councillor Mortimer (Chairman), Councillors Clifford, Collingwood, McCluskey, Saxton, Simpson, Tate, Thompson, County Councillor Hugill, District Councillor Fortune.

1. **Apologies for absence.** Councillors Jopling, Voke, North Yorkshire Police.
2. **Minutes of the meetings held on 10 January 2022.** Councillor Mortimer proposed that these be agreed, seconded by Councillor Clifford, all in favour.
3. **Meeting open to the public.** None were present. Meeting closed to the public.
4. **Police Report and Neighbourhood Watch.** The Police report has been received, noted. Hare coursing was witnessed in Skutterskelfe last week and it was reported to the Police. Councillor Fortune said that there have been a number of incidents where farmers have been confronted with firearms. Residents should not approach anyone and instead call the police.
5. **Matters arising.**
  - a. **Neighbourhood Plan.**

Councillor Mortimer reported that the Hambleton Cabinet recommended that the Local Plan should be adopted at their meeting on 7 February. It will go to the full meeting on 22 February and assuming it is adopted, there will be a six week period for any interested party to challenge the process (but not the content) before it comes into force.

Councillor Mortimer and the Clerk met with Ronnie Baird (landowner) and Andrew Garrens (Broadacres) on 21 January 2022 to discuss the proposed allocation in the Neighbourhood Plan. Draft minutes were prepared by the Clerk, but Mr Baird did not accept them and has provided a transcript instead. The meeting was cordial, but no substantive progress was made, Mr Baird wants to await the outcome of the planning application he has submitted for 79 homes before entering into further discussions.

- b. **Footpaths.**

Councillor Tate asked who owns the cobbles on East Side. He has witnessed residents walking on the road rather than on the cobbles as they are difficult to walk in particularly if pushing a pram or if the resident has mobility issues. Agreed the Clerk to investigate who owns the cobbles with a view to seeing what the options are and whether any improvements can be made.

- c. **Sports Areas**

- i. Station Lane. Proposal to re-name the Sports Area The Prince Phillip Memorial Sports Field or The Prince Phillip Memorial Park and to plant an additional tree in his name. Councillor Tate thought it would be a fitting tribute to Prince Philip. It was agreed that permission is needed, the Clerk will contact the Lord Lieutenant in the first instance. HDC should be contacted at an early stage. With regards to tree planting Councillor Simpson proposed that trees could be planted to the right of the car park and against the fence to the road, he suggested an oak tree, a copper beech and a silver birch. Seconded by Councillor Tate, 5 were in favour, 2 against.
    - ii. Middleton on Leven. Nothing to report.
  - d. **Village Green.**

A location for a tree for the Jubilee has now been located on North End and sent to HDC.

## 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](http://www.hambleton.gov.uk/homepage/16/planning)

- a. **21/2530/REM Land North of Hill Top, Blue Barn Lane, Hutton Rudby.** Reserved matters application attached to planning application 20/00121/OUT – construction of dwelling house as amended by drawings received 10 January 2022. The Council recommended refusal. Noted. Since then, a further revision of plans has been received. Councillor Tate expressed concern regarding the size of development given its proximity to the ethylene pipeline and the risk to life should there be an explosion. The Council will recommend refusal. Noted.
- b. **21/02694/FUL 14 A North End, Hutton Rudby.** Application for new front door/entrance canopy, new external render to all areas. The Council recommended approval. Noted.
- c. **21/03007/FUL Wayside Cottage, Rudby Bank, Hutton Rudby.** Application for single storey extension. 2 lantern windows, 1 roof light and conversion of garage to form habitable space. The Council recommended approval subject to various conditions. Noted.
- d. **22/00082/CAT 9 Wynd Close, Hutton Rudby.** Application for works to trees within a conservation area. The Council recommended approval. Noted.
- e. **21/02976/LBC 3 Old School, Enterpen, Hutton Rudby.** Application to remove white wooden window on rear elevation and reinstate hardwood door and window to allow access to rear garden. The Council recommended approval. Noted.
- f. **APP/G2713/D/22/3290054 Ober Green Farm North, Camion Lane, Hutton Rudby.** Appeal to the Secretary of State against the decision of Hambleton District Council Application 21/02074/FUL to refuse retrospective application for the construction of a garden shed to the rear courtyard of the dwelling house. Appeal to be heard by means of a Householder Appeal Service. Noted.
- g. **21/03007/FUL Wayside Cottage.** Application for single storey extension. 2 lantern windows, 1 roof light and conversion of garage to form habitable space. Amended plans received. The Council recommended approval subject to a 1m gap being left to the next property and replacement tree planting. Noted.
- h. **22/00090/FUL 29 Langbaurgh Road, Hutton Rudby.** Application for replacement of existing single storey garden room with single storey extension to create an open plan kitchen/dining /sitting room.

## 7. Decisions of Hambleton District Planning.

- a. **21/02832/FUL Levenside Farm, Skutterskelfe.** Application for a proposed first floor infill extension to the rear along with partial first floor extension with roof lift at the rear and a proposed double garage extension to the side. The application was approved. Noted.
- b. **21/02888/FUL South Lund Farm, Tame Bridge.** Application for the conversion of a barn to residential use (C3) along with external alterations. The application was refused. Noted.

## 8. Co-option of a new Councillor.

There are likely to be elections in May so a new Councillor would only be appointed for a very short period of time before having to stand for election, however it will give them a chance to see what being a Councillor is like. One Councillor was concerned that it would be a lot of work given how little time remains until the election. Councillor Mortimer proposed that co-option should proceed, seconded by Councillor Simpson. 7 in favour, one against.

**9. Chappies Field.**

The Clerk had a meeting with a Councillor from Potto and they walked the footpath from Goulton Lane back to Chappies Field. The Councillor agreed that the barbed wire fence and the stumps underfoot the new path in Chappies Field are unsafe; as the landowner now lives in Potto he will try to have a word with him. The Clerk has also been in contact with NYCC to ask them to close the footpath so that it can be made safe and has also made an FOI request. Councillor Hugill will raise the matter with the area constituency committee.

Councillor Clifford suggested that if dialogue can be re-opened with the landowner it may be possible to rent the field from the landowner to enable its use by residents again.

Councillor Mortimer proposed that once NYCC have responded then the Council should investigate what legal actions are available to the Council, seconded by Councillor Simpson, all were in favour.

**10. Riverside/linen mill development.**

Councillor Jopling has met with the engineer and is awaiting his report on any repairs necessary to the wall. The intention is to seed the area with grass then install picnic benches with the Parish Council to be responsible for the cost of grass cutting on a pro rata basis. Further work may be needed to the hedges and to remove ivy so as to create a view of the river from Hutton Bank.

A further full proposal will be needed to ensure that the Council is within public spending rules and to ensure any seating is properly licensed.

**11. Jubilee weekend/village event.**

A meeting of some interested parties was held on 9 February. The Parish Council will be in charge of beacon lighting on Thursday 2 June. There will be a family orientated village event on the green during the day on Friday 3 June with roads around the green to be closed. There will be an afternoon/evening event on Saturday 4 June at the cricket club. There will be a follow up meeting on 28 February for groups and societies to put forward their proposals. The Parish Council will incur some costs for the hire of equipment from AR Entertainments. The cricket club suggested they should be able to steward their event and their plan is to have music and food. On Sunday 5 June residents will be encouraged to organise their own street parties, they will need to apply separately for any road closures.

**12. Annual assemblies of Hutton Rudby, Middleton on Leven, Rudby, and Skutterskelfe. To decide on whether the annual assemblies should be merged into one assembly and to agree a date for any meeting(s) to be held.**

Councillor Mortimer proposed that the annual assemblies should be held in April rather than May so that the outgoing Chairman can report on the year's activities. He also proposed that the annual assemblies should be combined into one assembly, to be held immediately before the monthly meeting on 11 April. Seconded by Councillor Simpson. Seven were in favour, one opposed.

**Environment – No Mow May.**

Councillor Simpson proposed that the grass cutting contract be modified to enable this to take place although the grass would need to be cut before the end of May because of the Village Event. Cutting the Himalayan Balsam needs to be added to the contract Seconded by Councillor Saxton, 6 were in favour and 2 against.

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

Councillor Fortune commended Councillor Hugill on his efforts with regards to Chappies Field and supported the suggestion of the public going to the press. She confirmed that the Local Plan process is nearly finished. The work streams of the new unitary authority have been set up to make the changes as seamless as possible. Councillor Tate asked about the recent name choice for the new road opposite the Spar, the name chosen was not the one that the Parish Council had wanted. Councillor Fortune said that roads cannot be named after individuals. The Parish Council was not the only consultee, and the final option was chosen by the developer. The name has a local connection as the field used to have corn in it.

Councillor Hugill said that he has had some success with restoring the television signals of some residents and Arquiva will still send engineers to anyone who does not yet have a signal. There is a meeting on Monday to set the Council tax for the forthcoming year but due to the crisis in adult social care NYCC may need to use around £53 million of its reserves. He confirmed that the Council's gritters can now be followed online and there are also cameras showing weather conditions in real time around the County. There will be a pre-election period, purdah is no longer the accepted term.

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

Councillor Thompson has circulated a report regarding the proposed signs and locations and proposed that they be agreed on the budget set out. NYCC are very restrictive as to the types of signs they will allow. He would like to order the posts in this financial year. Seconded by Councillor Simpson, all were in favour.

**15. Finance.**

- a. Employer's summary February 2021. Noted.

**16. Accounts**

Clerk's salary January 2022	£ 587.77
Ink payment HP January 2022	£ 9.99
KVA Planning re 21/02719/FUL	£ 450.00
Cornerstone Chambers advice and letter re 21/02719/FUL	£1980.00
Shaw & Sons Burial book and interment receipt book	£ 245.06

**Money received**

Allotment fees	£ 270.00
Norther Powergrid wayleave	£ 11.50
Reservation of two ashes plots	£ 194.00

**17. Correspondence**

- a. Email from residents regarding planning application 21/02719/FUL dated 29 December 2021, 31 December 2021, 5, 13, 14, 17, 19 January 2022. Noted.
- b. White Rose Bulletin 7, 14, 21,28 January, 4 February 2022. Noted.
- c. Email from a resident dated, 7 January 2022 regarding planning application 21/02972/MRC Noble Fuels, Skutterskelfe. Noted.
- d. Email 7 January 2022 with details of the YLCA conference on 25 March 2022. Noted.
- e. Email from HDC dated 7 January 2022 with notice of change of name at 6 Middleton Road. Noted.
- f. Email YLCA dated 7 January and 3 February with details of the remote conference on 25 March 2022. Noted.
- g. Email YLCA dated 7 June 2022 with details of Jubilee arrangements. Noted.
- h. Email North Yorkshire County Council Enhance Partnership 12 January 2022 regarding consultation on the bus service improvement plan. Consultation closes 7 February 2022.. Noted.
- i. Email YLCA dated 14 January 2022 with details of the Jubilee arrangements from 2 to 5 June 2022. Noted.
- j. Email 20s Plenty 14 January 2022 with details of the action points from the meeting of 14 January 2022. Noted.
- k. Email 14 January 2022 Leven sub catchment mapping session to be held on 28 February 1-4pm, Stokesley own Hall. Noted.
- l. Email CPRE 18 January 2022 with details of proposed enlargement of North Yorkshire CPRE to include East Riding and Kingston upon Hull, vote to take place on 18 February 2022. proxy votes needed by 4 February 2022. The Council appointed a proxy to vote in favour. Noted.
- m. Email YLCA 28 January 2022 with details of the Hambleton branch meeting on 16 February 2022 by Zoom and draft minutes of the meeting on 20 October and minutes of the meeting of the Joint Executive Board of YLCA on 16 October 2022. Noted.
- n. Email YLCA 28 January 2022 with draft structural order for North Yorkshire Council.
- o. Email 2 February 2022 20s Plenty February update. Noted.
- p. Email 3 February 2022 YLCA remote conference to take place on 25 March 2022. Noted.
- q. YLCA governance monthly 4 February 2022. Noted.
- r. Email 4 February 2022 with YLCA training programme February to April 2022 and YLCA branch meetings.
- s. Email 7 February 2022 YLCA with financial bulletins from the Parkinson Partnership. Noted.
- t. Email 8 February 2022 Anne Robson Trust pre bereavement helpline. Noted.

There being no further business the meeting closed at 9.20pm.



**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD IN THE HUB ON MONDAY 7 MARCH 2022 at 7.15pm**

**In attendance – Councillor Mortimer (Chairman), Councillors Clifford, Collingwood, Jopling, McCluskey, Saxton, Simpson, Tate, Thompson, Voke, one member of the public (candidate for the vacancy).**

**1. Apologies for absence.** None.

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

Councillor Mortimer confirmed that there were three candidates for the vacant role. Two candidates were unable to attend but all the Councillors had been able to read their submissions as well as the submission of the candidate present.

Richard Webster introduced himself as the third candidate. He has lived in the village for more than 20 years and is recently retired from his dental practice. He was involved in the isolation group during lockdown. He is interested in the environment and the direction of the village in terms of any development.

There were no questions from any of the Councillors. Mr Webster left the room to enable the Councillors to discuss the candidates.

On his return Councillor Collingwood proposed that Mr Webster be appointed. Seconded by Councillor Saxton. 9 were in favour, one abstention, none against.

Mr Webster accepted the position and signed the declaration of office.

There being no further business the meeting closed at 7.40pm

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 14 MARCH 2022 AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance: Councillor Mortimer (Chairman), Councillors Clifford, Collingwood, Saxton, Simpson, Tate, Thompson, Webster, Voke, two members of the police**

1. **Apologies for absence.** Councillor Jopling, Councillor McCluskey, District Councillor Fortune, County Councillor Hugill.
2. **Minutes of the meetings held on 14 February and 7 March 2022.** Councillor Simpson proposed that these both be agreed, seconded by Councillor Saxton, all in favour.
3. **Meeting open to the public.** None were present. Meeting closed to the public.
4. **Police Report and Neighbourhood Watch.**

The police report has been received and was noted. One Councillor asked about an incident of hare coursing that had been witnessed. The police explained that these incidents are dealt with by the Rural Tasks Team and for that reason do not appear on the police report. The police confirmed that they are patrolling more regularly in relation to these types of incidents. There being no other issues raised the police left the meeting.

**5. Matters arising.**

- a. **Neighbourhood Plan.** Councillor Mortimer said that he expects to do an end of year financial report in the usual way. Nothing else to report.
- b. **Footpaths.** No issues were raised.
- c. **Sports Areas.**
  - i. **Station Lane.** The Clerk has been in contact with the Lord Lieutenant's office regarding re-naming the Sports Area in honour of Prince Philip and a response is awaited.
  - ii. **Middleton on Leven.** The Council believes that a resident is kindly cutting the grass at the sports area and wished to record their thanks.
- d. **Village Green.** Nothing 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](http://www.hambleton.gov.uk/homepage/16/planning)

- a. **21/2530/REM Land North of Hill Top, Blue Barn Lane, Hutton Rudby.** Reserved matters application attached to planning application 20/00121/OUT – construction of dwelling house as amended by drawings received 1 February 2022 (floor plans and elevations) and 7 February 2022 (site layout). The Council recommended refusal. Hearing to determine the application before HDC Planning Committee on 10 March 2022. Councillor Mortimer attended and the Planning Committee decided to do a site visit before making a decision. Noted.
- b. **22/00196/MBN Rear of Lily Pond House, Skutterskelfe.** Application to determine if prior approval is required for change of use of an agricultural building to a dwelling house and for building operations reasonably necessary for the conversion. The Parish Council recommended refusal. Noted.
- c. **22/00283/FUL Parkhurst, 27 North Side, Hutton Rudby.** Revised application for demolition of an existing conservatory to the rear to allow for a proposed single storey extension to the rear with a flat roof and lantern feature, to include stepped raised patio area (21/00280/FUL). The Council recommended approval. Noted.

- d. **22/00267/CAT 7 Levenside, Hutton Rudby.** Work to trees in a conservation area. The Council recommended approval. Noted.
- e. **22/00406/FUL 37 South Side, Hutton Rudby.** Replacement conservatory to rear elevation. The Council recommended approval. Noted.
- f. **22/00178/FUL Birchcroft, Rudby Bank.** Application for a front extension, alterations to the porch and rendering of front elevation and flue. The deadline for a response is 25 March. Noted.

## 7. Decisions of Hambleton District Planning.

- a. **21/03007/FUL Wayside Cottage, Rudby Bank, Hutton Rudby.** Application for single storey extension. 2 lantern windows, 1 roof light and conversion of garage to form habitable space. The application was approved. Noted.
- b. **21/02530/REM Land north of Hill Top, Blue Barn Lane.** The matter has been referred to the planning committee. See comments at 6a above. Noted.

## 8. Co-option of a new Councillor.

This took place last week and Richard Webster was appointed. Councillor Mortimer welcomed him to the Council. Noted.

## 9. Chappies Field.

Councillor Mortimer proposed that Councillors Simpson, Saxton and Collingwood be appointed to a working party on this issue. Seconded Councillor Thompson. All agreed.

Councillor Simpson reported that he has looked at several maps of the public right of way. They are all slightly different but none follow the route chosen by the landowner.

All agreed that the current footpath does not appear to be in the right location and is dangerous. A landowner cannot be allowed unilaterally to move a footpath when there is a correct legal process to follow.

There was a discussion about the best approach to take going forward. The Council would like to see the footpath either restored to its previous route, or to follow the correct route if different. However, it would be open to proposals for a suitable route from the landowner provided that the correct legal process is followed, and any path so created is safe for use (the barbed wire needs to be removed and any path needs to be away from brambles, roots and other trip hazards). This could be any other reasonable route proposed by the landowner, for example a wider version of the path that has currently been fenced in, or on the track to the left of CC Motors, or another reasonable option.

Some Councillors also asked if the landowner might be willing to hand over Chappies Field to the Council for them to manage, others felt that the correct route of the public right of way should be resolved before any other steps are taken, such as legal action.

Councillor Simpson proposed that the Clerk be asked to confirm with NYCC the definitive route; on the face of it this will be as per the 1914 map, This will assist in the formulation of any legal action should the matter not be resolved by other means. He further proposed that in parallel to this Councillor Huggill to be asked to intervene with the landowner to try to reach a mutually acceptable outcome. Seconded by Councillor Voke. Five Councillors were in favour, 4 abstained.

**10. Riverside/linen mill development. Update and to agree a budget.**

Councillor Mortimer said that Councillor Jopling has put together a proposal on re-seeding and other landscaping work to be done. Councillor Thompson proposed that a budget of £4000 be agreed at this stage for those works. Seconded by Councillor Mortimer, agreed unanimously.

Councillor Jopling had provided a summary of the report he has obtained on the works to be done to the linen mill wall. Councillor Mortimer said that he would like to see the entire report before taking a view on the planned sequencing of the work.

Councillor Saxton said that grass seeding needs to be done in the next few weeks or it will be too late to do before the autumn. It is unlikely that any significant building work will take place before late summer so that will give the grass time to become established.

There is also a proposal to buy benches and tables for the area. It was agreed that a licence needs to be drawn up with the landowner before they are placed on land not owned by the Council. The Council will pay the reasonable legal fees as there is a public benefit.

Councillor Saxton proposed that the grass seeding be done as soon as possible with the other issues left until the legal position has been resolved. Seconded by Councillor Webster, 7 were in favour, 2 abstentions.

Councillor Voke said that it would be a good idea to put something in place to prevent people sitting on the wall in order to protect it from further damage and in case of risk to the public. All agreed.

**11. Jubilee weekend/village event. Update and to agree a budget.**

The Clerk gave an update on steps so far. Emma Foden has agreed to provide road signs and her husband is willing to be named as the contractor for the road closures if needed. The road closures are still to be sorted out with NYCC who have been sent the paperwork but have yet to acknowledge it.

All local societies have been contacted and it is hoped they will all have stalls.

Stewarding / security will be needed if possible, the Clerk to look back through the accounts to see who has used it in previous years.

Councillor Tate to be the main organiser/point of contact for the beacon lighting. Stephen Johnson to be asked to provide the materials to light the beacon on the green.

The Clerk to organise bunting for the trees on the green.

The Council are unable to provide funding to a commercial organisation (the bar) for any music for the event at the cricket club but may be able to provide a grant to the cricket club which can be used for that purpose. A grant of £500 was agreed in principle in the first instance.

A total budget of £6000 has been set aside.

**12. Environment****i. No Mow May.**

Councillor Simpson proposed that the burial ground be cut as usual, the sports area to miss one cut, the verges to be left for a full month, the greens also to be left for a full month from mid-April to mid May. Seconded by Councill Saxton save that he proposed that the main part of the sports area be cut fortnightly but that a 5m border be left for the full month. Agreed unanimously. The Clerk to put a note on Facebook explaining what is happening.

**ii. Litter pick**

Councillor Collingwood confirmed that this will take place on Monday 25 April. Everyone to meet at the Hutton Rudby village pump at 6pm. Litter pickers can also be made available to residents in Middleton on Leven, Rudby and Skutterskelfe on request.

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

Councillor Fortune has advised that the crematorium at Thirsk has now opened, it is the first carbon neutral crematorium in the country. There is a café and responsible dog walkers are allowed.

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

The posts for the new speed signs have been ordered and the invoice received, the other equipment have been requested, there will be a 30% deposit when the order is confirmed.

Letters have been delivered today to households next to the new signs.

An order for additional trees has gone in.

**15. Finance.**

- a. Employer's summary February 2021.

**16. Accounts**

Clerk's salary February 2022	£ 587.57
Ink payment HP February 2022	£ 9.99
Posts for traffic signals	£ 900.00
PWLB lending facility loan repayment	£5894.80

**Money received**

Allotment fees	£ 30.00
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**17. Correspondence**

- a. Letter undated Bridget Fortune regarding NYC elections. Noted.
- b. Email 20s Plenty dated 2 February 2022 February update. The Parish Council has confirmed that it supports the campaign. Noted.
- c. Email Clare Little at HDC 4 February 2022 registration of new domestic caravans at Oakwood Farm, Tame Bridge.

- d. YLCA governance monthly 4 February 2022. Noted.
- e. Email 4 February 2022 with YLCA training programme February to April 2022 and YLCA branch meetings.
- f. Email 13 February 2022 from Hambleton District Council with timetable and information about Parish Council elections on 5 May 2022. Noted.
- g. White Rose Bulletin 11 February, 4 March 2022. Noted.
- h. Email 11 February 2022 YLCA Advice note 25 regarding local council elections. Noted.
- i. Email 11 February 2022 regarding commencement of hedge trimming and tree pruning to the footpath opposite the Spar. Noted.
- j. Email 13 February 2022 20s Plenty with interactive poll. Noted.
- k. Email YLCA dated 14 February 2022 with details of the Civility and Respect Project. Noted.
- l. Email Hambleton District Council dated 14 February 2022 with details of the parish council election process and timetable. Noted.
- m. Email 15 February 2022 Leven sub catchment mapping session 28 February 2022 1-4pm. Noted.
- n. Email Walking England dated 16 February 2022 with details of their website <https://www.walkinginengland.co.uk/yorkshire> which has hundreds of walks for residents to download and print for free. Noted.
- o. Email NYCC dated 16 February 2022 with an update on North Yorkshire Council. Noted.
- p. Email Hambleton District Council date 16 February 2022 with the Local Plan Inspector's Report. Noted.
- q. Email 17 February 2022 with Adoption Statement of the Minerals and Waste Joint Plan. Noted.
- r. Email 17 February 2022 from Hambleton District Council with Local Government Reorganisation Update 2. Noted.
- s. Email 18 February 2022 with confirmation of the North Yorkshire Police, Fire and Crime Commissioner Meeting on 26 May 2022 6.30pm to 7.45pm. Noted.
- t. Email 21 February 2022 YLCA remote conference flyer 25 March 2022.
- u. Email Royal British Legion 21 February 2022 with details of products available to celebrate the Jubilee. Noted.
- v. Email 24 February 2022 Hambleton District Council with confirmation of the adoption of the Local Plan. Noted.
- w. Email 2 March 2022 NALC legal briefing – Code of recommended practice during the pre-election period. Noted.
- x. Email 3 March with YLCA training programme April and May 2022. Noted.
- y. Email 4 March 2022 with North Yorkshire unitary update and NALC pay agreement. **For a decision.** The Clerk left the room. Councillor Thompson proposed that the Clerk should be awarded the NALC pay agreement and that he and Councillor Mortimer should hold a review with the Clerk to look at the appropriate pay point and hours worked. Seconded by Councillor Mortimer, agreed unanimously. The Clerk came back.
- z. Email Tees River Trust 4 March 2022 regarding the Leven project. Councillors Simpson and Tate attended. There is further work to be done. Noted.
- aa. 20s Plenty email 6 March with March update and link to meeting on 10 March. Noted.
- bb. Email YLCA 7 March 2022 with training sessions and discussion forums 9 to 19 March 2022. Noted.

There being no further business the meeting closed at 9.17pm.

## HUTTON RUDBY, MIDDLETON ON LEVEN, RUDBY, AND SKUTTERSKELFE PARISHES

### **DRAFT MINUTES OF THE HUTTON RUDBY, MIDDLETON ON LEVEN, RUDBY, AND SKUTTERSKELFE PARISH ANNUAL ASSEMBLIES FOR THE ELECTORS OF HUTTON RUDBY, MIDDLETON ON LEVEN, RUDBY, AND SKUTTERSKELFE TO BE HELD AT 7.15PM ON MONDAY 11 APRIL IN THE HUB, METHODIST CHAPEL, HUTTON RUDBY**

**In attendance:** Councillor Mortimer (Chairman), Councillors Collingwood, McCluskey, Saxton, Simpson, Tate, Thompson, Voke, Webster, County Councillor Hugill, District Councillor Fortune, one member of the police.

- 1. Apologies for absence.** Councillors Clifford, Jopling.
- 2. Approval of the minutes of the meetings in 2021.** There were three sets of minutes covering Hutton Rudby, Rudby and Skutterskelfe, and Middleton on Leven. Councillor Thompson proposed all three be approved, seconded by Councillor Simpson. 6 were in favour, three who were not at the meetings abstained. The minutes were agreed.
- 3. Finance.** Councillor Thompson confirmed that the annual accounts will be available in the next three to four weeks.
- 4. Chairman's Annual Report.** Councillor Mortimer had prepared a written report and circulated it to Councillors, It is available to members of the public on request and on the Council website.
- 5. Annual Report from County and District Councillors.** Councillor Fortune had presented a written report, available to members of the public on request. She gave special thanks to the Hub who received a grant from Hambleton DC to support their work during covid, and to members of the public who contributed to the wellbeing of the village during this time.

Councillor Hugill will also circulate a written report. He wished to give thanks to the Council's partners and volunteers for their hard work during the pandemic. He said that about half the Council's budget is spent on adult social care. The Council has many vacancies, and a recruitment campaign is under way which shows how rewarding the role is. A lot of road work has been carried out at Junction 47 of the A1, at Kexgill, and on the A19 in Selby. NYCC grits a higher proportion of roads than any other county. There have been improvements to rail services and to walking, cycling and bus lanes. The bus fleet in Harrogate has now been electrified and there are trials of on-demand buses in the Dales. NYCC does not support the 20s Plenty speed limit campaign but will work with communities to improve road safety. Broadband now covers around 97% of the population and 60% of the County has 4G. Schools in North Yorkshire remain something to be proud of and the Council is committed to not closing any schools unless the Governors have exhausted all other options. The Council aims to be net zero by 2030. NYCC is committed to making the transition to a unitary authority as smooth as possible and the Parish and Council elections will now be aligned. This should mean that Parish Councils are no longer charged for elections.

On being asked Councillors Fortune and Hugill confirmed that the new ward will include around four new parishes compared to the current Hambleton ward but is fairly similar to the area currently covered by the NYCC ward.

- 6. Views and comments from Parishioners.** None were present.

There being no further business the meeting closed at 7.46 pm.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 11 APRIL 2022 FOLLOWING THE ANNUAL ASSEMBLIES OF HUTTON RUDBY, MIDDLETON ON LEVEN, RUDBY AND SKUTTERSKEFFE AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance:** Councillor Mortimer (Chairman), Councillors Collingwood, McCluskey, Saxton, Simpson, Tate, Thompson, Voke, Webster, County Councillor Hugill, District Councillor Fortune, one member of the police.

1. **Apologies for absence.** Councillors Clifford, Jopling.
2. **Minutes of the meetings held on 14 March 2022.** Councillor Thompson proposed that they be agreed, seconded by Councillor Simpson, all were in favour.
3. **Meeting open to the public.** None present. The meeting was closed to the public.
4. **Police Report and Neighbourhood Watch.** The report of 8 April was noted. There were six incidents in total, full details cannot be given due to the personal information that would then be disclosed. The Police offer a free property marking service. They will be in attendance at Stokesley market on 16 April should any members of the public wish to raise any issues. The Police will not be in attendance for the whole of the village event but can be called if there is an incident.

One Councillor raised an issue of how incidents are dealt with when someone witnesses a crime in progress; they are aware of an incident which does not appear to have been properly recorded as a crime. The police officer agreed to pass on the concerns to the relevant team and see if more information can be provided. The police left the meeting.

**5. Matters arising.**

- a. **Neighbourhood Plan.** Groundwork UK have requested the End of Grant report to be completed and this will be done in the next few weeks. Noted.
- b. **Footpaths.** The Pathkeepers scheme appears to have been successful in other areas but need to be revitalised in Rudby Parish. The Council have been notified about a damaged stile near Clear View on The Grove. Neither house on either side appears to own the footpath, the Clerk was asked to try to find who is responsible for the stile so that it can be repaired. The landowner above the sewage works wishes to restore the original footpath, the path currently in use is apparently not the correct public right of way. Councillor Mortimer said that if the footpath is being moved from its correct route there is a process to be followed but the landowner is entitled to restore a footpath which has fallen out of use although it needs to be done in a way to make it useable to members of the public.
- c. **Sports Areas** – i. Station Lane. Permission to apply for the re-naming of the sports area in the name of Prince Philip will be considered by the HDC Asset Management Working Group on 28 April. Noted. Some vandalism has been observed to the bench nearest car park - names and a postcode have been scratched on the tables.  
ii. Middleton on Leven. The swing seats are in a poor state of repair. Councillor Tate proposed that they should be repaired at an estimated cost of £150 plus VAT. Seconded by Councillor Thompson, all in favour.
- d. **Village Green.** Care for Our Village have submitted a proposal to tidy up the area around the Bay Horse to include installing a new bench. Councillor Collingwood proposed it be approved, seconded by Councillor Webster, all in favour.



## 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](http://www.hambleton.gov.uk/homepage/16/planning)

- a. **22/00573/CAT 1 Wynd Close, Hutton Rudby.** Application to fell trees in a conservation area. The Council recommended that a TPO be ordered to protect the trees. Noted.
- b. **22/00440/FUL and 22/00441/LBC The Bay Horse, 1 North Side, Hutton Rudby.** Application for the demolition of the existing single storey flat and pantiled roof buildings to rear and side of building. Formation of new extensions. Minor interior alterations to the ground and first floors. The Council recommended approval with a suggestion that the extractor fan be moved to protect neighbours. Noted.
- c. **22/00755/FUL 1 Levenside, Hutton Rudby.** Application for a proposed two storey extension, single storey extension and porch to main house, extension to the rear of the existing garage, alterations to the drive and alterations and removal of trees. Some Councillors have yet to comment so that a response can be drafted. Noted.

One member of the public arrived.

## 7. Decisions of Hambleton District Planning.

- a. **21/02530/REM Land North of Hill Top, Blue Barn Lane.** A site visit took place on 5 April. Councillor Webster attended the meeting to put the Parish Council view. A decision is unlikely for some time due to new planning rules that came in on 7 April. Noted.
8. **Chappies Field.** Councillor Simpson has drafted a note to go to NYCC and clear with them where the definitive path runs so that the Parish Council can decide what to do thereafter.
9. **Jubilee weekend/village event. Update.** Minutes of the meeting on 5 April have been circulated. There will be a scarecrow trail on a Jubilee theme with a prize for the one voted for as favourite. There was a discussion about how to minimise security risks and it was decided that there should be a map of the locations of the Scarecrows so that people do not have an excuse to trespass when looking for scarecrows. The Clerk has a cup that could perhaps be used as a prize, if not the Parish Council will fund a Jubilee themed item.

Councillor Simpson proposed that the list of equipment from AR Entertainments be agreed, seconded by Councillor Thompson, all in favour.

There was a discussion about bunting. Councillor Simpson proposed a maximum budget of £750 plus VAT for re-useable eco bunting, ideally less will be spent. Seconded by Councillor Tate, all were in favour.

## 10. Environment

- i. **Litter pick on 25 April 2022.** Notices have already been put on the notice boards, they will also go on the website and Facebook. Litter pickers can also be made available separately for Middleton residents if desired. Councillor Collingwood should be able to fit much of the rubbish into his car so there is no need for Councillor Jopling to bring his trailer as in previous years.
- ii. **Grass cutting contract** – Councillor Mortimer proposed that the fees for the growing season be agreed, seconded by Councillor Thompson, all were in favour. The Clerk to chase a price for cutting the Himalayan balsam.

## 11. Reports from County and District Councillors.

Councillor Fortune reported on the site visit to the plot on Blue Barn Lane. Due to recent changes to planning regulations no decision is likely for some time. This is because of restrictions on planning developments that have been imposed as a result of nutrient pollution to rivers affected by urea from cattle and humans. There are new legal requirements that need to be followed which are likely to be in place for about 18 months..

Councillor Hugill said that he will see if NYCC can provide any closed road and road diversion signs for the village event. He will also chase up Area 2 for the location of the socket on Garbutts Lane which the Parish Council are hoping to use for the speed sign.

## 12. Activities list. Updates and progressing the relevant items, to include update on allotments repair and maintenance.

On Sunday 10 April Councillor Tate and Thompson and the Clerk carried out sites visit to look at the options for the locations of the planned speed signs. There are various options but further work is needed with the suppliers as not all sites are suitable for use with solar panels.

An issue with the gates to the allotment has been raised by one of the allotment holders. Councillors McCluskey and Tate agreed to have a look to see what work is needed.

## 13. Finance.

- a. Employer's summary March and April 2021. Approval was given in respect of the payment of the March salary on 31 March 2022. The Treasurer will now arrange payment of the Clerk's salary at the end of the month to which it relates.

## 14. Accounts

Clerk's salary March 2022 (to include backpay)	£ 701.67
Clerk's salary April 2022	
Ink payment HP March 2022	£ 9.99
Ink payment April 2022	£ 9.99
TP Jones quarterly fee	£ 58.50
YLCA annual membership subscription	£ 598.00
HMRC fourth quarter tax and NI	£ 504.57
20s Plenty bin stickers	£ 50.00
Stokesley Lawnmower Services servicing of strimmer	£ 74.10
RBC Agri grass seed for linen mill area	£ 280.00
Swarco traffic posts and signs deposit	£2422.80
Shaw & Sons allotment book	£ 184.80

### Money received

Brierley interment	£584.00
Mitchell headstone engraving	£ 69.00

**15. Correspondence**

- a. Email YLCA 9 March 2022 regarding Ukraine. Noted.
- b. Email 11 March 2022 Green Lane Association. Noted.
- c. Email 13 March 2022 20s Plenty March 2022 reports and action. Noted.
- d. Email 14 March 2022 Jacksons solicitors regarding the registration of land at the village hall. Noted.
- e. Email 14 March from a resident in Middleton on Leven regarding a footpath blocked due to fallen trees, NYCC have been contacted but have not responded. A Councillor was able to remove the trees to make the path passable. The resident was informed. Noted.
- f. Email 15 March 2022 NALC Ukraine briefing. Noted.
- g. Email 16 March 2022 Councillor Hugill with details of the Sowerby dog walking facility. Noted.
- h. Email 17 March 2022 Forestry Commission confirmation of investigation into potential unlicensed felling, Noted.
- i. YLCA governance monthly 2022. Noted.
- j. White Rose Bulletin 18, 25 March, 1 April 2022. Noted.
- k. Email 21 March 2022 NALC with information and materials about the forthcoming election. Noted.
- l. Email 23 March 2022 from a resident with regards to fly tipping at the watersplash, Sexhow Lane. Noted.
- m. Email 26 March 2022 from a resident with regards to a potential planning application. The Clerk has responded. Noted.
- n. Email 1 April 2022 with YLCA training programme February to April 2022 and YLCA branch meetings.
- o. Email CPRE with details of monthly planning surgeries. Noted.
- p. Notice of road closure of Sexhow Lane to allow for a replacement T pole between 8am to 6pm on 3 and 4 May 2022. Noted.

There being no further business the meeting closed at 8.45pm

**DRAFT MINUTES OF THE ANNUAL MEETING OF RUDBY PARISH COUNCIL HELD ON TUESDAY 10 MAY 2022 AT THE HUB (METHODIST CHAPEL), HUTTON RUDBY AT 7.15PM**

**Present: Councillor Mortimer (Chairman), Simpson, Tate, Thompson, Webster, Voke, District and North Yorkshire Councillor Fortune, 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 Simpson proposed that Councillor Mortimer be appointed as Chairman, seconded by Councillor Tate. Agreed unanimously. The Chairman signed the Declaration of Office
2. **To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office.** No proposals were received. It was agreed to leave the issue to a future meeting
3. **Apologies for absence.** Apologies were received from Councillors Jopling, Saxton and Collingwood.
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.** None were raised.
6. **Finance. To review and approve the financial regulations of Rudby Parish Council.** These had been circulated by the Clerk in advance of the meeting. Councillor Thompson proposed that these be approved, seconded by Councillor Mortimer. Councillor Thompson said that he will review them in the next few months. Agreed unanimously.
7. **To appoint an internal Auditor.** Councillor Thompson proposed that Carol Banks be appointed, seconded by Councillor Mortimer seconded. Agreed unanimously.
8. **Appointment of members to existing committees in the Council:**
  - a. **Finance.** Councillor Tate proposed that Councillors Jopling, Mortimer and Thompson be appointed, seconded by Councillor Simpson. Agreed unanimously.
  - b. **Care for our Village.** Councillor Voke proposed Councillor Collingwood and Councillor Thompson be re-appointed, seconded by Councillor Simpson. Agreed unanimously.
  - c. **Neighbourhood Plan Steering Group.** Councillor Voke proposed that Councillors Saxton and Mortimer be re-appointed, seconded by Councillor Simpson. Agreed unanimously.
9. **Appointment of members to committees outside the Council:**
  - a. **Village Hall Management Committee.** Councillor Mortimer proposed that Councillors Collingwood and Simpson be re-appointed, seconded by Councillor Voke, Agreed unanimously.
  - b. **Yorkshire Local Councils Association.** Councillor Thompson proposed that Councillor Mortimer be re-appointed, seconded by Councillor Voke. Agreed unanimously.

- c. **Bathurst Education Foundation.** Councillor Simpson proposed that Councillor Thompson be re-appointed. Agreed unanimously.
10. **Review and adoption of appropriate standing orders.** Councillor Mortimer proposed that the new model standing orders be agreed, seconded by Councillor Thompson, agreed unanimously.
11. **Code of Conduct.** For approval and adoption. Councillor Mortimer proposed that this be agreed, seconded by Councillor Thompson, agreed unanimously.
12. **Review of inventory of land and other assets including buildings and office equipment.** Councillor Thompson confirmed that these are included in the end of year figures and proposed that they be agreed, seconded by Councillor Mortimer. Agreed unanimously.
13. **Review and adoption of arrangements for insurance cover in respect of all insurable risks.** Councillor Thompson confirmed that insurance is in place and available to inspect upon request and proposed that this be agreed, seconded by Councillor Mortimer. Agreed unanimously.
14. **Review and adoption of the Council's complaints procedure.** Councillor Mortimer proposed that this be agreed, seconded Councillor Thompson. 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 Mortimer proposed that this be agreed, seconded Councillor Thompson. Agreed unanimously.
16. **Review and adoption of the Council's policy for dealing with the press/media.** Councillor Mortimer proposed that this be agreed, seconded Councillor Thompson. Agreed unanimously.
17. **Review and adoption of the Council's employment policies and procedures.** Councillor Mortimer proposed that this be agreed, seconded Councillor Thompson. 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 4 May 2021.** Councillor Mortimer asked the Councillors to note that there was no s137 expenditure during the 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.** Councillor Mortimer proposed that the ordinary meetings will be held on the second Monday of each month unless that falls on a public holiday. Councillor Fortune is hopeful that she will be able to attend but will let the Council know if there are any clashes. Seconded by Councillor Thompson. Agreed unanimously.

There being no further business the meeting closed at 7.26pm.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON TUESDAY 10 MAY 2022 FOLLOWING THE ANNUAL MEETING WHICH BEGINS AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**Present: Councillor Mortimer (Chairman), Simpson, Tate, Thompson, Webster, Voke, District and North Yorkshire Councillor Fortune, one member of the public, Councillor McCluskey from Item 8 onwards**

1. **Apologies for absence.** Councillors Collingwood, Jopling, and Saxton.
2. **Minutes of the meetings held on 11 April 2022.** Councillor Simpson proposed that these be agreed, seconded by Councillor Webster. Agreed unanimously.
3. **Meeting open to the public.** None wished to speak. The meeting was closed to the public.
4. **Police Report and Neighbourhood Watch.** The report of 5 May was noted. The Police were not in attendance.
5. **Matters arising.**
  - a. **Neighbourhood Plan.** Councillor Mortimer has submitted the end of year report, there was an underspend on the year of £2687.19. A further grant can be applied for once the underspend has been returned. The Survey Monkey licence will cost £320 if renewed.
  - b. **Footpaths.** The Clerk will put a message on Facebook reminding residents to cut hedges or shrubs which are next to public pavements or footpaths. Councillor Webster raised the issue of the footpath from Rudby Farm towards the sewerage works. The landowner is encouraging people to use the correct footpath, but Councillor Webster is concerned that it is potentially not safe to use in its present condition (too steep and slippery). It was agreed that this is a matter for the landowner and no action will be taken by the Parish Council. Noted.
  - c. **Sports Areas**
    - i. Station Lane. Permission to apply for the re-naming of the sports area in the name of Prince Philip. The Cabinet Office have received the application and are considering the proposal. Councillor Simpson has planted the new trees. Noted.
    - ii. Middleton on Leven. Councillor Tate has fitted new seats to the swings and was thanked for his work.
  - d. **Village Green. Grass cutting contract.** Due to the withdrawal of the existing contractor at very short notice it is necessary to obtain a new contractor as quickly as possible. Two quotes have been obtained. The Clerk has been told that one other person is interested but they have not been in touch. A decision is needed urgently. It was agreed to review at the end of the season and decide whether to carry out a more formal tender exercise. Councillor Simpson proposed that Wynd Developments be appointed as they have provided the cheapest quote, seconded by Councillor Voke. Agreed unanimously.

## 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](http://www.hambleton.gov.uk/homepage/16/planning)

- a. **22/00769/CAT West House, 22 Enterpen, Hutton Rudby.** Application to fell a tree in a conservation area. The Council recommended that, as the tree is not unhealthy and that no replacement planting was proposed, that a TPO be sought. Noted.
- b. **22/00639/FUL New property at Sexhow Lane.** Application for the construction of a dwelling house. The Council recommended that the application be refused. Noted.
- c. **22/00693/FUL Blue Barn Farm, Blue Barn Lane.** Application for the construction of utility room extension, new dormer to existing office, timber pergola and new roof terrace. The Council recommended approval. Noted.
- d. **22/00631/FUL Damson House, 6 Middleton Road.** Application for the construction of replacement dwelling with attached garage. The Council recommended approval. Noted.
- e. **22/00817/OUT Four Winds, 38 Garbutts Lane, Hutton Rudby.** Outline application for one new dwelling.
- f. **22/00840/FUL 26 Garbutts Lane, Hutton Rudby.** Application for a double and single storey extensions to the rear, alterations to the frontage and replacement roof covering.
- g. **22/00803/FUL 1 Enterpen, Hutton Rudby.** Application for a single storey extension to the rear of the house.
- h. **22/00828/FUL 26 North End, Hutton Rudby.** Part demolition of existing single storey offshoot to the rear, new and replacement windows/doors and canopy roof to front elevation.
- i. **22/00945/FUL 37 South Side, Hutton Rudby.** Application for a replacement conservatory to the rear. This was a duplicate application submitted in error and did not require the Council to comment. Noted.
- j. **22/00962/CAT 25 North End, Hutton Rudby.** Application to prune a tree in a conservation area. The Council recommended approval. Noted.

## 7. Decisions of Hambleton District Planning.

- a. **22/00178/FUL Birchcroft, Rudby Bank.** Proposed front extension, alterations to the porch and Flue as amended on 10 March 2022. The application was granted. Noted.

## 8. Co-option.

**i. Hutton Rudby proposal to co-opt Michelle McCluskey to the vacancy.** Councillor Mortimer noted that Ms McCluskey did not submit her nomination form in time due to work commitments. Had she been able to submit the form in time she would have been automatically elected. Councillor Mortimer proposed that Michelle McCluskey be co-opted, seconded by Councillor Thompson. It was agreed unanimously. Councillor McCluskey signed the declaration of office.

**ii. Middleton on Leven vacancy.** The Clerk has put notices through the doors of most of the houses in Middleton on Leven but no responses have been received. Councillors Simpson and Webster both have contacts in Middleton who may be interested in the role. It was agreed to put up further notices to see if any candidates emerge. Noted.

9. **Chappies Field.** Councillor Simpson confirmed that NYCC have emailed their response and they have agreed to meet. Councillor Simpson will meet them.

**10. Jubilee weekend/village event. Update.**

The Clerk gave an update. Bunting and flags have been ordered for the village green. Residents are encouraged to decorate their own houses and streets. On Thursday 2 June Councillor Tate has organised a Town Crier to be followed by Flan and Flagons in the Kings Head, then music and a choir at 9.35pm before the lighting of the beacon at 9.45pm. On Friday 3 June the village event will have many different activities. The Little Indian, Kitsons Pies and Pamela's ice cream van will attend. Various societies and charities are having stalls, to include a "Pimms" stall, hook a duck, bottle raffle, tombola, hook-a-duck, coconut shy, penny slide, First Responders, Crathorne Catholic Church, All Saints Church, Hutton Rudby Tennis Club, WI, Wednesday Lunch Club, Scouts and others. There will also be commercial stalls such as 10 Good Reasons, Amy's Sweet Treats, K-9 Fun Time, and others. AR Entertainments are providing various inflatables and other stalls. The Hub will provide refreshments. The Local History Society will have a display in Church House. There will be a scarecrow trail running from 26 May with prize winners to be announced on the day of the village event, entries must be submitted by 20 May. There is a Victoria sponge cake competition, take your "naked" cake to the Hub between 10am and 11am on 3 June. The Church is running a flower festival from 2 to 5 June inclusive in All Saints Church. On Saturday 4 June there will be a cricket match at the cricket club followed by live music in the evening. Tickets are available in advance on a first come first served basis at no charge to residents. Food will be available for sale or residents can bring their own picnics but alcohol to be purchased from the bar at the cricket club. On Sunday residents are encouraged to hold their own street parties.

**11. Environment - Litter pick.**

The Council wished to thank Councillor Collingwood for organising the litter pick, the cubs and all those who turned out to collect rubbish. Their hard work is much appreciated, and the village is looking smart again.

**12. Speed limits signs – update and locations.**

Councillors Tate and Thompson and the Clerk spent a significant amount of time carrying out site visits and looking at the various options and Councillor Tate has put together a report which sets out the pros and cons of each potential site. Councillor Tate has spoken to Darren Griffiths of NYCC who has confirmed that hubs can be fitted to the signs to mitigate the impact of the signs flashing. The solar panels to be used are much smaller than those used in the past. The main issue is that the possible alternative site which has been identified on Belbrough Lane is not suitable for solar power and the site on Garbutts Lane does not have an electric power source. The sign will be swapped between the two sites, so it needs to work at both sites. Installing electricity into the Garbutts Lane site would be prohibitively expensive and it is not possible to have a combination of solar and electric. If the Garbutts Lane site is moved to where there is electricity it will be further into the village. After discussion it was agreed to write to any residents that might be affected if the sites are changed, to check which sites remain available and to obtain costs for fitting hoods before making a final decision.



13. **Reports from North Yorkshire and District Councillor** –Councillor Fortune confirmed that the District Council will continue as usual for the next year, but the newly elected unitary Councillor replace the County Councillors from the date of the election. Not all the new 90 Councillors have been sworn in, so committees and responsibilities have not yet been allocated. Councillor Fortune apologised for the Councillor Tate who had attended on time, and waited outside in line with the guidance given, and was therefore unaware that the site visit was already in progress. Councillor Fortune said that she had been contacted by members of the Honeyman family with regards to the proposed TPO on the cherry plum tree; they have no intention of pruning or cutting it down.
14. **Activities list.** Updates and progressing the relevant items, to include update on allotments repair and maintenance. Clerk updated.
15. **Finance.**
- Employer’s summary May 2022. The amount of the Clerk’s salary will no longer be included in the minutes but is available on request. Noted.
  - End of year accounts – Councillor Thompson said that he will do them in the next few days. Noted.
  - AGAR – this will be done once the internal audit has been completed.
  - Clerk’s contract (confidential item - public to be excluded). It was agreed that from 1 August the Clerk’s pay will be moved from spine point 20 to spine point 21 and that she will be move to an annualised hours contract of 780 hours.

16. **Accounts**

Clerk’s salary May 2022	
Ink payment HP May 2022	£ 9.99
BHIB insurance renewal	£ 272.36
AR Entertainments	£ 2940.00
RBLI Jubilee flag	£ 18.47
Flying Colours bunting and hand held flags	£ 828.78
Wynd Developments repairs to the burial ground drainage	£ 420.00
A Hill & Sons tree planting	£ 466.03
GGN grass cutting village green, play area, sports area, verges	£ 1080.00
GGN grass cutting burial ground	£ 171.60
Whitegates supplies for Care For Our Village	£ 100.00
Council & Clerks Direct subscription renewal	£ 12.00
Care for Our Village rockery stones	£ 25.00
JT Dove gravel and paving slabs	£ 196.54
Rattan and Teak bench	£ 274.99
Jewsons weed suppressant	£ 29.99
B&Q sand and cement	£ 18.05
Sutcliffe Play Direct swing seat Middleton on Leven	£ 162.94

**Money received**

First half precept	£23500.00
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## 17. Correspondence

- a. Email 6 April 2022 with confirmation that there were fewer candidates than seats in Hutton Rudby and Middleton on Leven parishes. The following have been elected as Councillors: Andrew Collingwood, Tim Jopling, Allan Mortimer, John Saxton, Derek Simpson, Andy Voke for Hutton Rudby, Neil Thompson, Richard Webster for Rudby, Spenser Tate for Skutterskelfe. There is one vacancy in Hutton Rudby and one vacancy in Middleton on Leven, see item 8 above. Noted.
- b. Email 6 April 2022 PWLB lending facility annual statement.
- c. Email 7 April 2022 – recruitment open to become a Special Constable. Noted.
- d. White Rose Bulletin 8, 14, 29 April 2022. Noted.
- e. Email 12 April with confirmation of road closure from Holme Lane Seamer to Hutton Rudby from 25 to 29 April. Noted.
- f. Email 13 April 2022 The Conservation Volunteers with details of services. Noted.
- g. Email HDC 14 April 2022 regarding impact of guidance on nutrient pollution on future planning applications. Noted.
- h. Email 14 April 2022 YLCA training programme June and July 2022. Noted.
- i. Councillor’s discussion forum. Noted.
- j. Email 21 April 2022 from a resident regarding poor TV signal on West End and asking for the tree to be reduced in height to help improve the signal. The Clerk replied. Noted.
- k. Email 22 April 2022 registration of change of name at Station Cottage, Trenholme Bar to Carthusian House. Noted.
- l. Email 25 April 2022 Neighbourhood Alert with survey. Noted.
- m. Email 25 April 2022 YLCA list of publications. Noted.
- n. Email 25 April 2022 Tees River Trust with canvass of dates for the next meeting. Noted.
- o. Emails 25 April, 3 May 2022 Hambleton District Council regarding the cherry plum tree in Honeyman’s Field. Noted.
- p. Email 25 April 2022 cricket club regarding evening music event on 4 June 2022. Noted.
- q. Email 26 April 2022 NALC various events. Noted.
- r. Email 27 April 2022 North Yorkshire Police, Fire and Crime Commissioner zoom meeting on 26 May at 6.30pm. Noted.
- s. Email 27 April 2022 regarding TPO request at 1 Levenside, Hutton Rudby. **For a decision.** Councillor Simpson to contact the Woodland Trust before asking HDC to explain their decision making process. Noted.
- t. Email 3 May 2022 CDC regarding the burial ground. Noted.
- u. Email 3 May 2022 HDC with details of site visit in relation to 21/02972/MRC on 9 May 2022. Discussed under the District Councillor’s report. Noted.

There being no further business the meeting concluded at 8.55 pm.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 13 JUNE 2022 AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**Present: Councillors Mortimer (Chairman), Collingwood, Simpson, Tate, Thompson, Saxton, and Voke; Hambleton District and North Yorkshire Councillor Fortune; one officer of North Yorkshire Police**

1. **Apologies for absence.** Ms E Wiles (The Parish Clerk who is on leave). Councillors Jopling, McCluskey, and Webster. The minutes were taken by Cllr Mortimer.
2. **Minutes of the annual and monthly meetings held on 10 May 2022.** Cllr Thompson proposed that these be agreed, seconded by Cllr Simpson. Five councillors voted in favour and two abstained as they had not been present at the 10 May meetings.
3. **Meeting open to the public.** None were present. The meeting was closed to the public.
4. **Police Report and Neighbourhood Watch.** The report of 10 June was noted. The officer complimented the community on its Jubilee weekend events and said that there had been no incidents reported in Parish. Cllr Collingwood asked if the vehicle theft mentioned in the report was an isolated incident or part of a pattern. The officer said it appeared to be an isolated incident. Cllr Tate said that there is still a problem with parking on the zig-zag yellow lines on Doctors Lane at pick-up and drop-off. The officer said that they are working with the school to resolve parking issues but recently have focused on the Langbaugh Road entrance. He said that on the next visit they will cover both entrances and that they expect to escalate from persuasion/education to enforcement (issuing tickets) action shortly.

**The police officer was thanked for attending and left the meeting. Cllr Fortune asked to be excused so she could discuss an issue with the police officer. Cllr Fortune left the meeting.**

5. **Matters arising.**
  - a. **Neighbourhood Plan.** Cllr Mortimer said that Groundwork UK (the grant administrator) has accepted the end of year report submitted for 2021/22. A status update requested by James Campbell (HDC Head of Planning Policy) has been provided. In related correspondence, James Campbell advised that the nutrient pollution issue would need to be addressed in any proposed housing allocation by the NP.
  - b. **Footpaths.** An email has been received from a resident about difficulty using the path between Ridgeway and Leven Grove at Rudby Bank. It was noted that the Parish Council has no enforcement powers, but a councillor is willing to try to speak to the owners and ask if they are willing to take action.
  - c. **Sports Areas**
    - i. Station Lane.  
The safety inspection has been ordered at a cost of £300 + VAT (it will include the Village Hall equipment as agreed with the VHMC). It was agreed that repair/replacement of a rotten post reported by Cllr Tate will be addressed at the same time as any recommendations arising from the safety report.  
The council awaits the response of the Cabinet Office for the proposed re-naming of the sports area in the name of Prince Philip.
    - ii. Middleton on Leven. Nothing to report.

**Cllr Fortune returned to the meeting.**

- d. **Village Green.** Cllr Mortimer proposed that the council allocates a budget of £130 + VAT so that Care for our Village can procure a commemorative plaque for the new bench near the Bay Horse. Seconded by Cllr Thompson. All agreed.
- 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](http://www.hambleton.gov.uk/homepage/16/planning)
- e. **22/01067/FUL 37 Campion Lane, Hutton Rudby.** Application for a single storey rear extension. The Council recommended approval. Noted
- f. **22/00574/TPO 1 Wynd Close, Hutton Rudby.** Works to a tree subject to a tree preservation order. The Council recommended approval subject to clarification on the works to be carried out. Noted
- g. **22/01152/MRC Land to the north of the Hutton Fields and the Wickets, Garbutts Lane, Hutton Rudby.** Application for variation of condition 2 (approved plans – new site plan L001 Rev M- house type substitution on plot) following grant or planning permission 16/01836/FUL for the construction of 25 dwellings as per amended plans received by Hambleton District Council on 11 August 2016, 11 November 2016 and 17 February 2017. The Council made observations but did not object. Noted
- h. **22/01246/FUL 38 Langbaugh Road, Hutton Rudby.** Proposed single storey extension. The Council recommended approval. Noted
- i. **21/02530/REM Land North of Hill Top, Blue Barn Lane, Rudby.** Invitation to the planning meeting on 9 June. Councillor Webster spoke at the meeting. Noted
- j. **22/01136/FUL 2 Greenlands, Hutton Rudby.** Application for the removal of existing hedge and construction of a brick wall with pillars, topped with fencing to the front of the boundary, extending the dropped kerb to the front. Councillor Webster (not present) is the applicant and declared an interest when the Council was notified. The Chairman asked if any councillors wished to declare a personal interest. None were declared. Cllr Tate, seconded by Cllr Thompson, proposed the Council recommend refusal on the grounds that the wall/fence is too high and adversely impacts on the street scene. The motion was carried by 6 votes to 1.
- 7. Decisions of Hambleton District Planning.**
- a. **22/00631/FUL Damson House, 6 Middleton Road, Hutton Rudby.** Construction of a replacement dwelling with attached garage. The application was approved. Noted
- b. **22/00693/FUL Blue Barn Farm, Blue Barn Lane, Hutton Rudby.** Application for the construction of utility room extension, new dormer to existing office, timber pergola and new rood terrace. The application was granted. Noted
- 8. Co-option – Middleton on Leven vacancy**
- The Clerk had put notices through the doors of most of the houses in Middleton on Leven but no candidates have yet come forward. Cllr Mortimer, seconded by Cllr Simpson, proposed that the clerk is to be authorised to publicise the vacancy throughout the whole of the Council area and to set a date for a co-option meeting to be held before 31 July. The motion was carried by majority with 6 in favour and 1 abstention.
- 9. Chappies Field.** Cllr Simpson reported on the meeting with NYCC Footpaths Officer (Bethan Brown) which had been arranged to get clarification on various issues including the alignment of the definitive route.

The officer's advice was that due to issues of scale the definitive map does not give an exact position. The path is defined as a field edge path (i.e. it does not cross the middle of the field) but the distance from the field boundary may be variable and is not specified. Councillors noted that the Council's objective is to get the path brought into a safe and usable condition. Available width, surface condition and barbed wire rather than the precise alignment are the main issues.

Cllr Fortune did not believe she could make any more progress with NYCC on identifying the precise location than Cllr Simpson had achieved. After discussion, it was agreed that the council would accept Cllr Fortune's offer to try to arrange a meeting between the landowner (Mrs Preston) and a representative of the Parish Council (Cllr Tate). It is hoped that if such a meeting can take place it might lead to a resolution.

#### **10. Jubilee weekend/village event. Update.**

The Chairman noted that all the feedback received or seen on social media had been positive about all the elements of the Jubilee weekend. Stall holders had reported a successful day for fundraising or trade. Cllr Fortune congratulated the Council and everyone else involved for organising a successful and trouble-free set of events.

The Council unanimously agreed to give a vote of thanks: to the Clerk and Cllr Tate who did the lion's share of the work for organising the event on the Green and the beacon lighting; to Jack Cunningham and the cricket club for organising the music evening; to Gill Tilley and Lucy Shepherd for running the competitions; to Judy Kitching for the history exhibition; to all stall holders; to all members of the organising committee; and to everyone who helped with decorating, setting up and clearing up.

Cllr Mortimer, seconded by Cllr Thompson, proposed that the Council awards a S137 grant of £750 to the Cricket Club to assist with their costs in hosting a free entry music event for the community as part of the Jubilee Weekend celebrations. Unanimously agreed.

The organising committee will hold a wash up meeting in July to review feedback, identify any opportunity for improvement, and get pre-planning for next year's Village Event under way.

#### **11. Steps across the village green to Church House.**

The consultant engineer has provided a set of drawings for a steps and ramp solution as requested. The Council noted the ramp would only reduce the distance for those with accessibility needs by a maximum of about 50m from a suitable alternative route, and the associated railings would block passage from the lower to the upper part of the green and take up a large part of the green.

After discussion it was agreed that the Council would request revised drawings from the consultant for steps only with a break in the side handrails on the level part of the structure and a safety barrier at the lower end similar to the one at the end of the footpath at Garbutts Lane. Cllr Mortimer, seconded by Cllr Collingwood, proposed that Cllr Tate is to be appointed to liaise with the engineer on behalf of the council and that the council should seek tenders once the drawings are finalised. All agreed.

**12. Report from County and District Councillor.**

Cllr Fortune said that in addition to the events organised by the Council, the Cricket Club and other groups, it had been great to see a lot of people attending self-organised street parties on the Sunday.

Cllr Fortune said she expects to be given a Locality Budget by NYCC which could help the Council fund suitable projects, but she is awaiting more information on the eligibility criteria for awards.

Cllr Fortune said that Hambleton expects to operate 'as normal' until it is disbanded, but NYCC is putting a lot of resources into preparations for the new unitary authority. There is nothing specific to report on the transition process at this stage.

**Cllr Fortune left the meeting.**

**13. Finance.**

## a. Employer's summary June 2022.

Payments have been made in accordance with contract.

Cllr Mortimer, seconded by Cllr Thompson, proposed that the clerk be granted paid compassionate leave equivalent to her contracted hours for one week. All agreed. Cllr Mortimer, seconded by Cllr Thompson, further proposed that the Clerk be paid a sum equal to the salary increase previously agreed by the Council as if it had taken effect from 1 April, to reflect the additional work done and planned since then. All agreed.

## b. Fourth quarter accounts.

## c. End of year accounts.

Cllr Thompson, seconded by Cllr Simpson, proposed the 4<sup>th</sup> quarter and annual accounts as circulated are approved by the Council. All agreed.

## d. Internal auditor report.

The recommendations of the internal auditor were noted. There are no major issues, and the recommendations will be actioned by Cllr Thompson and the Clerk. Cllr Thompson, seconded by Cllr Collingwood, proposed that the Council approves the internal audit report. All agreed.

**14. Accounts**

Clerk's salary May 2022, paid in accordance with contract	
Ink payment HP June 2022	£ 9.99
Groundworks UK repayment of grant	£ 2687.19
Direct Business Supplies Laminator pouches	£ 12.99
Direct Business Supplies stationery supplies	£ 21.58
Direct Business Supplies stationery supplies	£ 39.27
WEL Medical replacement battery for defibrillator	£ 244.74
CDS report on the burial ground extension	£ 2880.00
Internal auditor	£ 120.00
Cricket club grant towards cost of music event for the Jubilee	£ 750.00

**Money received**

None.

**15. Correspondence**

- a. Email 3 May 2022 from NYCC regarding damaged bridge at Middleton on Leven. Noted
- b. Email 4 May 2022 from the Royal Names Team at the Cabinet Office regarding changing the name of the sports area at Station Lane. Noted
- c. Email 6 May 2022 YLCA with training session on EV charging infrastructure. Noted
- d. White Rose bulletin 6.13, 20 May 2022. Noted
- e. Email 9 May 2022 with NALC local council finance survey 2022. Noted
- f. Email 9 May 2022 Councillor's discussion forum 12 May 2022. Noted
- g. Email 10 May 2022 YLCA training webinar and discussion forums 18 to 26 May. Noted
- h. Email 12 May YLCA regarding offer of volunteering from the Kerfoot Group. Noted. The council decided that it had no suitable opportunities.
- i. Email 13 May 2022 with 20s Plenty presentation. Noted
- j. Email 13 May 2022 NALC survey on 2022 elections. Noted
- k. Email 13 May 2022 from a resident regarding the allotment gate. The Clerk has replied. Noted
- l. Email 15 May 2022 20s Plenty Presentation slides and training update. Noted
- m. Email 17 May 2022 Role of the Clerk training session 24 May 2022. Noted
- n. Email 17 May 2022 Managing a Council's finances to accord with proper practice training session 26 May 2022. Noted
- o. Email 17 May 2022 YLCA with NYCC survey on local flood management strategy. Noted
- p. Email 19 May 2022 BHIB confirmation of continuing insurance. Noted
- q. Email 20 May 2022 Woodland Trust. Noted
- r. Email 20 May 2022 Leven sub catchment. Noted
- s. Email 23, 25 May 2022 North Yorkshire Fire and Rescue Service Risk and Resource Model Consultation.
- t. Email 23 May 2022 NYCC with details of closure of Weary Bank, Middleton on Leven from 13 June 2022 for 5 days from 7.30am to 5.30pm, with a diversion in place. Noted
- u. Email 24 May 2022 YLCA training programme 5 to 15 June 2022. Noted
- v. Email 26 May Councillors' Forum 7 June 2022. Noted
- w. Email 26 May YLCA Local Council Powers, S137 and General Power of Competence (GPC), Duties and Procedures Webinar Session. Noted
- x. Email 27 May 2022 YLCA Hambleton branch annual meeting 15 June at 7pm. Noted
- y. Email 31 May 2022 Leven sub catchment meeting 14 June 2022. For noting
- z. Email 31 May 2022 – update on progress towards a single council to North Yorkshire. Noted
- aa. Email 2 June NYCC pathkeeper agreement update. Noted
- bb. Email 6 June 2022 HDC NP update and update on nutrient pollution impact on planning applications. Noted
- cc. Email 6 June 2022 from a resident regarding trees and shrubs affecting accessibility to the footpath between Ridgeway and Leven Grove, Rudby Bank. A Councillor will investigate.

There being no further business the meeting closed at

**MINUTES OF THE MEETING OF RUDBY PARISH Council HELD ON TUESDAY 28 JUNE AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance: Councillors Mortimer (Chairman), Collingwood, Jopling, McCluskey, Saxton, Simpson, Tate, Thompson, Voke, and Webster.**

- 1. Apologies for absence. None**
- 2. Meeting open to the public. None were present, the meeting was closed to the public.**
- 3. AGAR.**

Councillor Thompson advised that the annual accounts and Internal Auditor report were made available at the meeting on 13 June and were agreed. No one had any further comments or queries. The Chairman went through all eight statements which make up the governance statement. Councillor Thompson proposed that the governance statement be agreed, seconded by Councillor Voke, agreed unanimously.

Councillor Simpson proposed that the Accounting Statements be agreed, seconded by Councillor Thompson, agreed unanimously.

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



**MINUTES OF THE MEETING OF THE BURIAL BOARD COMMITTEE HELD ON MONDAY 11 JULY AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance: Councillor Mortimer (Chairman), Councillors Collingwood, Jopling, McCluskey, Saxton, Tate, Thompson, Voke and Webster.**

1. **Apologies for absence.** Councillor Simpson. Councillor Fortune.
2. **Meeting open to the public.** None were present. Meeting closed to the public
3. **Report from CDS.**

The report from CDS has been circulated. Their advice is that very little of the new part of the burial ground is useable for burials in light of the changed legislation on proximity to the watercourse. The water table is also too high to make it suitable for use. It was agreed to accept the recommendations and not to get a second opinion given the strength of this report. It is suitable for use for cremations once it has been properly landscaped. Councillor Saxton proposed that it should be agreed it cannot be used for burials, seconded Councillor Voke. All were in favour. Councillor Mortimer proposed that the land should be landscaped to make it useable for cremations, seconded by Councillor Saxton. All in favour. Agreed that there will be a sub-group made up of Councillors Jopling and Saxton to work up a proposal for the landscaping. It was agreed that the Clerk will provide an idea of how many burial spaces are left to decide on whether the rules need to be changed to limit spaces to Rudby Parish residents.

4. **Work to the wall between the burial ground and the churchyard.**

It was agreed that some weeding and general grounds maintenance needs to be carried out. Councillor Webster proposed that Wynd Developments be asked to quote for the work to an agreed budget (commercially sensitive) as an extension to the grass cutting work they undertake currently. Seconded by Councillor Tate. Agreed unanimously. It was also agreed to provide Wynd Developments with keys to the gates to assist them in accessing the burial ground.

There being no further business the meeting closed at 7.50 pm.

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

**In attendance: Councillor Mortimer (Chairman), Councillors Collingwood, Jopling, McCluskey, Saxton, Tate, Thompson, Voke and Webster; Hambleton District and North Yorkshire Councillor Fortune (part of meeting).**

1. **Apologies for absence.** Councillor Simpson. Councillor Fortune has another meeting and will join as soon as that has finished.
2. **Minutes of the meetings held on 13 and 28 June 2022.** Councillor Webster proposed that these be agreed, seconded by Councillor Thompson, all in favour.
3. **Meeting open to the public.** None were present. The meeting was closed to the public.

4. **Police Report and Neighbourhood Watch.** The Police were not in attendance. Their report has been circulated and was noted. The report said that residents on Doctors Lane had been spoken to and did not have any complaints about school traffic but one of the Councillors is aware that further issues have been raised with the school. The school has again circulated a letter asking people to park responsibly. It was agreed to raise this when the police are next in attendance at a meeting.

5. **Appointment of Vice Chairman.**

Councillor Collingwood proposed that Councillor Webster be appointed, seconded by Councillor Saxton, all in favour.

6. **Matters arising.**

a. **Neighbourhood Plan.**

Nothing to report.

b. **Footpaths.**

Crow Bank, Footpath between Ridgeway and Leven Grove. Footpath on the Grove. Footpath to Potto. General maintenance. Pathkeepers scheme. Councillor Saxton declared an interest in relation to Crow Bank. There was a wide ranging discussion about the condition and lack of ongoing maintenance of a number of footpaths around the Parish. Prior to Covid Councillors and volunteers would sometimes cut back overgrown footpaths but the legal responsibility lies with the landowners. Some landowners have challenged work being carried out on their land even though they themselves have not maintained footpaths to the required standards. If footpaths are not properly maintained residents will have difficulty in using them. The Parish Council previously signed up to the Pathkeepers' Scheme, but this never really got off the ground before Covid. Councillor Webster proposed that it be revitalised, seconded by Councillor Jopling. All were in favour. Councillor Tate proposed that the Parish Council should investigate employing a Contractor to restore the most widely used footpaths. After discussion it was agreed that Councillors Jopling and Webster will draw up a plan of how to move matters forward and encourage support from volunteers and bring that to a future meeting.

c. **Sports Areas –**

i. Safety report. The inspection has been commissioned and it is hoped that the report will be available at the next meeting.

ii. Station Lane. Permission to apply for the re-naming of the sports area in the name of Prince Philip. The Cabinet Office require the Parish Council to demonstrate a connection to Prince Philip in order for the re-naming to proceed. This has not been possible. Councillor Tate proposed that this item be dropped, seconded by Councillor Collingwood, all agreed. Councillor Tate reported that there have been no major issues with litter, the new bin is helping. Noted.

iii. Middleton on Leven. Nothing to report.

d. **Village Green. Steps to Church House.**

Councillor Tate confirmed that he is waiting for the revised drawings. Councillor Mortimer proposed that a budget be agreed (commercially sensitive) to enable temporary handrails to be installed, seconded by Councillor Tate, all were in favour.

Councillor Mortimer on behalf of RPC wished to place on record the Council's thanks to Care For Our Village for the work around the area outside the Bay Horse and the installation of the bench, the whole area looks great.

**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).

Councillor Webster proposed that the following applications be dealt with as set out below, seconded by Councillor McCluskey, all were in favour.

- a. **22/01045/FUL The Lodge, Skutterskelfe.** Retrospective application for an increase to the building size agreed under an earlier permission, and for change of use to an “Airbnb” letting. The Parish did not object subject to conditions being imposed on the use and for it to remain part of the same planning unit as the host dwelling. Noted.
- b. **22/01237/FUL Swan House, Trenholme Bar.** Application to turn two static caravans used for holiday purposes with two traditionally constructed holiday cottages with designated parking. The Council recommended approval subject to holiday use being made a condition. Noted.
- c. **22/01321/FUL OS Field 3100 Stokesley Road, Hutton Rudby.** Application for the construction of a new three bed dwelling. The Council recommended approval. Noted.

**8. Decisions of Hambleton District Planning.**

- a. **21/02530/REM Land north of Hill Top, Blue Barn Lane, Hutton Rudby.** Reserved matters application attached to Planning Application 20/00121/OUT – construction of 1 dwelling house as amended by drawings received on 1.02.2022 and 07.02.2022 (site layout). The application was granted. Noted
- b. **21/02530/REM Land north of Hill Top, Blue Barn Lane, Hutton Rudby.** Registration on new to be known as Serenity Rise. Noted.

- 9. Co-option - Middleton on Leven vacancy.** Councillor Mortimer proposed that there be a meeting to appoint a suitable person on Monday 25 July at 6pm. Seconded by Councillor Saxton, all were in favour.

- 10. Risk management policy.** Councillor Thompson has not had time to review this so the item was deferred to next month

**11. Chappies Field.**

Councillor Tate has had a meeting with the landowner’s grandson. They discussed the location, width, and the surface of the footpath. Councillor Tate thanked him for the work that has been done to cut back the overgrown hedge and shrubs but the path remains difficult to walk on. The landowner’s grandson is not happy that the barbed wire has been cut. The Parish Council does not condone the cutting but is not in favour of the barbed wire as it poses a danger to users of the footpath; a wider and more evenly surfaced footpath would minimise the risk. The landowner’s grandson will speak to the landowner to see what further improvements can be made.

- 12. Environment. Himalayan balsam.** Councillor Tate proposed that the Clerk be authorised to agree to the lowest quote up to a maximum budget (commercially sensitive), seconded by Councillor Thompson, all were in favour.

- 13. Speed limits signs – update and locations.** The landowners of land near to the proposed sites were written to last week. It was agreed to make a decision in August.

14. **Allotment gate repairs and budget.** Three quotes have been received, Councillor Mortimer proposed that the lowest quote from Brian Noble be accepted, seconded by Councillor Voke. All were in favour. The Clerk was asked to clarify with the contractor that a left hand gate with a trombone opener is to be supplied.

15. **Steps across the village green to Church House.** Dealt with under item 6d.

Councillor Fortune arrived.

16. **Linen mill wall area. Repairs to the wall and budget for benches.**

Councillor Jopling reported that the grass is growing well but some areas will need to be re-sprayed for weeds. Having reviewed the situation his intention is only to place benches on Council owned land, this will be within the budget already agreed and avoids the need for a licence from the landowner of the remaining area.

Quotes to repair the wall are currently well in excess of £20,000 because of the need for specialise scaffolding on the river side and the requirement for specialist bricks. It was agreed that if a materially cheaper quote cannot be obtained this item should be delayed for five years, in line with the engineer's report obtained previously.

Councillor Voke proposed that a fence or similar should be erected to prevent children or adults sitting on the wall as there is a material risk of serious injury should anyone fall. There was no seconder, the motion fell. Councillor Webster proposed that the wall should be left as it is, seconded by Councillor Thompson. 8 in favour, one against.

17. **Reports from County and District Councillor.**

Councillor Fortune has spoken to Mr Preston to facilitate a meeting with RPC regarding Chappies Field. She confirmed that a number of potholes on the roads and pavements around the village green have been filled in. She is aware of around five traveller families who have been moving in convoy around the area and seeking money for fuel and ferry costs in order to move on. There is a new registration system for traveller families which will make it easier to remove them if they trespass, she will let the Clerk have a copy. Work towards becoming a unitary authority is continuing. Councillor Jopling asked how planning matters will be dealt with once the unitary authority comes into effect. Councillor Fortune confirmed that work is ongoing, but it is likely that the new committee will have representatives from all part of the County.

18. **Activities list.** Updates and progressing the relevant items. Nothing was raised.

19. **Finance.**

- a. Employer's summary July 2022.

20. **Accounts**

Clerk's salary July 2022, paid in accordance with contract

Clerk overtime payment as agreed

Ink payment HP July 2022

HMRC 1<sup>st</sup> quarter tax and National Insurance

TP Jones 1<sup>st</sup> quarter payroll invoice

£ 9.99

£ 448.40

£ 58.50

## 1696

Station Software registration and hosting of website	£ 40.00
SLCC membership renewal	£ 144.00
Sunbelt road sign hire Village Event	£ 252.00
Wynd Developments grass cutting sports area, village greens etc	£ 1450.00
Wynd Developments grass cutting burial ground	£ 300.00
Wynd Developments grass cutting linen mill area	£ 85.00
The Hub room hire 20 July 2021 to 11 July 2022	£ 376.00
Peels Engravers bench outside Bay Horse	£ 90.00
Whitegates bedding plants and compost	£ 491.61
Microsoft 365 annual renewal for the Clerk	£ 59.99
Flower Box	£ 40.00
Feet First spare keys	£ 9.98

### **Money received**

Reservation of Plot V54	£ 98.00
Reservation of Plot V75	£ 196.00

## **21. Correspondence**

- a. Email 7 June 2022 from a resident regarding grass cutting at Langbaugh Road. The Clerk has responded. Noted.
- b. Leven sub catchment meeting 14 June. Noted.
- c. Email 9 June 2022 YLCA Conference 23 September 2022. Noted.
- d. Email 13 June 2022 from a resident regarding grass cutting at Willins Close. The Chairman replied in the Clerk's absence on leave. Noted.
- e. Email 8 June 2022 HDC with confirmation of the co-option process. Noted.
- f. White Rose bulletin 10, 17, 24 June, 1 July 2022. Noted.
- g. Email 13 June 2022 YLCA Councillors' log in update. Noted.
- h. Email 20 June 2022 NYCC online briefing regarding the unitary authority to take place on 23 June 2022. Noted.
- i. Email 20 June Leven sub catchment group minutes of meeting on 14 June and dates for next meeting in October. Noted.
- j. Email 21 June 2022 NYCC notification of closure of Green Lane, East Rounton on 5 July for tree trimming. Noted.
- k. Email 21 June 2022 HDC registration of new dwelling Serenity Rise, Blue Barn Lane, Hutton Rudby. Noted.
- l. Email 24 June 2022 NYCC with confirmation of roadworks and road closure of Garbutts Lane 11 to 15 July, it is hoped that the road will only be closed 11-12 July. Noted.
- m. Email 24 June 2022 YLCA training opportunities via the Civility and Respect Project. Noted.
- n. Email 24 June 2022 YLCA presentation on doorstep crim. Noted.
- o. Email 27 June Stokesley Police Station offer to hold a beat surgery. Noted.
- p. Email 29 June 2022 YLCA notice of joint annual meeting of YLCA on 23 July 2022.. Noted.
- q. Email 30 June YLCA webinar sessions 6 and 7 July. Noted.
- r. Email 1 July from a resident asking about the possibility of seating outside the Spar. The Clerk has replied that this would be a matter for the Spar. Councillor Mortimer suggested that it be deferred until Councillor Simpson is back, agreed by all. Former Councillor Mike Fenwick previously did a survey of all benches in the Parish. Noted.

There being no further business the meeting closed at 9.25pm.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD IN THE HUB  
ON MONDAY 25 JULY 2022 at 6 pm**

**In attendance; Clerk E Wiles**

- 1. Apologies for absence. Councillors Collingwood, Jopling, McCluskey, Mortimer. Saxton, Simpson, Tate, Thompson, Voke and Webster.**
- 2. Co-option of one Councillor to fill vacancy in Middleton on Leven.**

There having been no expressions of interest by the agreed deadline, it was decided to cancel the meeting. Notices to that effect were placed on the website and noticeboards. The Clerk attended at the set time but no members of the public were present.

The meeting was closed at 6.05pm.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 8 AUGUST AT 6.30 PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance: Councillor Mortimer (Chairman), Councillors Collingwood, Jopling, Simpson, Tate, Thompson, Voke and Webster, two members of the public.**

- 1. Apologies for absence.** Councillors McCluskey and Saxton.
- 2. Co-option of one Councillor to fill vacancy in Middleton on Leven.**

Councillor Mortimer said that two people had applied to fill the vacancy and thanked both for attending the meeting. It was confirmed that the statements previously emailed by the candidates have been read by all the Councillors.

The first candidate confirmed that he has lived in the village most of his life and is keen to give back to the community. His particular areas of interest are speed limits, planning and dog waste. He would like to make Doctor's Lane one way in order to manage school traffic more effectively. In response to a question he confirmed that although he does not have experience of committee type work he has worked in kitchens and is used to working as a team member.

The second candidate said that he would like to be able to play his part, he has lived in the village for around five years. He has skills in bricklaying and dry stone walling and would be happy to put those to use for the Parish Council. He has noticed a number of overgrown hedges around the village and would like to work with the Council to approach landowners to either get them to trim them or to get permission for him to be able to do so.

Both candidates confirmed that they would be happy to volunteer to assist in any activities put on by the Council.

Councillor Mortimer explained that highways issues are not controlled by the Parish Council but we try to work with the district and county councils to bring about improvements and change. The Parish Council meets about once a month and in between times there will be emails to respond to. Different Councillors get involved in different activities depending on their own skills and interests, as well as how much time they have available.

Councillor Simpson said that both candidates are very strong and would make excellent Councillors. He proposed that Howard Stones should be appointed, seconded by Councillor Voke. 6 Councillors were in favour, two abstained. That being an absolute majority Howard Stones was appointed and signed the declaration of office.

Councillor Mortimer thanked both the candidates for taking the time to apply and for their clear commitment to the Parish.

There being no further business the meeting closed at 6.45pm.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 8 AUGUST 2022 FOLLOWING THE ABOVE MEETING WHICH STARTS AT 6.30 PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance: Councillor Mortimer (Chairman), Councillors Collingwood, Jopling, Simpson, Stones, Tate, Thompson, Voke and Webster. County and District Councillor Fortune, one member of the public.**

1. **Apologies for absence.** Councillors McCluskey and Saxton.
2. **Minutes of the meetings held on 11 and 25 July 2022.** Councillor Webster proposed that these be agreed, seconded by Councillor Thompson, seven in favour, two abstained.
3. **Meeting open to the public.** None wanted to speak. The meeting was closed to the public.
4. **Police Report and Neighbourhood Watch.** The report was noted. It was noted that parents have been warned tickets will be issued for traffic offences around the school.
5. **Matters arising.**
  - a. **Neighbourhood Plan.** Nothing to report. Noted.
  - b. **Footpaths.** Pathkeepers' scheme. General maintenance. Councillor Jopling said that some work has been done along the river by some residents but the path is still overgrown. Councillor Webster will meet Arietty Heath after her holiday to try to revive the Pathkeepers scheme.
  - c. **Sports Areas**
    - i. Safety report. This should be completed in September.
    - ii. Station Lane. Repair of equipment. Hedges are due to be cut in September as part of the agreed annual cycle; the Clerk will confirm the likely charges with Wynd Developments.
    - iii. Middleton on Leven. Nothing to report.
  - d. **Village Green. Nothing to report.**
6. **Planning applications.**

The following applications have been received by the Council and decisions taken during the month in order to meet time limits require ratification. Full details of any responses are available on [www.hambleton.gov.uk/homepage/16/planning](http://www.hambleton.gov.uk/homepage/16/planning)

Councillor Mortimer proposed that the recommendations below be agreed, seconded by Councillor Webster, all in favour.

  - a. **22/01702/FUL 16 Doctor's Lane, Hutton Rudby.** Application for the removal of a ground floor conservatory replacing with a flat roofed extension. Removal of internal non operational chimney breast, internal alterations including the installation of a velux type window. The Council recommended approval. Noted.
  - b. **22/01570/CAT grass verge between 9 and 10 Wynd Close. Hutton Rudby.** Application to prune a sycamore tree. The Council recommended approval. Noted.
  - c. **22/01237/FUL Swan House Caravan site, Trenholme Bar.** Application for the replacement of two static caravans with two single storey holiday cottages with designated parking – amended plans. The Council recommended approval. Noted.
  - d. **22/01632/TPO 14 Linden Close, Hutton Rudby.** Application by Councillor Collingwood for works to fell and prune trees with tree preservation orders. Application subsequently withdrawn and replaced by 22/01678/DDD which was approved by HDC. Noted.
  - e. **22/01304/CAT 1 Levenside, Hutton Rudby.** Application to fell and prune trees. The Council recommended approval. Noted.



**7. Decisions of Hambleton District Planning.**

- a. **21/02972/MRC Noble Depot, Skutterskelfe.** Variation of conditions attached to Application Reference Number 14/01130/FUL – Construction of a (Use Class D1) day care, education, training and (Use Class C2) respite facilities for adults with learning and other difficulties . The application was granted. Noted.
  - b. **22/01321/FUL OS Field 3100, Stokesley Road.** Application for the construction of a new dwelling. The application was granted. Noted.
  - c. **22/01136/FUL 2 Greenlands, Hutton Rudby.** Application by Councillor Webster for removal of existing hedge and construction of brick wall topped with fencing to the front of the property boundary. Extending the dropped kerb to the front. The application was granted. Noted.
- 8. Co-option - Middleton on Leven vacancy.** Howard Stones has been appointed and was welcomed to the Council.

The member of the public left.

- 9. Declarations of interest.** Councillor Mortimer proposed that these be added to the new website once implemented, no later than the end of March 2023. Seconded by Councillor Simpson, all in favour.

**10. Risk Assessment report.**

Councillors asked to have longer to read it. Councillor Thompson said that he needs to amend one section and will re-circulate it for approval next month.

**11. Chappies Field.**

There has not been any further contact from the landowner and no further action to improve the path/surface, or to remove the barbed wire, has been taken by them. Councillor Tate agreed he will contact the landowner again.

**12. New Parish Council website – specification, budget, quotes.**

Councillor Webster reported that he, Councillor Mortimer, and the Clerk had a meeting with a potential local supplier. There is the possibility of having Council specific email addresses, and a portal for document management which could reduce the numbers of emails. He hopes to put a proposal to the Council next month. Costs are likely to increase to reflect the improved accessibility and ability to manage the website. It will be suitable for use on mobiles, tablets, PCs and laptops. It should be capable of being maintained and updated by the Clerk plus one or two other Councillors. Noted.

**13. Speed limits signs – update and locations.**

None of the people written to have been in contact with the Clerk. Councillor Thompson explained that one speed sign will be permanently located on Stokesley Road but will be rotated from time to time so it will face in both directions. The other sign will be moved between Garbutts Lane and Belbrough Lane every 6-12 weeks. Councillor Tate said that on Belbrough Lane it can either be located slightly west from its previous location (which requires a power source via the existing lamppost as it is too shaded for solar power) or in the previous location in which case it can be fitted with a solar panel. On Garbutts Lane the proposed location is near Appletree Cottage and the Wickets. Both locations either need to be powered by solar panels or both need to have an electrical power source, it is not possible to have different power sources at the two different locations. NYC need to survey the location on Garbutts Lane to make sure that they are happy with it. Councillor Tate proposed to use the location at the entrance to Linden Crescent and as described on Garbutts Lane with solar panels for both as this will be safer for moving them. Seconded by Councillor Webster, six in favour, one against, two abstentions. Councillor Mortimer explained that this expenditure needs to be covered under s137 and this will be dealt with at the next meeting.

**14. Fireworks display – date, working party.**

The Giant Firework pack is now £1749 plus VAT. The Clerk has contacted the company who confirm that they will be able to substitute some quieter fireworks to reduce the overall noise levels. Councillor Mortimer proposed that the display should be held on Saturday 5 November, seconded by Councillor Jopling, all in favour. The working party to be decided nearer the time.

**15. Allotment gate repairs – update.**

The work has been authorised but a date has not yet been given.

**16. Steps and handrail across the village green to Church House update.**

SDH Engineering have been authorised to replace the handrail and the work should be carried out in the next week or so. It was agreed to erect signs to warn residents that the steps are uneven. Councillor Tate has circulated plans of the proposed new steps. The plan needs to be approved by Area 2 and once that has been done the work can go out to tender. Councillor Mortimer proposed that the plans be agreed subject to any comments from Highways, seconded by Councillor Simpson, all in favour.

**17. Linen mill wall area. Repairs to the wall and benches. Update.**

Councillor Jopling will order two benches to match the ones at the sports area, they will need to be properly secured as part of the fitting. The quotes for repairing the wall remain high. Councillor Stones may be able to help or advise.

Councillor Jopling proposed that a budget of £250 be agreed to erect warning signs in relation to the wall and the steps on the green, seconded Councillor Tate, all in favour.

**18. Reports from County and District Councillor.**

Councillor Fortune suggested that the hedge at the play area should be kept at just above the height of the fence and kept lean to prevent illicit items being stored in it.

Work continues to streamline into the new unitary authority with some people now working at County Hall and co-training being carried out.

Councillor Fortune said that some residents have raised with her the loan taken out by the Parish Council in about 2004 and 2005 to help fund the repairs and improvements to the Village Hall. Councillor Mortimer said that he cannot comment on any informal assurances which may have been given at the time by the then Village Hall Committee, but the legal position is that the money was provided to the Village Hall by way of a grant and it is not repayable to the Parish Council. Noted.

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

Councillor Thompson is aiming to update financial regulations for approval at the next meeting.

**20. Finance.**

- a. Employer's summary July 2022. Noted.
- b. AGAR – update. The Clerk confirmed that to date there have been no requests to inspect the accounts, the public consultation period expires on 11 August. The external auditor has acknowledged the relevant documents but has not yet signed them off.
- c. First quarter accounts. These were circulated in advance of the meeting. Councillor Mortimer proposed that these be agreed, seconded by Councillor Jopling, all in favour.
- d. Amendment of the bank mandate to add the Vice Chairman. Councillor Mortimer proposed that Councillor Webster be added to the bank mandate. Seconded by Councillor Simpson, eight in favour, one abstention.

**21. Accounts**

Clerk's salary August 2022, paid in accordance with contract	
Ink payment HP July 2022	£ 9.99
Wynd Developments grass cutting sports area, village greens etc	£ 1450.00
Wynd Developments grass cutting burial ground	£ 300.00
Wynd Developments grass cutting linen mill area	£ 170.00
Wynd Developments Himalayan balsam management	£ 500.00

**Money received**

Interment M Flynn V64	£ 128.00
Headstone M Flynn V64	£ 69.00

## 22. Correspondence

- a. Email 5 July 2022 from a resident regarding an additional bench for the use of residents. **For a decision.** Councillor Simpson has circulated a list of all benches in the village. Rudby and Middleton only have one bench each, Skutterskelfe has none. In relation to the request for a bench at the junction of Garbutts Lane and Levendale, Councillor Collingwood expressed concerns about safety given that there are poor sight lines and a lot of traffic at the junction. There used to be a list of people wanting to dedicate a bench to loved ones, the Clerk will contact the previous clerk to see if it is still available. Councillor Collingwood said that in his view no more benches are needed. Councillor Mortimer suggested carrying out a survey of all benches to make sure that they are all safe to use, Councillor Tate agreed to conduct the inspection and see if there are any other locations which should be considered for new benches. Councillor Fortune offered to speak to Area 2 to see if they would object to a bench going on the eastern side of the junction of Levendale and Garbutts Lane. In the meantime, the Clerk is instructed to go back to the resident to update her.
- b. Email YLCA 8 July 2022 Q and A webinar with Insurance provider Gallagher. Noted.
- c. White Rose bulletin 11, 22 July 2022. Noted.
- d. Email 13 July 2022 from a resident regarding the footpath behind Paddock End. Noted.
- e. Email 12 July YLCA Councillors' discussion forum 19 July 2022. Noted.
- f. Email HDC 15 July 2022 Energy Savings Trust EV charging webinar 20 July 2022. Noted.
- g. Email 20 July 2022 NYCC Safeguarding children in North Yorkshire poster and briefing. Noted.
- h. Email 22 July 2022 WEL Medical with recall notice of the iPad defibrillator. The Clerk liaised with the First Responders Group to arrange for the relevant work to be carried out. Noted.
- i. Email 26 July 2022 requesting the application form for co-option to the Council and referring to previous emails sent. The Clerk replied that no other emails have been received and setting out the application process. Noted.
- j. Email 29 July 2022 HDC consultation on Hambleton Design Guide Domestic Extensions SPD, deadline 9 September. Noted.
- k. Email 29 July 2022 YLCA training bulletin. Noted.
- l. Email 1 August 2022 NYC Council tax reduction consultation, closing 18 September. Noted.
- m. Email 2 August 200 PSE with a guide on solving the EV charging dilemma. Noted.
- n. Email 2 August 2022 YLCA meeting with the Police, Fire and Crime Commissioner on 2 November 2022. Noted.

There being no further business the meeting closed at 8.30pm.

**MINUTES OF THE MEETING OF THE BURIAL BOARD COMMITTEE HELD ON MONDAY 26 SEPTEMBER AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance: Councillor Mortimer (Chairman), Jopling, McCluskey, Saxton, Simpson, Stones, Tate, Thompson, and Webster.**

Councillor Mortimer on behalf of Rudby Parish Council wished to thank Her Majesty Queen Elizabeth II for her long service, to offer congratulations to King Charles on his accession as King, and to wish him well in the role. As a mark of respect, the flag on the green was placed at half-mast during the mourning period and has since been flying at full mast in celebration of the new King. Floral tributes were left on the Jubilee bench by the Bay Horse, the website was altered to reflect the death of the Queen, and the Council provided a book of condolence which was placed in the Hub and All Saints Church having also been taken to the Wednesday lunch club. The primary school were also invited to sign it but did not take up the offer.

1. **Apologies for absence.** Councillors Collingwood and Voke, County and District Councillor Fortune. Councillor Jopling had said that he would arrive slightly late.
2. **Meeting open to the public.** None were present, the meeting was closed to the public.
3. **Review of use of burial ground.** Councillor Jopling arrived. He said that the plan will be to remove as many of the weeds as possible. The land will need to be levelled and sprayed then grass seeded properly. Once the slope between the churchyard and the new burial ground has been cleared the Clerk will contact HDC regarding the wall and any remedial work that may need to be done. The new area will need to be laid out and it was agreed to also look at the existing burial ground to maximise the space for burials.
4. **Quotes for work to new burial area.**

It was agreed to obtain quotes for the topping off, levelling, spraying, and seeding work with a view to getting the land ready to be sown in early spring.

There being no further business the meeting closed at 7.30pm.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 26 SEPTEMBER 2022 FOLLOWING THE ABOVE BURIAL BOARD MEETING WHICH STARTS AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance: Councillor Mortimer (Chairman), Jopling, McCluskey, Saxton, Simpson, Stones, Tate, Thompson, and Webster.**

1. **Apologies for absence.** Councillors Collingwood and Voke, County and District Councillor Fortune.
2. **Minutes of the two meetings held on 8 August 2022 co-option and monthly meeting.** Councillor Webster proposed that they be agreed, seconded by Simpson all agreed except Councillor Stones who said he had not received them.
3. **Meeting open to the public.** None were present, the meeting was closed to the public.
4. **Police Report and Neighbourhood Watch.** The report circulated previously was noted. Councillor Fortune had contacted the Clerk and reported damage to the flowers for the Queen and some car wipers lifted near the Jubilee bench. A resident's email regarding parking at Levendale was noted and it was agreed it would be raised with the Police the next time that they attend a Council meeting.

## 5. Matters arising.

- a. **Neighbourhood Plan.** Councillor Mortimer has circulated correspondence with HDC, noted. There has been some further guidance regarding nutrient pollution and some progress, but applications in the Tees Valley are still being delayed, probably until next year. The NP will be held up until this issue is resolved.
- b. **Footpaths.** Pathkeepers' scheme. Crow Bank, Footpath between Ridgeway and Leven Grove. Footpath on the Grove. Footpath to Potto. General maintenance. Councillor Webster has spoken to Arietty Heath regarding the Pathkeepers' scheme.

Footpath between Leven Grove and Ridgeway – Councillor Webster has spoken to the owner of the path who believes it was formally diverted to its current location, but NYCC have no record of the diversion. The sign has been moved. The path becomes impassable in winter. Councillor Simpson said that it is for users of the footpath to complain to NYCC. Councillor Webster said he is trying to get the parties to agree a way forward. The landowner should be seeking to regularise the position and to ensure that the footpath is useable throughout the year.

Riverside footpath – Councillor Jopling reported that there is a manhole to the west of the footpath which can overflow in periods of heavy rain and has led to part of the footpath being washed away. Councillor Mortimer proposed that Jack Charlton be asked to do remedial work now to stop the problem becoming bigger. Seconded by Councillor Saxton, all in favour.

Councillor Webster reported that the signs around the sewage treatment plant saying that footpath is not circular have been damaged on more than one occasion, it was agreed the Council does not condone trespass or damage to the signs.

Garbutts Lane – there is a property where the hedge has been replaced with a fence but the fence appears to have encroached onto what should be pavement. The Clerk will contact NYCC to see where the boundary should be and so that remedial action can be taken if needed.

Crow Bank - Councillor Saxton declared an interest. Some of the lower steps are in a poor state of repair, they were last mended by the Council and some volunteers a number of years ago. There was a discussion as to whether to repair wooden steps or put in concrete. It was agreed to ask The Wynd Developments to make good the existing wooden steps.

The Grove - Councillor Webster reported that the stile will be removed as there is no livestock in the field and so there is no need for a stile.

### c. **Sports Areas –**

- i Safety report. This is still awaited.
- ii Station Lane. Repair of equipment. The climbing rope and one other item have been removed pending repairs. Various posts will need to be replaced. The hedge still needs to be cut; Councillor Tate has a connection who will cut it sometime between December to January at less than the quote previously obtained.
- ii. Middleton on Leven. Nothing to report.

### d. **Village Green.** Phone lines. Flags. Grass cutting.

Councillor Mortimer proposed that the tree which has phone lines going through it to be pruned in such a way to last several years, seconded by Councillor Thompson, all in favour. The Clerk to see permission from HDC and instruct Stephen Johnson to carry out the work.

There was a wide ranging discussion as to which flags if any should be displayed on the flagpole on the village green. Historically the Union flag has been flown on flag days only. Since the invasion of Ukraine, the Ukrainian flag has been flown other than on flag days and for the Jubilee and mourning period. After a long discussion Councillor Simpson proposed that the Union flag should be flown until after the King's birthday on 14 November, thereafter, to revert to flying the Ukraine flag other than on flag days until the next Ukraine National Day when the policy of only flying the Union flag on flag days will resume. Seconded by Councillor McCluskey, seven in favour, two against.

Grass cutting – It was agreed that Councillor Saxton, Simpson, and Stones will form a working party to make recommendations to the November meeting on future grass cutting regimes and proposals to tender the contract as it was not possible to do this properly at the start of the season due to the very short notice given by the previous contractors. The Council wished to thank Wynd Developments for their hard work in taking over the contract at very short notice and for the quality of their work.

## 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](http://www.hambleton.gov.uk/homepage/16/planning)

Councillor Mortimer proposed that the recommendations in relation to a. and b. below be agreed, seconded by Councillor Simpson. All were in favour.

- a. **22/01886/FUL 8 Eden Park Road, Hutton Rudby.** Application for single storey extension to the rear, first floor extension over existing garage, with new pitched roof over existing porch. The Council recommended approval. Noted
- b. **22/01997/FUL Indian Farm, Middleton on Leven.** Application for an extension to the existing two storey house to provide a larger living space for a family with additional detached garage to provide space for vehicles. The Council recommended approval subject to a bat survey and for the officer to look at the design. Noted.
- c. **22/01994/FUL Village Hall, Enterpen, Hutton Rudby.** Application for the replacement of 13 existing wooden windows with uPVC units. Councillor Simpson declared an interest as a Trustee of the village hall. Councillor Mortimer proposed that the application be approved, seconded by Councillor Jopling, eight in favour, one abstention.

## 7. Decisions of Hambleton District Planning.

- a. **22/01237/FUL Swan House Caravan site, Trenholme Bar.** Application for the replacement of two static caravans with two single storey holiday cottages with designated parking – amended plans. The application was granted. Noted.
- b. 22/00127/NEWNAM Certificate of Registration 38 North End, Hutton Rudby alias Foxglove Cottage. Noted.
- c. 22/00141/NEWNAM Certificate of Registration 20 North Side, Hutton Rudby alias Bumble Cottage. Noted.

## 8. Governance.

- i. **List of activities.** Councillor Mortimer proposed that subject to dealing with item 16 below that this be removed from future agendas as a standing item, seconded by Councillor McCluskey, agreed unanimously.
- ii. **Appointment to standing committees.** Councillor Mortimer proposed that the finance committee be retained with Councillors Jopling, Mortimer, Thompson, and Webster as members. Seconded by Councillor Simpson, agreed unanimously.

Councillor Mortimer proposed that the Neighbourhood Plan committee be retained with himself and Councillor Saxton as members, but that all other standing committees be dissolved, seconded by Councillor Simpson, agreed unanimously.

- iii. **Appointment of Councillor Thompson to the Bathurst Foundation.** Councillor Mortimer proposed that Councillor Thompson continues in the role, seconded by Councillor Saxton, agreed unanimously.
- iv. **Civility and Respect Pledge.** The Clerk explained the background and purpose. Councillor Mortimer said it builds on the Code of Conduct that the Council is already committed to, a lot of it is a minimal burden to the Council but it provides a framework in the event of issues arising. Training is available, it is a personal choice for each Councillor to decide whether to do it. Councillor Webster asked about enforcement of the pledge; Councillor Mortimer advised that if issues could not be resolved within the Council they would be escalated to the monitoring officer as happens currently. Councillor Simpson proposed that it be adopted, seconded by Councillor McCluskey, agreed unanimously.
- v. **Potto PC governance report – for noting and working party.** The report was noted. Councillor Mortimer proposed that Councillors Mortimer, Thompson, and Webster carry out some analysis to see what RPC can do to make sure that it is meeting standards and is resilient against any complaints with a view to bringing recommendations to the November meeting, seconded by Councillor Jopling, agreed unanimously.
- 9. **Risk management policy for approval.** This was circulated on 25 August. Councillor Mortimer proposed that it be adopted for the current year, seconded by Councillor Simpson, agreed unanimously.
- 10. **Chappies Field.** Messages exchanged, owner on honeymoon. Field has been cut but path still tricky.
- 11. **Fireworks display.** The display will take place at 6.30pm on 5 November at the cricket club. There will be a band organised by the cricket club starting at 8.45pm. No cars to be allowed on site other than workers. Councillor Mortimer to collect the fireworks. Councillor Thompson to organise the collection on the gates. The Clerk to obtain the play list from the previous Chairman. Councillors Jopling, Saxton, Simpson, Voke, and Webster to set up and light the fireworks. Councillor Saxton will be the first aider.
- 12. **Speed limits signs – update and locations**

Councillor Tate advised that he is in negotiation with the supplier with regards to the cost of the cowls. The signs and units have been ordered. Councillor Mortimer explained that YLCA have now advised that all expenditure should fall under s137. This will require a note to be added to the minutes of May 2022. He proposed that the matter be dealt with in accordance with the advice from YLCA, seconded by Councillor Thompson, agreed unanimously.

- 13. **Linen mill wall area. Repairs to the wall, benches and update.**

Councillor Jopling reported that the two benches have been installed with the help of Jack Charlton and his parents Colin and Helen. The Council agreed unanimously to formally thank them all for their hard work. There have been lots of positive comments from residents about the area as a whole, the grass is also looking very good.

Signs to advise people to keep away from the wall have been installed. Councillor Stones is a bricklayer and dry stone waller by trade and has kindly offered to renovate the wall on the side away from the river, to include replacing any frost shattered bricks and repointing the top at no charge provided the Council funds the necessary materials. Councillor Jopling proposed that Councillor



Stones' offer be accepted, seconded by Councillor Saxton, all were in favour. Councillor Thompson and the Clerk to make sure that there is suitable insurance in place.

Councillor Jopling has also asked Hills nurseries to supply some suitable trees and shrubs to plant under the fence to the road. He proposed that a sign be created to show the history of the area, and a bin to be installed if possible inside the gate, seconded by Councillor Mortimer, agreed unanimously.

14. **New flower tubs** Councillor McCluskey proposed that the Council will procure up to two new tubs to be paid for by the residents who requested them, the residents also to pay for the first three years of compost and flowers. The Clerk will check the amount and report back, but it is estimated at about £30 a year per tub. Seconded by Councillor Simpson, agreed unanimously.
15. **Reports from County and District Councillor.** Councillor Fortune sent her apologies. Her report of the residents' report of vandalism was noted under the police section.
16. **Activities list.** Updates and progressing the relevant items.

These were allocated to Councillors. This item will no longer appear on the agenda.

17. **Finance.**

- a. Employer's summary September 2022.
- b. AGAR conclusion of audit – final sign off is still awaited from the auditors.
- c. Revised Finance regulations for approval. Councillor Mortimer proposed that these be agreed subject to two typos identified by Councillor Tate, seconded by Councillor Thompson, agreed unanimously.
- d. PWLB lending facility statement 2 September 2022. Noted.

18. **Accounts**

Clerk's salary September 2022, paid in accordance with contract	
Ink payment HP September 2022	£ 9.99
Feet First spare keys	£ 22.56
Epic Fireworks	£ 1749.00
Wynd Developments grass cutting sports area, village greens etc	£ 1450.00
Wynd Developments grass cutting burial ground	£ 300.00
Wynd Developments grass cutting linen mill area	£ 170.00
AR Entertainments PA system for Fireworks display	£ 120.00
Gardensite two benches for linen mill field	£ 749.98
Ryman's bankers boxes	£ 27.99
Direct Business Supplies document wallets	£ 14.79
LexisNexis Arnold-Baker 13 <sup>th</sup> edition	£ 131.99
SDH Engineering replacement handrails	£ 540.00
Direct Business Supplies signs for linen mill wall and steps to Church House	£ 99.98
AW Nicholson and Sons burial 1 June and 25 July	£ 600.00
Shaw & Sons book of condolence	£ 69.54
Wave water allotments	£ 50.58
Linen mill bench anchors	£ 41.70
PWLB loan repayment	£ 5790.63

**Money received**

Headstone P Johnston M73	£ 98.00
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## 23. Correspondence

- a. Email 2 August 2022 NYC proposed devolution announcement pack. Noted.
- b. Email 4 August 2022 Northern Gas Notice of new gas service to 20 North Side. Noted.
- c. White Rose bulletin 5, 19 August, 2, 16 September 2022. Noted.
- d. Email 8 August 2022 possible YLCA grants bulletin. Noted.
- e. Email 8 August 2022 YLCA August edition of Civility and Respect newsletter. Noted.
- f. Email 10 August 2022 YLCA training course on the Standards of behaviour expected of someone holding public office on 17 August 2022. Noted.
- g. Email 11 August 2022 HDC registration of alias name 38 North End, Hutton Rudby. Noted.
- h. Email 10 August 2022 Daniel Hordon FOI request regarding burials in the wrong plots in the last 10 years. The Clerk has responded that there have been none recorded. Noted.
- i. Email 11 August 2022 YLCA and email 23 August 2022 from SAAA appointment of external auditor from 2022/23 to 2026/27 – option to opt out. **For a decision.** Councillor Mortimer proposed that we do not opt out, seconded Councillor Thompson all in favour.
- j. Email NYCC 16 August 2022 confirmation of night time road closures of A19 Osmotherley to Tontine Road in both directions from 21 August 2022 for 3 weeks. Noted.
- k. Email 17 August 2022 Civility and Respect Training 2022. Noted.
- l. Email 17 August 2022 NYC unitary authority update. Noted
- m. Email 18 August 2022 Citizens Advice Bureau request for a donation. **For a decision.** Councillor Simpson proposed that we should not make a donation, seconded by Councillor Mortimer, all in favour.
- n. Email 22 August 2022 YLCA Councillor's discussion forum 25 August 2022. Noted.
- o. Email 22 August 2022 Nimble E-learning training. Noted.
- p. Email 23 August 2022 PSE EV infrastructure webinar 27 September 2022. Noted.
- q. Email 25 August 2022 YLCA hosepipe ban and watering. Noted.
- r. Email 25 August 2022 NYC August update. Noted.
- s. Email 25 August 2022 NALC parish precept analysis. Noted.
- t. Email HDC 25 August 2022 regarding grass cutting on Garbutts Lane (60mp area). The Clerk replied that this is the responsibility of NYCC. Noted.
- u. Email 2 September 2022 Bathurst Educational Foundation confirmation of appointment of Neil Thompson as trustee and invitations to apply for grants. These have been added to the website and noticeboards. Noted.
- v. Email 5 September 2022 NYCC notice of closure of Blue Barn Lane, Rudby 24-28 October 2022 for Northern Power Grid works to install a new connection. Noted.
- w. Email 5 September 2022 HDC Arts and Heritage event 14 September 2022 7pm All Saints Church, Northallerton. Noted.
- x. Email 6 September 2022 BHIB online training session available. Noted.
- y. Email 9 September 2022 NYCC Proclamation of the King in York 11 September 2022 at 1pm. Noted.
- z. Email HDC 9 September 2022 Operation London Bridge. Noted.
- aa. Email 11 September 2022 from a resident regarding parking at the entrance to Levendale. **For a decision.** Councillor Mortimer proposed this should be referred to the police and the resident informed, seconded by Councillor Simpson, all in favour.
- bb. Email NYCC 9 September 2022 road closure of Blue Barn Lane 26-30 September 2022. Noted.
- cc. Email 12 September 2022 YLCA Climate Emergency request for information. Noted.
- dd. Email 13 September 2022 YLCA ceremony to mark national moment of reflection. Noted.
- ee. Email HDC 14 September 2022 revised bin collection days w/c 19 September. Noted.
- ff. Email 15 September 2022 NYC webinar 5 October 2022 5-6.30pm. Noted.

There being no further business the meeting closed at 9.35pm.

Minutes published 11 October 2022.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 10 OCTOBER 2022 AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance: Councillor Mortimer (Chairman), Collingwood, Saxton, Simpson, Stones, Tate, Thompson, Voke, and Webster, County and District Councillor Fortune.**

1. **Apologies.** Councillor Jopling.
2. **Minutes of the meeting held on 26 September 2022.** Councillor Simpson proposed that these be agreed, Councillor Thompson seconded, 7 in favour 2 abstentions.
3. **Meeting open to the public.** None were present. Meeting closed to the public
4. **Police Report and Neighbourhood Watch.** No police were in attendance. The report emailed on 9 October was noted. It was noted that the Clerk has emailed the police regarding parking at Levendale.
5. **Matters arising.**
  - a. **Neighbourhood Plan.** Nothing to report.
  - b. **Footpaths.** Councillor Webster has been in communication with Arietty Heath. A new gate will be placed at the top of the footpath on The Grove. He is hoping to have a meeting with a footpath officer regarding the footpath between Leven Grove and Ridgeway. He has had contact from a resident who has raised issues regarding barbed wire and a stile in poor condition on the footpath west of the Spar, he will conduct an inspection to understand what the issues are.
  - c. **Sports Areas –**
    - i. Safety report. Still awaited. The Clerk will keep chasing.
    - ii. Station Lane. Repair of equipment. This cannot be repaired until the safety report has been received.
    - iii. Middleton on Leven. Councillor Tate will put grease on the swings to stop them squeaking. Birds have been sitting on top of the swings and leaving a mess on the seats. Councillor Mortimer proposed that a budget of £50 be allocated to buy bird spikes to deter the birds from roosting there. Seconded by Councillor Thompson all in favour.
  - d. **Village Green.** Grass cutting.

Councillor Simpson has started working on a proposal for the November meeting. An arborist report of the trees which need to be pruned to stop damage to the telephone wires report has been obtained and now needs to be submitted to HDC.

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](http://www.hambleton.gov.uk/homepage/16/planning)

None received.

**7. Decisions of Hambleton District Planning.**

None received.

- 8. Chappies Field.** The landowner's grandson has emailed to say he will have another look to see if the footpath is passable. In response to a question Councillor Tate said he was not sure if the barbed wire has been removed.

**9. Remembrance Sunday.**

Councillor Mortimer proposed that we obtained a wreath seconded Councillor Thompson all in favour. Councillor Thompson will lay the wreath. It was noted that the aspiration is that the minute's silence should be held at 11am and not earlier as happened due to a combination of circumstances last year.

**10. Fireworks display.**

There was a discussion about whether to ticket the event. As the fireworks are usually over by 7pm and the music is not starting until 8.30pm it was felt that tickets were not necessary, but at least two adults should be on the gates in case of larger than usual numbers attending. One Councillor questioned if this should be the last year of having an organised display, but the consensus was that this is a popular event and is probably safer than residents holding their own events, Fireworks usually at 6,30pm so should be finished by 7pm and a different event from the music later on. Councillor Webster to play the music via the PA system. Councillors Saxton and Thompson on the gates, Councillors Simpson, Voke, Tate, Stones, Jopling on lighting duties.

The Clerk will ask Steve Johnson to set up the beacon.

**11. Speed limits signs.**

Councillor Tate has agreed a price for the cowls and is awaiting the equipment. Councillor Fortune will chase the location of the socket on Garbutts Lane.

**12. Linen mill wall area. Repairs to the wall and update.**

Litter was reported at the new benches and was collected by a resident.

The Clerk will circulate the risk assessment so that Councillor Stones can start work on the wall.

**13. New flower tubs.**

CFOV have agreed to take on one more tub. The resident to be asked to pay for the tub and three years of consumables totalling £215. Should residents wish they can sponsor existing tubs at £100 for three years.

**14. Benches.**

Councillor Tate has done a survey of all benches that are Parish owned. They are OK but some need tying down and renovating or repainting. Councillor Tate proposed that one bench on North End be replaced, he will obtain some quotes for the next meeting. The Clerk to obtain quotes for redecorating.

**15. New Parish Council website – specification, budget, quotes.**

Councillor Webster has circulated a paper. Station Software were thanked for their work in setting up the current website and their challenging work over the years. They no longer wish to support it and a new website that is easier for the Clerk and Council to maintain is now needed. Three tenders have been obtained. Councillor Webster proposed that Hambleton Digital be asked to set up a new website on the basis of the tender he provided, seconded Councillor Mortimer, all in favour.

**16. Steps across the village green from Church House.**

Councillor Tate is waiting to hear from Tony Lewis at NYCC as to whether the proposal is acceptable to them once the proposal has been agreed it will also need to be approved by HDC regarding planning issues. Councillor Fortune will raise it with NYCC, she does not anticipate any issues regarding the conservation area as safety needs to come first.

**17. Reports from County and District Councillor.**

Councillor Fortune said that the new Council is starting to come into shape. She was also contacted by the person listed at 23f below. A survey was done by NYCC on public transport needs and the demand was too low to justify any more buses so none will run unless a private company takes up the route.

**18. Finance.**

- a. Employer's summary October 2022. Noted.
- b. AGAR conclusion of audit. Councillor Thompson confirmed that the external auditors have now signed off the last part and the relevant notices have been displayed so the AGAR process is complete for this year. Noted.
- c. Second quarter accounts. These will be circulated before the next meeting. Noted.

**22. Accounts**

Clerk's salary October 2022, paid in accordance with contract	
Ink payment HP September 2022	£ 9.99
HMRC tax and National Insurance	£ 858.32
Jacksons solicitors Village Hall title queries	£ 730.80
Wynd Developments grass cutting sports area, village greens etc	£ 1450.00
Wynd Developments grass cutting burial ground	£ 300.00
Wynd Developments grass cutting linen mill area	£ 170.00
ESET security	£ 25.42
PKF Littlejohn AGAR	£ 360.00

**Money received**

HDC precept £23,500

**23. Correspondence**

- a. Email 18 September 2022 Mailchimp – activation of account. The Clerk has responded. Noted.
- b. Email 20 September 2022 NYC Let's Talk local engagement. Noted.
- c. Email 21 September 2022 YLCA Councillor's Discussion Forum 29 September 2022. Noted.
- d. Email 22 September 2022 YLCA Off to a flying start webinars in October. Noted.
- e. Email 26 September 2022 Living Leven sub catchment group meeting 20 October 2022. Noted.
- f. Email 26 September 2022 from a resident regarding public transport to and from Yarm and Stokesley from Hutton Rudby.
- g. Email 28 September 2022 YLCA and NYC all partner webinar 5 October 2022. Noted.
- h. White Rose bulletin 30 September 2022. Noted.
- i. Email 30 September 2022 HDC consultation for a new street name. **For a decision.** Councillor Mortimer proposed that in light of how the previous consultation was handled that the Parish Council should not provide a response, seconded Councillor Voke, agreed unanimously.
- j. Email 1 October 2022 NYCC North Yorkshire Now. Noted.
- k. Email 3 October 2022 Neighbourhood Watch national newsletter. Noted.

There being no further business the meeting closed at 8.30pm.

Date of publication of minutes: 16 November 2022.

**MINUTES OF THE MEETING OF THE BURIAL BOARD COMMITTEE HELD ON MONDAY 14 NOVEMBER AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance:** Councillor Mortimer (Chairman), Councillors Collingwood, Jopling, McCluskey, Saxton, Simpson, Stones, Tate, Thompson, Voke and Webster, County and District Councillor Fortune.

1. **Apologies for absence.** None.
2. **Meeting open to the public.** None were present. The meeting was closed to the public.
3. **Fees review.** Councillor Thompson had circulated the proposed figures. Councillor Spenser proposed that the figures be agreed save that the fee for interment of cremated remains be increased to £140, seconded by Councillor Mortimer, all in favour.
4. **Works to new burial ground.** Councillor Jopling has found someone to cut down the weeds in the new part of the burial ground. It was agreed that the work should proceed so that it can then be levelled and sown by the spring.

There being no further business the meeting closed at 7.30pm.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL TO BE HELD ON MONDAY 14 NOVEMBER 2022 FOLLOWING THE ABOVE BURIAL BOARD MEETING WHICH STARTS AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance:** Councillor Mortimer (Chairman), Councillors Collingwood, Jopling, McCluskey, Saxton, Simpson, Stones, Tate, Thompson, Voke and Webster, County and District Councillor Fortune.

1. **Apologies for absence.** None.
2. **Minutes of the meeting held on 10 October 2022.** Councillor Simpson proposed that these be agreed, seconded by Councillor Voke. There was one abstention, 10 in favour.
3. **Meeting open to the public.** None were present, meeting closed to the public.
4. **Police Report and Neighbourhood Watch.** The report was noted. Councillors are concerned that the report does not provide any meaningful information and that the police have not been in attendance recently.
5. **Matters arising.**
  - a. **Neighbourhood Plan.**

Nothing to report.
  - b. **Footpaths.**

Councillor Webster said that the broken stile at The Grove has been removed. The Leven Grove house hedge has been trimmed but NYCC has been in touch and the landowner may be relocating the footpath to its original location.

Footpath from the Spar to Champion Lane - NYCC says that the footpath is in the right place and the definitive map is inaccurate. Councillor Simpson will have another look at the old maps. The stile can be repaired by the Parish Council although the responsibility to do so lies with the landowner.

There are 15 bridges in the Parish which need to be surveyed and a number will need remedial work. Again it is not the Parish Council's responsibility to carry out the work but subject to seeking permission first, a working party of volunteers will be able carry out repairs. Volunteers are needed.

Councillor Jopling proposed that repairs to the river footpath around the drain and where part of the footpath has washed away be carried out. Seconded by Councillor Saxton, agreed unanimously.

Crow Bank steps - Wynd Developments has been approached to do the work as soon as possible. Councillor Simpson proposed that subject to the quote coming in at the agreed amount the work to go ahead, seconded by Councillor Thompson, Councillor Saxton abstained having declared an interest, all others in favour.

**c. Sports Areas**

- i. Safety report. Two reports for the village hall and the sports have been received but Middleton on Leven appears to have been missed out – the Clerk will chase it up.
- ii. Station Lane. Repair of equipment. The Clerk has requested a quote for the work to be done and will also seek one other quote. Village Hall are responsible for their own work. There was a discussion about whether the hedge should be at the same height as the fence. Councillor Simpson proposed that the hedge be trimmed, seconded by Councillor Jopling, 10 in favour, one opposed. Councillor Tate has found someone to carry out the work.
- iii. Middleton on Leven. The swings were omitted from the safety report, the Clerk will go back to the company about this. Bird spikes have now been fitted above the swings.

**d. Village Green.**

Care for Our Village were thanked for their work in tidying up the War Memorial before Remembrance Sunday.

**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](http://www.hambleton.gov.uk/homepage/16/planning)

Councillor Simpson proposed that the recommendations set out in a. and b. below be confirmed, seconded by Councillor Voke, agreed unanimously.

- a. **22/02210/FUL Land east of the Leven Valley and south of South View, Hutton Rudby.** Construction of a hay and equipment stores. The Council recommended approval.
- b. **22/01704/TPO 14 Westholme, Hutton Rudby.** Works to fell and works to a tree with a Tree Preservation Order. The Council recommended approval.



- c. **22/02330/FUL The Granary, Hutton Grange, Garbutts Lane, Hutton Rudby.** Application for 40 solar panels. Councillor Mortimer proposed that the Council recommended approval, seconded by Councillor Stones agreed unanimously.

**7. Decisions of Hambleton District Planning.**

- a. **22/01997/FUL Indian Farm, Middleton on Leven.** Extension to existing two storey house to provide a larger living space for the family with additional garage to provide space for vehicles. The application was granted. Noted.

**8. Leaf clearing.**

Hambleton DC are responsible for clearing the leaves from roads and pavements and have been round a few times but roads and pavements remain slippery in places, particularly on Hutton and Rudby Banks, and around the village green; the leaves may also damage the grass although worms can help them to break down the leaves. A discussion took place as to whether the Parish Council should seek a contractor to carry out additional leaf clearing, Councillors are aware that at least one resident has slipped on North Side. The consensus was that the leaves are an annual occurrence and that residents on the green and other areas of the village where there is leaf fall should be encouraged to clear the areas outside their properties. The Council will not take any additional action.

**9. Grass cutting.**

A report was circulated from Councillors Saxton, Simpson and Stones. There are three categories of grass cutting – verges that are Highways' responsibility but which they pay Rudby Parish Council to cut, Parish Council land, and other highways areas that the Parish Council is not contracted to cut but has been cutting. The report proposes reducing the number of cuts at the start and end of each season, returning verge cutting to Highways as the amount paid does not cover the cost, and encouraging residents to adopt areas near their properties to maintain the grass in those areas. There was a discussion about the timing of no mow May, this is a national initiative and it was proposed that the Parish Council should comply with it as far as possible.

Councillor Collingwood proposed that the Council withdraw from cutting the verges, seconded by Councillor Saxton. One Councillor abstained, one against, 9 in favour.

Councillor Simpson proposed that hedge trimming be carried out annually at the sports area; the Himalayan balsam to be strimmed twice a year; and grass cutting be limited to Parish Council land only and that there to be one cut in April, no mows in May (excluding the sports area and burial ground) but subject to one extra cut in May if needed for the village event on the village green only, two cuts in each of June, July, and August, one cut in each of September and October, seconded by Councillor Saxton, two against and 9 in favour.

**10. Chappies Field.**

Councillor Tate reported that he has been unable to engage again with the landowner. The surface remains uneven and the path has narrowed. Parishioners are a significant risk of injury due to the condition and width of the path and the barbed wire on the top of the fence despite the lack of livestock in the field.

**11. New Parish Council website**

Hambleton Digital have started work. It was agreed that professional photographs should be used on the website although it should be possible to have a page for residents' photos.

**12. Speed limits signs**

The signs are ready to be installed but Councillor Tate is still trying to find the socket on Garbutts Lane, he has re-started communication with Area 2 to try to move things forward. Councillor Fortune has also struggled to make progress.

**13. Allotment gate repairs.**

Councillors confirmed that the remedial work has been completed satisfactorily although there is still no hold for the gate.

**14. Steps across the village green to Church House tender.**

A s184 licence will be needed. Councillor Tate is waiting to hear from HDC as to whether planning permission is needed.

**15. Linen mill wall area. Repairs to the wall and update.**

Work on the wall is well under way, Councillor Stones was thanked for his hard work. Once the brickwork has been completed a decision will be needed on how to finish the top, ideally dressed stone will be used as that will increase the longevity of the work but it is subject to cost and possible planning considerations.

Councillor Jopling has ordered some trees for the area adjacent to the road and these will be planted soon.

There was a discussion over the type and location of a bin. Councillor Jopling proposed that a single bin should be installed near the fence to make it easier to empty and so that it can be used from both the field side and the road side. Seconded by Councillor McCluskey, agreed unanimously.

**16. Reports from County and District Councillor.**

Councillor Fortune reported that a number of refugees are being moved into the area, mainly unaccompanied young people who need to be found accommodation. NYCC have earmarked one hotel in Selby, two in Scarborough and one in Northallerton.

The Boundary Commission is reviewing ward boundaries, it is not yet known how it will affect this area.

Work is ongoing in relation to equality, diversity and inclusion. There will be eleven investment zones across the entirety of North Yorkshire but mainly in cities to promote development. The County has a shortage of properties.

Highways Area 2 are holding drop in meetings that Councillors can attend and raise any issues. The issue of gritting Campion Lane can be raised here.

Councillor Fortune congratulated the Council on the fireworks display and particularly the inclusion of some quieter fireworks that were more animal friendly.

## 17. Finance.

- a. Employer's summary November 2022. Noted.
- b. Second quarter accounts. Councillor Simpson asked for one item to be checked and proposed that the accounts be agreed subject to that item, seconded by Councillor Jopling, agreed unanimously.
- c. Precept. Councillor Thompson is working on the budget to include the precept and will present his proposals next month.
- d. NALC pay award 2022-23. Councillor Mortimer proposed that this be implemented, seconded Councillor Thompson, agreed unanimously.

## 18. Accounts

Clerk's salary November 2022, paid in accordance with contract	
Ink payment HP November 2022	£ 9.99
Flower Box flowers for death of HM Queen Elizabeth	£ 50.00
YLCA VAT training 6 October 2022	£ 30.00
Charlton Services materials for installing benches at the linen mill	£ 284.40
L&C skip hire	£ 174.00
Maynards Christmas tree and delivery	£ 340.00
The Wynd Developments grass cutting burial ground	£ 150.00
The Wynd Developments grass cutting village greens, sports area etc	£ 725.00
The Wynd Developments grass cutting linen mill field	£ 85.00
Whitegates bulbs, violas and compost	£ 398.65
CFOV bulbs	£ 17.97
AW Nicholson and Sons gravedigger fees Barker and Spooner	£ 600.00
Murrell Trading bird spikes for swings at Middleton on Leven	£ 25.91
Festive Lights Christmas lights on the green replacement items	£ 84.71
Land Registry searches	£ 6.00

### Money received

Headstone Flynn	£ 98.00
Headstone additional inscription Spooner	£ 69.00
Fireworks donations	£1678.23
Cricket club donation to fireworks	£ 50.00

## 19. Correspondence

- a. Email 4 October 2022 Police Fire and Crime Commissioner meeting on 2 November 2022. Noted.
- b. Email 4 October 2022 Councillors Discussion Forum 8 October 2022. Noted.
- c. Email 4 October 2022 Parish online newsletter. Noted.
- d. Email 5 October 2022 YLCA Hambleton branch meeting 19 October 2022. Noted.
- e. Email 5 October 2022 NYCC closure of Sexhow Lane from 18 to 21 October inclusive between 8.30am and 4pm. Noted.
- f. Email 5 October 2022 YLCA NALC Chief Executive's bulletin. Noted.
- g. Email 5 October 2022 YLCA law and governance bulletin. Noted.
- h. Email 6 October 2022 NALC climate action update. Councillor Simpson has replied. Noted.

- i. Email 7 October 2022 North Yorkshire Community Messaging Hate Crime awareness week. Noted.
- j. Email 11 October 2022 PSE Solving the EV infrastructure challenge webinar 18 October 2022. Noted.
- k. Email 12 October 2022 YLCA LGA webinars. Noted.
- l. Email 12 October 2022 YLCA Developing your skills as a Councillor webinar. Noted.
- m. Email 13 October 2022 NYCC Prepare.Act.Survive webinars on flooding 7-11 November 2022. Noted.
- n. Email 13 October 2022 from a resident has reported leaves on Hutton and Rudby Banks to HDC for action. The Clerk replied to thank the resident. Noted.
- o. Email 13 October 2022 BHIB Fireworks guidance. Noted.
- p. Email 13 October 2022 CPRE AGM 12 November 2022 Thirsk racecourse. Noted.
- q. Email 14 October 2022 YLCA cancellation of the meeting with the Police, Fire and Crime Commissioner on 2 November 2022. Noted.
- r. Email 14 October 2022 Leven sub catchment meeting 3 November 2022. Noted.
- s. Email 14 October 2022 NYCC cancellation of road closures at Sexhow Bank. Noted.
- t. YLCA White Rose bulletins and training bulletin 14, 28 October 2022. Noted.
- u. Email 17 October 2022 YLCA training bulletin. Noted.
- v. Email 18 October 2022 NYC notice of road closure Sexhow Bank 7-11 November. Noted.
- w. Email 21 October 2022 PSE Leading the Charge to the Electric Revolution. Noted.
- x. Email 21 October 2022 YLCA bulletins. Noted.
- y. Email 22 October 2022 from a resident in relation to the works at the linen mill field and requesting the installation of a litter bin. The Clerk has replied to confirm that a bin has already been ordered. Noted.
- z. Email 24 October 2022 NYC Devolution consultation. Noted.
- aa. Email 25 October 2022 YLCA meeting with Police Crime and Fire Commissioner 29 November 2022. Noted.
- bb. Email 26 October 2022 from a new resident seeking information on cultural and sporting activities. The Clerk has replied. Noted.
- cc. Email 27 October 2022 NALC survey on local council elections. Noted.
- dd. Email 27 October 2022 NYC briefings on 28 and 30 November 2022. Noted.
- ee. Email 27 October 2022 Parish Portal workshops, various dates. Noted.
- ff. Email 28 October 2022 HDC licensing team consultation on the draft Hackney Carriage and Private Licensing policy. Noted.
- gg. Email 31 October 2022 North Yorkshire Now. Noted.
- hh. Email 1 November 2022 Living Leven rescheduled meeting of 3 November. Noted.
- ii. Email 2 November 2022 YLCA confirmation of appointment of PKF Littlejohn as external auditors 2022-27. Noted.
- jj. Email 3 November 2022 YLCA training and vacancies bulletins and information requests. Noted.
- kk. Email 3 November 2022 White Ribbon Day 25 November 2022. Noted.
- ll. Email 7 November 2022 NALC Chief executive bulletin. Noted.
- mm. Email 7 November 2022 Volunteer management conference 31 January 2023. Noted.
- nn. Email 7 November 2022 YLCA training bulletin January to March 2022. Noted.

Minutes published 13 December 2022.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 12 DECEMBER AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance:** Councillor Mortimer (Chairman), Councillors Saxton, Simpson, Stones, Tate, Thompson, and Voke, County and District Councillor Fortune.

1. **Apologies for absence.** E. Wiles (Clerk), Councillors Collingwood, Jopling, McCluskey, Webster. Due to the clerk's absence, the minutes were taken by the Chairman.
2. **Minutes of the meeting held on 14 November 2022.** Councillor Simpson proposed that these be agreed, seconded by Councillor Thompson. All in favour.
3. **Meeting open to the public.** None were present. The meeting was closed to the public.
4. **Police Report and Neighbourhood Watch.** The report was noted. No representative of the police was in attendance.

**5. Matters arising.**

**a. Neighbourhood Plan.**

Nothing to report.

**b. Footpaths.**

Councillor Webster not in attendance to give an update. No new issues were raised.

**c. Sports Areas**

- i. Safety report. Awaiting supplier's response to the omission of Middleton play area from the report.
- ii. Station Lane. Awaiting quotes for repairs etc. as recommended in the safety report.
- iii. Middleton on Leven. See part i. above.

**d. Village Green.**

There was a discussion about parking issues and surface quality of the cobbled area in the vicinity of the doctors' surgery. This impacts on pedestrians generally, but the greatest impact is for those with mobility issues. It was noted that it may be possible to modify the surface without significant loss of character (e.g. embedding cobbles in resin), but any layout changes should not involve loss of Village Green. It was agreed that the council would investigate options during the 2023/24 financial year. Councillor Fortune recommended engaging with NYC's disability awareness team.

**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](http://www.hambleton.gov.uk/homepage/16/planning)

**22/02695/CAT Chestnut Cottage, 29 Enterpen.** Prior notification application for works to trees and to fell one tree. It was noted that the extent of the proposed work to each tree is not well defined, and it is not clear whether any of the trees with TPOs will be impacted. Councillor Simpson, seconded by Councillor Mortimer proposed that the council should raise these as concerns in its consultation response. All agreed.

**7. Decisions of Hambleton District Planning.**

- a. **22/00146/NEWDEV.** Certificate of registration for new development 1-5 Church Wood Drive. Hutton Rudby, Yarm, TS15 0AN. Noted.

**8. Allotment charges.**

Councillor Stones who is an allotment holder declare an interest and left the room.

Proposed charges for 2023 of £30 for a full plot and £15 for a half plot had been circulated by Councillor Thompson (Treasurer) prior to the meeting. In discussion it was noted that expenditure in 2021/22 had been more than double the rental income, and that Rudby Parish rents are low in comparison with many other allotments. Councillor Simpson, seconded by Councillor Mortimer, proposed that the rents be increased to the rates as circulated. All agreed.

Councillor Stones returned to the meeting.

**9. Village Event / Coronation of King Charles III.**

Guidance on schedule and format proposed for community events to celebrate the coronation has not yet been issued, but it is anticipated that a family-oriented event on the Green would be held at some point over the long weekend. It was noted that it would not be feasible to organise an event for the Coronation in May and another 'Village Event' with the usual timing of late June.

Councillor Mortimer, seconded by Councillor Voke, proposed that an organising committee consisting of some Councillors and other members of the community (similar to the one that organised the Jubilee celebrations) should be set up and be delegated the authority necessary to make all arrangements for the event including timing and use of the allocated budget. It was further proposed that the members of the community who helped organise the Jubilee celebrations would be invited to join the committee and that Councillors Mortimer, Tate and Voke would be appointed. All agreed.

**10. Fireworks Display Feedback.**

It was noted that there had been positive feedback from adjusting the mix to reduce the proportion of loud fireworks. It was also noted that the supplier had been co-operative in adjusting the contents of one of their standard packs to meet our requirements.

Councillors Tate and Simpson reported that when clearing up the 'landing zone' after the fireworks they had recovered a significant amount of plastic and other non-biodegradable remnants from the casings. Councillor Saxton reported that he had asked a personal contact who is a fireworks expert about the availability of alternatives which use less plastic. The advice was that the industry is moving in this direction but there is not much availability for small scale displays, however, rockets and other arial shots tend to use more plastic while ground-based fireworks tend to use less.

It was agreed that the Council should make enquiries with our current supplier to see what options might be available to reduce plastic waste.

**11. Chappies Field.**

The Council remains concerned about the risk to the public from the barbed wire. Councillor Tate reported that he has not yet had a response from the landowner's representative on this issue. It was agreed that he should continue to seek a response.

**12. Speed limits signs**

Councillor Tate reported that the socket on Garbutts Lane has been located. A response from NYCC to various queries is needed before work can proceed. County Councillor Fortune advised that all highways related queries should be raised through the Parish Portal, but she will help expedite.

**13. Steps across the village green to Church House tender.**

The consultant is progressing enquires with the relevant authorities. Nothing to report.

**14. Linen mill wall area. Repairs to the wall and update.**

Councillor Stones reported that work was currently on hold due to freezing weather conditions, but otherwise was going to plan. Councillor Thompson requested that reimbursement for materials used should be made before the end of March 2023 so they can be taken in the current year's accounts.

**15. Reports from County and District Councillor.**

Councillor Fortune had commented on various issues as they arose in the agenda. She reported on progress made in setting up the new structures for the unitary authority.

**16. Finance.**

- a. Employer's summary December 2022. Noted.
- b. Annual Budget and Precept.

Councillor Thompson (Treasurer) presented the draft budget and the proposed precept for 2023/24 which had been previously circulated to Councillors. The Finance Committee's recommendation was that the precept should be increased by £500. The budget proposal was discussed by Councillors and any questions raised by Councillors were addressed. It was agreed to increase the earmarked reserve allocated to the replacement steps on the Village Green and to allocate a new earmarked reserve item for up to two additional defibrillators.

Councillor Mortimer, seconded by Councillor Thompson, proposed that the budget as amended during the debate should be approved and that the precept should be increased by £500. All agreed.

**17. Accounts**

Clerk's salary December 2022, paid in accordance with contract	
Ink payment HP December 2022	£ 9.99
WEL Medical replacement pads for defibrillator	£ 47.94
Room hire charges July 2021 to July 2022	£ 376.00
Hambleton Digital domain name, hosting and CMS	£ 142.10
Hambleton Digital website design	£ 1440.00
Trees and posts linen mill	£ 458.00
NYCC 9 grit bins re-filling	£ 810.00

**Money received**

Additional inscription Ashworth	£ 69.00
Fireworks display donations on the gate	£ 1678.17
Jack Cunningham donation to fireworks display	£ 50.00
Robertson plot reservation and cremation interment	£ 244.00
Barclays interest paid	£ 0.77

**18. Correspondence**

- a. Email 8 November Living Leven sub catchment group meeting 24 November. Noted.
- b. Email 9 November 2022 YLCA Police Fire and Crime Commissioner Public Trust and Confidence survey. Noted.
- c. Email 11, 24 November 2022 YLCA White Rose bulletin and training bulletin. Noted
- d. Email 11 November 2022 YLCA Law and Governance Monthly bulletin. Noted.
- e. Email 14 November integration of Swarco UK and Ireland Ltd and Swarco Traffic Ltd. Noted.
- f. Email 14 November 2022 NYC timetable for the adoption of the parish charter for North Yorkshire. Noted.
- g. Email 14 November 2022 Henley Town Council The Purpose of Parish Councils. Noted.
- h. Email 14 November 2022 Hutton Rudby Cricket Club regarding the success of the fireworks and suggestion for parking arrangements in 2023. Noted.
- i. Email 15 November 2022 YLCA YHCC Climate Action Pledge press release. Noted.
- j. Email 17 November 2022 Richmond (Yorks) ACC 23 November 2022 agenda. Noted.
- k. Email 17 November 2022 YLCA Civility and Respect newsletter. Noted.
- l. Email 17 November 2022 NYC expressions of interest for the management of services and assets. **For a decision.** It was agreed not to submit an expression of interest. Noted.
- m. Email 17 November from a resident regarding the Duke of Edinburgh award. The Clerk has replied. Email overtaken by events. Noted.
- n. Email 18 November 2022 YLCA training bulletin, information requests and vacancies. Noted.
- o. Email 21 November 2022 NYC briefings on 28 and 30 November. Noted.
- p. Email 22 November 2022 Parkinson Partnership Training courses. Noted.
- q. Email 22 November 2022 YLCA survey from the Police Fire and Crime Commissioner. Noted.
- r. Email 22 November 2022 Living Leven agenda for meeting on 24 November and minutes of previous meeting. Noted.
- s. Email Living Leven confirmation of next meeting 8 March 2022. Noted.
- t. Email 24 November 2022 Zoom meeting with the Police Fire and Crime Commissioner on 29 November at 6.30pm. Noted.
- u. Email Hambleton and Richmondshire Rural Transport and Access Partnership meeting on 5 December 2022. Noted.



- v. Email 30 November 2022 YLCA Commissioner Zoe Metcalfe showcasing services to support women and girls in North Yorkshire and York. Noted.
- w. Email 1 December 2022 notification of the appointment of PKF Littlejohn as external auditors for 5 years to 2026-27. Noted.
- x. Email 1 December 2022 YLCA request for photographs. Noted.
- y. Email 1 December 2022 from a resident regarding speeding on Garbutts Lane. The Clerk has replied to advise that speed signs are due to be installed shortly. Noted.
- z. Email 2 December 2022 YLCA training bulletin and requests for information. Noted.
- aa. Email 2 December 2022 YLCA York and Northern Yorkshire devolution consultation paper closing 16 December. Noted.

There being no further business the meeting closed at 8.30pm.

Minutes published 11 January 2023.