

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 9 JANUARY 2023 AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

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

1. **Apologies for absence.** Councillors McCluskey, Webster.
2. **Minutes of the meeting held on 12 December 2022.** Councillor Mortimer proposed that the minutes be agreed subject to the finish time of 8.30pm being added. Seconded by Councillor Simpson, eight in favour, one abstention.

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

A member of the public raised the state of the footpath on North End from Hair Belle Hairdressers and down towards the footpath to Pear Tree Cottage. He is aware of reports of people stumbling, some of the potholes are quite large, he believes repairs are now needed. Councillor Stones and Saxton have examined it and confirmed that the patching previously done has deteriorated. A second member of the public said that the worst section is also the least well lit. Councillor Simpson confirmed that the footpath is on village green which is the responsibility of the Parish Council. It was agreed that the Council will investigate carrying out the repairs. No further issues were raised. The meeting closed to the public at 7.25pm. The two members of public left the meeting.

4. **Police Report and Neighbourhood Watch.** The police report has been received; the police were not in attendance at the meeting. A Councillor said that the attempted break-in took place in Skutterskelfe, the resident reported it and the Police attended within a few minutes. Councillor Collingwood asked if there anything that the Council can do to pre-empt incidents such as the one reported on school grounds? It was agreed that incidents should always be reported to the police for them to take action as needed.

5. **Matters arising.**

- a. **Neighbourhood Plan.** Nothing to report
- b. **Footpaths.**

Councillor Jopling said that the path at the top of Rudby Bank by Leven Grove is unwalkable at the moment. It is one of a number of paths that become particularly difficult in the winter months. This one is particularly difficult as it has been moved from the official public right of way. After discussion it was agreed that Councillors Jopling, Saxton and Webster will draw up a list of footpaths that need work/improvement and bring this to a future meeting. Landowners will need to consent to any work on their land.

Crow Bank steps – Councillor Saxton declared an interest and left the room. A quote has been received for the repair work. Councillor Jopling said he has been advised that it is to repair seven of the steps. It was agreed that Councillor Jopling will revert to the contractor to see how much it would be to do all the wooden steps. The Council previously paid for the steps to be installed which is why the landowner is not required to pay for their repairs although they can contribute on a voluntary basis. The landowner will need to consent to the work.

c. **Sports Areas**

- i. Safety report. It was agreed that although the report for Middleton on Leven is still awaited this item can be removed from the agenda.
- ii. Station Lane. Repair of equipment. A second quote is still awaited. Councillor Tate has observed some litter and one of the no dogs signs has been taken down but he will put it back up.
- iii. Middleton on Leven. Report still awaited. The Clerk has chased several times.

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. **22/02717/CAT 1 Levenside, Hutton Rudby.** Application to carry out works to trees in a conservation area. Councillor Jopling proposed that approval be recommended, seconded by Councillor Voke, all in favour
- b. **22/02820/FUL 25 North End, Hutton Rudby.** Application for a first floor extension and proposed internal alterations. Councillor Mortimer recommended approval, seconded by Collingwood, all in favour.
- c. **22/02045/FUL 22 North Side, Hutton Rudby.** Application for alterations to the dwelling. Councillor Mortimer recommended approval seconded by Councillor Stones, all in favour.
- d. **22/01152/MRC Plot 9 land north of Hutton Fields and the Wickets, Garbutts Lane, Hutton Rudby.** Application to amend the parking and layout including the removal of a detached garage. Councillor Mortimer recommended approval, seconded by Councillor Collingwood, all in favour.

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

- a. **22/02210/FUL Land East of Leven Valley.** Construction of a hay and equipment store. The application was granted. Noted.

8. **Christmas tree, lights, and activities feedback.**

The Council expressed its thanks to Gary Wilson, Jack Charlton and the Councillors who helped to erect and take down the tree. Many people took photos and commented positively on the tree and the lights around the green.

9. **Notice boards – proposal for a replacement board in Rudby.**

Councillor Mortimer proposed that the board at Rudby be replaced with either a metal one similar to the one at the Spar, a recycled wood effect plastic one or a hardwood replacement. Councillor Saxton proposed that if a wood effect plastic can be obtained for a similar price to the metal one that would be his preference. It was agreed that the Clerk will obtain a quote. Councillor Collingwood proposed a budget of £600, no seconder. Councillor Jopling proposed a budget of £700 plus VAT, seconded by Councillor Saxton. Eight in favour, one opposed.

**10. Website.**

Councillor Mortimer reported that Hambleton Digital are hoping to have the new website ready for viewing by next month. Noted.

**11. Model Councillor/officer protocol.**

There was a discussion as to whether RPC needs the protocol. Councillor Mortimer said that Councillors are in a position of responsibility and should behave accordingly, the protocol sets out the expected standards of behaviour from both Councillors and the Clerk and provides a mechanism for dealing with any conduct issues that may arise. Councillor Collingwood said that he did not feel it is suitable for an organisation of this size without changes. Councillor Saxton said that changes can always be made if the Council finds it is restricted in how it deals with issues. Councillor Mortimer proposed that the protocol should be adopted as circulated, seconded by Councillor Jopling. Seven in favour, two opposed.

**12. Filing cabinet/move to the Hub.**

It was agreed that the Council needs at least one fireproof lockable cabinet, the Clerk will obtain some quotes. Councillor Stones volunteered to help to remove the filing cabinets from the previous Clerk, one to be installed in the Hub and the other to be advertised on HRAS as it does not lock.

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

There is a meeting on 16 January to agree a date and rough outline..

**14. Chappies Field.**

Nothing to report, the landowner is not responding to emails. Councillor Tate will continue to try to engage with him.

**15. Speed limits signs.**

Councillor Tate reported that a new column is to be put in between Hutton Fields and the new housing development. NYC have agreed not to increase the price even though a new location will be used. The signs are ready for installation once the socket is in place. Noted.

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

Councillor Tate reported that planning permission is needed, the fee to be confirmed. The dropped kerb will also need to be altered and that also incurs a fee and needs to be done by an approved contractor. Once planning permission has been obtained and the dropped kerb has been done the work to the steps can be carried out, quotes will need to be obtained. Noted.

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

Councillor Stones has been able to make some more progress and will continue to work on it when the weather allows. The Council thanked him for all his work to date.

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

Councillor Fortune reported that there is a lot of work being carried out to get ready for NYC coming into being on 1 April. Eight authorities are coming together with different ways of doing and managing their work and this needs to be consolidated.

Highways remains one of the biggest spends for the Council. They will still carry out gutter cleaning for now. They have a spray injection system for temporary repairs to potholes, any issues with potholes can be reported on the portal. 4500 lighting columns are being replaced with energy efficient lighting. The number of gritting lorries will be reduced from 80 to 70 and it likely that the numbers of routes will also be reduced.

Waste charges for green bins will be increased in our area as part of the levelling up of charges, parking charges will also be levelled up.

The English National Travel scheme will continue. It is unlikely that Hutton Rudby will get additional buses unless it can be demonstrated that they will be viable.

Health and social care has a £4m deficit and there are not enough care places so the Council is looking for new providers, particularly to help with hospital discharges. There has been a 25% increase in children needing care and more foster care places are needed. There is a 9% increase in unaccompanied adults in the area, also Ukrainians who need support.

The quality of education in the County is good. Savings are needed on schools transport for SEND pupils.

There will be six planning teams including one in this area, they will report to a hub for more complex or bigger applications. This will also affect mineral and waste applications.

**19. Finance.**

- a. Employer's summary January 2023. Noted.
- b. Third quarter accounts. To be brought to the next meeting. Noted.

**20. Accounts**

Clerk's salary January 2023, paid in accordance with contract	
Ink payment HP January 2023	£ 9.99
HMRC tax and NI	£ 855.90
TP Jones 2 <sup>nd</sup> quarter payroll preparation	£ 58.50
Royal British Legion Remembrance Day wreaths	£ 50.00
HDC dog bin linen mill	£ 305.52
New tap allotments	£ 8.88

**Money received**

Barthrams funeral costs M Carr	£ 584.00
Barthrams funeral costs T Baillie	£ 450.00
E Robinson Plot reservation	£ 98.00
M Harston plot reservation and cremation interment	£ 226.00

**21. Correspondence**

- a. Email 5 December 2022 Police Fire and Crime Commissioner survey on the amount to be invested in services, survey closes 16 January. Noted.
- b. Email 7 December 2022 from a resident regarding use of the sports area for UAV pilot training under specified conditions. The Chairman responded. Noted.
- c. Email 8 December 2022 Lords Monumental request for a headstone memorial. The Clerk to reply. Noted.
- d. Email 9 December 2022 White Rose bulletin. Noted.
- e. Email 9, 16 December 2022 NALC Chief Executive bulletin. Noted.
- f. Email 12 December 2022 YLCA update from the Chief Executive of the NALC. Noted.
- g. Email 13 December 2022 YLCA end of year message from the Chair of NALC. Noted.
- h. Email 16 December 2022 Living Leven sub committee meeting 24 November 2022 minutes. Noted.
- i. Email 16 December 2022 NYC update. Noted.
- j. Email 16 December 2022 YLCA information requests, vacancies bulletin, training and discussion bulletin. Noted.
- k. Email 19 December 2022 Law and Governance bulletin. Noted.
- l. Email 19 December 2022 YLCA progress made by PFCC to address violence against women and girls in North Yorkshire. Noted.
- m. Email 21 December 2022 Stockton on Tees Registration manager. The Clerk to reply. Noted.
- n. Email 30 December 2022 from an allotment holder advising of leaking tap. Councillor Simpson was able to effect a repair. Noted.

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

Minutes published 15 February 2022.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 13 FEBRUARY 2023 AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance : Allan Mortimer, Chairman, Michelle McCluskey, John Saxton, Derek Simpson, Howard Stones, Spenser Tate, Neil Thompson, Andrew Voke, District and County Councillor Bridget Fortune**

1. **Apologies for absence.** Tim Jopling.
2. **Minutes of the meeting held on 9 January 2022.** Councillor Stones proposed that the minutes be agreed, seconded by Councillor Saxton. Eight in favour, one abstained.
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 circulated, a few instances of reported crime are listed, including the fraud which identified by the Spar shop staff. Councillor Tate has observed a police presence at the primary school collection time. It was noted that it has been some time since the Police attended a Council meeting, the Clerk will invite them to attend again when they are able to.
5. **Matters arising.**
  - a. **Neighbourhood Plan.** Nothing to report.
  - b. **Footpaths.**

The Wynd Developments have agreed to carry out repairs to Crow Bank steps as soon as they are able to.

Councillor Saxton reported that there is damage to the steps on the footpath to Crathorne in the area known as James Woods. It is presumably owned by the Crathorne Estate. It was agreed that a working party will be organised to carry out repairs.

- c. **Sports Areas**
  - i. Station Lane. Repair of equipment. A further quote for the repairs is awaited so that the work can be carried out.
  - ii. Middleton on Leven. The Clerk is awaiting a date for the inspection to be carried out.
- d. **Village Green. Flagpole.**

Elliott Consultancy have been appointed to carry out the biennial tree survey,

Flagpole. Councillor Mortimer proposed that the Ukraine flag should be flown until St George's Day then replaced with the Union Flag which will be flown until after the Coronation, then revert to the usual practice of flying the Union flag on the designated days. Seconded by Councillor Voke, all were 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). Councillor Simpson proposed the below recommendations be agreed, seconded by Councillor Mortimer, all in favour.

- a. **22/02673/FUL Land between Kings Ryde and 4 Blue Barn Lane, Rudby.** Retrospective application for the construction of a stable and change of use of land from agricultural to mixed use. The Council recommended approval.
- b. **22/02944/FUL and 22/02945/LBC Gardenstone Farm, Station Lane, Hutton Rudby.** Internal and external alterations to listed building to include conversion and cart shed to habitable accommodation and replacement of conservatory with garden room and associated works. The Council recommended approval.
- c. **23/00058/FUL 12 Eden Close, Hutton Rudby.** Application for single storey extension , installation of log burning stove and alterations to the fenestration. The Council recommended approval.
- d. **22/02776/CLE Meadow Hill, Stokesley Road, Hutton Rudby.** Application for a material change of use into two separate self contained dwellings. The Council recommended approval.
- e. **22/02734/FUL Embleton Farm, Garbutts Lane, Hutton Rudby.** Application for change of use of a farm outbuilding into tow holiday units with ancillary associated infrastructure. It was agreed to comment on some of the issues but not make a recommendation.

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

- a. **22/02776/CLE Meadow Hill, Stokesley Road, Hutton Rudby.** Application for a material change of use into two separate self contained dwellings. The application was granted. Noted.
- b. **22/02673/FUL Land between Kings Ryde and 4 Blue Barn Lane, Rudby.** Retrospective application for the construction of a stable and change of use of land from agricultural to mixed use. The application was granted. Noted.

#### **8. Resignation of Councillors – reallocation of tasks.**

Councillor Jopling has offered to take over the litter pick. Councillor Mortimer proposed that Councillor Voke become trustee of the Village Hall, seconded by Councillor Thompson, all in favour. Website – to be picked up by Councillor Mortimer and the Clerk. Councillor Mortimer proposed that a vice chairman be elected once the two new Councillors are appointed and that Councillor Saxton and Stones share responsibility for footpaths, seconded by Councillor Simpson, all in favour.

#### **9. Selection of two new Councillors – election/co-option process and timings.**

No election is required for the Hutton Rudby vacancy, the position in relation to the Rudby vacancy will be known 23 February. It was agreed to advertise now. Selection meeting to be held on Tuesday 7 March if the Hub is available.

#### **10. Memorial benches in the Parish (email from relatives of former residents).**

Councillor Tate has provided a schedule of the benches, some already have memorial plaque on them. Councillor Fortune has also been approached by someone wanting to put a bench on the green at a location of their choosing. There was a discussion about who would own a plaque, how long it might stay in place and what would happen when the bench needs repair or replacement. Councillor Saxton proposed that no new benches should be permitted unless the Council identifies a need, that the bench at the War Memorial should be dedicated to the Coronation of the King, that residents could fund the repair or replacement of existing benches with a plaque if desired, that the relatives of the former residents should be offered the chance to contribute to the cost of an existing bench without a plaque, seconded by Councillor Thompson, all in favour.

**11. Risk management and risk assessments.**

The risk management policy was previously approved in September. No changes have been identified. Various risk assessments have since been undertaken for example the linen mill wall and the fireworks display. Noted.

**12. Grass cutting - tender and verges.**

The invitation to tender has been sent to three contractors and a decision will be made in March. NYCC have offered a 7% increase to cut the verges but it was agreed that is not enough and the decision to pass the work back to them should stand.

The Clerk will ensure that our insurance covers use of land not owned by the Council by members of public at the linen mill but it was felt that the risk is low.

**13. Website.**

It was noted that Hambleton Digital still need to complete the work.

**14. Filing cabinet/move to the Hub.**

The old cabinet can now be moved. A decision on which fireproof cabinet to be bought can be made once the amount of space needed is clear. There is some concern about the weight of a four drawer fireproof cabinet.

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

The Clerk reported that a meeting of the organising committee was held on 6 February. The minutes will be circulated separately. A lot has been organised, but more volunteers are needed and local businesses are encouraged to have stalls if they would like to.

**16. Chappies Field.**

No response from the landowners. The barbed wire is still in place and the surface is still uneven. Councillor Tate will continue to pursue this.

**17. Speed limits signs.**

Councillor Tate hopes that the columns may be installed this week. Once they arrive he can get the speed sign equipment from Swarco.

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

Councillor Fortune will check if the planning application has been submitted.

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

Work to the wall is progressing. The aspiration is to match the coping stones to the bridge if they can be sourced. Councillor Stones was asked to submit receipts for expenses incurred so that they can be processed before the year end.



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

Harmonisation is ongoing. Council tax will increase. The aspiration is that Parish Councils will take on more responsibilities but this will impact on the precept.

Grass cutting and hedges may only be done at emergency corners on roadsides.

Nitrate neutrality continues to cause delays to planning. Councillor Fortune will provide the training that HDC have been given. Landowners may be given the opportunity to offset nitrates which may become quite lucrative.

The village is looking lovely and tidy, Councillor Fortune wished to thank the litter pickers.

**21. Finance.**

- a. Employer's summary February 2023. Noted.
- b. Third quarter accounts. These are ready and need to be circulated for the next meeting.

**22. Accounts**

Clerk's salary February 2023, paid in accordance with contract	
Ink payment HP February 2023	£ 9.99
TP Jones third quarter payroll	£ 64.40
Room hire Hub August to December 2022	£ 120.00
PRoW webinar	£ 66.80
Rudby new noticeboard Signs of Cheshire	£ 672.84

**Money received**

M Ashworth additional inscription	£ 69.00
M Honeyman renewal of plot reservation	£ 80.00
D Brierley headstone	£ 110.00
J Barker headstone	£ 110.00
Allotment payments	£ 360.00
HMRC VAT refund	£ 421.91
Scouts Remembrance Sunday wreath	£ 25.00
HDC	£12820.50

The Council are not sure about the reason for the HDC payment, the Clerk to investigate.

**23. Correspondence**

- a. Email 3 January 2023 YLCA website Councillors' log in. Noted.
- b. Email 3 January 2023 YLCA webinar training programme January 2023. Noted.
- c. Email 4 January 2023 from a resident regarding the footpath on the eastern side of North End. It had been agreed that repairs were needed at the meeting in January. The Clerk had contacted NYCC and it would appear that they are going to carry out the repairs shortly as the areas to be repaired have been marked. Noted.
- d. Email 5 January 2023 YLCA the future of transport webinar 11 January 2023. Noted.
- e. Email 6, 20 January, 3 February 2023 White Rose bulletin, training and discussion forum. Noted.
- f. Email 9 January 2022 YLCA branch meeting 15 February 2022. Noted.
- g. Email 10 January 2023 resignation of Councillor Collingwood. Noted.

- h. Email 11 January 2023 YLCA Public rights of way webinar. Noted.
- i. Email 11 January 2023 YLCA closure of St John church, Skipton on Swale, and notice of public meeting on 31 January to consider alternatives uses. Noted.
- j. Email 12 January 2023 from a resident asking if the Parish Council would support the purchase of the Bay Horse pub to be used as a home for people leaving hospital and also a pharmacy. The Clerk replied to advise that to the Council's knowledge the pub is not for sale but such an action would not be within the gift of the Council in any event. Noted.
- k. Email 14 January 2023 North Yorkshire Fire Service winter safety advice. Noted.
- l. Email 13 January 2023 TLCA bulletins. Noted.
- m. Email 16 January 2023 CPRE Star Count 17-24 February 2023. Noted.
- n. Email 17 January 2023 NYC draft Parish Charter Consultation to respond by 12 April 2023. **For a decision.** No Councillor wished to respond. Noted.
- o. Email 23 January 2023 from the sons of former residents regarding the provision of a memorial bench. The Clerk has replied and it is agenda item 10 above. Noted.
- p. Email 25 January 2023 YLCA Councillors discussion forum 26 January 2023. Noted.
- q. Email 27 January 2023 NALC Chief Executive's bulletin. Noted.
- r. Email 27 January 2023 NYC North Yorkshire Now. Noted.
- s. Email 29 January 2023 resignation of Councillor Webster. Noted.
- t. Email 1 February 2023 Parish Online newsletter 37. Noted.
- u. Email 3 February 2023 NYC launch of 4 North Yorkshire Council 1 April 2023 communications pack. Noted.
- v. Email 3 February 2023 NALC Chief Executive's bulletin.
- w. Email 3 February 2023 HDC confirmation of insufficient requests from eligible voters to hold an election for the Hutton Rudby vacancy. Dealt with under item 9 above.
- x. Email 6 February 2023 YLCA NYC Climate change strategy consultation 13 February 2023. Noted.
- y. Email 6 February 2023 North Yorkshire Community messaging February edition. Noted.

There being no further business the meeting closed at 8.50pm.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD IN THE HUB ON TUESDAY 7 MARCH 2023 at 7pm.**

**In attendance: Councillors Mortimer (Chairman), Jopling, Saxton, Simpson, Stones, Tate, and Voke, three members of the public (one arrived at 7.25pm).**

- 1. Apologies for absence.** Councillors McCluskey, Thompson.
- 2. Co-option of one Councillor to fill vacancy in Hutton Rudby.**

Councillor Mortimer said that a written submission was received shortly before the start of the meeting but after the deadline set, from a candidate who had previously expressed interest in standing for the Council for either vacancy but who had not submitted anything in writing before the deadline to do so. The written submission was circulated to the Councillors before the start of the meeting. It was agreed that it would not be fair to accept the late application for either of the two vacancies as the other candidates had submitted their applications in time.

One candidate who had submitted their application in time had said that due to work commitments they would not be able to get to the meeting before 7.15pm at the earliest. It was therefore agreed to delay the start of the substantive business until that time to give them a chance to attend.

The three candidates were invited to say a few words in support of their written applications. They all did so in alphabetical order.

The meeting was adjourned at 7.35pm to discuss the candidates in confidence. The candidates waited in the school room.

The meeting re-convened at 7.45pm. Councillor Mortimer thanked all three candidates, all were particularly strong candidates which made it a very difficult decision.

Councillor Simpson proposed that Cate Titterton be appointed to the Hutton Rudby vacancy. Seconded by Councillor Tate, all were in favour. Cate Titterton was duly appointed as the Councillor for Hutton Rudby and signed the declaration of acceptance of office.

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

Councillor Jopling proposed that Tim Puttick be appointed as Councillor for Rudby. There was no seconder so the motion fell.

Councillor Simpson proposed that Lez Barker be appointed as the Councillor for Rudby, seconded by Councillor Stones, six were in favour, one abstention. Lez Barker was duly appointed as the Councillor for Hutton Rudby and signed the declaration of acceptance of office.

There being no further business the meeting closed at 8pm.  
Minutes published 19 April 2023

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 13 MARCH 2023 AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY.**

**In attendance: Councillors Allan Mortimer (Chairman), Tim Jopling, John Saxton, Derek Simpson, Howard Stones, Spenser Tate, Neil Thompson, Cate Titterton (arrived 7.25pm), District and County Councillor Bridget Fortune, three members of public.**

1. **Apologies for absence.** Councillors Barker, McCluskey, Voke.
2. **Minutes of the meeting held on 13 February and 7 March 2023.** The minutes of the meeting of 7 March have not yet been circulated. Councillor Simpson proposed that the minutes of 13 February be agreed, seconded by Councillor Stones, all were in favour.
3. **Selection of two new Councillors for Hutton Rudby and Rudby – welcome and administration issues.** This item was held later in the meeting due to the late arrival of Councillor Titterton. Councillors Barker and Titterton were welcomed to the Council.
4. **Meeting open to the public.** Three members of the public who were there in respect of items 9 and 11 on the agenda. Councillor Mortimer invited them to speak at the start of the relevant item. No member of the public had any other issues, the meeting was closed to the public.
5. **Police Report and Neighbourhood Watch.** Monthly report has been received and was noted. No Councillor had any comments.
6. **Matters arising.**
  - a. **Neighbourhood Plan.** Nothing to report. There will not be any substantive progress until the net nutrient issue is resolved. In response to a question Councillor Fortune confirmed that site visits have started again albeit on a small scale. It is still not clear whether the processes that are thought to mitigate the impact will be enough to resolve the problem.
  - b. **Footpaths.**

Councillor Jopling has spoken to the landowners of the stretch of river footpath where there is a manhole, permission to carry out the work has been given and Jack Charlton can now start work. Councillor Jopling has also spoken again to Wynd Developments regarding Crow Wood steps and work will begin there as soon as the weather improves.

Councillor Saxton has been to look at the footpath from here to Crathorne. A fallen tree has caused damage to the footpath, and another tree is on the bridge. Councillor Fortune will find the email address for Crathorne estates to see what steps can be taken to make the path accessible again.

c. **Sports Areas**

- i. Station Lane. Repair of equipment.

Two quotes for the repairs have been obtained and circulated. There is a significant difference in price between the two. Councillor Tate has some broken equipment as do Wynd Developments so there may be some extra work needed – it was agreed to ask for a separate quote for any of those items once it is clear what needs to be done. Councillor Jopling proposed that the quote from Inside Out be accepted, seconded by Councillor Saxton, all in favour.

- ii. Middleton on Leven.

It has been confirmed that the safety report will be done for free but no date has been set yet.

**d. Village Green.**

Councillor Saxton asked if the obsolete bus stop signs can be removed. Councillor Fortune will ask if the County Council or the Parish Council can remove them. The paving areas on the green are used by school children so should remain in place.

**7. Planning applications.**

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

- a. **23/00221/FUL Coich Na Hoighe 6 Middleton Road, Hutton Rudby.** Application for the construction of a 2 storey extension to side and front and single storey extension to the rear. Councillor Mortimer proposed that it be recommended for approval subject to comments on parking, hazardous material on site and the potential for overlooking, seconded by Councillor Simpson, all were in favour.
- b. **23/00306/REM Plot 3 OS Field 3100 Stokesley Road.** Application for the approval of reserved matters including access, appearance, landscaping and layout. Councillor Mortimer proposed recommending approval subject to protection for the hedgerow, seconded by Councillor Simpson, all were in favour.
- c. **23/00421/CAT tree outside 26 North Side, Hutton Rudby.** Application for works to a tree within a conservation area. This is an application by the Parish Council, Councillor Fortune and the Clerk are both interested parties as their properties are affected but neither has a vote. Councillor Mortimer proposed it be recommended for approval, seconded by Councillor Stones, all were in favour.
- d. **23/00395/FUL 26 Doctors Lane, Hutton Rudby.** Application for a single storey extension to the front and side, construction of a conservatory to the rear and new roof. Councillor Mortimer proposed recommending approval, seconded by Councillor Saxton, all were in favour.

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

**None.**

**9. Speed limits signs.**

A member of the public had written to the Council and was invited to speak. The member of the public said that they have raised concerns over a number of years. They agree that measures are needed to reduce traffic speed. The fundamental question is whether the speed sign site on Belbrough Lane is in the right location to achieve its objective of reducing speed. It is around 10m before the junction with Eden Park Road where many children cross the road and a large number of vehicles use the junction at school drop off and pick up times. The sign has been in that location previously and has not reduced speeding which suggests that the location is ineffective. The junction at Station Lane is a blind corner and would be a more effective location for the sign.

The member of the public also raised concerns at Councillors being asked to rotate the signs every few weeks in accordance with the requirements of NYCC, this is a big burden on existing and future Councillors.

Councillor Tate confirmed that only the signs get moved, not the posts. The signs have to work both inwards and outwards. The site has to be approved by NYCC. The Parish Council considered alternative locations around the village including further along Belbrough Lane towards Station Lane but the supplier was not able to guarantee a solar supply due to overhanging trees. The solar panel to be fitted in the chosen location will be smaller than the one previously fitted and the cowl will reduce light scatter. The location was chosen by NYCC to cover both directions and both sides of the road. Using solar panel reduces the risk to volunteers as it is low voltage.

The member of the public said to their recollection the previous speed sign only ever faced one way. The chosen location will not slow traffic entering or leaving Eden Park Road as they will only just have turned, it will not slow traffic at the right time or in the right place.

Councillor Simpson said that everyone has sympathy with the aim of reducing speed. The Parish Council previously tried to bring in a speed limit of 20mph within the village but that was rejected by NYCC. The speed signs may not eliminate speeding but hopefully they are a step in the right direction.

Councillor Thompson said that he was involved in community speed watch. The programme (including location of signs) was built round specifications set by North Yorkshire Police.

Councillor Jopling said that a number of other villages and communities in the area have installed speed signs in the time that RPC has been discussing the issue. Something needs to be done before someone is hurt.

Councillor Mortimer said that the options for the Council are to carry out more investigation or to proceed as planned, Councillor Simpson proposed that the Council proceed as planned, seconded by Councillor Tate, all in favour.

- 10. Grass cutting - tender selection.** As this is commercially sensitive it was agreed to move this to later in the agenda after the members of the public had been excluded. It was discussed after item 21 below. Members of the public were excluded. After discussion of the tenders and those invited to tender, Councillor Mortimer proposed that Wynd Developments be appointed, seconded by Councillor Simpson all in favour.

**10. Village hall play equipment repairs request for funding.**

Two members of the Village Hall committee were present. They had previously submitted a request for funding towards the cost of repairs of the playground equipment. The playground needs significant work to bring it to a safe standard. They have been able to reduce the proposed charges very significantly by using a local contractor. It is the single biggest item of expenditure of the Village Hall. They have tried to access other funds such as the Platinum Jubilee fund but they do not meet the criteria. The play area is an important village asset and much of the equipment that is now in need of repair or replacement has been there for many years. The Village Hall committee would like to work towards adding to the play equipment They would like RPC to fund the replacement equipment and the VH committee will fund the labour costs. Councillor Jopling proposed that RPC provide the funding requested, seconded by Councillor Tate, seven in favour and one abstention (conflicted as also a VH trustee). The two members of public left the meeting.

**11. Website.**

No update received.

**12. Allotments – gate.**

Councillor Stones met with Noble Fencing. The gate has now been repaired to a satisfactory standard. Noted.

**13. Litter pick – confirmation of date.**

Confirmed for 17 April. Councillor Fortune will obtain jackets, litter picks and bin bags if possible.

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

Another meeting was held last week, and it seems to be coming together well. It is hoped that WS Charlton will be able to deal with the road closures. Signs need to be ordered from Sunbelt.

**15. Chappies Field.**

Nothing to report.

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

The planning application has been submitted.

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

Councillor Stones has not been able to make any progress due to weather.

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

Councillor Fortune said that following on from the discussion on speed signs, school children should be going through the main entrance on Doctor's Lane and only those walking from Langbaugh Road should be using the rear entrance. No parents should be driving to and from Eden Park Road and should be parking at the village hall and walking from there rather than driving through a residential area.

With regards to play equipment at the village hall there are other sources of funding such as the Jack Brunton Trust, the police community fund, and the co-op fund, all of which have been successfully used by parishes in the area.

Councillor Fortune handed over a roll of bin bags which can be used for the village event and/or the litter pick. Councillor Fortune has a locality grant which can be used around the Coronation. Projects which encompass the whole village including those unable to attend the village event by reason of health or mobility will be given priority.

Councillor Tate raised issues previously raised regarding the fences at the houses on Garbutts Lane and Sexhow Lane and the hedge on Doctor's Lane. Councillor Fortune will try again to get this dealt with.

Councillor Fortune and the remaining member of the public left the meeting.

**19. Finance.**

- a. Employer's summary March 2023. Noted.
- b. Third quarter accounts. No issues raised. Councillor Mortimer proposed they be agreed, seconded by Councillor Simpson, all in favour.

**20. Accounts**

Clerk's salary March 2023, paid in accordance with contract.	
Ink payment HP February to March 2023	£ 9.99
WEL Medical Rudby defibrillator and fixtures	£ 1697.94
YLCA Councillor guide to finance and transparency x3 and Good Guide x 2	£ 21.55
Councillor Stones material for linen mill wall (sand, lime, cement)	£ 96.69
PWLB repayment	£ 5686.45
Simply hi viz jackets	£ 171.36
NYCC VAS posts	£ 750.00
HRVC contribution to play equipment repairs	£ 1450.00
Magnet Expert Ltd	£ 36.45
HMRC 4 <sup>th</sup> quarter tax and NI	£ 676.16
Start Safety no waiting/no traffic cones	£ 306.30
Street Solutions traffic cones and RPC sleeves	£ 388.39
Metals4U Ltd metal sheets for noticeboards	£ 65.71
Signs of Cheshire Ltd Rudby noticeboard final payment	£ 355.50
TP Jones 4 <sup>th</sup> quarter payroll preparation	£ 64.40
The Chapel Hub room hire January to March 2023	£ 120.00
Elliott Consultancy Ltd	£ 492.00
Whitegates primroses Bay Horse area	£ 23.76
Wave water allotments	£ 13.87

**Money received.**

NYCC grass cutting of verges Hutton Rudby and Rudby 2019-20	£ 377.28
Lords Monumentals headstone M Harrison-Fox	£ 98.00
HMRC VAT refund burial ground 2020-21	£ 274.33
HMRC VAT refund burial ground 2021-22	£ 189.44
Rea Funeral Services Burial Lady M Hunt	£ 450.00
Dales of Thirsk headstone McGruddy	£ 110.00
Dales of Thirsk additional inscription Hedley	£ 85.00
Allotment payments	£ 105.00
Northern Power wayleave	£ 11.50
HMRC VAT refund community account 2020-21	£ 3287.70
Interest paid	£ 1.71

**21. Correspondence**

- a. Email 7 February 2023 NYC Parish Council liaison drop ins 9 February 10am-1pm. Noted.
- b. Email NYC 7 February 2023 Climate Change Strategy Draft consultation 13 February 2023. Cllr Simpson attended the first part as it clashed with the monthly Council meeting. Noted.
- c. Email NALC 7 February 2023 list of events. Noted.
- d. Email 8 February 2023 from a resident to thank the Parish Council for their planned installation of a defibrillator in Rudby and asking that a small leaflet drop be carried out once the defibrillator is installed. **For a decision on a leaflet.** After discussion it was agreed that a leaflet could be circulated with the Church newsletter promoting all the defibrillators and asking for more volunteers for the First Responders. Owen Searle to be asked for a leaflet design.



- e. Email 8 February 2023 NYCC planned road closure notification from East Harsley to the junction to East Rounton from 7 to 14 February. Noted.
- f. Email 8 February 2023 NALC newsletter. Noted.
- g. Email 8 February 2023 from a resident regarding a stray cat. Noted.
- h. Email 9 February 2023 from a resident enquiring about volunteer opportunities in the village. The Clerk has replied. Noted.
- i. Email 10 February 2023 BBC Radio Tees make a difference awards nominations close 5 March 2023. Noted.
- j. Email 10 February 2023 NALC Chief Executive's bulletin. Noted.
- k. Email 13 February 2023 YLCA law and governance bulletin plus attachments. Noted.
- l. Email 14 February 2023 NYC communications pack/toolkit – Let's Talk Climate. Noted.
- m. Email 15 February 2023 from Councillor Fortune regarding the transfer of the sports area to the Parish Council. It is not possible before the unitary authority comes into being. Noted.
- n. Email 16 February 2023 YLCA publication list and order form. Noted.
- o. Email 17 February 2023 CPRE star count is live until 24 February. Noted.
- p. Email 17 February and 3 March 2023 YLCA White Rose Bulletin and training and discussion forum bulletin. Noted.
- q. Email Councillor Fortune nutrient neutrality training. Noted.
- r. Email 18 February 2023 from a resident regarding repairs needed to the BMX track. The Clerk has replied. **For a decision regarding the proposal to keep spare gravel at the BMX track for patching repairs.** It was agreed this is a good idea. Councillor Tate to have a look to see if it needs top dressing or repairs and if so Jack Charlton to be approached to carry out the work. Noted.
- s. Email 19 February 2023 North Yorkshire Police on schedule of police reports for Council meetings. Noted.
- t. Email 21 February 2023 Finance related webinars. Noted.
- u. Email 21 February 2023 from a resident regarding dangers to cyclists on Hutton Bank. The Clerk has advised the resident that it is a Highways matter for NYCC. Noted.
- v. Email 22 February 2023 YLCA engagement meeting with YHCC 23 March 2023 at 6.30pm. Noted.
- w. Email 22 February 2023 NALC newsletter. Noted.
- x. Email 22 February 2023 Police attendance at meetings. Noted.
- y. Email 24 February 2023 YLCA bulletin and March training programme. Noted.
- z. Email 24 February 2023 YLCA training programme April to June 2023. Noted.
- aa. Email 24 February 2023 NALC chief executive's bulletin. Noted.
- bb. Email 24 February 2023 North Yorkshire Now. Noted.
- cc. Email 27 February 2023 Hambleton community action rural transport and access partnership meeting 6 March 2023. Noted.
- dd. Email 28 February 2023 NALC Civility and Respect project March newsletter. Noted.
- ee. Email 1 March 2023 HDC to confirm that the £12820.50 received from HDC in February 2023 relates to the CIL payment for residential development, a further £4273.50 was previously paid in October 2021. Noted.
- ff. Email 3 March 2023 CPRE North and East Yorkshire March newsletter. For noting.
- gg. Email 3 March 2023 NALC Chief Executive bulletin. For noting.
- hh. Email 3 March 2023 Living Leven Sub catchment meeting 8 March draft agenda and minutes of meeting 24 November 2022. For noting.
- ii. Email 6 March 2023 Neighbourhood Watch recruitment drive launch. **For a decision.** After discussion it was agreed that leaflets could be placed on the website and noticeboards if there is room. No further action. Noted.
- jj. Email 6 March 2023 YLCA play area inspection training. Noted.

There being no further business the meeting closed at 8.50pm.

**MINUTES OF THE EXTRAORDINARY MEETING OF RUDBY PARISH COUNCIL HELD ON WEDNESDAY 12 APRIL 2023 at 7.30pm IN THE JOHNSON ROOM, VILLAGE HALL, HUTTON RUDBY.**

**In attendance: Councillor Allan Mortimer (Chairman), Councillors Jopling, McCluskey, Saxton, Simpson, Stones, Thompson, Titterton, Voke, around 40 members of the public.**

1. **Apologies for absence.** Councillors Barker, Tate.
2. **21/02719/FUL revised application for reduction in proposed number of dwellings to 50 houses to include 15 affordable dwellings, 31 market houses and 4 self-build plots with open space, highways access and drainage infrastructure, to include diversion of public rights of way on land at Paddocks End, Hutton Rudby OS Field 2913, OS Field 4346, OS Field 3700, OS Field 2800 Garbutts Lane, Hutton Rudby.**

The Chairman introduced himself and the Parish Council, and welcomed residents to the meeting. He explained that the purpose of the meeting is to decide what recommendation Rudby Parish Council (RPC) will make to North Yorkshire Council. Before making its decision the Council would like to hear the views of residents and any comments that they may have. However, residents are strongly advised to make their own submissions directly to the planning authority.

Councillor Mortimer gave some background to the application. The meeting had to be arranged at short notice to fit in with the Planning Committee's timetable. North Yorkshire Council (NYC) has now taken over planning from Hambleton District Council (HDC) but will be applying the Local Plan policies adopted by HDC last year. NYC Councillors who form the NYC planning committee will decide the planning application, having considered the recommendations of the planning officer in his report. The planning committee is not obliged to follow the recommendations of the planning officer. Likewise, residents and RPC can provide a recommendation, and RPC also have the right to address the planning committee but again the planning committee is not obliged to follow that recommendation. RPC does not decide whether the application will be approved or rejected.

Councillor Mortimer said that this application was previously submitted in around December 2021 seeking permission for 79 dwellings across two sites at Paddocks End and Embleton Farm. The revised application is for 50 dwellings at Paddocks End. RPC was given no prior knowledge of the revised application; its last contact with the landowner and developer was in January 2022. The original application did not go before the planning committee, presumably because of the moratorium on development due to the net nutrient neutrality issue. In the revised application the applicant has made a submission on the net nutrient neutrality issue.

In response to a question Councillor Mortimer said that as the Neighbourhood Plan (NP) has not yet been adopted it will have limited weight with the planning committee. The NP process has stalled in part because of the net nutrient neutrality issue and in part because the landowner first wanted to see the outcome of the planning application for 79 dwellings (now 50) before deciding whether to engage in the NP process.

In response to a question from a resident Councillor Mortimer confirmed that this application for 50 dwellings at Paddocks End is in addition to the permission already granted for 25 dwellings on Garbutts Lane opposite the Spar. The previous application for 79 dwellings has neither been declined nor withdrawn.

In response to a question from a resident as to which policies will be used to decide the application, Councillor Mortimer said that the Local Plan encompasses around 40 policies. In his view one of the most significant is likely to be HG5. This sets out five tests: that there is no previously used land which could be used; the housing mix proposed fits with the HDC's housing and economic needs assessment, it represents incremental growth commensurate with the size of the village; it will not have a detrimental impact on the character and appearance of the village and surrounding area; and it will not result in the loss of countryside that makes a significant contribution to the character of the village.

In response to a question Councillor Mortimer said that Highways has submitted a response to the original application. He was not aware of a response to the revised application having been made.

A resident said that he objects to the application because it is outside the development area of the village and he does not believe that the village infrastructure, in particular the school, doctor's surgery, parking facilities, and the roads, can cope.

A resident said that when the village was surveyed as part of the NP process, 80% of residents opposed larger development sites, and 60% opposed greenfield sites. If this application is approved it will be riding roughshod over the views of local residents.

A residents said that in their view the work on the NP was exemplary. There is no certainty that the site at Embleton Farm will not come back in at some point and there are already 25 dwellings due to be built on that side of Garbutts Lane. Residents should reject this application and lobby Bridget Fortune to defend the NP against this application. Residents must also make sure that they put their comments on the NYC planning portal.

A resident said that on the planning portal there are around 120 letters opposing the application and only four in favour. The application from Broadacres (the proposed developer) refers to a bus route that has not existed for many years. 50 extra houses in this village could lead to 50 extra children needing places in the school, which is already oversubscribed. HDC in their local plan said that service villages would not become dormitory villages, and that growth should be focussed on market towns, therefore this application should be rejected.

A resident said that they live just outside the village on the road where this development would go. It is a 60mph road and no streetlights; cars regularly overtake and speed; this development will make it even more dangerous.

A resident said that she wished to echo concerns regarding the overloading of the school and the surgery.

A resident said that there have been reports of sewage escapes into the Leven – this development will exacerbate the problem.

A resident said that exiting from Levendale is already unsafe and this development will make that worse. If it goes ahead there need to be traffic calming measures such as a roundabout and a 20mph speed limit, as is in the case in many towns and villages in Scotland.

A resident said that a development of 50 new houses seems to be disproportionate. The policy refers to incremental development and this application does not fit with that, much of village life will come under strain. Parking is mayhem at school hours. How will the developers address that question? Councillor Mortimer said that the developers do address the impact on the school, and they will have to make funding contributions to the education authority if the development goes ahead.

A resident said that he was concerned about the effect of climate change. There are no jobs in the Parish so any new residents will be commuting to Teesside, Northallerton, Stokesley or further afield. Houses should be built nearer to where people work.

A resident said that Hutton Rudby is encircled by development at Stokesley, Kirklevington, Yarm, Coulby Newham, Northallerton and Ingleby Barwick. A development of this scale is not needed in this village when there is so much development nearby.

A resident said that a barrister should be appointed to draw up the RPC response.

There being no further comments the meeting was closed to the public at 8.17pm. Most members of the public left the meeting.

Councillors were invited to give their views in alphabetical order. The following points were made during the long discussion that followed (not necessarily in this order):

RPC has previously supported the principle of a smaller development in part of the location set out in the revised application.

The housing mix is about right and in line with Local Plan requirements although it does not go beyond those requirements. Councillors have previously had comments from residents about the need for more low cost housing in the Parish although those residents have either chosen not to or not felt comfortable to come to this meeting. It can be difficult for some people to speak up at a public meeting.

The 50 dwellings proposed is larger than is seen as needed, both based on research done as part of the NP process and on the basis of comments from residents and on the NYC planning portal.

The application does not effectively address what will happen to sewerage from this development, nor does it address what is meant by low cost housing.

Some Councillors expressed doubts as to whether the developer would stick to its proposals on low cost housing; other Councillors felt that the developer would stick to them. The developer has not put forward good evidence of the need for low cost housing in this parish, although anecdotally Councillors accept that there is some need.

There were concerns that this development is just the start as the developer has said that 125 new dwellings are needed. More applications may well follow this one.

Whether or not this application is approved there is no mechanism to prevent other applications coming forward if that is what the landowner wishes to do.

The housing density proposed is below the guidance which suggests that density will be increased once outline consent has been obtained.

The population of the village is around 1900 and that of a town is 2500 – approving this application will bring the population close to that figure. The Local Plan said that development should be focussed on existing market towns and not villages.

Approval of the application will put significant strain on village facilities and in particular the school and doctor's surgery.

Realistically very few people will work in the village so the additional traffic generated by people travelling to work will have an impact on climate change. The roads to the nearest likely places of work such as Northallerton and Teesside are not safe to cycle on a regular basis.

Councillor Fortune should be standing up for what villagers want and not for the developers.

This does not amount to incremental development and the approved application on Garbutts Lane has not yet started meaningful work although permission was granted some seven years ago. Is this more land banking?

A larger development rather than lots of incremental developments has the advantage of triggering the requirements for CIL payments and open spaces.

Councillor Simpson proposed that RPC recommends rejection on the grounds that this is not an incremental increase, that it exceeds the needs identified, does not make efficient use of the land, is not a windfall site, will stretch village services, and will have an impact on climate change. Seconded by Councillor Saxton. Seven were in favour, two abstained.

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

Councillor Mortimer said that having got Counsel's assistance last time he felt comfortable to draft a response. Councillor Thompson was concerned that none of the Councillors have the expertise to draft the necessary response. Councillor Simpson also felt that Counsel should be used if possible. The Clerk said that logistically it may be difficult as the response needs to be in no later than 18 April. After discussion it was agreed to ask the Clerk if a further extension could be obtained to allow time to instruct Counsel and if needs be to call an extraordinary meeting to approve that but if not for Councillor Mortimer to draft a response to submit by the deadline.

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

Minutes published 19 April 2023

**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 TUESDAY 18 APRIL IN THE HUB, METHODIST CHAPEL, HUTTON RUDBY**

**In attendance: Councillor Mortimer (Chairman), Councillors Barker, Jopling, Saxton, Simpson, Stones, Tate, Thompson, Voke**

- 1. Apologies for absence.** Councillor McCluskey.
- 2. Approval of the minutes of the meeting on 11 April 2022.** Councillor Mortimer proposed that the minutes be approved, seconded by Councillor Simpson, all in favour.
- 3. Finance.** The annual accounts have been circulated and were noted.
- 4. Chairman's Annual Report.** Councillor Mortimer presented his report, this had already been circulated to the Councillors. The same report applies to all four assemblies. It will also be available on the website [rudbyparishcouncil.org](http://rudbyparishcouncil.org) and is available to residents on request to the Clerk.
- 5. Annual Report from County and District Councillors.** Councillor Fortune said that the transition has been managed as well as it could be in the circumstances. Hambleton District Council has come to an end, but old stock such as dog mess signs will be used up before moving on to NYC stock. North Yorkshire Council is divided into sectors. NYC is aiming to provide a one stop shop for all issues so that there is a seamless service. Highways have agreed to come to this parish to look at a range of issues to include potholes, the VAS system installation and other matters; Councillor Tate will be invited to the meeting if possible. Councillor Fortune is always available and happy to be contacted, and will do what she can to assist.
- 6. Views and comments from Parishioners.**  
None were present.

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

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON TUESDAY 18 APRIL FOLLOWING THE ANNUAL ASSEMBLIES WHICH STARTED AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance: Councillor Mortimer (Chairman), Councillors Barker, Jopling, Saxton, Simpson, Stones, Tate, Thompson, Titterton, Voke. One member of the public**

1. **Apologies for absence. Councillor McCluskey**
2. **Minutes of the meeting held on 7 and 13 March 2023, 12 April.** Councillor Simpson proposed that they be agreed, seconded by Councillor Stones, all in favour.
3. **Meeting open to the public.** A member of the public raised the issue of whether it would be possible to install some kind of CCTV on the access roads to the village as there have been a number of crime incidents in recent days. Following a discussion, it was agreed to contact Swainby and Osmotherly, both of which are thought to have installed some type of CCTV, as well as North Yorkshire Police, with a view to investigating the feasibility, issues around privacy and data retention, and the costs, to see if it could be done in this Parish.
4. **Police Report and Neighbourhood Watch.** Report dated 5 April. Noted.
5. **Matters arising.**
  - a. **Neighbourhood Plan.** Councillor Mortimer said that he hopes to be able to move this forward depending on the outcome of the planning application 21/02719/FUL. The NP is designed to match the HDC local plan which is due to run to 2036. This may change now that NYC has come into being but ideally the NP will match the duration of the Local Plan. Some additional work may need to be done on housing numbers given the properties which have been given permission; the data relied on by the NP is a little out of date, but numbers are not expected to have changed very much.
  - b. **Footpaths.**

Councillor Saxton has contacted the Crathorne estate who have agreed to conduct repairs to the steps on the path to Crathorne.

The work to the river footpath has been completed.

The work to Crow Bank steps will hopefully be started very soon.
  - c. **Sports Areas**
    - i. Station Lane. Repair of equipment. Inside Out have been asked to conduct the work. Councillor Tate said some of the fence needs to be replaced. It was agreed to ask for quotes to repair or replace it.
    - ii. Middleton on Leven. The current suppliers have still not carried out the inspection and it is now nearly a year since they were first instructed. After discussion Councillor Mortimer proposed that new suppliers should be asked to carry out the inspection this year, seconded Councillor Stones, all in favour.



**d. Village Green.**

Councillor Simpson has been approached regarding residents on South Side who have put no parking signs outside their properties. It was confirmed that there is no reserved parking there and therefore no point in installing signs. Councillor Fortune has said the issue has been raised before; tenants should contact their landlords with any issues.

The grass cutter is to be reminded to take extra care around the daffodils as some have been cut down.

Old bus stops – Integrated Passenger Transport will be consulted as to whether they can be removed. It is thought that the M5 bus route from Stockton-on-Tees to the Moors via Hutton Rudby may use them in the summer. Councillor Tate said that it may be possible to swap the bus stops for electric car charging points although this would be a large project. Councillor Simpson will raise the issue of installing car charging points at the village hall with the Village Hall Trustees at their next meeting and it was agreed that this can be explored further in the June meeting.

**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 applications a, c, and d be recommended for approval, seconded by Councillor Simpson, all in favour.

Councillor Mortimer proposed that applications b and e (both submitted by RPC) be recommended for approval. Seconded by Councillor Stones, all in favour.

- a. **23/00510/FUL 4 Levendale, Hutton Rudby.** Application for a single storey extension for dwelling to form living, kitchen and dining room with WC and utility.
- b. **23/00483/CAT and 23/00485/CAT 24 to 25 South Side and 16-18 North End, Hutton Rudby.** Applications by Rudby Parish Council to prune two trees away from phone cables.
- c. **23/00557/CAT 7 Levenside, Hutton Rudby.** Application for works to a tree in a conservation area.
- d. **23/00597/LBC Hutton House, 1 East Side, Hutton Rudby.** Application for listed building consent for the replacement of cast iron guttering.
- e. **23/00485/CAT North End, Hutton Rudby.** Application to prune trees in a conservation area. This is an application by Rudby Parish Council.
- f. **23/02719/FUL OS Field 2913, OS Field 4346, OS Field 2800 Garbutts Lane, Hutton Rudby.** Application for 50 new houses to include diversion of public rights of way. Councillor Simpson proposed that the draft submission be submitted, seconded by Councillor Saxton, all in favour. Councillor Simpson proposed the Clerk to enquire if Counsel is available to make verbal representations to the planning committee present at the hearing and to instruct him if relevant, seconded by Councillor Voke. Two in favour, six against, two abstentions. There was a discussion regarding the email from Councillor Fortune saying that she was conflicted from attending the meeting on 12 April and raising some concerns about RPC holding a public meeting before making its decision on whether to approve the application. It was agreed to instruct the Clerk to contact the monitoring officer and also YLCA as to the correct protocol in relation to large planning applications.
- g. **23/00611/CLE Meadow Hill, Stokesley Road, Hutton Rudby.** Application for certificate of lawfulness for confirmation that the continued use of the dwelling is not subject to any restrictive agricultural occupancy conditions.

- h. **23/00639/MRC Lily Pond House, Skutterskelfe.** Application for removal of condition (occupancy) from previously agreed application 13/00522/FUL. The deadline is 27 April and Councillors asked for a little longer to consider their response.

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

- a. **23/00036/REM certification of registration of change of name from Hillcrest. Middleton on Leven TS15 0JX to Hidden Valley, Middleton on Leven, Yarm, TS15 0JX.** Noted.
- b. **23/00221/FUL Coich N Hoighe 6 Middleton Road, Hutton Rudby.** Construction of a two storey extension to side and front and single storey extension to the rear. The application was granted. Noted.

8. **Appointment of internal auditor.** Councillor Mortimer proposed that Carol Banks be re-appointed, seconded by Councillor Thompson. All in favour.

9. **Tree survey report and follow up of recommendations.** A variety of action is needed. Councillor Mortimer proposed that the recommendations be carried out and planning permission sought if required, seconded by Councillor Simpson, all in favour.

**10. Speed limits signs.**

The columns are all in place. Swarco have been asked to install the speed signs.

**11. Website.**

Hambleton Digital were contracted to do the work and originally said it would be done by the end of December. The work remains outstanding despite the Clerk chasing, the contractor has said he will now have it ready for mid May. The Council agreed that he should be pressed to complete the work urgently, failing which it may be necessary to ask for the money paid to be refunded and for a new contractor to be appointed.

**12. Filing cabinets budget and location.**

Councillor Tate has concerns about the weight of cabinets being placed upstairs in the Hub. The Local History Society also needs a storage area. Councillor Mortimer proposed that the Clerk will write to the Village Hall to ask for storage space that we would have reasonable access to, seconded by Councillor Tate, 8 in favour, two abstentions.

**13. Litter pick**

The Council expressed its thanks to everyone who came and particularly thanks to the scouts. The Clerk was asked to write to them to thank them formally. Thanks also to Councillor Fortune for the hi viz jackets, bin bags, and pickers.

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

The final planning meeting is on 24 April. The grass will need to be cut the week before the Coronation; the Clerk will contact the grass cutter about this. There was a discussion about the budget for the event. Councillor Fortune said that she can provide a locality grant of £1000 to put towards the event, she will provide the forms to the Clerk.

**15. Chappies Field.**

No progress has been made.

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

These are awaiting planning permission. Technical drawings are being prepared. Noted.

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

Work has re-started and will continue as and when the weather allows. Noted.

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

Councillor Fortune had reported in the annual assemblies meetings and made a number of contributions in this meeting as noted in these minutes. There was nothing more to report.

**19. Finance.**

- a. Employer's summary April 2023. Noted.
- b. End of year annual accounts. These have been circulated. Councillor Thompson anticipates a query being raised in relation to the increased income; this is due to the CIL payment previously noted. No Councillors had any other issues. Councillor Mortimer proposed that they be approved for submission to the internal auditor and external auditor as required, seconded by Councillor Simpson, all in favour.
- c. PWLB annual audit statement as at 31 March 2023 has been circulated. £52900 remains outstanding. Noted.

**20. Accounts**

Clerk's salary March 2023, paid in accordance with contract.	
Ink payment HP April 2023	£ 9.99
YLCA annual subscription	£ 605.00
Hire of village hall for meeting	£ 29.00
AR Entertainments hire of items for the Village Event	£ 4434.00
Amberol replacement planters	£ 406.98
Keys for burial ground	£ 27.00
Stationery Tesco's (2 reams of paper)	£ 8.40
Charlton Services repairs to river footpath	£ 1008.00
Defibrillator and battery for Rudby	400.80
BHIB Insurance renewal	£ 331.47

**Money received.**

NYCC grass cutting of verges Hutton Rudby and Rudby 2022-23	£ 377.28
Donation from a resident for a tree	£ 25.00
Donation from a resident sponsor a flower tub	£ 220.00

**21. Correspondence**

- a. Email 7 March 2023 IIMC official voting ballot for vice president. Noted.
- b. Email 8 March 2023 to ask about adding a poster to the notice boards. The Clerk has replied that the notice boards are not available for use for anything commercial. Noted.

- c. Email 9 March 2023 from a resident asking to use the play area for drone training for Ordnance Survey. The Clerk has replied. Noted.
- d. Email 9 March 2023 NALC fighting climate change event 24 May 2023. Noted.
- e. Email 10 March 2023 Leven Living notice of meeting on 22 June. Noted.
- f. Email 10 March 2023 NYCC bus services changes from 17 April. Councillor Tate said that the changes have made the bus service worse. The service is not useable for anyone wanting to commute or to get to and from JCUH. It is likely to get less use because it is less convenient. A bus user has said that a poor service has got worse.
- g. Email 10 March 2023 NALC chief executive's bulletin. Noted.
- h. Email YLCA 14 March 2023 Councillor's discussion forum 16 March 6.45pm. Noted.
- i. Email YLCA 16 March 2023 request for resolutions for debate at the Joint Annual meeting. Noted.
- j. Email 20 March 2023 from a non-resident asking for an allotment. The Clerk replied to advise that the allotments are reserved for parishioners. Noted.
- k. Email 21 March 2023 Living Leven meeting date request. Noted.
- l. Email 27 March 2023 NYC Local Government review update. Noted.
- m. Email 21 March 2023 YLCA Practitioners Guide 2023. Noted.
- n. Email 22 March 2023 YLCA Changes to the 2023 Practitioners Guide. Noted.
- o. Email 23 March 2023 SLCC climate change summit 26 April. Noted.
- p. Email 24 March 2023 YLCA bulletins. Noted.
- q. Email 26 March 2023 from a resident regarding discharge water from a down pipe at Mustard Garth causing mud and puddles on the public right of way to Honeymans field. **For a decision.** Councillors noted that a water butt has been fitted although it may not be working effectively. It was agreed that Councillor Saxton will have a word with the residents to see if anything more can be done.
- r. Email 28 March 2023 NYC notice of closure of Blue Barn Lane 3 to 7 April. Noted. Omitted from original agenda.
- s. Email 30 March 2023 NYC launch pack. Noted.
- t. Email 30 March 2023 NYC confirmation of planned works to pavement pothole at Rudby Bank (no date given). Noted.
- u. Email 30 March 2023 Chairman's discussion forum 3 April. Noted.
- v. Email 30 March 2023 YLCA Climate Parish and Town Communications update. Noted.
- w. Email 31 March 2023 from a resident with regards to the final location of the beech tree planted in error at the village hall, and confirmation of donation for the tree. Noted.
- x. Email 31 March 2023 Living Leven date of next meeting 26 April. Noted.
- y. Email 31 March 2023 from a resident with photos highlighting parking issues on Levendale. **For a discussion.** This has been raised previously and is likely to be an ongoing issue given the Spar opposite. There will be an accident before long. The Clerk to ask Police what the process is to register parking issues. Councillor Tate will explore the process for installing white lines.
- z. Email 31 March 2023 NALC Chief Executive update. Noted.
- aa. Email 5 April 2023 WCCTV information about fly tipping cameras. Noted.
- bb. Email 5 April 2023 Living Leven minutes of meeting 8 March 2023, and request for funding. Noted.
- cc. Email 6 April 2023 YLCA information bulletins and training. Noted.
- dd. Email 6 April 2023 NAALC chief executive bulletin. Noted.
- ee. Email 11 April 2023 YLCA National allotment AGM invite 10 June 2023. Noted.

There being no further matters the meeting closed at 9.10pm.

Minutes published 12 May 2023.

**MINUTES OF THE MEETING OF THE BURIAL BOARD COMMITTEE HELD ON TUESDAY 9 MAY FOLLOWING THE ANNUAL MEETING WHICH STARTS AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance: Councillor Mortimer (Chairman), Councillors Barker, Jopling, McCluskey, Saxton, Simpson, Stones, Tate, Titterton, Voke. County Councillor Fortune. Two members of the public.**

**1. Apologies for absence.**

None.

**2. Meeting open to the public.**

Two members of the public were in attendance and said that they were aware of the Council's plan to improve the new part of the burial ground. They wanted to ensure that the land levels are not changed in such a way as to affect the fences installed and hedges they have planted. Ideally the new burial ground would be grassed and become an amenity.

There being no further comments the meeting was closed to the public.

**3. Scope of works needed to new burial area and quotes for work to be carried out.**

Councillor Jopling said he has spoken to two contractors who have different solutions for the area. One has suggested levelling the field and topping it off twice a year until it is needed for burials. The other contractor has advised removing the vegetation, levelling the area, and seeding it. It will then need to be maintained.

After discussion it was agreed unanimously that the second option should be chosen. Councillor Jopling will obtain two more quotes on a like for like basis and bring them to the next meeting. At some point additional landscaping will also be needed such as paths and a location to leave spoils from burials.

There being no further business the meeting closed at 8.05pm. The two members of the public left the meeting.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON TUESDAY 9 MAY FOLLOWING THE ANNUAL MEETING AND BURIAL BOARD MEETINGS WHICH STARTED AT 7.15PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance: Councillor Mortimer (Chairman), Councillors Barker, Jopling, McCluskey, Saxton, Simpson, Stones, Tate, Titterton, Voke. County Councillor Fortune.**

**1. Apologies for absence.**

None.

**2. Minutes of the meeting held 18 April 2023.**

Councillor Simpson proposed that they be agreed, seconded by Councillor Stones, all in favour.

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

None were present. The meeting closed to the public.

**4. Police Report and Neighbourhood Watch.** The report for April 2023 was noted. It was noted that the police are offering a community messenger service by signing up at [www.northyorkshirepolice.uk/NYCM](http://www.northyorkshirepolice.uk/NYCM). The police would like to recruit special constables. The deadline for the current exercise has passed but it was agreed to place adverts for future exercises on the noticeboards if space allows.

**5. Matters arising.**

**a. Neighbourhood Plan.**

Councillor Mortimer reported that planning application 21/02719/FUL did not go to the NYC committee meeting this week. The Environment Agency have raised various issues and the landowner/developer will need to respond to these. Noted.

**b. Footpaths.**

Many thanks to the Crathorne Estate for repairing the footpath in James' Wood, it has been very well done.

North End cut through to Honeyman's Field – Councillor Saxton has not yet had the opportunity to raise this with the house in question.

Councillor Jopling has received a request from a resident for a handrail on the steps to river by the bridge. The bridge is a listed structure so adding a handrail to the bridge will be challenging. Councillor Jopling proposed that a budget be agreed and that SDH Engineering should be asked to quote for a free standing handrail, seconded by Councillor Voke, agreed unanimously.

The work to Crow Bank steps been completed and is a big improvement, thanks were given to Wynd Developments. Councillor Barker volunteered to organise a working party to clear the soil and vegetation from the steps a couple of times a year.

**c. Sports Areas**

- i. Station Lane. Repair of equipment. Not yet completed. The Clerk will chase.
- ii. Middleton on Leven. Nothing to report.

**d. Village Green.**

The hedge on the road to the east side of Hutton Bank has become very overgrown. It was agreed that Councillor Simpson will contact Stephen Johnson to agree on how it can best be cut back – traffic lights may be needed when the work is carried out.

The Clerk will contact Wynd Developments to ask for any holes on the green to be filled in so as to avoid any trip hazards.

**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. **ZB23/0780/FUL 38 South Side, Hutton Rudby.** Application for internal alterations including modifications to existing single storey roof extension. Submission with recommendation of approval.
- b. **ZB23/00770/CAT Chestnut Cottage, 29 Enterpen, Hutton Rudby.** Application for works to trees in a conservation area. Submission with recommendation of approval.
- c. **23/00764/FUL Caravan, Fairview Farm, Skutterskelfe.** Application for retrospective permission for the construction of a dormer bungalow. Submission with recommendation of refusal.
- d. **ZB23/00894/FUL 25A South Side, Hutton Rudby.** Application for a two storey and single storey extension to the rear of the house and replacement doors and windows.
- e. **ZB23/00877/FUL Mustard Garth, Hutton Rudby.** Application for replacement of timber framed conservatory with UPVC conservatory. Submission with recommendation of approval.
- f. **ZB23/00869/MRC Plot 1 OS Field 3100 Stokesley Road.** Application for modification of condition 2(plans) from previously approved application 21/00735/REM. Proposed submission with recommendation of approval
- g. **ZB23/00848/FUL 12 Linden Close.** Application for the rebuild of an existing garage with first floor extension above to include forming a canopy over the ground floor entrance. Addition of roof lights and roof lantern, solar PV panels, ground floor extension to create a utility. Proposed submission with recommendation of approval

Councillor Mortimer proposed that the submissions made in relation to a, b, c, and e be approved as submitted. Seconded by Councillor Simpson, agreed unanimously.

Councillor Mortimer proposed that there be a neutral response in relation to d, and that f and g be recommended for approval, seconded by Councillor Simpson, agreed unanimously.

**7. Decisions of North Yorkshire Planning.**

None.

**8. Speed limits signs.**

Councillor Tate reported that the commission date is 18 May.

**9. Rudby defibrillator.**

Councillor Tate reported that this is planned for the last week in May. A leaflet explaining to be printed and circulated via the church newsletter. Also put signs on the green.

**10. Website.**

The Clerk reported that she has been advised that there should be something ready in the next few days.

**11. Filing cabinets/storage budget and location.**

Councillor Simpson reported that the village hall may be able to provide storage. It was agreed that Councillor Tate will meet with the VH operations committee to identify somewhere suitable for at least two filing cabinets.

**12. Litter pick**

Nothing further to report.

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

Thanks were given to the Clerk and to Councillor who did much of the organising of the event. Thanks to Councillor Titterton for compering on the day, it really helped with the atmosphere. A special thanks also to Prestons of Potto for the gavioli organ which was a highlight of the day.

Despite the poor weather at the start of the event there was lots of good feedback and a very high turnout which meant that lots of money was raised for the various societies and charities. There will be a wash up meeting in a few weeks to seek how it can be improved on next year.

The Councillors agreed to take down the bunting on Saturday 13 May 2023

**14. Chappies Field.**

No progress has been made, Councillor Tate to chase it again. Noted.

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

Planning has been granted and plans are being drawn up with a view to being able to carry out the tender exercise.

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

Work is progressing and should be done by the end of June. Councillors Stones and Jopling will now try to source coping stones to match those on the bridge. Around 30m are needed.

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

Councillor Fortune said that the aims of the transition to a unitary authority are to improve service delivery, to reduce confusion, and to save costs and duplication. Most matters will now be dealt with through the website. There will be one universal contact number which aims to be a one stop shop. Council tax will increase as will the adult social care levy. There will be a local access fund to help the most vulnerable. NYC will continue to support the CAB. Savings will be made by reducing the number of chief executives from eight to one, this will save £1m, and reducing the number of Councillors from 380 to 90 will save £700000.

Councillor Mortimer thanked Councillor Fortune for the locality grant towards the village event, it is much appreciated. Councillor Fortune thanked the Parish Council for the village event which was well attended despite the wet start, she had good feedback from it.



Councillor Tate tried to attend the meeting with Highways but was called away at the last minute. He was however able to produce a pdf with all the issues which he gave to Councillor Fortune before the meeting, and which has been passed on to Highways.

## 18. Finance.

The Councillors unanimously agreed a vote of thanks to Neil Thompson following his resignation for his many years of dedicated service to the Council.

a. Employer's summary May 2023. Noted.

### b. AGAR.

#### i. Internal Audit Report.

This has been circulated and was noted. No major issues were raised. The internal auditor was thanked for her work.

ii. **Annual Report –Section 1 Annual Governance Statement.** Councillor Simpson proposed that this be approved, seconded by Councillor Jopling, agreed unanimously.

#### iii. Annual Report –Section 2 –Accounting Statements.

Councillor Simpson proposed that this be approved, seconded by Councillor Jopling, agreed unanimously.

## 19. Accounts

Clerk's salary May 2023, paid in accordance with contract.

Ink payment HP May 2023

£ 9.99

Smooth Print Village Event flyers

£ 90.00

### Money received.

1<sup>st</sup> half precept NYC

£ 23750.00

## 20. Correspondence

- a. Email 13 April YLCA Councillor's discussion forum 20 April 2023. Noted.
- b. Email 13 April 2023 YLCA training programme May to June 2023. Noted.
- c. Email 14 April 2023 YLCA DLUHC consultation on infrastructure levy, responses needed by 19 May. Noted.
- d. Email 15 April 2023 from a resident regarding pruning a tree at the junction of Stokesley Road and Middleton Road. The Clerk has replied that this is land owned by NYC and not RPC. Noted.
- e. Email 16 April 2023 from a resident regarding an update on the neighbourhood plan. The Clerk has replied. Noted.
- f. Email 18 April 2023 NALC events. Noted.
- g. Email 19 April 2023 WCCTV redeployable cameras. Noted.
- h. Email 20 April 2023 Councillor Fortune with details of Highways visit to her ward. **For discussion.** This was discussed under 17 above.
- i. Email 21 April 2023 NYC new arrangements for payments. Noted.
- j. Email 21 April 2023 PFCC – how the Police Fire and Crime Commissioner serves you. Noted.

1758

- k. Email 21 April 2023 from a resident with regards to the hedging on the pavement to Potto. **For discussion.** Encroaching onto pavement – included on highways list. Ask Potto – it is where the beck crosses.
- l. Email 24 April 2023 YLCA White Rose bulletin. Noted.
- m. Email 24 April 2023 Living Leven cancellation of meeting with Northumbrian Water. Noted.
- n. Email 27 April 2023 CPRE star count results. Noted.
- o. Email 28 April 2023 NALC Chief Executive bulletin. Noted.
- p. Email 29 and 30 April 2023 from a landowner regarding the burial ground. This was discussed under the burial ground meeting. Noted
- q. Email 1 May 2023 CPRE hedgelife survey deadline 31 May. Noted.

There being no further business the meeting closed at 9.30pm.

Minutes published 13 June 2023.

**MINUTES OF THE ANNUAL MEETING OF RUDBY PARISH COUNCIL HELD ON TUESDAY 9 MAY 2023 AT THE HUB (METHODIST CHAPEL), HUTTON RUDBY AT 7.15PM.**

**In attendance: Councillor Mortimer (Chairman), Councillors Barker, Jopling, McCluskey, Saxton, Simpson, Stones, Tate, Voke. County Councillor Fortune. Two members 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 Allan Mortimer be appointed as Chairman, seconded by Councillor Jopling, agreed unanimously.

**2. To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office.**

Councillor Simpson proposed that Howard Stones be appointed as Chairman, seconded by Councillor Voke, agreed unanimously.

**3. Apologies for absence.**

Cate Titterton until item 13..

**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.**

Councillor Mortimer advised that due to the resignation of Councillor Thompson there are insufficient Councillors on the bank mandate. He proposed that Councillors Jopling, McCluskey, Saxton and Simpson be added, seconded by Councillor Simpson, agreed unanimously.

**7. To appoint an Internal Auditor.**

Councillor Mortimer proposed Carol Banks be appointed, seconded by Councillor Jopling, agreed unanimously.

**8. Appointment of members to existing committees in the Council:**

**a. Finance.**

Councillor Mortimer proposed that he, Councillors Jopling, Saxton and Simpson be appointed to the Finance Committee, seconded by Councillor Barker, agreed unanimously. Councillor Mortimer also proposed that all the Finance Committee members be added to the bank mandate, seconded by Councillor Stones, agreed unanimously.

**b. Care for our Village.**

Councillor Mortimer proposed that Councillor Stones be appointed as the liaison, seconded by Councillor Saxton, agreed unanimously.

**c. Neighbourhood Plan Steering Group.**

Councillor Mortimer proposed that he and Councillor Saxton be reappointed, seconded by Councillor Voke, agreed unanimously.

**9. Appointment of members to committees outside the Council:**

**a. Village Hall Management Committee.**

Councillor Mortimer proposed that Councillors Simpson and Voke remain as the two trustees, seconded by Councillor Jopling, agreed unanimously.

**b. Yorkshire Local Councils Association.**

Councillor Mortimer proposed that he continue in the role, seconded by Councillor Simpson, agreed unanimously.

**c. Bathurst Education Foundation.**

Councillor Mortimer proposed that Councillor Simpson be appointed, seconded by Councillor Stones, agreed unanimously.

**10. Review and adoption of appropriate standing orders to include the following:**

- a. Complaints procedure**
- b. policy for dealing with the press/media.**
- c. policies, procedures, and practices in respect of its obligations under freedom of information and data protection legislation.**

Councillor Mortimer proposed that all the above be re-adopted, seconded by Councillor Simpson, agreed unanimously.

**11. Codes of Conduct for approval and adoption:**

**a. North Yorkshire Standards arrangements.**

Councillor Mortimer proposed that they be re-adopted, seconded by Councillor McCluskey, agreed unanimously..

**a. Councillor- Officer protocol.**

Councillor Mortimer proposed that they be re-adopted, seconded by Councillor Saxton, agreed unanimously.

**12. Review of inventory of land and other assets including buildings and office equipment.**

Councillor Mortimer proposed that the inventory be agreed, seconded by Councillor Simpson, agreed unanimously.

Councillor Titterton arrived.

**13. Review and adoption of arrangements for insurance cover in respect of all insurable risks.**

It was agreed that the new VAS signs will need to be added, the Clerk has already contacted the insurer to see if it affects the premium. Councillor Simpson proposed that the arrangements be approved, seconded by Councillor Stones, agreed unanimously.

**14. Review and adoption of the Council's employment policies and procedures to include procedures for dealing with changes to pay and annual leave.**

Councillor Mortimer proposed that the Council opts in to implement the national body pay and terms and conditions rather than making a decision each time there is a pay award or change to the national terms and conditions, seconded by Councillor Saxton, agreed unanimously.

**15. Review of the Council's expenditure incurred under s.137 of the Local Government Act 1972 since the last annual meeting on 10 May 2022.**

The s137 expenditure was as follows:

VAS signs - £756 in 2022-23 plus a further £2769 in 2021-22.

Cricket Club donation towards the music at the jubilee Village Event in June 2022 £500.

Grant to the Village Hall towards the cost of repairs to the play equipment £1450.

There will be some further amounts in relation to grants made for the Coronation Village Event in May 2023, totalling around £500.

**16. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council. It is proposed that the ordinary meetings be held on the second Monday of each month unless that falls on a public holiday.**

Councillor Mortimer proposed that meetings continue to be held on the second Monday of the month unless that falls on a bank holiday and further proposed that the start times of meetings be moved to 7.30pm, seconded by Councillor Stones, agreed unanimously.

There being no further business the meeting closed at 7.35pm.

**MINUTES OF THE MEETING OF THE BURIAL BOARD COMMITTEE HELD ON MONDAY 12 JUNE AT 7.30PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance: Councillor Mortimer (Chairman), Councillors Jopling, McCluskey, Simpson, Stones, Tate, Titterton, Voke. County Councillor Fortune, around sixteen members of the public.**

- 1. Apologies for absence.** Councillors Barker, Saxton.
- 2. Minutes of the meeting held 9 May.** Councillor Jopling proposed that they be agreed, seconded by Councillor Simpson, agreed unanimously.
- 3. Meeting open to the public.** None wished to speak. Meeting closed to the public.
- 4. Scope of works needed to new burial area and quotes for work to be carried out.**

Councillor Jopling has obtained a second quote but it is significantly more expensive (figures commercially sensitive). Councillor Jopling proposed that NLS be appointed to carry out the work to level and re-seed the area as soon as they are able to start work. Seconded by Councillor Stones, agreed unanimously.

There being no further business the meeting closed at 7.40pm

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 12 JUNE IN THE HUB, METHODIST CHURCH, HUTTON RUDBY FOLLOWING THE BURIAL BOARD MEETING ABOVE WHICH STARTS AT 7.30PM.**

**In attendance: Councillor Mortimer (Chairman), Councillors Jopling, McCluskey, Simpson, Stones, Tate, Titterton, Voke. County Councillor Fortune. Sixteen members of the public.**

- 1. Apologies for absence.** Councillors Barker, Saxton.
- 2. Minutes of the annual meeting and monthly meeting, both held 9 May.** Councillor Simpson proposed that they be agreed, seconded by Councillor Voke, agreed unanimously.
- 3. Meeting open to the public.**

A resident said that he is the grass cutter for the village and that no mow May has caused significant issues which cannot be remedied with a fortnightly cut. There is a lot more litter and dog waste being left on the village greens. His machine is not able to mulch all the cuttings because of the length of the grass and that has left a lot of the clippings on the grass or pavements. It is also costing significantly more in fuel, and he has also needed a new belt due to the length of the grass. He suggested that there should be an additional cut as soon as possible and possibly one less cut in August if the grass does not grow too much. He also raised the issue of the areas previously cut by Rudby Parish Council (RPC) such as the verges and amenity grass – he has received criticism for not cutting those areas although he is not contracted to do so.

A resident said that he was a RPC Councillor until January. NYC only offered a sum to cut some areas of verges five times a year. RPC previously cut those areas and other areas which were not RPC land. The amount offered by NYC to cut the verges was less than it costs so RPC withdrew from the contract and also withdrew from cutting non RPC land. He has been in touch with NYC who have advised him of budget cuts, in his opinion the NYC budget seems to be going to Harrogate.

A resident asked for clarification on what is RPC land and what will be cut going forward. Because of no mow May it has been hard to establish what areas RPC will now cut.

A number of residents expressed concern at the lack of grass cutting on Linden Crescent and Linden Close. One resident said that the length of the grass and weeds is a road hazard and also a potential fire hazard. He has been in contact with NYC who have said that they will not cut many of the areas being complained about.

A resident said that Council tax has gone up by 7.3% this year even though merging the Councils was meant to bring about costs savings which should have left more money for grass cutting.

Councillors were asked to resume cutting the areas that had previously been by RPC, pending ongoing discussions with NYC. Can RPC put pressure on NYC? The village should look nice at all times and the current grass cutting policy has stopped that.

Councillor Mortimer said that RPC owns or is responsible for grass cutting on the village greens (including the areas between North Side and South Side and down North End), the burial ground, the linen mill area by the bridge, the allotments, and the sports area on Station Lane. It is also responsible for the play area at Middleton on Leven but that is currently kindly cut by a resident.

NYC is responsible for verges and visibility splays at the entrance to junctions. Its policy states: "Our grass cutting policies are focused on safety and visibility for road users. Due to decreased budgets, we can not cut grass verges for aesthetic reasons. Grass cutting decisions are always made from the point of view of road safety."

Some residents kindly cut the grass in areas near their properties. The resident on the east side of Belbrough Close is one such person and there are other around the village. Residents can choose at their own risk to cut those areas which are now not being cut.

A resident raised concerns regarding the proposal to cut the conifer hedge which is overgrowing Hutton Bank. She said that the hedge had been maintained by her husband until his ill health. The hedge provides privacy and is a noise barrier. It is also a safety barrier when reversing the car.

Another resident said that the hedge is home to a lot of wildlife including hedgehogs. If any work needs to be done it should be done sensitively.

One resident said that he does not read the RPC meeting minutes and decisions should be communicated to residents by other means.

There being no other issues the meeting closed to the public at 8.05pm. 10 members of the public left.

4. **Police Report and Neighbourhood Watch.** Report dated 2 June and local news. Noted.

5. **Matters arising.**

a. **Neighbourhood Plan.**

Nothing to report.

b. **Footpaths.**

Councillor Saxton has reported before the meeting that the residents of Mustard Garth have offered to try to build a soak away and to carry out remedial works to the downpipe to reduce flooding to the footpath to Honeyman's field.

Councillor Jopling has arranged for a handrail to be fitted to the steps adjacent to the bridge.

There are a number of hedges around the village adjacent to pavements and footpaths which need to be cut back by the relevant residents. The river footpath has become particularly narrow in places.

c. **Sports Areas**

i. Station Lane. Repair of equipment. Work has started on the repairs. Councillor Tate has picked up some glass as best he can from the sports area. Residents are reminded to take away any litter.

ii. Middleton on Leven. Nothing to report.

d. **Village Green. Area outside 38 North End. Proposed planting at the bottom of North End.**

A resident has put up a sign next to an area of village green asking for grass not to be cut. The same resident has asked by email for any grass clippings to be removed. Councillor Mortimer said that the area is community land and residents cannot make unilateral decisions without seeking permission from RPC. The person who cuts the grass was told by the residents that permission had been granted by RPC but no such permission was sought.

A group of residents have submitted a proposal for a wildflower area outside 38 North End. It was agreed that the proposal would be looked at as part of the pollinator survey under item 18 below (which was taken at this point in the meeting).

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. **21/02719/FUL Paddocks End, Hutton Rudby.** Application for 50 new dwellings. Update. Nothing to report.



- b. **18/00165/FUL South Lund Farm, Tame Bridge.** Construction of boarding kennels and change of use of land to create an external dog exercise area as amended by plans received on 19 and 28 April. The Parish Council recommended refusal. Councillor Mortimer proposed that the submission be approved, seconded by Councillor Simpson, agreed unanimously.
- c. **ZB23/01100/FUL and ZB23/01101/LBC The Bay Horse, Hutton Rudby.** Construction of side and rear extension, lifting roof and cladding of existing outbuildings. Councillor Simpson proposed that the Council recommend approval but identify concerns around parking and potential noise from the proposed tables at the front of the building, seconded by Councillor Voke, two in favour, five against, one abstention. Councillor Jopling proposed that the Council recommend approval and not refer to parking or the tables at the front. Seconded by Councillor Stones, six in favour and two against.

## 7. Decisions of North Yorkshire Planning.

- a. 23/00306/REM Plot 3 OS Field 3100 Stokesley Road, Hutton Rudby. Application for approval of reserved matters (including access, appearance, landscaping, layout and scale). The application was granted. Noted.
- b. 23/00061/RENAM Croeso 11 Westholme, Hutton Rudby. Confirmation of certificate of registration and formal postal address. Noted.
- c. 23/00611/CLE Meadow Hill, Stokesley Road, Rudby. Application for certificate of lawfulness for confirmation that the continued use of the dwelling is not subject to any restrictive agricultural conditions. The application was granted. Noted.

## 8. Grass cutting.

Councillor Mortimer said that many members of the public have spoken at this meeting and written to the Council. Most of the comments relate to land not owned or controlled by RPC and no longer cut by RPC. No mow May has now concluded and can be looked at as part of the pollinator survey. The grass in areas left uncut during no mow May could be given an extra cut now with the option of one less cut taking place in August.

Councillor Jopling suggested that areas and verges previously cut by RPC could be cut as a one off, Councillors McCluskey and Voke said that the areas should be cut whilst pressure is put on NYC. Councillor Tate said that cutting any areas will mean less pressure on NYC to cut those areas. Councillor Stones said he is concerned that the village is becoming scruffy. Councillor Simpson said that only one cut was missed in May as it was cut on 2 May before the village event. He was unclear how RPC would decide which areas to cut or not cut as some are being cut by residents and other areas are not. What happens if a resident stops cutting an area?

The Clerk was asked to look at whether a special meeting is needed to overturn the previous decision not to cut non RPC areas (it was confirmed after the meeting that as the decision was taken at the November meeting no special meeting is required and the matter can be dealt with in the monthly July meeting).

Councillor McCluskey proposed that an extra cut of the areas affected by no mow May take place as soon as possible, seconded by Councillor Titterton, seven in favour, one against. The decision regarding non RPC grass to be dealt with at a later meeting.

**9. Hutton Bank hedge.**

Councillor Mortimer said that the hedge is becoming a danger to traffic on Hutton Bank. The options are to cut it back, remove it entirely, or remove and replace it. If cut back the hedge will not regrow. After discussion and consultation with the residents most affected and who were at the meeting, Councillor Simpson proposed that the hedge be removed in about September and replaced with mature plants, ideally at least 6' tall, after taking advice from Hills nurseries on what replacement would be most suitable. Seconded by Councillor Jopling, agreed unanimously.

Two members of the public left.

**10. Co-option – Rudby vacancy.**

The Clerk reported that no confirmation has come yet from NYC but the assumption is that no election will be called. It was agreed to advertise the post as soon as confirmation has been received from NYC regarding the need for an election with a view to holding interviews if required w/c 26 June. The applicant should ideally have financial and business experience as they will be replacing the former Treasurer.

**11. Speed limits signs.**

Councillor Tate confirmed that the signs are in place and some data is available, but it is too soon to draw any conclusions. A full report will be given next month.

**12. Rudby defibrillator.**

This is now in place and registered. The Clerk to draw up a leaflet and arrange for its distribution around the village.

**13. Website.**

Councillor Mortimer and the Clerk held an online meeting with Hambleton Digital today, There has been progress and the website should be easier to manage once training has taken place. Councillors will have their photos taken to go on the website.

**14. Filing cabinets/storage budget and location.**

Councillor Tate met with representatives of the village hall. A space has been agreed for up to three cabinets. Les Sutton-Haigh has agreed to remove the cabinet from the former Clerk and to take it to the village hall. Councillor Mortimer proposed and could have three cabinets in the Johnson room. Councillor Mortimer proposed that the Clerk be instructed to procure a lockable fireproof cabinet for a maximum of £2000 to include delivery, seconded by Councillor Tate, agreed unanimously.

**15. Chappies Field.**

Councillor Tate has sent another email but not had a response. Councillor Tate to speak to Councillor Fortune to see if she can assist. The two remaining issues are the barbed wire and the uneven-ness of the ground underfoot.

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

Councillor Tate is seeking contractors to tender, he has the relevant structural drawings available. The contractor needs to be registered with Highways in order to deal with the dropped kerb which will need to be made wider.

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

Councillor Stones said that work is ongoing and almost finished, he and Councillor Jopling are trying to source some reclaimed coping stones to match the bridge.

**18. Pollinator survey**

Councillors Simpson and Tate suggested that RPC carry out a pollinator survey based on the one done for Great Ayton and Newby, in order to assist in developing a policy around grass cutting, and helping RPC to develop its strategy towards the environment that it controls. Councillor Voke proposed that the report be commissioned up to a maximum cost of £1000, Councillor Mortimer amended the proposal to defer any decisions on the future of no mow May and any areas to be "wilded" pending the outcome of the report, seconded by Councillor Titterton, agreed unanimously.

**19. Reports from County Councillor.**

Councillor Fortune has also had many emails regarding grass cutting and has been in touch with the authority to see what can be done.

**20. Finance.**

- a. Employer's summary June 2023.
- b. AGAR. The update from the Clerk was noted.

**21. Accounts**

Clerk's salary June 2023, paid in accordance with contract.

Ink payment HP June 2023	£ 9.99
AW Nicholson Burial Peter Markey 26 April 2023	£ 300.00
Payment to Thirsk Birds of Prey (Village Event)	£ 375.00
Sunbelt hire of road signs (Village Event)	£ 42.00
Short bread competition prizes	£ 40.05
SLCC membership renewal	£ 146.00
Rudby noticeboard R & C Components sealer	£ 10.65
Rudby noticeboard Wickes instant lay macadam	£ 10.80
Rudby noticeboard B&Q Blue Circle postcrete	£ 25.60
Clerks & Councils subscription renewal	£ 14.00
Baker & Ross village event baby and toddler group activities	£ 263.16
Village event baby and toddler group prizes	£ 39.24
Children's activities village event	£ 90.41
Photography village event	£ 50.00
Swarco VAS and warranty	£ 6013.20
Wynd Developments grass cutting greens, sports area etc April 2023	£ 720.00
Wynd Developments grass cutting burial ground April 2023	£ 160.00
Wynd Developments grass cutting greens, sports area May 2023	£ 1695.00
Wynd Developments grass cutting burial ground May 2023	£ 480.00

Wynd Developments Crow Bank steps repairs	£ 1250.00
Wynd Developments strimming linen mill and Sexhow Lane	£ 540.00

**Money received.**

NYC grant towards the village event	£1000.00
Barthram & Sons interments Wyndham Davies	£ 758.00
Barthram & Sons interment Graham Milburn	£ 122.00
Barthram & Sons interment Pam Smith	£ 228.00
Barthram & Sons interment and plot reservation Eva Cook	£ 932.00
Barthram & Sons interment Ernie Robinson	£ 140.00
Darlington Memorials headstone J McKittrick	£ 110.00
Barthram & Sons Peter Markey interment	£ 450.00
Dales of Thirsk Mavis Carr headstone	£ 110.00
Dales of Thirsk Maurice Atkinson additional inscription	£ 75.00

**22. Correspondence**

- a. Email 1 May 2023 NALC Chief Executive bulletin. Noted.
- b. Email 2, 4 and 15 May 2023 from a resident regarding possible works encroaching on the green. Councillor Mortimer and Simpson have had a look and believe it is a resident's garden and just outside the village green.
- c. Email 10 May 2023 YLCA webinar roles of the Clerk and RFO. Noted.
- d. Email 12 May NALC Chief executive bulletin (available on request). Noted.
- e. Email 12 May 2023 YLCA training programme July to September 2023. Noted.
- f. Email 15 May 2023 from a resident regarding a wildflower area and planting a conifer on the green at the bottom of North End. Discussed under 4d and 18 above.
- g. Email 15 May 2023 YLCA information bulletins and training. Noted.
- h. Email 16 May 2023 from a resident regarding cutting back weeds at the burial ground. Permission was given. Noted.
- i. Email 16 May 2023 YLCA common land and village green webinar 23 May. Noted.
- j. Email 16 May 2023 YLCA The Government's planning reforms – what local councils need to know webinar. Noted.
- k. Email 18 May 2023 YLCA NALC request for information – planning call for evidence. Noted.
- l. Email 18 May 2023 NALC Chief Executive bulletin. Noted.
- m. Email 18 May 2023 YLCA training day 27 July. Noted.
- n. Email 21 May 2023 from residents on North End seeking permission to create a wildflower area on the green. Discussed under item 4d and 18 above.
- o. Letter 22 May 2023 from a resident regarding proposed hedge cutting at Hutton Bank. Discussed under item 9 above.
- p. Email 22 May 2022 Councillors' discussion forum 25 May 2023. Noted.
- q. Email 22 May 2023 YLCA White Rose bulletin and Councillor's discussion forum. Noted.
- r. Email 22 May 2023 NYC North Yorkshire Community Awards. Nominations close 5 June. Noted.
- s. Email 22 May 2023 from a resident regarding proposed hedge cutting at Hutton Bank. Discussed under item 9 above.
- t. Email 24 May 2023 meeting with Assistant Chief Constable Scott Bisset on 12 July 2023 at 6.30pm. Noted.
- u. Email 23 May 2023 from the Methodist Chapel – request to hold a teddy bear picnic on the green. The Clerk has replied. Noted.
- v. Email 24 May 2023 from a resident opposing the proposed removal of the hedge at Hutton Bank. Discussed under item 9 above.

- w. Email 25 May 2023 from a resident regarding grass cutting at Linden Crescent. The Chairman replied. Noted.
- x. Email 26 May NYC regarding grass cutting at Belbrough Close. Noted.
- y. Email 26 May 2023 YLCA Managing local council assets webinar 6 June. Noted.
- z. Email 30 May 2023 NYC community awards extension for submissions to 11 June. Noted.
- aa. Email 30 May 2023 from a resident regarding grass cutting at the junction of North End and Northfields. Councillor Simpson replied. Noted and discussed under item 8 above.
- bb. Email 30 May 2023 from a resident regarding grass cutting and the effectiveness of the speed limit signs. Discussed under items 8 and 11 respectively.
- cc. Email 31 May 2023 from a resident regarding flower tubs near the GP surgery. The Chairman has replied. Noted.
- dd. Email 31 May 2023 from a resident regarding trees overhanging his garden. The Chairman replied on how to progress any tree pruning that might be required in a conservation area and with trees subject to TPOs. Noted.
- ee. Email 1 June 2023 from a resident regarding a tree on West End. The Chairman replied. Noted.
- ff. Email 2 June 2023 YLCA White Rose bulletin. Noted.
- gg. Email 5 June from a resident regarding grass cutting on Garbutts Lane, Hutton Rudby. The Clerk has replied. Noted.
- hh. Email 5 June 2023 from a resident regarding grass cutting at the end of Greenbank Terrace. Discussed under item 8 above.
- ii. Email 5 June 2023 from a resident regarding grass cutting. Discussed under item 8 above.

There being no further business the meeting closed at 9.50pm.

Minutes published 12 July 2023.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD IN THE HUB ON WEDNESDAY 28 JUNE 2023 at 7.30pm**

In attendance: Councillors Mortimer (Chairman) Barker, Saxton, Simpson, Stones, Tate, Voke.

1. **Apologies for absence.** Councillors Jopling, McCluskey, Titterton.
2. **Co-option of one Councillor to fill vacancy in Rudby.**

Two applications were received, neither candidate was at the meeting. Both are excellent candidates with business and accounting experience which is currently lacking in the Council, either would be an asset to the Council, one of the applicants has applied previously. Councillor Simpson proposed that Tim Puttick be appointed, seconded by Councillor Tate. All in favour. Councillor Tate proposed that the second candidate be asked to consider applying again when there is another vacancy, seconded by Councillor Mortimer, agreed unanimously.

There being no other business the meeting closed at 7.40pm.

Minutes published 12 July 2023.

**MINUTES OF THE MEETING OF THE BURIAL BOARD COMMITTEE HELD ON MONDAY 10 JULY AT 7.30PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance:** In attendance: Councillors Mortimer (Chairman) Barker, Jopling, Puttick, Saxton, Simpson, Stones, Tate, Voke, Unitary Councillor Fortune. Around 7 members of the public.

- 1. Apologies for absence.** Councillor Titterton.
- 2. Minutes of the meeting held 12 June.** Councillor Simpson proposed that they be agreed, seconded by Councillor Voke, all in favour.
- 3. Meeting open to the public.** None wished to speak. The meeting was closed to the public.
- 4. Scope of works needed to new burial area and quotes for work to be carried out.** Work should hopefully start next week. The appointed contractor will liaise with the neighbour to ensure that there are no issues with regards to the work to be done. Noted.

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

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 10 JULY IN THE HUB, METHODIST CHURCH, HUTTON RUDBY FOLLOWING THE BURIAL BOARD MEETING ABOVE WHICH STARTED AT 7.30PM.**

**In attendance:** Councillors Mortimer (Chairman), Barker, Jopling, Puttick, Saxton, Simpson, Stones, Tate, Voke, Unitary Councillor Fortune, around 7 members of the public.

- 1. Apologies for absence.** Councillor Titterton.
- 2. Minutes of the meetings held 12 and 28 June 2023.** Councillor Simpson proposed that these be agreed, seconded by Councillor Stones, nine in favour, one abstention.
- 3. Meeting open to the public.**

Members of the public raised the following issues:

- Does RPC intend to cut any more areas of grass this season?
- How did RPC previously decide what areas to cut and why has that changed?
- Can RPC make a decision on whether to cut any more areas in this meeting or does it require a special meeting to make any decision?
- Why has RPC not found a solution to the situation since the last meeting?
- Who is responsible for cutting which areas of grass and why does NYC only cut part of the areas which were previously cut in full, and at a lower frequency.
- Will support be given to residents who pressure NYC to carry out more grass cutting?
- Some road signs such as the chevrons on Stokesley Road on the way to Skutterskelfe are now obscured – is this not dangerous and therefore meets the criteria for grass cutting suggested by NYC.
- Leaving the grass long may encourage wildlife (this was seen by different residents as either a positive or a negative).

- Are residents themselves now expected to cut areas which have been left and can they choose to do so if they wish.
- Council tax has increased, and residents expect bins to be emptied and the grass to be cut as it was previously.
- Can more areas be left and/or pathways be created in order to encourage insects and other wildlife.

In response Councillors provided the following information:

The previous grass cutters stopped cutting the grass last season with almost no notice and did not provide RPC with a list of areas it cut. RPC had to create a list based on its own observations and from complaints received. It became apparent that RPC had been paying to cut a number of areas which it did not own, and which were not on the list of verges which NYC provided funding to cut. Even where areas were on the list of verges RPC was cutting the full areas, not just the parts required by NYC, and on a fortnightly basis rather than five times a year as funded by NYC. RPC was paid around £140 per year to cut limited verges in Rudby and around £240 a year to cut limited verges in Hutton Rudby, significantly less than the costs incurred. It was not paid to cut any other parts of the Parish. Residents in areas such as Skutterskelfe pay the same precept as those in Hutton Rudby and Rudby but do not get the benefit of any grass cutting in their areas.

In part because there was no rationale to the areas it was cutting, and in part on costs grounds, RPC decided to only cut those areas which it owned or has accepted responsibility for, i.e. the village greens, the sports area on Station Lane, the allotments, the burial ground, and the linen mill field. It also strims parts of both Sexhow Lane and the linen mill field. It also withdrew from the contract with NYC to cut the specified areas of verges in Hutton Rudby and Rudby because the money being paid did not cover the cost of doing the work.

The map on the NYC website as to who has responsibility for what can be misleading as it is necessary to click on individual areas to see the specifics, but RPC categorically is not responsible for any areas other than those listed above. It may previously have cut other areas but there was no logic as to what was cut by RPC and what was cut by residents themselves.

RPC Councillors are volunteers. It was established after the last meeting that they would be able to make a decision about grass cutting at this meeting without the need for a special meeting. Agenda item 8 will allow them to make a decision – members of the public are welcome to stay and hear the debate. All Councillors are unpaid volunteers. Their time is limited and they have not had any other meetings since the 12 June meeting where they might have been able to make a decision on whether to cut other areas.

Councillor Fortune is aware of all the concerns and has raised grass cutting with NYC but NYC will not make any changes to their policy only to cut visibility splays.

There being no other issues the meeting was closed to the public 8.05pm.

- 4. Police Report and Neighbourhood Watch. Report dated 1 July and local news.** It was noted that the report appears to have omissions as a Councillor was aware of at least one attempted car theft which is not listed.



## 5. Matters arising.

- a. **Neighbourhood Plan.** Nothing to report.
- b. **Footpaths.** Councillor Jopling has strimmed the river footpath. Councillors Jopling, Barker, Puttick, Stones and Voke volunteered to go round footpaths a couple of times a year to clear them, residents will also be asked to volunteer.
- c. **Sports Areas**
  - i. Station Lane. Repair of equipment. Most of work has been done, a few bits still need extra work. Fencing work is also needed.
  - ii. Middleton on Leven. Thank you to the resident who cuts the play area.
- d. **Village Green.** No issues were raised.

## 6. Planning applications.

The following applications have been received by the Council. Full details of any responses are available on <https://planning.hambleton.gov.uk/online-applications>

- a. **21/02719/FUL Paddocks End, Hutton Rudby.** Application for 50 new dwellings. Update. The application remains pending. NYC does not have a planning committee meeting in July.
- b. **ZB23/01253/TPO 3 Enterpen.** Application to carry out works to tree subject to a TPO. The application was approved. Noted.
- c. **ZB23/01239/MRC Fine and Performance Chemicals Ltd Depot, Skutterskelfe.** Application for modification of conditions 2 and 3 (parking and landscaping), 10 (detailed drawings), 11 (biodiversity) from previously approved application 21/02972/MRC. No further comments submitted as nearby residents see this application as an improvement.

## 7. Decisions of Hambleton District Planning.

- a. **ZB23/00869/MRC. Plot 1 OS Field 3100 Stokesley Road, Hutton Rudby.** Modification of condition 2 (approved plans) from previously approved applications 21/00735/REM (application for approval of reserved matters for Plot 1 (considering access, appearance, landscaping, layout, and scale. The application was approved. Noted.
- b. **23/00639/MRC Lily Pond House, Skutterskelfe.** Removal of condition 2 (occupancy) from previously approved application 13/00522/FUL (retrospective application for construction of domestic workshop and proposed alterations to form a holiday cottage). The application was approved. Noted.
- c. **23/00149/CAT3 26 Doctor's Lane, Hutton Rudby.** Issue regarding the height of the fence. Notification that the enforcement investigation has been closed. Noted.

## 8. Grass cutting.

Councillors have been able to hear the views of the public in attendance at the meeting and have also seen four pieces of correspondence. The grass cutting under the current contract costs around £10,000 per year which is about 20% of the precept. If more grass is cut the precept may also need to increase.

Linden estate - there used to be a residents' association who paid for the grass to be cut but that folded some years ago, it is not known when or why RPC started to cut these areas. Some areas may be privately owned, and others were left by the developer for the benefit of residents but may remain in the ownership of the developers. A resident said that as a result of his approach to them, NYC have agreed to cut the areas at either end of Linden Crescent until the end of the season.

Councillor Mortimer said that in his view RPC cannot make decisions on what to cut on safety grounds as it does not have the expertise to do so. If it decides to cut any more areas there needs to be a logic for it and not just because it has done so in the past.

Councillor Tate suggested that a decision on any more areas to be cut, or any areas to be left uncut outside no mow May (if RPC does no mow May again) could be left until the pollinator survey has been carried out.

Councillor Mortimer proposed that Wynd Developments be asked to quote for fortnightly cuts of the verges covered by NYC and also for the whole areas of those verges where NYC do not cut the whole area to see what the cost commitment would be, seconded by Councillor Jopling, all in favour.

**9. Obstructions on pavements and village green.**

This has not been raised directly with RPC, a Councillor has approached the pub who say they have also not been contacted.

**10. Co-option.**

The Clerk to make arrangements for the vacancy before the next monthly meeting if necessary.

**11. Speed limits signs.**

Councillor Barker advised that data gathering has started. Around 20,000 vehicles come in past Spar, 10,000 on Stokesley Road. The fastest recorded speed is 65mph. Once more data is available the police to be approached to assist in reducing speeding.

**12. Rugby defibrillator.**

Thank you to Owen Searle and the first responders for agreeing to take on the new defibrillator. Details were placed in the church newsletter.

**13. Village event/ charity money.**

Councillor Mortimer proposed that the money donated to be divided between Zoe's Place and the NEAAS. Seconded by Councillor Tate, all in favour.

**14. EV charging points. Working party needed.**

Councillor Mortimer proposed that Councillors Tate, Voke, Mortimer, Barker be appointed to draw up possible options. Seconded by Councillor Simpson, all in favour.

**15. Website.**

This is progressing and should hopefully be near completion by the next meeting.

**16. Filing cabinets/storage budget and location.**

These should be moved in the next month.

**17. Chappies Field.**

Councillor Tate has been emailing, Councillor Fortune has kindly agreed to intervene.

**18. Scheme of delegation, appointment to committees and terms of reference: Allotments, footpaths, merger of parishes, fireworks and budget, other proposed projects.**

Due to the number of other items it was agreed to defer this item to the next meeting.

**19. Steps across the village green to Church House tender and appointment of committee.**

NYC have offered a grant of £1000 towards the cost. Noted with thanks.

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

The brickwork has been completed and grass seed is down. Around 30m of coping stones are needed, it was agreed to continue to look for reclaimed stone. Thanks were proposed to Councillor Stones and to Colin Charlton for all their many hours of work on this. Councillor Simpson proposed a gift voucher be given to Mr Charlton, seconded by Councillor Saxton, all in favour.

**21. Hutton Bank hedge.**

Councillor Simpson will find some options for the new hedge, these will be put to the resident before a final decision is made. The fence may need painting once the old hedge is removed.

**22. Pollinator survey.**

No progress to date.

**23. Fireworks.**

The Clerk has spoken to the suppliers who confirm that the rockets generate most of the plastic waste. It was agreed to reduce the number of rockets, to ask about mortars and for Councillor Barker to prepare a new playlist. In future years a hybrid display with lasers may be possible but could increase the costs.

**24. Co-option**

Tim Puttick was welcomed to the Council.

**25. Reports from the Unitary Councillor.**

This item was taken after item 8 as Councillor Fortune needed to go to another Parish Council meeting. Councillor Fortune confirmed that she takes grass cutting matters forward. Not all residents want all the grass to be cut. She has agreed to help with the choice of new hedging at Hutton Bank and asked to be kept informed of any proposed options.

She has been approached regarding street furniture and badly parked cars blocking pavements and has contacted the NYC licensing department. She wants to ensure that the pavements remain safe for children and people with prams.

She confirmed that she has been able to obtain £1000 toward the cost of the proposed new steps across the green,

Councillor Fortune and around five members of the public left the meeting.

**26. Finance.**

- a. Employer's summary June 2023.
- b. AGAR. No requests for inspection. Noted.
- c. First quarter accounts. These will be ready for review in the next few days.

**27. Accounts**

Clerk's salary July 2023, paid in accordance with contract.	
Ink payment HP July 2023	£ 9.99
Whitegates CFOV tubs	£ 614.14
Wynd Developments grass cutting greens, sports area June 2023	£ 1440.00
Wynd Developments grass cutting burial ground June 2023	£ 320.00
Inside Out Services repairs to the sports area equipment	£ 1823.00
HMRC tax and national insurance first quarter	£ 675.96
Station Software registration and hosting of website	£ 40.00
Room hire the Hub April to June 2023	£ 108.00
Stationery	£ 7.00
Anglian Water	£ 63.54

**Money received.**

Care for our village payment for fir trees	£ 320.00
Village Event stall holders donations to charities	£ 320.00
Interest	£ 2.88

**28. Correspondence**

- a. Email 6 June 2023 The Circuit confirmation that the Rudby Bank defibrillator has been registered. Noted.
- b. Email 6 June 2023 WCCTV redeployable CCTV. Noted.
- c. Email 6 June NYC Richmond Area Constituency meeting 12 June 2023. Noted.
- d. Email 6 June 2023 YLCA request for completion of a survey regarding the impact of the creation of unitary councils on parish councils. Noted.
- e. Email 6 June 2023 NALC events. Noted.
- f. Email 6 June 2023 WEL Medical approval of ipad warranty. Noted.

- g. Email 6 June 2023 PSE webinar on deploying EV charge points 11 July 2023 2pm. Noted.
- h. Email 7 June NYC regarding planning application 22/02784/FUL. The Clerk has replied. Noted.
- i. Email 7 June 2023 NALC newsletter available on request. Noted.
- j. Email 7 June 2023 NALC planning call for evidence, closing date 27 June. Noted.
- k. Email 7 June 2023 YLCA website Councillor log in. Noted.
- l. Email 8 June 2023 YLCA training day 27 July. Noted.
- m. Email 8 June 2023 YLCA consultation on developing local partnerships for onshore wind. Noted.
- n. Email 8. June 2023 YLCA Hambleton branch annual meeting 28 June 223. Noted.
- o. Email 8,15 June 2023 NAL:C Chief Executive bulletin. Noted.
- p. Email 12 June 2023 North Yorkshire Community Messaging safeguarding event Northallerton Market 21 June 2023. Noted.
- q. Email 13 June 2023 from a resident regarding grass cutting on Garbutts Lane/The Close. Discussed under item 8 above.
- r. Letter received 13 June 2023 from a resident regarding grass cutting. Discussed under item 8 above.
- s. Email 13 June 2023 Chair's Discussion forum 20 June. Noted.
- t. Email 14 June 2023 YLCA D Day 80 6 June 2024 lighting of beacon. Councillor Mortimer proposed that RPC should participate, seconded Councillor Barker, all were in favour.
- u. Email 15 June 2023 YLCA Councillor skills webinar 6 July 2023. Noted.
- v. Email 15 June 2023 YLCA meeting with Assistant Chief Constable Scott Bisset Wednesday 12 July, questions to be submitted by 26 June extended to 3 July on 21 June. Noted.
- w. Emails 15 (two) and 21 June 2023 from a resident regarding grass cutting at Linden Crescent. The Clerk has replied. Discussed under item 8 above.
- x. Message 15 June from representatives of the family of Gordon McQueen to ask if a flag could be flown at half mast in his honour on the day of his funeral on 20 June. Permission was granted. Councillor Mortimer proposed that this be approved on the basis that Gordon Mc Queen was a nationally recognised figure. Seconded by Councillor Saxton, all in favour.
- y. Email 16 June 2023 YLCA White Rose bulletin, training and discussion forum. Noted.
- z. Email 16 June 2023 Living Leven meeting 22 June. Noted.
- aa. Email 16 June 2023 from a member of the public regarding the dates of any fetes in the Parish. The Clerk has replied. Noted.
- bb. Email 16 and 19 June 2023 Area 2 Thirsk and a resident - emails regarding grass cutting at Linden Crescent and Linden Close. Discussed under item 8 above.
- cc. Email 17 June 2023 CPRE update. Noted.
- dd. Email 17 June 2023 from a resident regarding a planning application on the Linden estate and IT issues with NYC portal. Noted.
- ee. Email 19 June 2023 JACS (UK) street furniture. Noted.
- ff. Email 20 June 2023 YLCA request for photos for the annual review. Noted.
- gg. Email 20 June 2023 YLCA training day 27 July update. Noted.
- hh. Email 20 June 2023 NALC training. Noted.
- ii. Email 20 June 2023 Living Leven agenda for meeting on 22 June. Councillor Tate reported that Northumbrian Water attended and advised that they have taken out more pollutants at Stokesley and Great Ayton, further funding is needed to improve Hutton Rudby. A working party has been set up to look at septic tanks in the area.
- jj. Email 21 June 2023 from a resident regarding grass cutting on Belbrough Close. The Clerk has replied. Noted.
- kk. Email 21 June 2023 YLCA meeting with Assistant Chief Constable Scott Bisset 12 July 2023 and extended deadline for questions. Noted.

- ll. Email 22 June 2023 YLCA NALC request for planning call for evidence. Noted.
- mm. Email 22 June 2023 YLCA Light up Blue 5 July 2023. The Hub and the Village Hall will be marking this. Noted.
- nn. Email 23 June 2023 NALC Star Council awards 2023 nominations deadline 28 July. Noted.
- oo. Email 23 June 2023 NALC Chief Executive bulletin. Noted.
- pp. Email 23 June YLCA information and training/discussion forum bulletins. Noted.
- qq. Email 23 June 2023 NYC grant offer letter for steps across the green. Noted.
- rr. Email 26 June 2023 YLCA Building confidence to speak in Council meetings training 6 July. Noted.
- ss. Email 27 June 2023 NALC events. Noted.
- tt. Email 27 June The Rural Bulletin available on request. Noted.
- uu. Email 28 June 2023 NALC newsletter available on request. Noted.
- vv. Email 28 June 2023 from a resident regarding temporary scaffolding to be placed on the village green. **For a decision.** Councillor Mortimer proposed that this be agreed, seconded Councillor Simpson, all in favour.
- ww. Email 29 June 2023 request to raise a flag to the NHS on 5 July. **For confirmation of the approval given due to the tight deadlines.** Councillor Mortimer proposed that this be approved retrospectively, seconded by Councillor Simpson, all in favour.
- xx. Email 30 June 2023 from a resident regarding the co-option exercise. Noted.
- yy. Email 30 June 2023 YLCA White Rose bulletin. Noted.
- zz. Email 30 June 2023 PSE Alternative funding methods download. Available to request. Noted.
- aaa. Email 3 July 2023 YLCA training bulletin. Noted.
- bbb. Email 3 July North Yorkshire Messaging police drop in session Methodist Chapel 12 July 10-11.30am. Councillors Barker and Stones to attend and raise speeding.
- ccc. Email 3 July 2023 Safe Hambleton newsletter. Noted.
- ddd. Email NYC passenger transport Review and renewal of local bus services. **For a decision.** It was agreed that there was no point in participating in the consultation.

There being no further business the meeting closed at 10pm.

Minutes published 17 August 2023.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD IN THE HUB ON MONDAY 7 AUGUST 2023 at 7.30pm**

In attendance: Councillors Allan Mortimer (Chairman), Lez Barker, Tim Puttick, John Saxton, Derek Simpson, Howard Stones, Spenser Tate, Cate Titterton, Andrew Voke, one member of the public.

1. **Apologies for absence.** Tim Jopling.
2. **Co-option of one Councillor to fill vacancy in Hutton Rudby.**

Susan Horvath introduced herself to the Councillors. Lez Barker proposed that Susan Horvath be appointed to fill the vacancy in the Hutton Rudby ward, seconded by Tim Puttick all in favour. Susan Horvath was duly appointed and signed the declaration of office.

There being no other business the meeting closed at 7.40pm.

Minutes published 17 August 2023.

**MINUTES OF THE MEETING OF THE BURIAL BOARD COMMITTEE HELD ON MONDAY 14 AUGUST 2023 AT 7.30PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance: Councillors Mortimer (Chairman), Barker, Horvath, Jopling, Saxton, Simpson, Tate, Titterton, two members of the public.**

- 1. Apologies for absence. Councillors Puttick, Stones, Voke, Emma Wiles (Clerk)**
- 2. Minutes of the meeting held 10 July.** Councillor Simpson proposed that these be agreed, seconded Councillor Jopling, all in favour.
- 3. Meeting open to the public.** None wished to speak. Meeting closed to the public.
- 4. Re-mapping of burial plots and quotes for work to be carried out.**

Councillor Mortimer proposed that the Clerk should be asked to obtain surveyor quotes for re-mapping, seconded Councillor Barker, all in favour.

- 5. Planting/seeding.**

Cllr Jopling reported on progress and proposed the next steps could be to chemically treat the weeds, and to sow part of the area using a wildflower mix with the rest sown using grass seed only. Alternative options for ground preparation and reseeding were discussed. Councillor Simpson proposed that the surface weeds which need to be cleared should be removed without chemical treatment and the whole area would be sown to grass until an overall plan for the area has been agreed seconded by Councillor Tate, 7 in favour 1 against.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 14 AUGUST IN THE HUB, METHODIST CHURCH, HUTTON RUDBY FOLLOWING THE BURIAL BOARD MEETING ABOVE WHICH STARTED AT 7.30PM.**

**In attendance: Councillors Mortimer (Chairman), Barker, Horvath, Jopling, Saxton, Simpson, Tate, Titterton.**

- 1. Apologies for absence. Councillors Puttick, Stones, Voke, Emma Wiles (Clerk)**

**Declaration of interests.** Councillor Mortimer declared that he had been selected as the Green Party candidate for the forthcoming ward byelection. He said that he did not consider that his candidacy created a conflict of interest for any of the agenda items.

- 2. Minutes of the meetings held 10 July and 7 August 2023.**
- 3. Meeting open to the public.** The members of the public introduced themselves as the Conservative and Liberal Democrat candidates for the North Yorkshire Council byelection. They did not raise any issues but said they wanted to listen to the meeting. The chairman thanked them for attending.



4. **Police Report and Neighbourhood Watch. Report dated 1-31 July and local news. Email 13 July.** Noted. No police officer was present.

5. **Matters arising.**

- a. **Neighbourhood Plan.** Nothing to report.
- b. **Footpaths.**

Cllr Puttick's interim report on footpath condition and potential maintenance or improvement actions was noted. Cllr Puttick's recommendation on Crowbank steps and Cllr Saxton's interest as landowner of the Crowbank steps were noted. It was agreed that the council would not make decisions about an action plan and priorities until the report is complete and Cllr Puttick is present to participate in the discussion.

c. **Sports Areas**

- i. Station Lane.
- ii. Middleton on Leven.

d. **Village Green.**

Councillor Tate suggested that to prevent winter damage the council should consider installing a strip of grasscrete from the Hub up towards the Kings Head. It was agreed the Clerk should obtain quotes.

Councillor Simpson reported on the proposed removal and replanting of the overgrown hedge on the Green at the top of Rudby Bank. The resident who had raised concerns has been consulted on the replacement replanting and considers it acceptable. Councillor Simpson proposed that the contractor's quote of £440 to supply and plant a beech hedge of approximately 120-150cm height is accepted. Seconded by Councillor Mortimer. All in favour

6. **Planning applications.**

The following applications have been received by the Council. Full details of any responses are available on <https://planning.hambleton.gov.uk/online-applications>

- a **21/02719/FUL Paddocks End, Hutton Rudby.** Application for 50 new dwellings. Update.
- b **ZB23/01318/CAT Wynd House, The Wynd, Hutton Rudby.** Application to fell a tree in a conservation area. The Council recommended approval.
- c **ZB23/01282/FUL 3 Eden Park Road, Hutton Rudby.** Application for a single storey extension to the rear of the house. The Council recommended approval.
- d **ZB23/01403/FUL 6 Willins Close, Hutton Rudby.** Application for a porch and bedroom and garage extension. The Council recommended approval.
- e **ZSB23/01477/FUL 7 Doctor's Lane, Hutton Rudby.** Application for the partial demolition of the existing property to allow for a single storey extension to front, side and rear raising roof height with the addition of roof windows to the front, rear and sides and a dormer to the rear. The Council recommended approval subject to the planning officer being satisfied that the proposal complies with the domestic extensions SPD.
- f **ZB23/01517/CAT 5 Greenbank Terrace, Hutton Rudby.** Application to fell a pine tree in a conservation area. The Council has submitted a recommendation that NYC should seek a TPO to prevent the felling of the pine tree.

- g ZB23/01520/CAT 11 Levenside, Hutton Rudby.** Application to fell a diseased elder tree in a conservation area. The Council advised that the tree had been wrongly identified as an elder tree but that the Council had no objection to a diseased tree being felled.

Councillor Mortimer proposed that the above submissions (as submitted by the Clerk under her delegated authority) be approved, seconded by Councillor Titterton. All in favour.

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

- a 23/00764/FUL Caravan, Fairview Farm, Skutterskelfe.** Application for the retrospective construction of a dormer bungalow. Permission was refused. Noted.

**8. Co-option.**

The Council welcomed Councillor Horvath to her first meeting. She confirmed that she had completed all her forms for acceptance of office etc. and would drop them off with the Clerk after the meeting.

**9. Grass cutting.**

The council noted: there is approximately 1ha of highway verges within the village; NYC provide partial funding for approximately 16% of the total verge area; no workable criteria have been identified for selecting some of the verges for cutting and leaving others; it is estimated cutting all verges would increase the council's annual grass cutting costs by more than £7,000; increasing proportions of but not all areas which the Council had cut in previous years are now being maintained by residents. In response to a question from Councillor Horvath, Councillor Mortimer said that councillors could propose alternative policies for 2024. Councillor Simpson said the Clerk's advice was that the policy must be criteria based. Councillor Mortimer proposed that the Council should retain its currently adopted policy of only cutting grass on land it controls for the rest of 2023 and that any further discussion on grass cutting should be deferred until the Council decides on the scope for the 2024 contract. Seconded by Councillor Titterton. All in favour.

**10. Resignation of Councillor Fortune.**

The council noted that former Councillor Fortune had been the ward councillor for the Parish for many years and had given the Parish Council a great deal of help and advice on many issues over the years. Councillor Mortimer called for a vote of thanks to Councillor Fortune for her long and distinguished service to the community and for permission to write a letter of thanks on behalf of the council. Seconded by Councillor Simpson. All in favour

**11. Allotments**

No issues were raised.

**12. Speed limits signs.**

The first of the periodic rotations / relocations required under the agreement with NYC have taken place without any problems being encountered. Councillors discussed how best to utilise the data being gathered to create leverage for police action on speeding. There will be a further discussion once more data is available. Noted.

**13. Fences.**

It was noted that high fences which do not appear to comply with permitted development rights under GDPO 2015 A1 (a) (ii) and which do not appear to have explicit planning permission have recently been installed in three locations in the village. A discussion took place. Some councillors expressed concern about the impact on the character of the village and on the conservation area in particular. It was noted that HDC had taken enforcement action in relation to unauthorised high fencing at Stoneridge at the top of Rudby Bank.

- a. 26 Doctors Lane. It was agreed that the council should write to the enforcement team setting out the reasons why it thinks the case should be reconsidered. Proposed Councillor Saxton. Seconded Councillor Simpson. All in favour
- b. 28 Doctors Lane. The height of the iron railings + wall exceeds the permitted development height for a roadside location. To be reported to planning enforcement. Proposed Councillor Tate. Seconded Councillor Simpson. All in favour
- c. The Moorings. The height of the fence exceeds the permitted development height for a roadside location. To be reported to planning enforcement. Proposed Councillor Tate, Seconded Councillor Barker. Seven in favour, one against.

**14. Website.**

Councillor Mortimer reported that he and the clerk had not had sufficient time available since the last meeting to make progress on any actions.

**15. Filing cabinets/storage budget and location.**

The Clerk (not present) has reported that neither of the old filing cabinets had serviceable locks so would be unable to store documents securely. Councillors discussed options. It was noted that a second lockable cabinet is needed if the locks cannot be repaired. Subject to the location being able to carry the load, a second fireproof cabinet is the clerk's preference. It was also noted that a £2,000 budget had been allocated to cover the installed cost of one fireproof cabinet. Councillor Mortimer proposed that the budget should be increased to £4,000 which would be sufficient to cover the installed cost of two fireproof cabinets and that the Clerk would be given delegated the authority to make the final choice of cabinets (1 fireproof and 1 regular, or 2 fireproof) and place orders for the purchase and installation. Seconded Councillor Tate. All in favour

**16. Chappies Field.**

Nothing to report.

**17. Steps across the village green to Church House tender and appointment of contractors.**

Councillor Tate reported that two contractors have been asked to quote. Their responses are awaited.

**18. Scheme of delegation, appointment to committees and terms of reference: Allotments, footpaths, merger of parishes, fireworks, steps across the green and budget.**

Councillor Mortimer reported that he had reviewed and commented on a draft prepared by the Clerk. He anticipates that a revised draft will be circulated to all councillors soon with the September meeting targeted for adoption.

**19. Pollinator survey.**

Councillors Simpson and Tate reported that they had walked round the Parish Council owned areas in the village with the consultant who had made some very interesting observations about potential actions. Details will be in his report which is expected in October. The Council agreed to invite the consultant to present the report at its November meeting.

**20. Road closure training.**

Councillor Mortimer reported that the police withdrawal of support for road closures on Remembrance Day means the community now has at least two annual events where it will have to make its own arrangements for road closures. The scouts have traditionally organised the Remembrance Day Parade. The Clerk and Chairman have been working with the scouts to investigate options for road closures for the Remembrance Day Parades and for the village event.

A potential supplier could provide training in the village for a group of up to 12 people which might be cost effective as a long term solution, but it could not be done quickly enough to meet the Remembrance Day road closure application deadline. It is not yet known whether NYC would recognise the certification, but an enquiry has been raised. If NYC recognise the certification, some councillors and one or more of the council's local contractors could be trained to support community events. Places over and above the Council's own requirements could be offered to voluntary groups within the community who would be expected to pay only for their own certificates (£65 each). Councillor Tate suggested that the council should consider purchasing rather than hiring signage if it is going to be needed more frequently. It was agreed that the principles outlined, and the indicative costs seemed a potentially useful way forward. A fully costed proposal will be brought forward for a decision at a future meeting if confirmation is received that NYC would recognise the training.

Councillor Mortimer reported that this year's Remembrance Day Parade will not be able to go ahead in its usual form without hiring a contractor with recognised certification. Quotes have been obtained based on different delivery models: "full service" or "supervision of volunteers" (using a company recommended by NYC). "Full service" costs were unrealistic, but the estimated cost quoted for "supervision of volunteers" were much more reasonable. Councillor Mortimer proposed that the Council allocates a budget of £500 to pay for traffic management services at the Remembrance Day Parade and delegates authority to the Clerk to make the necessary arrangements which may include sign hire. Seconded by Councillor Barker. All approved.

## 21. Fireworks.

Councillor Barker has reviewed the packages available from the council's usual supplier. He recommended that the council continues with the same level package as last year but requests the supplier substitutes lower noise and lower plastic content fireworks for the items listed in his email. Councillor Mortimer proposed that council should adopt Councillor Barker's proposal and increase the authorised expenditure by 10% over last year's cost to allow for inflation. Seconded Councillor Barker. All in favour.

## 22. Reports from the County Councillor.

No report available, the position is currently vacant.

## 23. Personnel matters – meeting closed to the public.

The Chairman advised that this item was a confidential staffing matter and that the meeting would be closed to the public. The members of the public still in attendance left the meeting voluntarily. The matter was discussed, a steering committee was appointed. The meeting was reopened to the public (none were present)

## 24. Finance.

- a. Employer's summary August 2023. Noted.
- b. AGAR. Councillor Mortimer reported that the external examiner had asked for explanation of variances which have been provided. Additional queries have also been raised which are being dealt with.
- c. First quarter accounts. Councillor Jopling reported that he has completed the cash book checks but has not yet had time to draw up the accounts. Councillor Horvath who has an accounting background offered to assist. Councillor Mortimer suggested that Councillor Horvath should be appointed to the finance committee at the next meeting.

## 25. Accounts

Clerk's salary August 2023, paid in accordance with contract.

Ink payment HP July 2023	£ 9.99
Internal auditor fees	£ 120.00
SDH handrail at Leven Bridge	£ 600.00
TP Jones & Co payroll services	£ 64.40
Defib store G5 adult pads	£ 57.00
Defib store IPAD SP1 pads	£ 66.00
AW Nicholson interments Carr and Honeyman	£ 600.00
Wynd Developments village greens, sports area etc grass cutting July	£1440.00
Wynd Developments burial ground grass cutting	£ 320.00

ESET security £ 36.66

**Money received.**

Care for our village payment for fir trees	£ 320.00
Village Event stall holders donations to charities	
J Saxton contribution to repairs to Crow Wood steps	£ 300.00
Dales of Thirsk headstone T Richardson	£ 110.00
J Barthram & Sons interment P Honeyman and P Carr	£ 900.00

**26. Correspondence**

- a. Email 4 July 2023 Remote meeting with Assistant Chief Constable Scott Bisset 12 July 2023. Noted.
- b. Email 4 July 2023 YLCA Carbon literacy training for local councils expressions of interest. Noted.
- c. Email 4 July 2023 NALC events. Noted.
- d. Email 4 July 2023 YLCA Yorkshire and Humber Climate Consultation. Noted.
- e. Email 4 July 2023 Climate Action Stokesley and villages AGM 18 July 2023. For noting
- f. Email 5 July 2023 from a resident regarding grass cutting. The issues were considered under item 8 of the 10 July meeting. Noted.
- g. Email YLCA notice of the joint annual meeting on 22 July and an invitation to attend. Noted.
- h. Email 5 July 2023 PSE Public Sector Net Zero virtual event 27 July. Noted.
- i. Email 5 July 2023 from a resident regarding flag flying. The Clerk has replied. Noted.
- j. Email 6 July 2023 NALC chief executive bulletin available on request. Noted.
- k. Email 6 July 2023 PSE EV charging point mix seminar. Noted.
- l. Email 7 July 2023 IIMC Official voting ballot for proposed constitutional amendments.
- m. Email 7 July 2023 NYC local transport plan engagement survey. Noted.
- n. Email 7 July 2023 YLCA twitter survey. Noted.
- o. Email 7 July 2023 YLCA information bulletins and training. Noted.
- p. Email 7 July 2023 NYC new local transport plan engagement survey, closing date 11 August. Noted.
- q. Email 8 July 2023 NYC list of contacts. Noted.
- r. Email 10 July 2023 Will Quince MP Minister of State for the Department of Health and Social Care regarding defibrillator registration. Noted.
- s. Email 10 July 2023 NYC request to promote recruitment of members to the North Yorkshire Local Access Forum, deadline for applications 4 August 2023.. Noted.
- t. Email 12 July 2023 NALC newsletter available on request. Noted.
- u. Email 12 July 2023 YLCA joint annual meeting annual review, accounts, and resolution for debate. Noted.
- v. Email 12 and 19 July 2023 from a resident regarding grass cutting at Belbrough Close. The Clerk has replied. Noted.
- w. Email 13, 20, 27 July, 3 August 2023 NALC Chief Executive bulletin available on request. Noted.
- x. Email 13 July 2023 from a resident to Councillor Simpson regarding grass cutting at the junction of North End and Northfields. Councillor Simpson has replied. Noted.
- y. Email 13, 24 July 2023 from a resident regarding footpaths beside Ridgeway and Leven Grove Farm, in Rudby. The Clerk has replied to say that a working party has been set up to deal with issues and the resident has offered to assist. Noted.
- z. Email 17 July 2023 YLCA co chair opportunity. Noted.
- aa. Email 18 and 20 July 2023 from a resident regarding water onto the footpath adjacent to Mustard Garth. The Clerk has replied. Noted.

- bb. Email 18 and 20 July 2023 from a resident regarding grass cutting at the junction of Belbrough Close and Belbrough Lane. Noted.
- cc. Email 18 July 2023 NYC Parish Charter. Noted.
- dd. Email 19 July 2023 from Stockton on Tees registrar regarding a burial in Rudby Burial Ground. The Clerk has replied. Noted.
- ee. Email 20 July 2023 PSE EV charging mix webinar 6 September 2023. Noted.
- ff. Email 24 July 2023 YLCA information bulletin and training programme. Noted.
- gg. Email 25 July 2023 YLCA Annual review available on request. Noted.
- hh. Email 25 July 2023 The Rural Bulletin available on request. Noted.
- ii. Email 26 July 2023 from Newby Council regarding grass cutting contractors. The Clerk has replied. Noted.
- jj. Email 27 July 2023 North Yorkshire Community messaging survey regarding Neighbourhood Watch available on request. Noted.
- kk. Email 27 July 2023 IGPP Learn Fourth Annual Government Event 8 November 2023. Noted.
- ll. Email 31 July 2023 YLCA White Rose bulletin. Noted.
- mm. Email 1 August 2023 AMS planning consultants update on moving the Rudby village sign on Stokesley Road. Noted.
- nn. Email 1 August 2023 NYC meet the police (various dates). Noted.
- oo. Email 1 August 2023 Aquarius Mental Health Solutions civility and respect training. Noted.
- pp. Email 2 August 2023 YLCA D Day 6 June 2023 updated guide. Noted.
- qq. Email 2 August 2023 NALC newsletter available on request. Noted.
- rr. Email 3 August 2023 from a resident regarding knitted poppies for the War Memorial on Remembrance Sunday. **For a decision.** Councillor Mortimer proposed that this be agreed, seconded by Councillor Saxton, all in favour.
- ss. Email 4 August 2023 YLCA Information bulletin and training. Noted.

Minutes published 12 September 2023.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 11 SEPTEMBER 2023 AT 7:30PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

The Chairman noted that the title of the published agenda made an erroneous reference to the meeting starting after a preceding burial board meeting. No burial board meeting had taken place.

**In attendance:** Cllrs Mortimer (Chairman), Horvath, Saxton, Simpson, Stones, Tate, Titterton and Voke.

1. **Apologies for absence.** Cllrs Barker, Jopling, & Puttick. Parish Clerk. Unitary Councillor vacant.

2. **Declarations of interest.** None were made.

3. **Minutes of the meetings held 14 August 2023. (Burial Board and Council)**

Cllr Horvath proposed that the minutes be approved, seconded by Cllr Saxton. 7 in favour, one abstention.

4. **Meeting open to the public.**

No members of the public were present. The meeting was closed to the public.

5. **Police Report and Neighbourhood Watch. Report dated 1 September 2023 and local news.**

The police report was noted. Correspondence (received after publication of the agenda) from a resident about suspicious behaviour at Westholme on the night of 6/7 Sept and difficulties in contacting the police were also noted. Unfortunately, no NYP representatives were present, so the Council was unable to raise the matter with them in the meeting. Councillors expressed concern about the infrequent attendance by the police.

6. **Matters arising.**

a. **Neighbourhood Plan.** Nothing to report.

b. **Footpaths.**

Cllr Saxton reported on the actions taken by the owners of Mustard Garth to reduce the impact of rainwater flowing onto the footpath from their property. A letter from the owners of Mustard Garth received after the agenda was published was noted. There is no suitable stormwater drain that could be used, and rainwater discharging over footpaths and pavements is a common situation with many examples around the Green. Cllrs agreed that the owners of Mustard Garth had done as much as could reasonably be expected. The Chairman will send a note of thanks.

It was agreed that the Council would get quotes for improvement of the path surface with additional gravel up to the field gate to further alleviate the impact of surface water.

The poor condition of the footpath surface which runs across North Green from No 7 North End to Mustard Garth was noted. NYC had carried out patch repairs to parts of this recently, but it requires further work. It was agreed that if NYC have no plans to carry out further work in the near future that the Parish Council will get quotes for the work and (subject to cost) the Parish Council is potentially willing to fund repairs because the path crosses the green.



c. **Sports Areas**

i. Station Lane.

A quote for repairs to one piece of equipment is still awaited. Clerk to expedite when she returns to work.

ii. Middleton on Leven. Nothing to report

d. **Village Green. Grasscrete.**

Cllr Tate reported that there are 3 grades of blocks that could be used with different load bearing capability. After discussion it was agreed that although most of the traffic in the area was light (i.e. cars) the specification should be for the highest grade so that occasional HGV traffic will not cause damage to the Green. Cllr Tate will measure up the proposed area and assist the Clerk in obtaining quotes.

e. **Speed limits signs.** Nothing to report.

7. **Planning applications.**

The following applications have been received by the Council. Full details of any responses are available on <https://planning.hambleton.gov.uk/online-applications>

- a. **21/02719/FUL Paddocks End, Hutton Rudby.** Application for 50 new dwellings. Update. Cllr Mortimer reported that there have been no new submissions from the applicant since the last Parish Council meeting and the application is not on the agenda for NYC's planning meeting due to be held on 14 September. As things stand additional submissions would be required before a determination, but the proposed government policy changes with regards to net nutrient neutrality compliance might impact on the submissions required and therefore on the timing of the decision.
- b. **ZB23/01656/FUL 25 North End, Hutton Rudby.** Application for proposed ground and first floor extensions including internal alterations.
- c. **ZB23/01680/CAT Leven House, Levenside.** Application for works to trees in a conservation area.
- d. **ZB23/01711/FUL Enterpen House, Enterpen.** Application for a single and two storey extension to the rear of the house.
- e. **ZB23/01739/FUL 2 Levenside.** Application for a single storey rear extension, extension of first floor existing dormer to utilise full building footprint, alterations to the existing entrance lobby and various internal layout alterations.

The council noted the submission made under delegated authority of the clerk for items 7b through 7e. Cllr Saxton proposed that the council approve the submission made. Seconded by Cllr Titterton. All in favour.

- f. **ZB23/01736/FUL 1 Wynd Close.** Application for proposed extensions and alterations to the main house, proposed annex, widening access to the drive, new gates and removal of two trees.

Councillors discussed the application and noted an earlier appeal decision for development of the plot. Cllrs commented that the ridge height and elevations of the proposed two storey development were too high for a prominent position and would have an adverse impact on the appearance of the Conservation Area. Councillors were concerned about the potential precedent that could be set if the annexe were to be approved, and that the removal of trees did not seem justified. A submission will be submitted objecting on these grounds.

**8. Decisions of North Yorkshire Planning.**

- a. **Complaint 23/00149/CAT3 26 Doctor's Lane.** Acknowledgement of complaint and confirmation that there will be a site visit within 5 days. Noted.
- b. **Complaint 23/00243/CAT3 The Moorings, Levenside.** Acknowledgement of complaint and confirmation that there will be a site visit within 5 days. Noted.
- c. **23/00296/CAT3 28 Doctor's Lane, Hutton Rudby.** Acknowledgement of complaint and confirmation that there will be a site visit within 5 days. Noted.

**9. Allotments.**

Cllr Stones reported that some of the allotments are not being fully cultivated. After discussion it was agreed that the council would instruct the clerk to send "use it or lose it" warning letters to the relevant allotment holders reminding them of their obligation to cultivate their allotments. Cllr Stones will send a list of the allotments not being cultivated to the Clerk.

**10. EV charging points.**

Cllr Tate reported on progress made by the working party. Cllr Voke had attended a webinar. It was agreed that once the fact-finding stage is complete, some form of community engagement and consultation should be carried out to determine what sort of scheme would be favoured by the community.

**11. Website.**

Actions will not be progressed until after clerk's return to work.

**12. Chappies Field.**

No progress to report

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

The project requires contractors registered by NYC for highway works, and it has been difficult to find a registered contractor willing to quote. Two further potential contractors were suggested. Enquiries will be made.

**14. Remembrance Sunday parade traffic management and road closure training funding.**

Cllr Mortimer reported that Community Traffic Management's fee will be £350. There may also be some sign hire costs. Cllrs Simpson and Saxton offered to collect and return any hired signs from the Stockton depot.

NYC have acknowledged our enquiry about training to certify volunteers but have not provided a substantive response. It was agreed that no arrangements for training should be made unless and until NYC confirm that they will recognise the training qualification.

**15. Fireworks.**

Cllr Voke proposed that the Council approve Cllr Barker's recommendation to adjust the supplier's standard package contents to reduce noise levels and plastic debris produced. The cost will be £1,457.47 - slightly under budget. Seconded by Cllr Stones. All in favour. Cllr Mortimer will collect the fireworks. Cllrs Saxton and Titterton to provide first aid cover. Cllr Barker will deal with music and PA. Cllrs Horvath and Saxton organise collections at the gate. All present said they would be available on 5th Nov for setting up, lighting etc. Details can be arranged outside the meeting.

**16. Play equipment inspections.**

The previous supplier for the annual inspections had given poor service, so proposals from two potential new suppliers had been obtained and circulated. Cllr Titterton proposed that Play Safety (who had made the lowest cost proposal) should be appointed. Seconded by Cllr Simpson. All in favour.

**17. Reports from the County Councillor.**

No report - position vacant.

**18. Finance.**

- a. Employer's summary September 2023. Noted.
- b. AGAR. Awaiting external auditor report and sign off.
- c. First quarter accounts.

Councillors noted the new format monitoring report prepared by Cllr Horvath. It was agreed that this was a useful way to present income and expenditure and will be used for reporting at future meetings. It was noted that a summary report does not meet all of the reporting requirements (expenditure approval, transparency code, AGAR etc.), so for the time being it will be an addition to rather than a replacement of current financial reporting. The Council has reserves of around £95,000 of which around £49,000 has been allocated to various projects.

**19. Accounts**

Clerk's salary September 2023, paid in accordance with contract.	
Ink payment HP September 2023	£ 9.99
Wynd Developments village greens, sports area etc grass cutting August	£1440.00
Wynd Developments burial ground grass cutting	£ 320.00
Wynd Developments strimming Sexhow Lane	£ 260.00
Wynd Developments strimming Linen mill field	£ 260.00
YLCA publications for new Councillors	£ 17.95
Microsoft 365 renewal of subscription	£ 59.99
Close, Granger, Gray and Wilkin structural reports on Linen Mill wall	£ 630.00
Close, Granger, Gray and Wilkin structural drawings, planning application for steps from Church House	£ 1434.00
PWLB loan repayment October 2023	£ 5582.28
Epic Fireworks	£1748.96
Community Traffic Management	£ 325.00

**Money received.**

Pizzashed charity donation to village event £ 50.00

**20. Correspondence**

- a. Letter The Pensions Regulator 26 July 2023 acknowledgement of re-declaration of compliance available on request. Noted.
- b. Email 11 August 2023 YLCA whole Council training. **For a decision.** After discussion it was agreed that the current practice of individual councillors booking training to meet their particular needs was the preferred solution, and that a whole council training session was not currently of interest.
- c. Email 15 August 2023 NALC engaging with local communities through digital engagement training 27 September 2023. Noted.
- d. Email 16, 23, 30 August 2023 NALC newsletter available on request. Noted.
- e. Email 16 August 2023 NYC speed limits. Noted.
- f. Email 17 August 2023 YLCA letter from NALC regarding Remembrance events. Noted.
- g. Email 17 August 2023 CPRE request for donations to secure manifesto commitments for more affordable housing in rural areas available on request. Noted.
- h. Email 18 August 2023 YLCA information bulletin and training. Noted.
- i. Email 19 August 2023 CPRE state of the greenbelt report available on request. Noted.
- j. Email 21 August 2023 NALC make a change fee campaign event 14 November 2023. Noted.
- k. Email 21 August 2023 YLCA A basic understanding of the planning system webinar 5 September 2023. Noted.
- l. Email 23 August 2023 YLCA Code of Conduct webinar 7 September 2023. Noted.
- m. Email 23 August 2023 NYC Bank Holiday services. Noted.
- n. Email 24 August 2023 NALC Chief Executive bulletin available on request. Noted.
- o. Email 24 August 2023 North Yorkshire Police opportunity to become a member of the Independent Advisory Groups. Noted.
- p. Email 25 August 2023 YLCA White Rose bulletin and training and discussion forum bulletins. Noted.
- q. Email 26 August, 1 September 2023 from a resident regarding ongoing issues of the footpath next to Mustard Garth. The Clerk has replied. Noted.
- r. Email 29 August 2023 NALC events available on request. Noted.
- s. Email 29 August 2023 YLCA Hambleton branch meeting 18 October 2023. Noted.
- t. Email 30 August 2023 YLCA talking tables training day 10 November 2023 available on request. Noted.
- u. Email 30 August 2023 The Rural Bulletin available on request. Noted.
- v. Email 31 August 2023 Merchant Navy Fund Merchant Navy Day 3 September and request for funding available on request. Noted.
- w. Email 31 August 2023 Parish Online newsletter. Noted.
- x. Email 31 August 2023 NALC chief Executive bulletin. Noted.
- y. Email 31 August 2023 YLC training programme October to December 2023. Noted.
- z. Email 1 September 2023 from a student regarding ownership of Coul Beck for the purpose of a research project. The Clerk has replied. Noted.
- aa. Email 1 September 2023 YLCA law and governance bulletin. Noted.
- bb. Email 4 September 2023 YLCA D Day 80 revised guide. Noted.
- cc. Email NYC notice of election for the Councillor for Hutton Rudby and Osmotherley 28 September 2023. Noted.
- dd. Email 4 September 2023 YLCA information bulletin and training. Noted.
- ee. Email 4 September 2023 SLCC new website and consultancy services available on request. Noted.

There being no further business the meeting closed at 9.30pm.

Minutes published 16 October 2023.

**MINUTES OF THE MEETING OF THE BURIAL BOARD COMMITTEE HELD ON MONDAY 9 OCTOBER 2023 AT 7.30PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance:** Councillors Mortimer (Chairman), Barker, Horvath, Jopling, Puttick, Saxton, Simpson, Stones, Tate, Titterton and Voke, North Yorkshire Councillor Hugill.

1. **Apologies for absence.** None.
2. **Minutes of the meeting held 14 August 2023.** Councillor Mortimer proposed that these be approved, seconded by Councillor Voke, all in favour.
3. **Meeting open to the public.** None were present. Meeting closed to the public.
4. **Re-mapping of burial plots and quotes for work to be carried out.**

There was a discussion about how to maximise the number of burial plots. It was RESOLVED that Councillors Jopling and Saxton will measure out the relevant rows to see if a cremation row can be converted to a burial row. The Clerk was instructed to investigate getting plot markers to ensure that plots are properly marked out.

5. **Planting/seeding.**

Councillor Jopling confirmed that the new area will be harrowed and seeded tomorrow. Councillor Mortimer proposed that the new area be cut as and when needed and that authority be given for the existing area to be given an extra cut if needed in October (currently only one cut is due). All in favour.

There being no further business the meeting closed at 7.45pm.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 9 OCTOBER 2023 IN THE HUB, METHODIST CHURCH, HUTTON RUDBY FOLLOWING THE BURIAL BOARD MEETING ABOVE WHICH STARTS AT 7.30PM**

1. **Apologies for absence.** None.
2. **Declarations of interest.** Councillors Simpson and Voke declared an interest in relation to the planning application at item 7d.
3. **Minutes of the meetings held 11 September 2023.** Councillor Horvath proposed they be agreed, seconded Councillor Simpson, three abstentions, eight in favour.
4. **Meeting open to the public.** None in attendance. Meeting closed to the public.
5. **Police Report and Neighbourhood Watch. Report dated September 2023 and local news.** The report was noted. No police present again at the meeting.
6. **Matters arising.**
  - a. **Neighbourhood Plan.** The regulation 14 consultation was completed some time ago but cannot be finalised. It is thought that the proposed developer wants to see the outcome of their application which was originally for 79 houses spread across two sites, subsequently revised to 50 houses on the Paddocks End site. The site opposite the Spar for 25 houses has all the necessary permissions and licences, it is not known why

work has not started there. It was RESOLVED that Councillor Hugill and Councillor Mortimer meet with the development director for Broadacres to understand how to get building started on that site.

**b. Footpaths. Proposed date for village tidy up. Replacement way markers.**

Councillor Puttick has been speaking to the Pathkeepers team at NYC with regards to the footpath to the side of Leven Grove Farm and hopes to have more to report next month. He has surveyed a number of footpaths around the village which need remedial work. He will contact the landowners before any work is done. It was agreed that any available Councillors will meet on 21 October to make a start on the work.

Councillor Jopling proposed that RPC purchases 20 way marker signs to replace the ones that are missing, seconded by Councillor Mortimer, all in favour.

**c. Sports Areas**

- i. Station Lane. Repairs to equipment. Quote for the replacement equipment/repairs. Councillor Mortimer proposed that the work suggested by Inside Out Service be approved, seconded by Councillor Titterton. all in favour.

The hedges now need to be cut. Councillor Simpson said that there are a number of trees growing in the hedges which should be retained if possible.

- ii. Middleton on Leven. The hedges have recently been cut by a resident. The Council wished to thank them for their work. No further action is needed.

**d. Village Green. Grasscrete or similar.**

Councillor Tate proposed that a budget of up to £1000 to buy and install suitable grass blocks on North Side near no 28 and the Hub to prevent further damage to the green. Seconded by Councillor Jopling, all in favour.

**e. Speed limits signs.**

The signs are now monitoring traffic incoming on Belbrough Land and outgoing on Stokesley Road. There is no evidence that they have led to a reduction in speeds, 55mph is the maximum recorded on both; the speed limit is 30mph.

**7. Planning applications.**

The following applications have been received by the Council. Full details of any responses are available on <https://planning.hambleton.gov.uk/online-applications>

- a. **21/02719/FUL Paddocks End, Hutton Rudby.** Application for 50 new dwellings. Update. This is as per item 6a above.
- b. **ZB23/01802/CAT Green Acre, The Wynd, Hutton Rudby.** Notification of proposed works to trees in a conservation area – to fell a dead ash tree, to fell a wild seeded cherry tree, to fell a damaged leylandii conifer, to fell two ash trees growing at an angle and as risk of uprooting, to coppice hawthorn tree/bush to include replanting proposals. Councillor Mortimer proposed that the submission be approved, seconded by Councillor Simpson, all in favour.

- c. **ZB23/01767/FUL 23 Enterpen, Hutton Rudby.** Application for re-positioning and re-design of previously approved dwelling. Councillors had concerns that the re-siting of the property could lead to another dwelling being built in front, neighbours have also expressed concerns about privacy. Councillor Mortimer proposed that RPC recommend approval subject to those points, seconded by Councillor Saxton, all in favour.
- d. **ZB23/01922/CAT Hutton Rudby Village Hall.** Application to remove a tree in a conservation area. Councillors Simpson and Voke declared an interest. Councillor Mortimer proposed that the application be supported but that the trustees be asked to consider replacement planting, seconded by Councillor Barker. Nine in favour, two abstentions.

**8. Decisions of North Yorkshire Planning.**

- a. **ZB23/01239/MRC Fine and Performance Chemicals Ltd.** Modification of conditions 2 and 3 (parking and landscaping), 10 (detailed drawings), 11 (biodiversity) from previously approved application 21/02972/MRC. The application was approved. Noted.
- b. **ZB23/01517/CAT 5 Greenbank Terrace, Hutton Rudby.** Application to fell a pine tree in a conservation area. The application was approved. **For a decision.** There is no mechanism to appeal but it was RESOLVED to ask for reasons for the decision as no recent recommendation by RPC for a TPO has been successful.

**9. Thank you to volunteers.**

Councillor Barker proposed that in addition to the minutes, the Council develop a letter for volunteers to thank them for their work. Seconded by Councillor Jopling, all in favour.

**10. Allotments.**

Councillor Stones reported that a number of allotments are not being fully used. It was agreed that the allotment holders will be given 2 months' notice to improve. Any full allotments that come free will be divided into half allotments to reduce the waiting list.

**11. Obstructions on pavements and village green.**

Former Councillor Fortune spoke to licensing who are not going to take any action. Noted.

**12. EV charging points.**

Councillor Tate gave an update. A little more work is needed before proposals can be put to the village so that a decision can be made.

**13. Chappies Field.**

The surface of the path remains a trip hazard and the camber of the path pushes walkers towards the barbed wire. Councillor Hugill will see if anything else can be done.

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

Councillor Tate is still working to get quotes.

**15. War Memorial repairs and painting.**

The Council wished to thank the volunteer who has offered to strip off the old paint and re-paint the railings and gate. Councillor Simpson proposed that the railings be re-painted and that RPC pay for the materials. Councillor Tate proposed that they should remain green, no seconder. Councillor Jopling proposed that they be painted black, seconded by Councillor Horvath. One against, four abstentions, six in favour.

**16. Remembrance Sunday parade traffic management and road closure training funding.**

NYC have not yet responded to the request for Councillors to be trained. There is a traffic management plan in place for Remembrance Sunday and the Scouts have enough volunteers to support it. The TM company will provide any necessary signs.

**17. Extension of 30mph zone on Stokesley Road.**

Councillor Mortimer proposed that the signs should be moved to before the bend rather than after it. Seconded by Councillor Barker, all in favour.

**18. Fireworks.** Councillor Mortimer to collect the fireworks. All available Councillors to help on the night.**19. Play equipment inspections.**

The Company has been instructed to carry these out and also booked for next year.

**20. Reports from the County Councillor.**

Councillors Hugill and Mortimer will meet development officer on Thursday. Councillor Hugill will arrange a meeting with the Clerk and IT to get the parish portal working properly. Councillor Hugill took on board comments about the lack of accountability at times in the planning system and that TPOs do not necessarily work as they should.

**21. Finance.**

- a. Employer's summary October 2023. Noted.
- b. AGAR. This has been completed and the necessary notices have been displayed.
- c. Future reporting of quarterly accounts. Councillor Horvath proposed that a finance report to be attached to future minutes. Seconded by Councillor Simpson, all in favour.
- d. Budget setting. To AM propose that Councillor Horvath be appointed to the finance committee, seconded by Councillor Jopling, all in favour. Councillor Horvath will propose a new budget at the December meeting and revised financial regulations at the November meeting. These are being consulted on by NALC at present, Rudby Parish Council has previously mirrored the model national regulations where possible.

**22. Accounts**

Clerk's salary October 2023, paid in accordance with contract.

Ink payment HP October 2023	£ 9.99
HMRC 2 <sup>nd</sup> quarter tax and NI	£ 676.16
Wynd Developments village greens, sports area etc grass cutting August	£ 720.00
Wynd Developments burial ground grass cutting	£ 160.00



AR Entertainments PA system for the fireworks display	£ 120.00
TP Jones & Co payroll preparation 2 <sup>nd</sup> quarter	£ 64.40
ESET Security renewal	£ 24.98
PKF Littlejohn AGAR fees	£ 378.00
B&M scouts items for village event	£ 12.00
Amazon scouts items for village events	£ 93.12

**Money received.**

NYC precept 2 <sup>nd</sup> half	£23750.00
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**23. Correspondence**

- a. Email 5 September 2023 The Rural Bulletin available on request. Noted.
- b. Email NALC Engaging with local communities through digital engagement webinar 27 September 12 noon -13.15. Noted.
- c. Email 5 September 2023 YLCA Council finances and budget monitoring webinar 12 September 2023 6.30pm to 8pm. Noted.
- d. Email 5 September 2023 YLCA talking tables training day 10 November 2023. Noted.
- e. Email 5, 7 September 2023 Community TM regarding plans for Remembrance Sunday available on request. Noted.
- f. Email 6 September 2023 NALC consultation on local plans to be submitted by 22 September. Noted.
- g. Email 6, 20 September 2023 NALC newsletter available on request. Noted.
- h. Email 7 September 2023 YLCA freedom of information and environmental information regulations training 13 September 2023. Noted.
- i. Email 7,15, 21, 28 September 2023 NALC Chief Executive bulletin. Noted.
- j. Email 7 September 2023 from a resident regarding possible attempts at crime on Westholme. Noted.
- k. Email 8, 22 September 2023 YLCA White Rose bulletin. Noted.
- l. Email 8 September 2023 CPRE North and East Yorkshire email newsletter available on request. Noted.
- m. Letter 10 September 2023 from two residents regarding the footpath from Hair Belle to Mustard Garth and from Mustard Garth to Honeymans Field. Noted. The Chairman will write and thank them for their work.
- n. Email 11 September 2023 Soapy Productions Outdoor stage hire. Noted.
- o. Email 11 September 2023 Bathurst Educational Foundation grants notice, deadline 1 October. Noted.
- p. Email 11 September 2023 PSE Funding for EV charging projects webinar 23 November. Noted.
- q. Email 12 September 2023 The Rural Bulletin available on request. Noted.
- r. Email 12 September 2023 NALC events available on request. Noted.
- s. Email 12 September 2023 Humber Teaching NHS Foundation Trust Governor elections. Noted.
- t. Email 13, 27 September 2023 NALC newsletter available on request. Noted.
- u. Email 13 September 2023 RSN Rural Funding Digest September 2023 edition available on request. Noted.
- v. Email Living Leven autumn meeting and minutes of meeting of 22 June 2023. Noted.
- w. Email 14 September 2023 NALC Chief Executive's bulletin available on request. Noted.
- x. Email 14 September 2023 Area 2 notice of road closures/diversions for the Remembrance Day parades. Noted.
- y. Email 15 September 2023 from a resident confirming vacation of one of the allotments at the end of the season. Noted.

- z. Email 15 September 2023 YLCA vacancies and training bulletins. Noted.
- aa. Email 15 September 2023 from a resident regarding a planning application at 23 Enterpen. Noted.
- bb. Email 16 September 2023 regarding grass cutting at Woodside. The Clerk has replied. Noted.
- cc. Email 16 September 2023 CPRE hedgelife Help Out results available on request. Noted.
- dd. Email 17 September 2023 North Yorkshire Police priority survey available on request. Noted.
- ee. Email 17 September 2023 Hedgehogsrus highway project. **For a decision.** No one wished to pursue it.
- ff. Email 18 September 2023 YLCA breakthrough Communications webinar training session. Noted.
- gg. Phone calls (various dates) from a resident regarding the BMX track. The Chairman spoke to the resident and encouraged to submit any suggestions by email. Noted.
- hh. Email 19 September 2023 Amberol opportunity to submit floral display photos. Noted.
- ii. Email 20 September 2023 NYC statutory notice of hackney carriage zones. Noted.
- jj. Email 20 September 2023 North Yorkshire Police confirmation of road closures for Stokesley Fair. Noted.
- kk. Email 21 September 2023 Merchant Navy Fund available on request. Noted.
- ll. Email North Yorkshire Police confirmation of presence at Stokesley Show 2023. Noted.
- mm. Email 22 September 2023 Chairs discussion forum change of dated to 5 December 2023. Noted.
- nn. Email 22 September 2023 from a resident regarding a complaint raised by RPC with regards to fencing. The Chairman has spoken to the resident and agreed to meet with him. Noted.
- oo. Email 24 September 2023 from a resident regarding the status of the land the allotments sit on. The Clerk has replied. Noted.
- pp. Email 24 September 2023 from a resident asking about an allotment. The Clerk has replied. Noted.
- qq. Email 25 September 2023 YLCA NALC direct election to larger and smaller Councils' committee. Noted.
- rr. Email 25 September 2023 PSE EV charging project financing webinar 23 November 2023. Noted.
- ss. Email 26 September 2023 NALC events. Noted.
- tt. Email 26 September 2023 The Rural Bulletin available on request. Noted.
- uu. Email 26 September 2023 YLCA talking tables training day 10 November 2023. For noting
- vv. Email 27 September 2023 Living Leven placeholder meeting 19 October 2023. Noted.
- ww. Email 27 September 2023 YLCA D Day 80. Noted.
- xx. Email 28 September 2023 PSE webinar EV Charging infrastructure site selection and delivery 18 October 2023 2pm. Noted.
- yy. Email 19 September 2023 NYC regarding the CIL payment. The Clerk has replied. Noted.
- zz. Email 29 September 2023 YLCA information bulletin and training programme. Noted.
- aaa. Email 2 October 2023 YLCA law and governance bulletin September 2023. Noted.
- bbb. Email 2 October 2023 NALC star council awards finalists available on request. Noted.
- ccc. Letter 2 October 2023 GNAAS to thank the Parish for the donation following the village event. Noted.

There being no further business the meeting closed at 9.45pm.

Minutes published 15 November 2023.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 13 NOVEMBER 2023 IN THE HUB, METHODIST CHURCH, HUTTON RUDBY at 7.30PM**

**In attendance: Councillor Mortimer (Chairman), Councillors Barker, Horvath, Jopling, Puttick, Saxton, Simpson, Stones, Tate, 5 members of the public.**

1. **To approve apologies for absence.** It was RESOLVED to accept the apologies from Councillors Titterton and Voke.
2. **Declarations of interest.** None were declared.
3. **Minutes of the meetings held 9 October 2023.** It was RESOLVED to approve the minutes subject to referring to Councillor Fortune as Former Councillor Fortune.
4. **Meeting open to the public.** It was agreed to discuss the pollinator report under this item.

Martin Allen introduced himself and the draft report which was previously circulated. He is seeking feedback to enable him to develop the proposals. He has a number of proposals that could be implemented to be followed by a review period.

There was a comprehensive and wide ranging debate with contributions from allotment holders, the gardening club, representatives of All Saints church, Care for Our Village, and Councillors. It was RESOLVED that Councillor Simpson will set up a working group to consider the draft report and to report back on how best it can be implemented, and its impact assessed. Funds can be made available from the Parish Council if needed.

5. **Police Report and Neighbourhood Watch. Report 1-31 October 2023 and local news.** Noted.
6. **Matters arising.**
  - a. **Neighbourhood Plan.** NYC are developing a new local plan, RPC to register as an interested party in order to get notifications.
  - b. **Footpaths.** Councillors Jopling, Puttick and Voke spent half a day clearing the first part of the footpath adjacent to the Spar. Any further work will now need to wait until spring, more volunteers will be needed. Councillor Puttick has obtained replacement way marker signs. He is still awaiting clarification on the footpath at the top of Rudby Bank.
  - c. **Sports Areas**
    - i. Station Lane. Risk assessment. Councillor Barker to put together a schedule of works.
    - ii. Middleton on Leven. Risk assessment. As for Station Lane.
  - d. **Village Green.** The concrete plinth for the bench has been repaired. It was RESOLVED to erect a sign seeking volunteers for the First Responders.
  - e. **Speed limits signs.** Councillors Barker and Tate have rotated the signs again and have videoed the process for Picton who are also interested in installing signs.
7. **Planning applications.**

The following applications have been received by the Council. Full details of any responses are available on <https://planning.hambleton.gov.uk/online-applications>

  - a. **21/02719/FUL Paddocks End, Hutton Rudby.** Application for 50 new dwellings. Update. Councillor Hugill met with Broadacres. They were not willing to include the Parish Council in

the meeting. The landowner wants the development to remain at 50 houses. With regards to the development opposite the Spar work will be done to tidy up the site – it is not known when the building work will start.

- b. **ZB23/02013/MRC Bay Horse Inn, 1 North Side, Hutton Rudby.** Modification of condition 2(drawings) from previously approved application ZB23/01100/FUL.
- c. **ZB23/02004/LBC Bay Horse Inn, 1 North Side, Hutton Rudby.** Revised listed building consent for the relocation of the internal staircase, omission of manager's flat entrance but retention of small extension to create a larger gents' WC, minor alteration around the bar entrance lobby to make it bigger, the addition of a roof lantern on the flat roof, formation of a new function room and WC on the first floor, creation of a new external fire escape stair from first floor over the flat roof, alterations to an existing window to create a new final exit door from the first floor.
- d. **ZB23/01977/CAT 2 Levenside, Hutton Rudby.** Application for works to trees.
- e. **ZB23/02071/FUL and ZB23/02072/LBC Gardenstone Cottage, Gardenstone Farm, Station Lane, Hutton Rudby.** Application for the conversion of a domestic store to habitable rooms and new glazed door opening.
- f. **ZB23/02205/FUL Hacienda, Belbrough Lane, Hutton Rudby.** Construction of a two storey extension to the side, single storey extension to the rear.
- g. **ZB23/02126/FUL 16 Hundale Road, Hutton Rudby.** This is an application for the creation of hardstanding for parking, change of fence to gates and new dropped kerb.
- h. **ZB23/02100/CAT 18 East Side, Hutton Rudby.** Application for works to five trees.

Councillor Mortimer proposed that applications b-h above be approved, seconded by Councillor Stones, all in favour.

## 8. Decisions of North Yorkshire Planning.

- a. **18/00165/FUL South Lund Farm, Tame Bridge, Stokesley.** Construction of boarding kennels and change of use of land to create an external dog exercise area as amended by plans received on 19 and 28 April 2023. The application was granted. Noted.
- b. **23/00149/CAT3 26 Doctor's Lane, Hutton Rudby.** Councillor Mortimer met with residents at 26 and 28 Doctor's Lane regarding the height of their fences. The resident at No 26 told Cllr Mortimer he intended to put in an application to regularise the situation. The fence at No 28 has been up for too long for any enforcement action. Cllr Mortimer expressed a personal opinion that in the light of his conversation with the residents that the fence was reasonably justified by their personal circumstances.
- c. **23/00296/CAT3 28 Doctor's Lane, Hutton Rudby.** See c above.
- d. **23/00764/FUL Caravan, Fairview Farm, Skutterskelfe. Retrospective application for the construction of a dormer bungalow. Appeal reference APP/U2750/W/23/3328329.** It was agreed to let the original comments stand.

## 9. Allotments. Rules, committee, update of waiting list, rents, and deposits.

It was RESOLVED to appoint Councillors Puttick, Stones and Titterton to the committee and for them to review the rules, layout of allotments and any works needed.

Rents and deposits: Rudby Parish Council rents are significantly cheaper than any other allotments around the country. There were opposing views as to a suitable level of increase. Councillor Simpson proposed that the rent should be increased to £40 for a full allotment and £20 for a half allotment with a deposit of £40 for new allotment holders. Seconded by Councillor Barker, 8 in favour, one against.

Dr and Mrs Cobb were thanked for the wildflowers at the bottom of the site.

10. **East Side/Hutton Bank hedging and barrier.** New hedging will go in w/c 20 November. Councillor Simpson, the Clerk, and Mrs Fortune met on site and agreed that some additional/replacement fencing is needed to protect the hedge and to stop damage to any cars. It was RESOLVED to ask SDH Engineering for a quote.
11. **Pollinator survey to include grass cutting - review of grass cutting contract.** See 4 above.
12. **Council policies for consideration:**
  - a. **Social media policy.**
  - b. **Civility and respect LGA or NYC code of conduct.**
  - c. **Dignity at work**  
It was agreed to defer these to the next meeting.
13. **EV charging points.** Councillor Tate has prepared a map and once it has been digitised work will be done to see how it looks on the ground. NYC has seed funding which RPC may be able to access; support from NYC may also be available.
14. **Chappies Field.** The risk of injury to the public from the barbed wire fence has increased due to slippery, muddy conditions, and the uneven surface, particularly at the narrowest point.
15. **Steps across the village green to Church House tender.** One tender so far, a second one is expected soon.
16. **Road closure training funding.** The Clerk to make enquiries of the TM company, Councillor Saxton is aware of a company approved by NYC and used by Great Ayton.
17. **Fireworks feedback from the event.** Thank you to all those involved, the event was well attended . There were issues with the PA system. The Clerk will write to the supplier.
18. **Remembrance Sunday update and follow up action.** The service was well attended both in church and at the memorial. Traffic management worked well. Unfortunately, the silhouettes were forgotten this year but will be put in place next year.
19. **Christmas tree.** This will be delivered ready to be put up on 2 December.
20. **Reports from the County Councillor.** Councillor Hugill said that Broadacres share the RPC vision of a housing need and for smaller houses. He will investigate getting the gullies properly cleaned on Rudby Bank as these are full of grasses and weeds growing. He will investigate a 'Road Narrows' road sign at the top of Hutton Bank.
21. **Finance.**
  - a. Employer's summary October 2023. Noted.
  - b. 2<sup>nd</sup> quarter accounts to include budget monitoring report for approval. Noted and attached to these minutes.
  - c. Bank mandate. It was RESOLVED that Councillor Horvath be added to the mandate.
  - d. Proposed revised financial regulations. It was RESOLVED that these be adopted.
  - e. Budget setting including the proposed precept. Councillor Horvath to make proposals to the December meeting.

**22. Accounts**

Clerk's salary November 2023, paid in accordance with contract.	
Ink payment HP November 2023	£ 9.99
Wynd Developments village greens, etc grass cutting September	£ 720.00
Wynd Developments burial ground grass cutting September	£ 160.00
Whitegates Nursery winter pansies etc	£ 455.90
NLS Contracts work to burial ground for seeding	£ 5796.00
RBC Agric grass seed for burial ground	£ 799.00
Stephen Johnson works to trees on the green per arborist report	£ 936.00
D&S Times advert	£ 475.20
YLCA advert	£ 15.00
Maynards Christmas tree and delivery	£ 364.00
ROSPA play equipment annual inspection	£ 566.40
Royal British Legion wreaths for Remembrance Sunday	£ 75.00
Campaign for the protection of rural England annual subscription	£ 36.00
Community TM Remembrance Sunday traffic management	£ 390.00
Inside Out repairs to trapeze arms sports area	£ 858.00
The Wynd Developments grass cutting greens etc October 2023	£ 1440.00
The Wynd Developments grass cutting burial ground October 2023	£ 320.00
The Sign Shed waymarkers	£ 45.40
North Yorkshire Council grit bins refill	£ 810.00

**Money received.**

North Yorkshire Council grant towards the village event	£ 1000.00
New allotment holder deposit	£ 15.00
Fireworks display money raised	£ 1641.54
Lords Monumentals headstone R Robertson X63	£ 110.00

**23. Confidential matter – meeting closed to the public.****24. Correspondence – meeting re-opened to the public.**

- a. Email 3, 18 October 2023 PSE maximising funding success for EV charging projects webinar 23 November 2023. Noted.
- b. Email 3, 18 October 2023 YLCA Hambleton branch meeting 18 October 2023 7pm remotely with emergency resilience speakers. Noted.
- c. Email 3 October 2023 Acting Chairman to Seamer Parish Council regarding Clerk's salary and how to arrange tax payments. The Clerk has replied. Noted.
- d. Email 4 October 2023 YLCA Hambleton branch meeting 18 October 2023. Noted.
- e. Email 4 October 2023 RSN Rural Funding Digest. Noted.
- f. Email 4, 25 October, 1 November 2023 NALC newsletter available on request. Noted.
- g. Email 4 October 2023 YLCA Off to a flying start training on 16 and 25 October 2023. Noted.
- h. Email 4 October 2023 from a resident regarding the 30mph speed limit on Stokesley Road. The Clerk has replied. Noted.
- i. Email 5 October 2023 PSE Online Good Governance overview. Noted.
- j. Email 5, 12, 19, 26 October, 2 November 2023 NALC Chief Executive bulletin on request. Noted.
- k. Email 5 October 2023 YLCA Breakthrough Communications webinar training sessions. Noted.
- l. Email 6 October 2023 YLCA talking tables training day 10 November 2023 available on request. Noted.
- m. Email 6 October 2023 NALC events. Noted.
- n. Email 6, 20 October, 3 November 2023 YLCA White Rose bulletin. Noted.

- o. Email 9, 18 October 2023 PSE EV charging infrastructure site selection and delivery webinar 18 October 2023 also available to watch on demand. Noted.
- p. Email 9 October 2023 YLCA slower speeds reduce traffic harm webinar 17 October. Noted.
- q. Email 10, 17, 24 October 2023 NALC events available on request. Noted.
- r. Email 10 October 2023 YLCA role of the Clerk webinar for Councillors only 19 October. Noted.
- s. Email 10 October 2023 North Yorkshire police public choice awards available on request. Noted.
- t. Email 10 October 2023 Northumbrian Water consultation event 23 October 2023. Noted.
- u. Email 10, 24 October 2023 The Rural Bulletin available on request. Noted.
- v. Email 11, 18 October 2023 NALC newsletter available on request. Noted.
- w. Email 11 October 2023 Ingleby Arncliffe Council regarding a proposed cycle track. The Clerk has replied. Noted.
- x. Email 12 October 2023 Living Leven teams meeting 19 October 2023. Noted.
- y. Email 12 October 2023 YLCA training day 10 November 2023. Noted.
- z. Email 13 October 2023 NALC White Ribbon Day support. Noted.
- aa. Email 13 October 2023 Citizens Advice bureau, **For a decision.** It was resolved not to provide any funding.
- bb. Email 16 October 2023 YLCA NALC committee elections deadline for nominations 25 October. Noted.
- cc. Email 16 October 2023 PSE budget friendly green fleet strategies available on request. Noted.
- dd. Email 16 October 2023 NYC housing strategy consultation, deadline 11 December. Noted.
- ee. Email 16 October 2023 NY Police reminder about school parking. **For discussion.** One of the Councillors has spoken to various parents and carers; behaviours have not changed. The Police do not appear to want to take any more action and in the circumstances there is nothing more the Council can do.
- ff. Email 17 October 2023 YLCA duties, powers and policies webinar 24 October 2023. Noted.
- gg. Email 17 October 2023 Living Leven sub catchment group meeting 19 October agenda. Noted.
- hh. Email 18 October 2023 Zero Hour request for support for the Climate and Ecology Bill. **For a decision.** It was RESOLVED not to take any action.
- ii. Email 19 October 2023 North Yorkshire Police no trick or treating poster. The Council did not wish to display these. Noted.
- jj. Email 19 October 2023 YLCA training day 10 November booking form. Noted.
- kk. Email 19 October 2023 YLCA NYC emergency resilience training presentation. Noted.
- ll. Email 20 October 2023 NALC star council awards voting. Noted.
- mm. Email 20 October 2023 Living Leven workshop for projects dates sought. Noted.
- nn. Email 20 October 2023 North Yorkshire Police survey. Noted.
- oo. Email 21 October 2023 CPRE Local Green Spaces report. Noted.
- pp. Email 23 October 2023 NYC polling district review consultation. **For a decision.** No changes for the polling station for this Parish so need to contribute to the consultation.
- qq. Email 24 October 2023 Parish Online newsletter no 44. Noted.
- rr. Email 24 October 2023 YLCA overview of data protection for local councils webinar 6 November 2023. Noted.
- ss. Email 24 October 2023 NYC briefing note on the annual statutory budget consultation. Noted.
- tt. Email 26 October 2023 NYC self build and custom housebuilding register consultation, deadline 23 November. Noted.
- uu. Email 26 October 2023 NY Police consultation available on request. Noted.
- vv. Email 26 October 2023 NY PFCC confirmation of Commissioner Zoe Metcalfe to visit Stokesley on 8 November 2023 from 10am to 12 noon at the Co-op car park. Noted.

- ww. Email 27 October 2023 NYC Local plan consultation. Noted.
- xx. Email 27 October 2023 from a resident to ask about foxes in the village and the impact on the hedgehog population. The Clerk has replied. Noted.
- yy. Email 27 October 2023 YLCA Breakthrough training courses. Noted.
- zz. Email 27 October 2023 YLCA information bulletin and training. Noted.
- aaa. Email 30 October 2023 North Yorkshire Police crime and community survey deadline 17 November. Noted.
- bbb. Email 30 November 2023 Councillor's Discussion Forum 2 November. Noted.
- ccc. Email 1 November 2023 NALC and SLCC joint event 16 November 2023 Martyn's law where are we now. Noted.
- ddd. Email 1 November 2023 RSN rural funding digest. Noted.
- eee. Email 1 November 2023 NYC consult registration. **For a decision.** It was RESOLVED to register.
- fff. Email 2 November 2023 YLCA allotments training 8 November 2023. Noted.
- ggg. Email 2 November 2023 YLCA finance and budgeting webinar 7 November 2023. Noted.
- hhh. Email 2 November 2023 CPRE North and Est Yorkshire update. Noted.
- iii. Email 2 November 2023 Living Leven subcatchment group workshop meeting 30 November. Noted.
- jjj. Email 2 November 2023 YLCA overview of data protection for local councils webinar 6 November. Noted.
- kkk. Email 5 November 2023 from an allotment holder with the possibility of splitting the allotment. The Clerk and a Councillor will meet the allotment holder to discuss options. Noted.
- lll. Email 6 November 2023 from a resident (who also telephoned) regarding a pothole near the Wickets. The Clerk advised that the matter needs to be reported to NYC. Noted.
- mmm. Email 6 November 2023 NYC polling district review. Noted.
- nnn. Email 6 November 2023 Allotments webinar. Noted.

There being no further business the meeting closed at 10.15pm.



Table 1								
	DESCRIPTION	BUDGET 2023/24	QTR to END JUNE 2023	QTR to END SEPT 2023	TOTAL to SEPT 2023	VARIANCE		
EXPENDITURE	Grounds Maintenance	20,500	1,544	7,013	8,557	On Track		
	Footpath Improvements	1,500	1,250	840	2,090	Crow Bank Steps		
	Tree Planting	500	0					
	General R & M	3,000	44	500	544	Underspend		
	Subscriptions	836	796		796	Annual exp		
	Insurance	300	331		331			
	Employee Expenses	10,000	1,562	3,073	4,635	On Track		
	Office Expenses	3,050	136	188	324			
	Audit Expenses	500	0	120	120			
	Legal Expenses	500	0					
	Neighbourhood Plan	2,000	0					
	Allotments	500	64	62	126			
	PWLB	11,000	0			Two payments		
	Donations	200	0					
	Village Event	6,000	3,234	1,456	4,690	Underspend		
	Fireworks	2,000	0					
	Christmas Tree and Lights	500	0					
	Misc	750	5,011	457	5,468	Speed cameras & defibr pads		
	<b>Total Expenditure</b>	<b>63,636</b>	<b>13,972</b>	<b>13,709</b>	<b>27,681</b>			
INCOME	Precept	47,500	23,750	23,750	47,500	Annual precept		
	Interest	50	215	263	478			
	Donations	100	565	350	915			
	Grants	2,150	0					
	Allotment Rents	350	0			To be invoiced		
	Fireworks Collection	1,000	0			November		
	Misc		378		378			
	<b>Total Income</b>	<b>51,150</b>	<b>24,908</b>	<b>24,363</b>	<b>49,271</b>			
NET BUDGET	Deficit/Surplus	12,486	-10936	-10654	-21590			
	CIL	12,820						
RESERVES	Mill area restoration and Landscaping	4,000						
	Burial Ground	7,000						
	Refurb Old Mill Wall	4,000						
	Defibrillators	6,000						
	Sports Area R & M	8,000						
	Church House Steps	20,000						
	General Cash Reserve	33,800						
	<b>Total Reserves</b>	<b>95,420</b>						

**MINUTES OF THE MEETING OF THE BURIAL BOARD COMMITTEE HELD ON MONDAY 13 NOVEMBER 2023 FOLLOWING THE MONTHLY MEETING IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance:** Councillor Mortimer (Chairman), Councillors Barker, Horvath, Jopling, Puttick, Saxton, Stones, Tate.

1. **To approve apologies for absence.** It was RESOLVED to accept the apologies from Councillors Titterton and Voke.
2. **Minutes of the meeting held 9 October 2023.** It was RESOLVED to approve the minutes.
3. **Meeting open to the public.** None present, meeting closed to the public.
4. **Action in response to the Environmental Permitting (England and Wales) Regulations 2016 effective from 2 October 2023.** It was RESOLVED to set up a working party to examine the use of the burial ground. The Environment Agency rules have changed which will impact on the ability to use it for burials; cremations are not affected.
5. **Planting/seeding.** This has been completed.
6. **Fees review.** This will be included in the budget review and setting process for discussion in December.

There being no further business the meeting closed at 10.45pm.

Minutes published 13 December 2023.

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON MONDAY 11 DECEMBER 2023 AT 7.30PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance:** Councillor Mortimer (Chairman), Councillors Barker (arrived at 7.38pm), Horvath, Puttick, Saxton, Simpson (arrived at 7.40pm), Stones, Tate, Voke, County Councillor Hugill.

1. **To approve apologies for absence.** It was RESOLVED to accept apologies from Councillors Jopling and Titterton.
2. **Declarations of interest.** None were declared.
3. **Minutes of the meetings held 13 November 2023.** It was RESOLVED to approve the minutes.
4. **Meeting open to the public.** None were present, meeting closed to the public.
5. **Police Report and Neighbourhood Watch. Report dated 1 December 2023 and local news.** No police present at the meeting, the report was noted.
6. **Matters arising.**
  - a. **Neighbourhood Plan.** Nothing to report.
  - b. **Footpaths.** Councillor Puttick has had further contact from NYC regarding the footpath at the top of Rudby Bank. Work on other footpaths is planned but will not be started until early spring or better weather.
  - c. **Sports Areas**
    - i. Station Lane.
    - ii. Middleton on Leven.

Nothing to report on either area.
  - d. **Village Green.**

Councillor Tate will order the grasscrete blocks and Wynd Developments have provided an acceptable quote for them to be installed within budget.

The Council wished to thank all those who helped install the Christmas tree on the green, in particular Gary Wilson for his hard work and WH Charlton who provided the equipment and an operator. Also many thanks to Councillor Tate for his many hours of work on the lights on the trees on the green and the Christmas tree. The Christmas tree lighting service was well attended despite the very poor weather, thank you to the Hub for the refreshments and live music.
  - e. **Speed limits signs.**

Nothing to report. It was agreed to leave this item on the agenda in case the police attend a future meeting.
7. **Planning applications.**

The following applications have been received by the Council. Full details of any responses are available on <https://planning.hambleton.gov.uk/online-applications>

- a. **21/02719/FUL Paddocks End, Hutton Rudby.** Application for 50 new dwellings. Update. Councillor Hugill advised that the new nutrient neutrality criteria are being published next month and the applicants will need to respond before the application can be considered. Councillors agreed that the application should be called in for consideration by the NYC planning committee.
- b. **ZB23/02308/MRC White Lodge, Belbrough Lane, Hutton Rudby.** Application to vary condition 4 on planning permission 16/01456/FUL (construction of a detached garage with first floor ancillary accommodation) to allow the first floor accommodation to be let out as short stay accommodation. The Council recommended approval.
- c. **ZB23/02298/FUL White Lodge, Belbrough Lane, Hutton Rudby.** Retrospective application for change of use of first floor above ground garage to provides short stay let (Airbnb type accommodation). The Council recommended approval.
- d. **ZB223/02306/CAT Hutton House, 1 East Side, Hutton Rudby.** Application to carry out work to trees in a conservation area. The Council recommended approval.
- e. **ZB23/02332/CAT Brook House, 58 North End, Hutton Rudby.** Application to fell a diseased horse chestnut tree. The Council recommended approval.
- f. **NY/2023/0184/FUL Hutton Rudby Primary School.** Erection of play area, canopy, bike shelter, mesh fencing and additional parking.
- g. **ZB23/01736/FUL 1 Wynd Close, Hutton Rudby.** Application for proposed extension and alterations to main house, proposed annex, widening access to the drive, new gates, and removal of two trees as amended 21 November 2023. The Council recommended refusal.

It was RESOLVED to support the submissions as made in items b, c, d, e and g above and to recommend approval of item f.

## 8. Decisions of North Yorkshire Planning.

- a. None. Noted.

## 9. Pollinator survey.

A meeting took place on 4 December 2023 with around 20 people representing various different village groups and interested parties. Four projects have been identified: the Church grounds (to be led by the Church), the War Memorial (to be led by Care for our Village), the allotments (to be led by the allotment holders), and a couple of areas on the village green (to be led by residents).

## 10. Scheme of delegation, appointment to committees and terms of reference: Allotments, footpaths, merger of parishes, fireworks and budget, other proposed projects.

A draft has been circulated; some Councillors have commented. The Clerk to make the relevant changes so that it can be approved and adopted in January. It was RESOLVED not to pursue the merger of the parishes.

## 11. Council policies for consideration:

- 11a. **Social media policy.** This is currently embedded in the standing orders; the Clerk to see if anything more substantive is needed and to circulate as appropriate.
- 11b. **Civility and respect LGA or NYC code of conduct.** It was RESOLVED that RPC will adopt the LGA code of conduct forthwith. It will be re-adopted annually during the annual meeting.
- 11c. **Dignity at work.** To be re-circulated for Councillors to decide if they would like to adopt it.

**12. EV charging points.**

Councillors Barker, Mortimer, Tate, and Voke are the working party. The proposed plans have been digitised and the next step will be to map out and circulate what it will look like in practice. Parishioners will be consulted before any decisions are made.

**13. Chappies Field.**

Councillor Tate has had a chat with the grandson of the landowner who has agreed to have a think about what could be done.

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

Councillor Tate is awaiting the second quote as the one received does not match the specification of the first quote.

**15. Reports from the NYC Councillor.**

Councillor Hugill reported that the sub contractors are no longer on site opposite the Spar. He has not yet been able to progress a "road narrows" sign at the top of Hutton Bank. There have been reports of cold calling around the Linden estate and he will obtain stickers to be placed around the estate. The gritters have started to work on the priority routes.

**16. Finance.**

a. Employer's summary December 2023. Noted.

b. Budget setting to include precept.

Councillor Horvath has circulated the proposed Budget for 2024 - 25 with additional projections to 2027- 28 at the current price base. For the next financial year expenditure is projected to be £59,900 with income of £54,400. The balance is proposed to be met from General Reserves. Reserves stand at £79,900 including a general reserve of £33,900 after the contribution to net expenditure. A significant element of the ongoing committed expenditure is the outstanding balance of a PWLB loan in respect of the Village Hall redevelopment. This loan will expire in 2030. Councillor Horvath recommended that the proposed budget be approved including the raising of the Precept by around 5.2%, in line with national recommendations. Seconded by Councillor Mortimer. All in favour.

**17. Accounts**

Clerk's salary December 2023, paid in accordance with contract.

Ink payment HP December 2023	£	9.99
Wynd Developments removal of bench and reinstatement of concrete base	£	320.00
Martin Allen pollinator report	£	900.00
Stephen Johnson hedge work East Side	£	1548.00
Stationery	£	14.00
Wynd Developments repairs to kerb in burial ground	£	85.00

**Money received.**

Dales of Thirsk headstone Robb	£	110.00
Dales of Thirsk headstone McQueen	£	110.00
Darlington Memorials headstone Beckwith	£	220.00
Dales of Thirsk headstone Carr	£	110.00

Hutton Rudby Cricket Club donation from fireworks display £ 50.00

**18. Confidential matter – meeting closed to the public.**

The sub committee have agreed a short list of three local people and two who will need to travel but who have Clerk experience. The Clerk will try to arrange the interviews to be held before Christmas. It was RESOLVED to add Councillor Tate to the interview panel in case one of the current panel is unable to attend.

**19. Correspondence – meeting re-opened to the public.**

- a. Email 7 November 2023 YLCA co-option when there is only one candidate. Noted.
- b. Email 7, 14, 21, 28 November 2023 Rural Service Network Rural Bulletin. Noted.
- c. Email 7 November 2023 NYC introductory webinar for the North Yorkshire and York local nature recovery strategy 21 November 7-8pm. Noted.
- d. Email 7 November 2023 NALC democracy in action webinar 14 November 2023. Noted.
- e. Email 8, 22, 29 November 2023 NALC newsletter. Noted.
- f. Email 9 November 2023 NYC consultation on community involvement. Noted.
- g. Email 9, 16, 23, 30 November 2023 NALC Chief Executive bulletin. Noted.
- h. Email 9 November 2023 YLCA Information bulletin and training. Noted.
- i. Email 9 November 2023 YLCA analysis of parish precepts 2023-24. Noted.
- j. Email 13 November 2023 SLCC practitioners conference for Clerks and Councillors 31 January and 1 February 2024. Noted.
- k. Email 13 November 2023 video of village. Noted.
- l. Email 14 November 2023 NALC events. Noted.
- m. Email 14 November 2023 The TESS group Chapter 8 road safety training. Noted.
- n. Email 15 November 2023 YLCA webinar on appointing, structuring, and using committees for Council work 22 November 2023 6.30-8pm. Noted.
- o. Email 15 November 2023 YLCA webinar on lawful agendas and best practice Council minutes 11 December 2023 1.30pm. Noted.
- p. Email 15 November 2023 SLCC news bulletin. Noted.
- q. Email 15 November 2023 YLCA webinar writing grant applications and sourcing funding opportunities webinar 23 November 2023 6.30pm. Noted.
- r. Email 16 November 2023 LNRS North Yorkshire Council introductory webinar 21 November 2023 7pm. Noted.
- s. Email 16 November 2023 Areas 2 Highways email regarding the fence at the top of Hutton bank. The Clerk has replied. Noted.
- t. Email 16, 21 November 2023 YLCA finance and budgeting webinar 28 November 2023. Noted.
- u. Email 17 November, 4 December 2023 YLCA White Rose bulletin. Noted.
- v. Email 18 November 2023 CPRE newsletter. Noted.
- w. Email 21 November 2023 Parish Online newsletter. Noted.
- x. Email 21 November 2023 NALC introduction to the local council award scheme 12 December 2023 12.30 to 1.45pm. Noted.
- y. Email 21 November 2023 from an individual regarding a mobile coffee business to be sited at the village hall. The Clerk has referred the individual to the Village Hall. Noted.
- z. Email 21 November 2023 NYC Local Plan launch 6 December 2023. Councillor Mortimer circulated a briefing paper following the meeting, Councillor Simpson also attended. Noted.
- aa. Email 22 November 2023 Living Leven sub catchment group meeting 30 November. Noted.
- bb. Email 22 Nov 23 YLCA parish online mapping and website sessions. Noted.
- cc. Email 22 November 2023 NYC household waste recycling centre consultation closing date 31 January 2024. Noted.
- dd. Email 23 November 2023 YLCA various finance webinars. Noted.
- ee. Email 24 November 2023 YLCA information requests and training bulletin. Noted.
- ff. Email 29 November 2023 Living Leven previous plan. Noted.

- gg. Email 30 November 2023 YLCA law and governance bulletin, biodiversity policy template and NALC examples of climate change powers. Noted.
- hh. Email 30 November 2023 Clear Councils confirmation of change of name from BHIB. Noted.
- ii. Email 30 November 2023 NY Police drop in 9 December the Globe, Stokesley. Noted.
- jj. Two emails 1 December 2023 from an allotment holder regarding the enforced ban of chemicals at the allotments. To be discussed as part of the pollinator survey. Noted.
- kk. Email 3 December 2023 20s Plenty video. Noted.

**MINUTES OF THE MEETING OF THE BURIAL BOARD COMMITTEE HELD ON MONDAY 11 DECEMBER 2023 FOLLOWING THE MONTHLY MEETING ABOVE WHICH STARTED AT 7.30PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

1. **To approve apologies for absence.** It was RESOLVED to accept the apologies of Councillors Jopling and Titterton.
2. **Minutes of the meeting held 13 November 2023.** It was RESOLVED to approve the minutes.
3. **Meeting open to the public.** None were present. Meeting closed to the public.
4. **Action in response to the Environmental Permitting (England and Wales) Regulations 2016 effective from 2 October 2023.**

A working party had carried out a site inspection. The concrete drains are around 7' deep. It was not possible to determine if other drains shown on the plan as crossing the burial ground exist. There are many reserved burial plots within the burial ground, a number of which are within 10m of the rear ditch.

After discussion it was RESOLVED:

- a. Not to allow any further reservations for burials within 10m of the rear ditch.
- b. To allow burials for reserved plots where a family member is already interred in the adjacent plot pending seeking further advice.
- c. The Clerk in consultation with Councillor Simpson to obtain advice from the consultants who previously advised on the burial ground whether a permit to allow burials is feasible and if so the process and costs for obtaining the permit together with any ongoing permissions.
- d. To review the above in 6 months.

**5. Future burial across two plots.**

Following a request from the parents of two sons who are interred in cremation plots X29 and X30 in the burial ground it was RESOLVED to allow the parents to be interred together in between plots Y29 and Y30 which they have previously reserved.

**6. Fees review.**

It was RESOLVED to increase fees by the inflation rated in October 2023 to the nearest £5 or £10 as appropriate.

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

**MINUTES OF THE MEETING OF RUDBY PARISH COUNCIL HELD ON THURSDAY 21 DECEMBER 2023 AT 7PM IN THE HUB, METHODIST CHURCH, HUTTON RUDBY**

**In attendance:** Councillor Mortimer (Chairman), Councillors Barker, Horvath, Simpson, Stones, Tate, Voke.

- 1. To approve apologies for absence.** It was RESOLVED to accept the apologies of Councillors Jopling, Puttick, and Titterton.
- 2. Declarations of interest.** None were raised.
- 3. To appoint a new Clerk.**

The sub-committee drew up a short list of five candidates to be interviewed. All Councillors have had a chance to consider the CVs of the candidates interviewed. Of those one had already accepted another position and the other was unable to attend on the day due to a family emergency but expressed interest in being interviewed in the new year should the post not be filled.

Councillor Mortimer proposed that subject to the reference check Hilary Cope be appointed with a start date of 1 February 2024, and some training to be provided in January should Ms Cope wish to attend. Seconded by Councillor Simpson, all in favour.

There being no further business the meeting closed at 7.10pm