

ALDBROUGH ST JOHN PARISH COUNCIL DRAFT MINUTES

THE MEETING OF ALDBROUGH ST JOHN PARISH COUNCIL HELD ON Monday 14th November 2022 at 7.00pm in the Village Hall.

PRESENT: Cllr R Pronyszyn (RP) - Chair, Cllr J Newell (JN), Cllr A Wanless (AW,) Cllr H Reah (HR)

In attendance: J Pears (Clerk) and Residents.

Minute	Item	Summary	Detail/Action	Action/By Who
1.	Apologies		Cllr S Turner (ST)	
2.	Declarations of Interest		None recorded.	
3.	Police Report/Update	No police were present at the meeting.	A November update was received and circulated prior to the meeting. This was posted on the website and Facebook page.	
3a.		Let’s Talk – The new council for North Yorkshire	Jo-Anne Scott from RDC attended the meeting – she shared information on the “let’s talk” campaign. On the 1 st April 2023 the new council will replace the existing council. They want to encourage everyone to help shape the future and share their views. The PC needs to help get the message out to everyone and encourage others to share their views. It’s from 19 th September to 23 rd December 2022. Clerk will put leaflets and survey forms in the village hall, church and post the information on Facebook, website and on the noticeboards.	Clerk
4.	Minutes of last meeting		The minutes were agreed as an accurate record and signed. These were minutes for 30 th August 2022 signed by RP.	
5.	Matters arising			
5.1	Matrix boards	Update.	The grant offer letter has been received for the additional pole. Clerk to apply for the funding. The matrix board has been rotated.	Clerk
5.2	Spenceley Place parking	Email from a resident was sent to the Clerk sharing concerns about the lack of car park spaces. Cars are parked to the entrance of the road and could cause problems for larger vehicles trying to gain access. Using the doctor’s surgery car park, this could be used out of doctor’s hours and potentially a gate could be inserted at the top of Spenceley Place to the surgery car park.	RP and David Lodge from RDC are meeting to discuss the new path as some residents are concerned that the additional path will be a security issue. A padlock or device to lock the gate could be an option. Cllrs agreed that a door-to-door survey should be completed around Spenceley Place to seek the views of the residents. The question was raised about what other work would be required and what the ongoing liability would be if the PC created a gate.	RP

5.3	Update from District and County Councillor		None present. AT prepared a report for the meeting that was read out by RP.	
5.4	Doctors Lane flooding	Ongoing.	Flooding at Doctors Lane still needs resolving. Highways have confirmed that additional work has been carried. Cllrs have asked that the Clerk contact them as this is still unresolved.	Clerk
5.5	Tree Survey	The tree survey is due, this is something that needs completing every 2 years.	NYCC have looked at the particular tree that was thought to be in need of work. The report has been received and suggest a further visit should be undertaken when the leaves have fallen. Clerk to contact NYCC and ask if a 2 nd visit could be done. It was discussed that all benches should be removed from under trees. Cllrs will look at this on walk around.	Clerk Cllrs
5.6	Encroachment		The encroachment fees have been invoiced for 22/23. An issues has been raised questioning encroachment and what is acceptable. HR suggested that there be a zero tolerance to encroachment on the village green. The Parish Council should be contacted prior to any potential encroachment. RP will look into this. It was suggested the fee could be based on a square meter? Cllrs discussed the white stones around a residents property should be removed. RP will draft a letter to be sent. Will send over to the Clerk to send.	RP PC RP/Clerk
5.7	Street Light Funding available from RDC	Site visit has taken place and a street light at Spenceley Place can be installed.	RP will talk to RDC regarding this when he meets David Lodge regarding the new footpath at Spenceley Place. A sensor solar light would be the only option. It would have a 20-year battery and illuminate as you walk towards it and remain dim at other times. Clerk to progress this.	RP/RDC
5.8	Historical Parish information/ paperwork		RP will archive the information at NYCC. Clerk confirmed that the paperwork can be dropped off anytime during their opening hours.	RP
5.9	Neighbourhood Watch	ASJ and Stanwick neighbourhood watch.	RP confirmed this is work in progress. JN asked if Neighbourhood Watch signs will be available. RP will look into this.	RP
5.10	20's plenty initiative		HR confirmed this is ongoing.	HR
5.11	Email received -	Tree planted outside their property.	Cllrs agreed that the 2 x ornate trees that have been planted are a bush and a tree and can remain in place.	RP

5.12	Email received -	Conifer tree on the river bank.	Clerk has applied for planning permission to remove the tree. In progress. Clerk will get quotes for the work to be completed. Clerk to ensure that copies of insurance and chain use are supplied by contractor before instructing them to commence work.	Clerk
5.13	Blocked road gully		It has been reported that the road gully opposite the bus shelter is still blocked. It could be a blockage further down the pipe. Clerk has reported this and will continue to follow up.	Clerk
5.14	Emailed received -	Issue has been raised with trees being planted.	Cllrs will look at this when completing the walk around the village.	Completed
5.15	Tasks to be completed following handover from previous Cllr.		<p>This has been reported - Drain opposite bus shelter in middle of village does not clear and floods.</p> <p>Status of tree replacements for trees that were removed at Sycamore cottage. Clerk to contact residents.</p> <p>Status of trees planted beside road bridge. Are they what was planned and agreed with PC? Cllrs will look at this on their walk around.</p> <p>Grass dumped at cricket pitch and status of bund. RP to follow up with the cricket club as still remains there. It was brought to the attention of the PC that the cricket club should be invoiced annually for usage. However, this has not been done since new Clerk took over. Clerk will raise invoices for all un-invoiced period.</p>	<p>Clerk</p> <p>Clerk</p> <p>Completed</p> <p>Clerk/RP</p>
5.16	Bridge House		<p>Concerns have been raised regarding access and village green encroachment and damage to the village green. Cllrs agreed that Clerk will respond to concerns. The Fire Service confirmed that they have no issues with access.</p> <p>Cllrs have spoken to the resident at Bridge House and the resident has confirmed that the heat pump will be sprayed to fit in with the surroundings. A resident still felt that more needs to be done to the area surrounding the property.</p> <p>The heat pump remains unsprayed – This needs to be raised again with the resident.</p>	<p>Completed</p> <p>Cllrs/Clerk</p>
5.17	Proposal from a resident		The PC supported the proposal of French Boules as a game in the village. Clerk offered support to the resident to access funding.	Resident/Clerk
5.18	Skyes Bridge priority system		Sykes Bridge – This is a narrow bridge that could be dangerous to vehicles from either way. HR asked if a priority system could be considered. Cllrs agreed that Clerk should contact Highways and AT to raise the issue. Highways have confirmed that they would not consider this as a priority. Cllrs still felt this should be pursued.	Clerk

5.19	Email received	Beck is a flood risk	There are concerns regarding the Beck as a flood risk. The Beck needs to be cleared and this usually takes place in September. Cllrs agreed that appropriate approval be sought from the Environment Agency before any work can be carried out Clerk is seeking advice from EA.	Clerk
5.20	Email received	Loss of saplings	A resident asked if the damaged and destroyed saplings on the Green could be replaced. RP will look into this. It was suggested if the access could be blocked?	RP
5.21	Flooding issue		There is a flooding issue at East End. Clerk raised the issue with Highways. Highways were unable to see any flooding during the inspection. Highways confirmed that the photo evidence was helpful but not sufficient. They need to see the flooding for themselves and will be able to assess what action is required.	Clerk
5.22	Tree		A position near the white pedestrian bridge was agreed for planting a silver birch tree.	Completed
5.23	Issue with gravel on the Green		See item 5.6. Cllrs are looking to review the Encroachment fee and documentation.	
5.24	Map of the grass cutting area		As requested, the Clerk shared a map of the area contracted to be cut by NYCC. Cllrs discussed that there are areas managed by NYCC and not the responsibility of PC. Clerk will contact NYCC to see if a credit or rebate could be given for the additional work. No response has been received. Clerk will follow up.	Clerk
6.	Planning		All applications received since the last meeting on 30 th August 2022. - None	
7.	Financial Report	Clerk provided financial report - emailed to Cllrs prior to meeting.	Clerk provided an update on current finances: a. Cllrs discussed the budget for 22/23 to date. b. Clerk wages for Clerk £ 399.99 – RATIFIED c. Petrol for the strimmer £44.01 - RATIFIED Clerk clarified the figures for the Play Park Account – This stood at £ 4370.18.	Clerk
8	AOB			
8.1	Email received from resident		New Year's Eve 2022 proposal- Since raising the item it is now not taking place.	Completed
8.2	Email received		Highways email received offering workshop regarding the Parish Portal at NYCC. Clerk attended the workshop. It gave an understanding of the Portal, raising issues and sharing PC issues.	Completed

8.3	Dead Tree		Highways have inspected the tree and have confirmed that the tree poses no immediate hazard or danger. The county arborist has been instructed to survey the tree.	Completed
8.4	Right of way letter		The restricted byway sign has gone. Cllrs agreed that the clerk will send the circulated draft message to Rights of Way officer at NYCC.	Clerk
8.5	Apple Tree		A question about taking cuttings from a heritage apple tree on Doctors Lane was raised by a resident. It was agreed that. Provided the cutting was done by someone with the appropriate knowledge and skill, and did not damage the tree itself, the PC had no objection	
8.6	Damage to verge		A school bus has damaged the verge. Clerk will contact the bus company.	Clerk
8.7	Grass Cutting 2023/24		A resident shared information for consideration regarding the grass cutting for 23/24. It will raise by 5% for next year's cost. It could be cut every 3 rd week as opposed to the current frequency of every 2 weeks. It may not look as well kept. It was suggested that some areas are dropped from the cut as they are areas which belong to Highways (NYCC). No decision was made on the issue.	
8.8	Email received from resident		Planning and noise issue. Cllrs discussed this and agreed that the noise issue should be raised by the resident. The planning issue being dealt with by RDC. Clerk will respond to the resident.	Completed
8.9	Replacement bins		There are 2 bins that require replacing. These are a dog waste bin by the doctor's surgery and a rubbish bin by the pavilion. Clerk will contact RDC.	Clerk
8.10	Bus Shelter		The bus shelter has a slate missing off the roof and a pipe may also need painting. RP will have a look at this.	RP
8.11	Phone Box		The elderberry bush behind the phone box needs trimming back. RP asked if the phone box should be removed. This is something that was requested previously. Could the phone box be used as an information centre? RP will have a look at the elderberry bush.	RP
	Items for future Agenda	Opportunity for Cllrs to bring up items to be included in next meeting Agenda.	None.	
9.	Date of next meeting		The next Parish Meeting will take place on 13 th February at 7pm in the Village Hall. Clerk to make the booking.	Clerk
Meeting ended at 9.10pm				