

**ALDBROUGH ST JOHN PARISH COUNCIL DRAFT MINUTES****THE ANNUAL MEETING OF ALDBROUGH ST JOHN PARISH COUNCIL HELD ON Tuesday 30<sup>th</sup> August 2022 at 7.00pm in the Village Hall.****PRESENT:** Cllr R Pronyszyn (RP) - Chair, Cllr S Turner (ST) -Vice Chair, Cllr J Newell (JN), Cllr A Wanless (AW,) Cllr H Reah (HR)**In attendance:** Cllr J Wilson-Petch (JWP) RDC, J Pears (Clerk) and Residents.

<b>Minute</b>	<b>Item</b>	<b>Summary</b>	<b>Detail/Action</b>	<b>Action/By Who</b>
1.	<b>Apologies</b>		None.	
2.	<b>Declarations of Interest</b>		None recorded, except that Parish Councillors present expressed their interest in anything that affects the Parish.	
3.	<b>Police Report/Update</b>	No police were present at the meeting.	No update received.	
4.	<b>Minutes of last meeting</b>		The minutes were agreed as an accurate record and signed. These were minutes for 7 <sup>th</sup> June 2022 signed by RP.	
5.	<b>Matters arising</b>			
5.1	<b>Matrix boards</b>	Update.	Clerk confirmed that funding had been applied for to purchase the additional pole. The placement of the pole has been agreed with NYCC. The PC would need to contribute 25% of the cost to purchase the pole, this would be £125 and £375 will come from the funding. Total cost is £500 + VAT. HR suggested purchasing an additional matrix board. The purchase wouldn't be viable as the funds aren't available in the PC accounts. Clerk will look into funding. NYCC have a grant of £2000 and RDC up to £1000 with 25% match funding from the PC.	Clerk
5.2	<b>Spenceley Place parking</b>	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 doctors surgery car park, this could be used out of doctors hours and potentially a gate could be inserted at the top of Spenceley Place to the surgery car park.	Clerk has contacted David Lodge at RDC to progress this. Cllrs asked for clarification on who will be responsible for the upkeep for the additional light. Cllrs discussed 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. Clerk to make enquiries with RDC	Cllrs/Clerk  Clerk
5.3	<b>Update from</b>		JWP confirmed that planning is currently on hold at RDC until a	

	<b>District and County Councillor</b>		nitrate policy is agreed. The Unitary Authority will progress.	
<b>5.4</b>	<b>Doctors Lane flooding</b>	Ongoing.	Flooding at Doctors Lane still needs resolving. The work carried out by Highways to date has not resolved the issue. Westgarths have carried out some work from their side of the ditch. This will help with the flooding. Highways still need to do more. The Clerk will continue to follow up until resolved.	Clerk
<b>5.5</b>	<b>Tree Survey</b>	The tree survey is due, this is something that needs completing every 2 years.	Clerk has contacted NYCC to get a date agreed for the survey to be carried. NYCC are unable to offer a survey date in the next few months due to work load. Cllrs agreed that one particular tree, a horse chestnut tree (ODK1 as identified on the NYCC tree survey 2020) that needs some attention. Clerk to ask if NYCC could look at the tree and report back.	Clerk
<b>5.6</b>	<b>Encroachment</b>		Cllrs agreed the 2022/23 fees should be invoiced immediately. Cllrs will review the fees and encroachment details going forward. Clerk will share current information with Cllrs. Issues have 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.	Clerk
<b>5.7</b>	<b>Street Light Funding available from RDC</b>	Site visit has taken place and a street light at Spenceley Place can be installed.	A site visit has taken place 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.	Clerk/RDC
<b>5.8</b>	<b>Green Croft fence</b>		The fence has fallen onto the green. The owner of the property has been contacted. RP to contact again.	Completed
<b>5.9</b>	<b>Historical Parish information/ paperwork</b>		NYCC do not offer a service to scan in information for archiving. NYCC offer a service where historical information can be tagged, boxed and archived. It will be available for the public to access. Cllr agreed that the information stored currently with RP should be archived at NYCC. Clerk will arrange this.	Clerk
<b>5.10</b>	<b>Neighbourhood Watch</b>	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
<b>5.11</b>	<b>20's plenty initiative</b>		HR confirmed there is a meeting in September. HR is looking to access the stats information on a monthly basis. Agreed the information should be shared with Cllrs, Clerk and County Councillor Angus Thompson.	HR
<b>5.12</b>	<b>Email received -</b>	Tree planted outside their property.	2 x ornate trees have been planted, these need to be reviewed as natural trees were agreed to be planted as part of the plan. There	RP

			is a Silver Birch at the White Bridge. Clerk to send over information to RP.	
5.13	Email received -	Conifer tree on the river bank.	Councillors felt the tree should be removed. Clerk to apply for planning permission to remove the tree.	Clerk
5.14	Public footpath sign		The public footpath sign at the foot of the road bridge (near the village hall) is badly rusted and looks unstable. This sign has now been cut off but part of the pole has been left. Clerk to follow up with Highways.	Clerk
5.15	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 to report this.	Clerk
5.16	Issue raised with tree planted		An issue has been raised with trees being planted on the verge between the village and Lucy Cross. Cllrs agreed to look at this on their walk around the village. Clerk will share their concerns with Highways.	Completed
5.17	Email received from a resident	Request for alterations.	RP asked that this be reviewed by all before making comment. Cllrs will consider the email further before a response can be formulated.	Completed
5.18	Emailed received -	Issue has been raised with trees being planted.	Cllrs will look at this when completing the walk around the village.	Cllrs
5.19	Tasks to be completed following handover from previous Cllr.		<p>Grass cutting on East Road – RP and ST agreed to strim the area.</p> <p>Fencing on road bridge has several rotten posts and is in danger of falling – Clerk will report this to Highways.</p> <p>Road at the end road bridge fencing is leaning over due to subsidence – Clerk to report this to Highways.</p> <p>Drain opposite bus shelter in middle of village does not clear and floods – Clerk to report this to Highways.</p> <p>Status of tree replacements for trees that were removed - Sycamore cottage and Chapel Green chestnut tree.</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>Are the village seats going to be cleaned and re oiled/painted? – Cllrs will look at this on their walk around the village.</p> <p>Removal of branches under the willow trees – RP will sort this.</p> <p>Grass dumped at cricket pitch and status of bund. RP to follow up with the cricket club</p>	<p>RP/ST Completed</p> <p>Completed</p> <p>Completed RP/Clerk</p> <p>Cllrs</p> <p>Cllrs RP</p> <p>Completed</p>
5.20	Email received		Seeds and debris have been deposited into the Beck. RP will	Completed

			contact the resident responsible. Cllrs will have a look at this when walking around the village.	
5.21	Bridge House		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. 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.	Clerk
5.22	Parking concern		Highways have responded – This is a matter for the police. Cllrs agreed that they would speak with the residents concerned. There are concerns with vehicles parking near the speed bump in the U-shaped area as you leave the village. Cars are parked close to the chicanes.	Cllrs
5.23	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
5.24	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.	Clerk
6.	Planning		All applications received since the last meeting on 5 <sup>th</sup> June 2022 were discussed. As listed in the appendix.	
7.	Financial Report	Clerk provided financial report - emailed to Cllrs prior to meeting.	Clerk provided an update on current finances: a. Cllrs agreed the draft budget for 2022/23 b. Stanwick churchyard grass clearance - £100 – RATIFIED c. Cllrs discussed the current financial situation and there is no buffer for additional or unexpected purchases or expenses. It was suggested that the grass cutting could be done every 3 weeks as opposed to the current contract of every 2 weeks. Clerk mentioned the money still in the Co-op account. Some of the Money is ring fenced for the Play Park. Clerk will clarify the figures.	Clerk
8	AOB			
8.1	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. It was agreed the PC would pay for the cost of skip hire. This will be approximately	Clerk

			£300. Clerk to contact the E.A. before any work is undertaken. The resident will share contact details and information they have.	
8.2	Email received	Road drain issue	There is an issue with road drainage between Eastend Cottage and the Old Barn. The PC is aware of this and has raised it as an issue with Highways.	Completed
8.3	Consideration of a wildflower meadow		The Parish Council have been asked to consider a wild flower meadow on The Green. Cllrs discussed the suggestion however felt this is something the PC did not wish to pursue due to the significant costs involved.	Completed
8.4	Petrol strimmer, hedge cutter and chain-saw		The Parish Council have been offered a petrol strimmer, hedge cutter and chain-saw free of charge. Unfortunately, due to lack of storage this isn't something the PC could accept. They are very grateful for the kind offer.	Completed
8.5	Email received	Loss of saplings	Some of the trees planted on the Green have been destroyed by the travellers' horses and also areas in the wildlife part of the green have been trampled down. It was agreed that the Parish Council will make the travellers aware of saplings and avoid these areas in future.	Parish Council
8.6	Email received	Road closure notice	Issue raised regarding a road closure taken place within the week of Aldbrough Feast. Highways were made aware of the event and the road closure date was changed.	Completed
8.7	Email received	Car sales on the Green	A car was parked for sale on the Green. RP contacted the owner and the car was removed.	Completed
8.8	Email received	Football net	A football net appeared on the goal posts. The net needed to be removed as the Grass contractor was due. HR spoke with the resident and the net was removed.	Completed
8.9	Email received	Footpath access	An issue was raised with Highways regarding the access to a pathway. Clerk raised the issue. A resident spoke with Highways and the relevant work will be carried out.	Completed
8.10	Email received	Green Croft parking	Cars are being parked on the green during grass cutting. Cllrs agreed to contact the home owner and Clerk will put a notice on Facebook. The grass contractors are scheduled to complete the cut every other Wednesday until October. The remaining dates are 7 <sup>th</sup> September and 21 <sup>st</sup> September.	Clerk
8.11	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. Cllrs asked why the photo evidence was not sufficient. Clerk to respond.	Clerk
8.12	Tree		A position near the white pedestrian bridge was agreed for	Cllrs

			planting a silver birch tree. Cllrs to review this on the next walk around the village.	
8.13	Issue with gravel on the Green		See item 5.6. Cllrs are looking to review the Encroachment fee and documentation.	
8.14	Email received	Grass cutting concerns	A resident has raised an issue regrading grass cutting concerns. RP will respond.	RP
8.15	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. This could offset some the additional costs the forecast in future months.	Clerk
8.16	Email received		A resident has asked permission to install a guard around the memorial tree recently planted. Cllrs agreed this, Clerk to respond.	Completed
8.17	RDC Correspondence: Council Tax reduction scheme consultation		Clerk wanted to ensure that everyone was aware of the NYCC emailed received and circulated - Council Tax Reduction Scheme consultation. It has been shared on the Facebook page.	Completed
8.18	Email received		Issue raised regarding a conifer tree. See 5.13.	
8.19	A66 Project		The next stage of National Highways A66 Project is a more detailed plan. Further information will follow.	Completed
8.20	Richmond Rotary Annual Best Kept Village Competition 2022		The criteria was circulated. Cllrs agreed this is not something they would pursue.	Completed
8.21	NYCC correspondence		Email received from NYCC and circulated to Councillors - Proposed devolution deal announcement.	Completed
8.22	NYCC correspondence		Emailed received from NYCC Highways and Transportation – Proposed Extension of 30mph limit. Cllrs requested to extend the 30mph limit to beyond the Brick Kiln Lane junction. Highways responded – The police were not supportive of this. Cllrs agreed not to oppose the proposal. Clerk to respond.	Completed
	Items for future	Opportunity for Cllrs to bring up items to be included in	None.	

	<b>Agenda</b>	next meeting Agenda.		
<b>9.</b>	<b>Date of next meeting</b>		The next Parish Meeting will take place on 15 <sup>th</sup> November at 7pm in the Village Hall. Clerk to make the booking.	Clerk

Meeting ended at 9.35pm