

**ALDBROUGH ST JOHN PARISH COUNCIL DRAFT MINUTES****THE ANNUAL MEETING OF ALDBROUGH ST JOHN PARISH COUNCIL HELD ON Tuesday 30<sup>th</sup> November 2021 at 7.00pm in the Village Hall.****PRESENT:** Cllr R Pronyszyn (RP) - Chair, Cllr M Banks (MB) -Vice Chair, Cllr S Turner (ST), Cllr S Baddon (SB), District Councillor J Wilson-Petch - RDC (JWP), J Pears (Clerk) and Residents.

Minute	Item	Summary	Detail/Action	Action/By Who
1.	Apologies		Cllr J Sandhu (JS), Cllr. S Turner, County Councillor Angus Thompson - NYCC (AT).	
2.	Declarations of Interest		None recorded, except that Parish Councillors present expressed their interest in anything that affects the Parish.	
3.	Police Report/Update	No police were present at the meeting.	The latest crime bulletin had been received via email. There have been a number of fraud reports. Fraud is one of North Yorkshire polices priorities.	
4.	Minutes of last meeting		The minutes were agreed as an accurate record and signed by RP.	
5.	Matters arising			
5.1	Matrix boards	Update.	The matrix board has been moved to the second site in the village and data has been reviewed. RP confirmed there has been very little speeding. The matrix board will be moved again in approximately 2 months and pointed towards the green. MB asked if the analysis could be shared publicly.	RP/All Cllrs
5.2	Spenceley Place parking	<p>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.</p> <p>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.</p> <p>Ongoing - A proposal for 2 disabled parking bays has been received.</p>	<p>Cllrs are very grateful to the Doctor's surgery for agreeing to let residents use the doctor's car park out of hours. Cllrs still felt the additional car park may be difficult to access for residents in Spenceley Place with mobility issues. Councillors met with RDC to look at the possibility of a footpath being made through the back of the car park into Spenceley Place. The meeting went well and clarification on the ownership of the land is required. Clerk to follow up with RDC to look at next steps.</p> <p>After careful consideration Cllrs felt that Spenceley Place has struggled with parking for a number of years. This proposal for two disabled bays would mean one less car parking space and, on this basis, would object to the proposal. The PC are awaiting the outcome of the application which is going to panel for consideration. Clerk to follow this up.</p>	<p>Clerk</p> <p>Clerk</p>
5.3	Visitors to the Green	This was covered in a separate meeting. RP is developing a Green Policy.	RP has circulated the drafted policy for use of the green with Cllrs. It was agreed that this would be shared publicly as a draft for comments.	RP

5.4	<b>Tree Survey</b>	Work to be completed on various trees in the village.	Contractor R Skelton had provided a quote of £550 to complete remedial work on the sycamore tree. There are a number of trees that require some attention. This could be costly, Cllrs agreed that this still needs consideration before progressing and prioritising the work will need to be done. MB will look into hiring a cherry picker and MB and SB could complete some of the work to reduce costs.	MB/Cllrs
5.5	<b>Play area fencing</b>	Update.	Clarification from the PC insurers regarding Parish Council liability has been received and discussed. Cllrs agreed that the liability issue does not require a fence to be erected in order to address the issue.	Completed
5.6	<b>Update from District and County Councillor</b>	Update received via email from County Councillor Angus Thompson (AT)	The County Council elections which should have taken place this year will now be held on 5 <sup>th</sup> May 2022. If elected, AT will be a County Councillor on the NYCC for 12 months after which it will cease to exist and will be replaced by the new unitary authority which will be called North Yorkshire Council. Councillors will be members of this Council until the next elections in 2027. RDC will cease to exist from the end of April 2023.	
5.7	<b>Doctors Lane flooding</b>	Ongoing.	Flooding at Doctors Lane still needs resolving. The work carried out to date has not resolved the issue. The PC initially received an email from a resident raising their concerns. The resident requested that we write to Highways and in particular Ian Beighton. The Clerk will continue to follow up until resolved. Clerk followed this up with Highways on 25 <sup>th</sup> March, 27 <sup>th</sup> August, and 14 <sup>th</sup> October 21.	Clerk
5.8	<b>Memorial trees on the green Tree planting consultation and strategy</b>	Enquiries received from a number of residents. They would like to be considered for sponsoring the planting of a memorial tree in the village. RDC have shared a tree planting scheme called Communitree. This could be used as part of the tree planting plan.	A consultation has taken place and the tree plan shared publicly. Cllrs felt that some of the feedback and comments shared on social media reflect poorly on the village. Clerk will contact RDC regarding the communitree project to arrange an on site visit. RP advised that some children from the village had planted conkers and they have now grown to a stage where they could be planted. Cllrs felt this will encourage the younger generation to support and get involved in the scheme. Following the consultation exercise, a revised plan will be drawn up and shared with villagers before implementing the plan.	MB/RP/SB Clerk
5.9	<b>Parish Council Website</b>	Update.	RP is progressing this and plans to have everything related to ASJ in one place. This has brought together the Village Hall, Feast and Parish Council information in one place. Historical information is still to be uploaded. The cost to host the website will be less than £100. MB asked if the PC could have an area available in 'the cloud' for PC historical and current	Ongoing  JS

			documentation/information. Could a storage area be created to house everything relating to ASJ? JS is going to look into this.	
5.10	<b>Encroachment</b>		Some 2021/22 fees are outstanding. Clerk will send a reminder letter. Clerk shared the list of properties to invoice with MB. ASJ need to ensure it is clear what the encroachment fee is for. MB will look into this.	Clerk/MB
5.11	<b>Damage to grassed areas</b>	Correspondence received from a resident following damage to a triangle of grass at East End.	This will be reviewed in 2022. Cllrs agreed that top soil will be put down now that the better weather is here. Cllrs agreed the purchase of this. It will cost approximately £45 per tonne and 2 tonnes will be required. MB/SB will arrange this	SB/MB
5.12	<b>Resident email received</b>	Access to Dilston Cottage.	This has been agreed by the PC. Resident confirmed the work would be taking place. Clerk to contact the resident for an update. Once the work is completed the PC will inspect the site.	Clerk
5.13	<b>Post Office Clock Maintenance</b>		Councillors agreed to the 3-year contract. The Post Office clock maintenance contract is due for renewal. 3 quotes have been sought and shared with Cllrs. The current supplier Smiths of Derby quote was most competitive at £170+VAT per annum and a reduction of 3% if agreed to a 3-year contract.	Clerk
5.14	<b>Street Light Funding available from RDC</b>	Considering a street light at Spenceley Place.	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 and remain dim at other times. Clerk to progress this.	Clerk/RDC
5.15	<b>Email received</b>	Bicycle rack outside the village hall.	The village hall is funding this purchase.	Completed
5.16	<b>Aldbrough RT DMMO</b>	Update.	Recording the right of way was discussed. There are 2 options to consider: 1) Register the right of way as a DMMO or 2) do nothing. Before a decision can be made it needs to be clear as to who will be responsible for the maintenance and service of the bridge as there was conflicting information. RP will raise the questions/concerns with NYCC before proceeding with this.	RP
5.17	<b>Green Croft fence</b>		The fence has fallen onto the green. The owner of the property has been contacted. RP to contact again.	RP
15.18	<b>Historical Parish information/ paperwork</b>		A resident asked if some of the historical information could be available to residents to view. Could there be somewhere this could be accessed? Cllrs have discussed this previously and JS is looking to all information/documentation to be made available electronically.	JS
6.	<b>Planning</b>	All applications received since the last meeting on 6 <sup>th</sup> September 21 were discussed. As listed in the appendix.		
7.	<b>Financial Report</b>	Clerk provided financial report - emailed to Cllrs prior to meeting.	Update provided on current finances PC agreed the budget and expenditure to date. The precept was reviewed and Cllrs felt that	Clerk

			an increase of 4% would sufficiently cover the expenditure for 2022/23. Clerk to share this with RDC.	
<b>8</b>	<b>AOB</b>			
<b>8.1</b>	<b>A66 Update</b>	Consultation events.	RP gave an update. The A66 consultation events have taken place and are awaiting further information.	RP
<b>8.2</b>	<b>Monthly walks around the village</b>		Cllrs agreed that the monthly walks should be continued with all Cllrs. Date for next walk to be confirmed.	Cllrs
<b>8.3</b>	<b>Excavation of the village green</b>		The village green was excavated by a resident and was unaware that this needed to be discussed and agreed with the Parish Council beforehand. It is the responsibility of the Parish Council to carry out any works necessary to manage and maintain the village green. Individuals are specifically prohibited by law from disturbing the green (the Commons Act, 1876 (s.29)). The “encroachment” arrangements currently in place do not affect that responsibility. RP wrote to the resident to make them aware of the legal position. The resident has written and apologised for failing to consult with the PC and will ensure the village green will return to how it was found.	RP
<b>8.4</b>	<b>Email received from NYCC pathways</b>	Consultation order and confirmation.	The Parish Council had no objections to the NYCC Sealed Order Consultation Diversion Order Application No: RICH/2019/03/DO. This has now been approved.	Completed
<b>8.5</b>	<b>Emailed received</b>	Emailed received requesting additional funding for the grass cutting at Stanwick churchyard.	Cllrs discussed the email. Unfortunately, ASJ isn’t in a financial position to offer any additional funding to the current donation. RP did suggest that the Stanwick Grass cutting could piggy back onto the ASJ grass cutting contract to reduce costs.	RP
<b>8.6</b>	<b>Neighbourhood Watch</b>	ASJ and Stanwick neighbourhood watch	RP attended a meeting to explore ASJ joining a newly formed neighbourhood watch scheme with other villages. This is something the PC would be interested to pursue. Next steps are to meet with an already established group on Facebook called the neighbourhood watch and look to amalgamate. This meeting will take place in the new year. RP will attend.	RP
<b>8.7</b>	<b>AGM Meeting</b>	The Parish Council AGM has changed date.	The new date will be on 16 <sup>th</sup> May 2022. The Clerk will re arrange the village hall booking and update the noticeboard dates.	Clerk
<b>8.8</b>	<b>Emailed received</b>	Bilsdale Mast and Lack of TV Services	An email was received and shared with residents.	Completed
<b>8.9</b>	<b>Street lights not working</b>		It was reported that a number of street lights were not working. The Clerk reported these to RDC. It can take up to 10 weeks for the repairs to be done. RP confirmed they have been repaired.	Completed
<b>8.10</b>	<b>Emailed received</b>	A request to place a memorial bench on the village green or near the river has been received.	Cllrs agreed the request in principle. However, the style, position and material of the bench will need to be considered and agreed. RP suggested meeting with the resident to discuss this further. Clerk will contact and arrange this.	Clerk
<b>8.11</b>	<b>Flooding at Deer</b>		Deer Street is still flooding. SB has asked that Highways are	Clerk

	<b>Street</b>		contacted. Clerk will contact Highways.	
<b>8.12</b>	<b>Mole holes on the village green</b>		SB asked that the PC consider if something needs to be done with the increasing number of mole hills on the village green. SB suggested hiring a mole catcher. RP asked if other ways to deter the moles could be considered. SB will look into costs.	SB
<b>8.13</b>	<b>Overgrown hedges and cars parking on and over the village green</b>		CLLrs discussed the overgrown hedges at the Stanwick Arms and cars driving across the village green. RP will speak with the pub owners to make them aware of this. It was also noted that there is a lot building material and general mess on the Highways verge Outside Old Hall, Low Green. Clerk to contact Highways.	RP  Clerk
	<b>Items for future Agenda</b>	Opportunity for CLLrs to bring up items to be included in next meeting Agenda.	Developing a contingency plan for no electricity in the village. Purchasing a fire proof storage box for documents.	
<b>9.</b>	<b>Date of next meeting</b>		The next Parish Meeting will be at 7.00pm in the village hall on 22 <sup>nd</sup> February 2022.	

Meeting ended at 8.50pm