

ALDBROUGH ST JOHN PARISH COUNCIL DRAFT MINUTES**THE ANNUAL MEETING OF ALDBROUGH ST JOHN PARISH COUNCIL HELD ON Tuesday 22nd February 2022 at 7.00pm in the Village Hall.****PRESENT:** Cllr R Pronyszyn (RP) - Chair, Cllr M Banks (MB) -Vice Chair, Cllr S Baddon (SB), J Pears (Clerk) and Residents.

Minute	Item	Summary	Detail/Action	Action/By Who
1.	Apologies		Cllr S Turner (ST), Cllr J Sandhu (JS), County Councillor Angus Thompson - NYCC (AT), District Councillor J Wilson-Petch - RDC (JWP)	
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 January 22 crime bulletin had been received via email. RP read the bulletin to all at the meeting. Cllrs felt it disappointing that the police are invited to attend the meetings however don't respond or attend. Clerk to contact police and ask why they aren't attending.	Clerk/Police
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 and pointing towards the bridge by the village green. MB shared the data analysis with everyone. This data helps to provide evidence for a 20's plenty initiative. Cllrs discussed purchasing a 2 nd pole for the Matrix Board. Clerk will look into funding for this.	RP/All Cllrs 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. Ongoing - A proposal for 2 disabled parking bays has been received.	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. 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 have had confirmation of the outcome and this has been granted.	Clerk Completed
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 the community on the Facebook page. No comments have been received. Cllrs agreed to adopt the policy.	RP

5.4	Tree Survey	Work to be completed on various trees in the village.	<p>Clrs discussed the use of a wood chipper however this is no longer required. The Waterboard carried out some work and dealt with some of the trees that had been caught it the latest winds. The debris still needs to be taken away.</p> <p>MB asked if Westgarth's could clear the stream of debris. MB gave the workman £10 for doing this and would like the PC to send a thank you letter. Clrs agreed this should be done and are very appreciated of the support.</p> <p>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, Clrs 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.</p>	<p>MB/Clrs</p> <p>Clerk</p> <p>MB/SB</p>
5.5	Update from District and County Councillor		No update given.	
5.6	Doctors Lane flooding	Ongoing.	<p>Flooding at Doctors Lane still needs resolving. The work carried out by Highways to date has not resolved the issue. Westgarth's have carried out some work from their side of the ditch. This will help with the flooding. Highways still need to do more.</p> <p>The Clerk will continue to follow up until resolved. Clerk followed this up with Highways on 25th March, 27th August, and 14th October 21.</p>	Clerk
5.7	Memorial trees on the green Tree planting consultation and strategy	<p>Enquiries received from a number of residents. They would like to be considered for sponsoring the planting of a memorial tree in the village.</p> <p>RDC have shared a tree planting scheme called Communitree. This could be used as part of the tree planting plan.</p>	<p>RDC confirmed that a batch of trees were ready for collection. RP agreed he could collect them and organise for them to be planted. Clrs felt this will encourage the younger generation to support and get involved in planting them.</p> <p>Feedback had been given about the plan and residents don't want trees by the road but the rest of the plan can be implemented. Clerk to contact resident who enquired about planting 3 memorial trees. RP will contact resident about the donation of some trees.</p>	<p>MB/RP/SB</p> <p>Clerk/RP</p>
5.8	Parish Council Website	Update.	<p>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. RP will talk through the operation of the website with the Clerk. The Clerk will take over some tasks.</p>	RP/Clerk

5.9	Encroachment		Some 2021/22 fees are outstanding. Clerk has sent 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. RP shared a draft agreement with Cllrs for comment.	Clerk/Cllrs
5.10	Street Light Funding available from RDC	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 and remain dim at other times. Clerk to progress this.	Clerk/RDC
5.11	Aldbrough RT DMMO	Update.	Cllrs agreed that this will be discussed and considered at the May meeting when all Cllrs are present. 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.	Cllrs
5.12	Green Croft fence		The fence has fallen onto the green. The owner of the property has been contacted. RP to contact again.	RP
5.13	Historical Parish information/ paperwork		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 and archiving all documentation with NYCC could be a possibility.	Cllrs
5.14	Neighbourhood Watch	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. A further meeting has also taken place with an already established group on Facebook called the neighbourhood watch with a view to amalgamating the two groups. A joint meeting with the local PCSO is being organised in order to work though the practicalities.	Ongoing
5.15	Emailed received	A request to place a memorial bench on the village green or near the river has been received.	Cllrs met with the resident and agreed the request in principle. However, the style, position and material of the bench will need to be considered and agreed. Waiting to hear back from the resident. Clerk will email them for an update.	Clerk
5.16	20's plenty initiative	MB is running with the initiative.	MB shared the speed monitoring results. MB is using this as evidence to complete a report from the village to support the 20's plenty initiative.	MB
5.17	Mole holes on the village green		Clerk received quotes for the work. SB has asked that he meet with them to confirm the quote. Clerk to arrange this.	SB
6.	Planning		All applications received since the last meeting on 16 th November 21 were discussed. As listed in the appendix.	
7.	Financial Report	Clerk provided financial report - emailed to Cllrs prior to meeting.	Update provided on current finances PC agreed the budget and expenditure to date. This year's grass cutting invoice has been	Clerk

			received early. Clerk will contact RDC to ask if this can be paid in the 2022/23 accounting year as last year's invoice had been received (and paid) during the current financial year. Paying two substantial invoices in the same year would cause the PC cash flow problems. Clerk briefly discussed the Annual Governance Accountability Return 2021/22. RP will confirm who will undertake the internal audit.	RP
8	AOB			
8.1	Monthly walks around the village		Cllrs agreed that the monthly walks should be continued with all Cllrs. Date for next walk to be confirmed.	Cllrs
8.2	AGM Meeting	The Parish Council AGM has changed date.	The new date will be on 31st May 2022. The Clerk will re arrange the village hall booking and update the noticeboard dates.	Clerk
8.3	Street lights not working		There are 2 defunct street light posts that need removing. Clerk will contact RDC. There are lights out at St Johns Park. Clerk will report this.	Clerk
8.4	Contingency plan for no electricity		Developing a contingency plan until a substation is developed. Perhaps a generator for the short term?	Cllrs
8.5	Storage Box		Consider purchasing a fire proof storage box for documents.	RP
8.6	Damaged and broken reflective bollards		The damage has been reported to Highways.	Clerk
8.7	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 contact Highways.	Clerk
8.8	Building work churning up the grass		The building works beside Lucy Cross Road is churning up the grass. Can the PC get assurances from RDC that the grass verge will be repaired when completed?	Clerk/RDC
8.9	Standing water issue		It has been reported that there is standing water on the B6275, Hang Bank, (Barton) to Lucy Cross. Clerk to report this.	Clerk
8.10	Blocked road gully		It has been reported that the road gully opposite the bus shelter is still blocked. Highways did suck it last time they visited but it's still blocked. It could be a blockage further down the pipe. Clerk to report this.	Clerk
8.11	Queens Platinum Jubilee		Cllrs discussed the Queens Platinum Jubilee and agreed to put a post on Facebook to see if anyone would like to arrange an event or has some suggestions.	RP
8.12	Annual best kept		Cllrs agreed this could be of interest and to respond accordingly. Clerk will share the criteria for the competition with Cllrs. This	Clerk

	village competition		could be shared with the community and could support this competition.	
8.13	Litter Pick		A village litter pick is being organised for April. Details will be shared with all.	RP/Clerk
8.14	Road surface repair		There are road surface areas within the village that need repairing. Up to Lucy Cross and St Johns Park. The sides of the footpath are eroding at the side of the bridge which is sliding the fence into the footpath. Clerk to report these to Highways.	Clerk
8.15	Footpath repair		The footpath at the rear of the houses on St Johns Park is a safety concern. Clerk to report this.	Clerk
8.16	Flooding at East End		There is flooding at East End, the barn. Clerk to report this.	Clerk
	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 be at 7.00pm in the village hall on 31 st May 2022.	
<u>Meeting ended at 8.50pm</u>				