**Minutes of the Annual Meeting of Brompton Town Council held in the Methodist Church, Brompton on Tuesday 21st May 2024**

PRESENT – Councillors Mr R Carter, Mrs J Hazelwood, Mrs E Kelly, Mr M Langthorne (in the Chair), Mrs K Mann.

There were 5 members of the public present at the meeting including County Councillor Steve Watson.

1. ELECTION OF CHAIRMAN.

A proposal had been received in respect of Councillor Mrs M Shiel Dods; this was seconded at the meeting.

AGREED – That Councillor Mrs M Shiel Dods be appointed Chairman of the Council to serve until the Annual Meeting in 2025.

2.APOLOGIES AND DECLARATIONS OF INTERESTS.

Apologies for absence received from Councillors Mrs S Brigginshaw, Mrs A Robinson, Mrs M Shiel Dods and Mrs R Smith.

Councillor Langthorne declared an interest in Accounts regarding cheque payments and Councillor Hazelwood declared an interest in the item regarding cycle hoops as he had been involved in design work for one of the companies from whom prices were being obtained.

1. ELECTION OF VICE-CHAIRMAN.

A nomination had been received in respect of Councillor M Langthorne, this was seconded at the meeting.

AGREED - That Councillor M Langthorne be appointed Vice-Chairman of the Council to serve until the Annual Meeting in 2025.

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IN THE ABSENCE OF THE CHAIRMAN COUNCILLOR LANGTHORNE TOOK THE CHAIR FOR THE DURATION OF THE MEETING

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3. APPOINTMENT OF CO-OPTED MEMBER.

AGREED – That Mrs Karen Mann be appointed to serve on the Council for the current term of office of Councillors.

Mrs Mann signed her Declaration of Acceptance of Office

4.MINUTES.

AGREED – That the Minutes of the Council held on the 16th April 2024, having been previously circulated, be taken as read and be confirmed and signed by the Chairman as a correct record.

5.DRAFT MINUTES OF THE MEETING OF THE ANNUAL PARISH ASSEMBLY.

AGREED – That the draft Minutes of the Annual Parish Assembly held on the 16th April 2024 be noted.

1. APPOINTMENTS TO WORKING GROUPS.
2. AGREED – That the appointments to the Councils Working Groups be as follows -

FINANCE WORKING GROUP – R Carter, A Robinson and M Shiel Dods

ROAD SAFETY AND HIGHWAYS WORKING GROUP - R Carter, J Hazelwood and E Kelly

WILDLIFE AREA WORKING GROUP - S Brigginshaw, E Kelly and K Mann

PEDESTRIAN/CYCLING STRATEGY JOINT WORKING GROUP - R Carter, J Hazelwood and E Kelly

NEW ESTATES WORKING GROUP – K Mann, R Smith and M Shiel Dods.

And AGREED – Re appointments to other bodies -

The Allotments Group – M Shiel Dods

YLCA Branch Meetings – Chairman and Clerk

PCC liaison meetings - Councillors M Shiel Dods, A Robinson and the Clerk

1. REPORT OF COUNCILLOR STEPHEN WATSON

The following issues had been raised by Councillor Smith -

Graffiti

More graffiti had appeared on the bridge –

Councillor Watson responded - Not done by the usual culprits - a younger group is suspected. It can be washed off the anti-graffiti surface as it only sticks to the outer surface and Street Scene will be doing this.

Community Police have been informed.

Allotments

Issue of sheds still laid down after being blown over.

Councillor Watson responded – Are still awaiting handover.

Trees

Trees of Portland Road have still not been replaced after dying off.

These are the responsibility of Taylor Wimpey and Councillor Watson has spoken to them.

Grasscutting

Grass on the roundabout is far too high and Councillor has raised this with NY Highways.

NY Highways are to look at the verges and there is debris to be cleared off the path.

As regards speeding on North Moor Road this would benefit from VAS signs and if the developer of the retail site could be encouraged to provide one Councillor Watson stated that he would be prepared to provide another VAS sign on the opposite side of the road from his NYC Locality budget.

No progress had been made with regard to have 30mph painted onto the carriageway.

As regards the Councils application for a 20mph speed zone NY Councillor Keane Duncan, the NYC Transport Portfolio Holder had informed Councillor Watson that he was not aware of the application. This seemed very strange especially as he had visited the village twice, once in the company of Councillor Watson to look at the matter.

Councillor Hazelwood added that he had been unable to find any process on the NYC web site for the making of such an application. Councillor Watson undertook to look further into the matter.

The Council thanked Councillor Watson for his efforts in getting the Council CIL monies from North Yorkshire Council to pay for the costs of the repair of the leaky dams.

Concerns were expressed about slurry tanker movements which were leading to slurry being deposited in the beck and on the highway. This led to a real danger to health due to the toxicity of the slurry.

Councillor Watson pointed to the need to report these instances of unknown fluids on the highway the North Yorkshire Councils web site. The movements were taking place between a farm on Fullicar Lane and one near the Fox and Hounds at Bullamoor and were coming through the village withe takers full to the brim and uncovered and unsealed.

It was important that when next seen the matter be reported to NYC without delay.

In answer to a question about consultation on the next phase of the Sports Village Councillor Watson reported that there was nothing further to report at present and a change of staffing relating to the matter was currently in progress.

Councillor Watson undertook to follow up further the Traffic flow data on North Moor Road, opening and post opening as NY Highways had informed him that they didn’t have any such data as the survey had been carried out by Hambleton District Council. However even if this had been the case the information should be being held somewhere.

1. PUBLIC PARTICIPATION.

1. Mrs B Slater referred to the intention to hold a Scarecrow Festival in the village later in the year and asked if permission could be granted for putting scarecrows along the edges of the Greens which had been agreed by the Council some time previously when the idea had first been put forward. This was AGREED so long as the scarecrows were placed just behind the boulders.

In answer to a question Councillor Carter said that he would be able to supply a street plan of the village to Mrs Slater.

(ii) Mr R Douglas referred to the issue of bird droppings from trees overhanging Church View at the side of the Green along which vehicles parked. The matter having been initially referred to in correspondence which had been circulated to all Councillors. Mr Douglas had sent photos of the defecation from crows onto parked vehicles which had also been circulated to Councillors.

The Finance Group had suggested that later in the year the trees could be looked at with a view to some trimming. Councillor Hazelwood however pointed out that it would be inappropriate to mis-shape the trees by trimming back branches that overhung the highway.

Another resident reported that people were stepping into and falling over the mess on the pavement.

AGREED – That once the leaves have died off in October the trees concerned be looked at to see if they could be trimmed back in a balanced manner.

1. LOCAL CRIME REPORT.

|  |  |
| --- | --- |
| **Statistics taken from**  | 01/04/2024 to 30/04/2024  |
| **Crime Type** |  |
| Anti-Social Behaviour | 1 Reports |
| Anti-Social Personal | 1 Reports |
| Total | 1 Reports |
|  |  |
| Arson | 0 Reports |
| Burglary Dwelling | 1 Reports |
| Burglary Commercial/Other | 0 Reports |
| Criminal Damage | 5 Reports |
| Theft (inc. Theft from Shop) | 0 Reports |
| Violence against the person | 6 Reports |
| Other crimes inc. Drugs | 2 Reports |
| Hate Crime | 0 Reports |
| Robbery | 0 Reports |
| Fraud | 1 Reports |
| Auto Crime / SMV | 1 Reports |
| Total | 16 Reports |

1. MATTERS ARISING FROM THE MINUTES.
2. Works in the Recreation Ground.

The works undertaken by Streetscape in the Recreation Ground were now complete.

1. Sports and Carnival.

As per the usual practice the Clerk had granted consent for the holding of the Fair on Church Green over the Bank Holiday. As previously agreed when the sum of £180 had been received from Crow Leisure this would be passed onto the School.

1. Flood Relief – Leaky Dams Monies.

The payment of CIL monies in the sum of £25,730.00 had been received from North Yorkshire Council.

1. Fly Tipping.

There had been a large black sack full of all sorts mainly alcohol bottles and cans left outside the Cemetery gates –this was put in the Cemetery waste bin.

There hadn’t been any incidents of fly tipping there since Covid when people didn’t go to Yafforth Road tip.

There had also been incidents of fly tipping of household waste on the double bend on Bullamoor Banks. Hambleton District Council had previously placed a CCTV camera at this site but it had been stolen.

1. Sports Village – Drainage.

Concerns had been received about standing water on the sports village site at the footpath access to the bridge.

The matter was reported to Councillor Watson who responded that the path was purely the service access and as such would be rarely used and was designed to be grown through and blend with the grass whilst still giving a firm base if needed. Councillor Watson undertook to take the matter up but considered that it was unlikely to be changed.

1. Car Park

Works were currently being undertaken to extend the car park at the foot of Cockpit Hill into the area of land formerly occupied by the electricity sub-station.

1. Councillors Attendance.

For the period 1 April 2023 to 31 March 2024 Councillors attendance at Council meetings was as follows – from a maximum of 11 meetings –

S Brigginshaw – 7, R Carter – 7, J Hazelwood – 7, E Kelly – 10, M Langthorne -11, A Robinson – 10 , M Shiel Dods – 10 , R Smith – 6

 13. CHAIRMAN’S/VICE-CHAIRMAN’S ACTIONS.

The Vice-Chairman reported that the fencing works in the Recreation Ground had been completed.

It was intended to revise the white handrail fence along the road side edge of the car park so as to provide a footpath inside the rail to avoid walking on the road. The intention being to use grasscrete/ stone however costs would need to be agreed through the Finance Group. Councillor Hazelwood pointed to the need to have regard to the current requirements as regards the laying of footpaths.

AGREED – That the Vice-Chairman together with Councillors Brigginshaw, Carter, Kelly and Hazelwood look at these proposals further.

 14. REPORTS – INCLUDING REPORTS OF WORKING GROUPS –

(i) Finance Group.

The Finance Group had met of the 7th May and considered the following matters –

Skip Hire

AGREED – That a 10 yard skip be ordered from Bedale Skip Hire at a cost of £220.00 for the waste from the former Electricity Sub Station site and the Clerk arrange for the date for delivery to the site with the Vice-Chairman.

Headstones – Single or Double fee

The Clerk reported that a stonemason had paid a double fee for a new headstone for someone who had lived outside of the Parish at the time that they had died some years ago.

The Clerk added that only single fees had been collected in the past regardless of where a person had resided when they had died, especially as it was not always possible many years later to determine where the person had lived at the time of their death.

The Finance Group AGREED that the double fee rules were only intended to be in respect of plot purchases and interments and it was agreed that the payment be returned to the stonemason and an invoice sent for the correct mount due.

The Clerk would also re-write the burial fee rules so that it was clear that the double fee rule did not apply to headstones.

Trees overhanging the Highway

AGREED – That later in the season when tree works are permitted trees overhanging the highways be looked at to see if they needed tidying up.

Damage to Headstones in the Cemetery

Mr D Langthorne had repaired headstones damaged by the grasscutters in the Cemetery at a cost to £186.00. AGREED – That CE+CF Walkers be invoiced for the costs of this work.

Recreation Ground – Annual Safety Inspection.

RECOMMENDED – That the Clerk approach RoSPA to carry out this years safety check and that consideration be given to repositioning the climbing frame in the Recreation Ground.

Councillor Hazelwood suggested that other quotes should also be obtained and this was AGREED.

Cemetery – Removal of Top Path

AGREED – That the Clerk get a date off Snowballs for carrying out this work.

Unity Trust Bank – Savings Account

That the Clerk enquire of Unity Trust Bank what the rate of interest is on the savings account so that monies can be transferred to the account from the current account where there is presently over £90,000.

Carnival Insurance

The Clerk had received invoices from the Sports and Carnival Committee as follows –

2022 - £288.00

2023 - £122.00

+ The invoice for 2024 would be due later this month.

Having regard to the fact that one invoice was two years old it is RECOMMENDED – That the sum of £122.00 be offered for both 2022 and 2023 years – totalling £244.00.

This was AGREED.

1. Highways/ Road Safety Working Group.

No meeting held this month.

1. Outdoor Gym Equipment/ Play Equipment Working Group.

No meeting held this month.

1. Joint Pedestrian/Cycling Working Group.

No meeting held this month.

 15. PLANNING MATTERS.

(i) Decisions

ZB24/00288/FUL – Erection of 3 No. Detached Dwellings and Provision of Associated Domestic Curtilage. Lombardy 89A Northallerton Road – Granted

(ii) Applications

ZB24/00785/FUL – Retrospective application for use of an agricultural building as a temporary dwelling – Barn Conversion Former Street House Farm Deighton Lane – No Objections

 16. ACCOUNTS FOR PAYMENT.

Receipts –

HMRC (VAT reimbursement) 6,395.41

NYC (Leaky Dams Monies) 25,730.00

NYC (Half Yearly Precept) 38,000.00

Hill Bros (Burial Fee) 180.00

Payments –

CE + CM Walker (April grasscutting)                                   1,725.60

P Atkin (Salary).                                                                       429.18

HMRC (PAYE).                                                                         107.40

Streetscape (Works in the Recreation Ground.).              17,884.00

Gallagher (Annual Insurance Premium).                              880.74

MAB Environmental & Ecology Ltd (Wildlife Area report).      677.99

Swaledale Stonemasonry (Church wall works – balance).   2,432.40

Brompton Sports + Carnival Cttee (Insurance contribution 2022 + 2023)    244.00

YDS Ltd (Hire of digger and trailer and resin for repairs).       174.65

D Langthorne (works at allotments, car park + cemetery).        435.00

P Atkin (Expenses)  31.95

Mrs C Huang (Sweeping April + May).                                        45.00

Hillside Tree Surgeons (Works at car park etc) 1,536.75

\*NYCC Yorwaste (Advance Charges) 29.33 \*

Paid out of meeting –

Bedale Skip Hire (Skip of car park) 264.00

Bank Balances

Barclays Bank – at 3rd May –

Business Premium Ac’t (i) - £533.30

Business Premium Ac’t (ii) - £130,452.69

Unity Trust Bank = at 17th May 2024 –

Current Account - £98,528.28

AGREED – That the accounts listed above be approved for payment.

17. TO APPROVE THE PROCESS FOR PAYMENT OF INVOICES AS A RESULT OF ON LINE BANKING.

AGREED – That the following procedure be approved -

1. Clerk to produce 2 lists of creditors to be given to 2 of the signatories at the Council meeting.

2. On the night of the Council meeting one of the signatories to check the list against the invoices and initial each invoice.

3. After the meeting both signatories to go online asap and authorise the payments, checking them against the list they have been given.

4. If there are any additional payments on the night, the Clerk to manually add them to the signatories list and will have to add them to the bank account before the signatories can do the final authorisation.

18. FINANCIAL RISK ASSESSMENT.

The revised Financial Risk Assessment was circulated to Councillors prior to the meeting

AGREED – That the updated Financial Risk Assessment be approved.

 19. HIGHWAY MATTERS.

Road Closures

PLANNED ROAD RESTRICTION NOTIFICATION – SW-51838-De Bruce Road&De Ferrers Rd, Brompton

Location:  De Bruce Road & De Ferrers Road, Brompton CP, Brompton,

Description of works:  Yorkshire Water works to install a new foul sewer, including manhole constructions.

The Restriction will be in place for a period of 26 days between 8th July 2024 and 2nd August

PLANNED ROAD RESTRICTION NOTIFICATION – Water end Brompton

Location:  Water End, Brompton

Description of works:  Road closure for carriageway pothole repairs. Access will be maintained for residents

The Restriction will be in place for a period of 1 day on 22nd May 2024

Cycle Hoops in Central Brompton

Received from resident in answer to the questions raised at the last Council meeting –

The benefits of cycle hoops at Church Green this location are that:

* the hoops are on Town Council controlled land, and therefore, from a planning perspective, the works are permitted development and don’t require the Town Council to make an application for planning permission.
* the hoops to do not adversely affect the character of the immediate area given that there is already street furniture in situ nearby, such as the bollards, dog walker signage, post box, and the elevated heritage plaque.
* the wider surfacing surrounding the hoops could be formed of grasscrete so that the grassed character is maintained and that the hoops sit discretely in the landscape
* the hoops would not sit within a visibility splay of any village junction and adversely affect highway safety.
* the hoops would sit away from nearby tree trunks, and the shallow formation of the grasscrete and light weight of the bikes would not harm the root plate of any nearby tree.
* the hoops would be accessible from a surfaced footway from the public highway.

The Clerk had circulated quotations from one provider.

AGREED – That the Clerk obtain alternative quotations.

 20. GREENS INSPECTION + WILD LIFE AREA.

To consider the report prepared by MAB Ecological.

Sent to Councillors as separate document.

The Clerk had estimated the cost of the 33 trees outlined in the report to be £582.00, but these could probably be obtained more cheaply locally.

AGREED – That the management objectives for the site as outlined in the report be agreed and oversight be delegated to the Wildlife Area Working Group.

Agricultural Vehicle Movements on the Wildlife Area

Various issues had been raised about the current tractor movements and are outlined in the Monthly Update.

The following advice had been received from NYC Commons Registration –

*The Commons Registration Authority would usually advise that a resolution may be sought in the first instance by talking to the persons causing the damage to the village green, pointing out the protected status of village green and any offences that you believe have been committed. Please see the Defra guidance attached for reference to offences on registered village greens.*

*If no resolution can be found then the damage and driving on the village green should be reported to the police.*

*The Parish Council might want to consider installing low fencing with small gaps in between that allows local inhabitants to access the green on foot but prohibits vehicles from driving onto the green to protect it from further damage.*

Councillor Hazelwood had taken photographic evidence of the damage to the Green north of the Water Splash which would lead to standing water after heavy rainfall due to the compaction of the surface.

The drivers were treating the carriageway and the Green as a dual carriageway which was not permissible or legal.

Damage had also been caused along Lead Lane.

AGREED – That – (i) birds mouth fencing, with access gaps be erected along the edge of the Green at the Wildlife area and that the Vice-Chairman price up the costs of this work; and (ii) the Clerk draft a strongly worded letter to send to Mr G Spence after receiving any comments on its content from Councillors.

 21. CORRESPONDENCE.

(i) Trees on Church Green – Bird Droppings.

Letters received from residents regarding overhanging tree branches around Church Green damaging vehicles with bird droppings have been sent to all Councillors and Councillors comments had been received.

This matter is referred to in the Public Questions section of the Minutes above.

(ii) The Crown Inn – Licensing Application.

An application for the grant of a new premises licence was received from North Yorkshire Council in respect of the Crown Inn, Brompton. The application had been sent to all Councillors for comments. With final date for representations being 17 May 2024

(iii) Letter from PCC regarding St Tomas’s Church.

*As you may be aware we are in the process of looking to reorder the interior of St Thomas’ Church with a view to showcasing the rare hogback stones, ensuring the internal space is more accessible and adaptive to different needs, and providing a toilet and kitchen area for church users.*

*We are currently seeking grant funding for this work and as part of this process it is important for us to engage with community groups, and users and non-users of the building.*

*We would be grateful if you could outline what the church means within the community from the Town Council’s perspective, how the Town Council feel that these internal works would directly impact the community of Brompton by enabling the different users to experience the improved facilities on offer, and why such works would be important locally.*

AGREED – That the Clerk respond to the PCC as follows –

As none of the Councillors present had visited the Church in the last 12 months it was thought fairer for the PCC to base its further considerations on the views obtained generally rather than a composite one from Councillors who had not visited the Church in the recent past.

Councillors are however aware that opening up All Saints Church in Northallerton to other activities such as Art Exhibitions etc has been a success. Although in Brompton there were a number of alternative venues that could be used to meetings, functions etc.

The Council is very much in favour of what you are trying to achieve as St Thomas’s Church is the most significant long standing focal point in the village and wishes you every success in your plans.

 22. ANY OTHER BUSINESS.

(i) Date of the Next Meeting.

AGREED – That the next meeting of the Council be held in The Methodist Church at 7.15pm on Tuesday 18th June 2024.

(ii) New Estates Working Group.

Councillor Mann asked if the Working Group could meet as soon as possible as there were a number of matters on which she required some advice.

AGREED – That the Clerk circulate this request to the other members of the Working Group.

(ii) YLCA Hambleton Branch Meeting.

To be held in Easingwold on the 26th June 2024.

 23. BURIAL MATTERS.

The Clerk reported that there would be two burials later in the week.

AGREEED – Revised burial fees from 1 January 2024 –

* £400.00 per burial plot
* £180.00 per interment in a burial plot
* £60.00 for Memorials (half size headstones – half fee)
* £120.00 for the purchase of ashes plot
* £60.00 for interment of ashes
* No fee for deceased persons under 16 years of age.

Fees are doubled in respect of interments and plot purchases where the deceased person did not reside within the Parish boundary but in such cases proof is required that the person still had immediate relatives in the Parish, unless they had moved out of the Parish within a period of less than 12 months.

The meeting closed at 8.40pm