

Clerk: Samantha Perks, e: theclerkatstapletoncleasbypc@gmail.com

MINUTES OF MEETING

MINUTES OF MEETING OF STAPLETON AND CLEASBY PARISH COUNCIL, ON 8TH JANUARY 2025 AT 7PM IN CLEASBY VILLAGE HALL.

Present:

Councillor C Vigors
Councillor R Leckie (Chairman)
Councillor K Webster
Councillor C Mitchell
Councillor L Heritage
Councillor K Pearson
Clerk
1x resident

1. Apologies.

1.1 None

1.2 None

2. Declarations of interest

2.1 None

2.2 None

3. Minutes of meeting held on Wednesday 13th November 2024

3.1 The minutes of the ordinary meeting held on Wednesday 13th November 2024 were agreed unanimously as a true and accurate record.

4. To receive report from Cllr A. Thompson.

No full report to receive, but an email update relating to issues in Cleasby was received.

5. To receive bulletin from North Yorkshire Police.

Received.

6. To discuss any matters arising from the minutes:

6.1 Parish Council website- An update was received from the Clerk. The site will be ready to launch by the end of March. Councillors reviewed the designs for the logo. The circular design is the preferred logo but needs to have an injection of colour, or an actual photo of the church should be used. Clerk and any willing Councillors to attend an online training session on how to use the new site will be arranged within the next month. Councillors agreed a coloured flyer should be produced detailing the launch of the website containing the new contact details for the parish council and copies delivered to all properties in both villages. Cllr K Pearson and Cllr L Heritage kindly volunteered to help distribute the flyers.

Action SP

6.2 Repairs to Boathouse Lane, Cleasby – It was noted that four men, two trucks, one mini digger, and a leaf blower had been spotted scrapping mud off the road and a small spade width trench has been dug to the side. A resident asked the workers what the extent of the works was they had been requested to do and the response was the removal of the mud was their job number completed. Councillors agreed with a resident who lives along Boathouse Lane that this is unsatisfactory. After much discussion it was agreed to write to Area 1 Highways, North Yorkshire and request a meeting with them at their offices in Richmond to discuss this.

Action SP

6.3 Drainage, Cleasby

6.3.1 An email forwarded from Cllr Angus Thompson, from Steve Barker, Maintenance Manager, NYC was received. attended the open public speaking session.

6.3.2 A resident, who attended the open public speaking session raised serious concerns about Chapel Lane regarding the width of the water becoming wider and wider. At its worst, the water level has been 2-3 inches up to the wall of the house. The water is eroding the ground away, rotting the fence and is affecting an Ash Tree which leans towards the property. Councillors added, Clair Weber, Environmental Health Officer at North Yorkshire Council, had confirmed on her visit on 8th November 2024, that there is effluent present, and the leak would need to be investigated in conjunction with the other authorities. After much discussion, it was agreed to ask County Councillor Angus Thompson to help by keeping the pressure on North Yorkshire Council, The Environment Agency, and Northumbrian Water to get this issue resolved asap.

7. Grass Cutting, North Yorkshire Council

It was agreed to continue to cut the visibility splays of the grass verges ourselves and be reimbursed at a rate of 8p per meter cubed from North Yorkshire Council, for both Stapleton and Cleasby village.

8. Village greens

8.1 No new issues relating to the village greens were reported. In relation to kerbing of the village green in Cleasby, the Clerk will confirm if we require planning permission to do this and will investigate the possibility of sourcing the granite sets ourselves and finding a contractor to complete the works. **Action SP**

8.2 Tree Survey – Has not yet been completed. Treeboy have confirmed they are happy to meet with a representative of the parish council. Cllr R Leckie will call Treeboy to arrange a date to meet.

9. Financial matters

9.1 Bank reconciliation – A report from the Clerk was received.

9.2 Income and Expenses

The following payments were approved:

9.2.1 Clerk's salary (Oct, Nov, Dec 24)	£475.88
9.2.2 HMRC	£119.00
9.2.3 Clerk's expenses- Stamps, A4 paper, envelopes	£47.67
9.2.4 ICO annual Data Protection fee	£40

9.2.5 Robinson's Payroll, third quarter

£25

9.3 *To accept the following incoming payments.*

None to receive.

10. Planning

10.1 ZD24/00398/FULL- Full planning permission for new domestic garage and reinstatement of existing garage door. Stapleton Grange, Stapleton Lane, DL2 2QW. **This was noted.**

11. To consider any correspondence.

The below correspondence was received.

11.1 Parish Liaison Update, November 2024, North Yorkshire Council.

11.2 Cleasby Village Hall- Thank you email for cheque received.

12. Items for discussion at the next meeting.

To discuss the number of hours for the Clerk, taking into consideration management of the website.

To review quotes for the annual renewal of the parish council's Insurance.

13. Date and time of the next meeting.

The next meeting of the Parish Council will be Wednesday 12th March 2025, 7pm, Cleasby Village Hall, with a ten-minute public speaking session prior to the meeting at 6.50pm.

SIGNED: DATE:
(Chairman)