



## Scotton Parish Council

*Caring for Community Together*

Scotton Village Hall, Hawthorn Ave, Scotton, Catterick Garrison. DL9 3NE

Email: scottonparishcouncil@hotmail.co.uk

---

### MINUTES FOR THE MEETING OF SCOTTON PARISH COUNCIL MONDAY 6<sup>th</sup> FEBRUARY 2023

Present - Greensmith, Cllr Archer, Cllr Wine, Cllr Paley, Cllr Fawcett, Cllr Whitehead, Walker-Smith, Cllr Grant, Parish Clerk Lorraine Hodgson and one member of the public in attendance.

1. To receive apologies and accept reasons for absence Cllr Middlemiss, Cllr Jones and Cllr Dale.
2. To receive Councillors declarations of interest Cllr Paley and Cllr Walker-Smith agenda item 15.
3. Approval of minutes of the meeting held on Monday 9.01.2023 – Proposed by Cllr Wine and Seconded by Cllr Walker-Smith that they were accurate.
4. To consider questions from the public - None received.
5. To receive and consider updates from County Councillor – Cllr Jones sent an update.

*The period for spending my locality budget has now ended. In addition to the support given to SPC, I've spent my budget in Scotton and Catterick on the following;*

- *Support for the Riding for the Disabled Association*
- *Christmas dinners for veterans*
- *Support for the Garrison ASSIST Project*
- *Support for Catterick Garrison Football Centre*
- *Support for NDCC- Neurodiverse Community Catterick*

*The Garrison ASSIT project is a new project being delivered by all primary schools across the Garrison, aiming to increase the quality of SEND education, aiming to ensure SEND Provision across the Garrison is the best it possibly can be. I and Cllr Foster held a meeting with the group and will be holding meetings with County Council officers and the Cabinet Member to address some of the issue raised with us. I have also agreed to fund the group as it becomes established and seeks to engage parents.*

*I have been contacted regarding the 30 mile an hour sign at the junction from Horne Road to Le Cateau school after a recent car crash. I understand this is a long-standing issue Cllr Grant has also previously been contacted about. I have raised this with Highways.*

*The new council is also set to adopt the Armed Forces Covenant, which will embed the covenant in the workings of the council, as both RDC and NYCC did previously.*

*The most pressing issue at hand is the Council's budget, which is to be set at Full Council in February. The budget will be focussed on funding services to our most vulnerable and delivering an economically resilient North Yorkshire where homes are available for local people where we take as little council tax as circumstances allow. We are*

chasing up to £70 million of savings through local government reorganisation but with inflationary pressures we face some hard and difficult choices.

6. To receive and consider updates from Richmondshire District Councillors – Cllr Grant highlighted that there was only 53 days left of RDC. She asked if the County Councillor could request road markings at the bottom of Meanee Road are redone as they are faded, especially as there are a number of instructions on Bedale Road. She wished all the best for the Scotton Community and all the best for the future as she didn't think she would be attending the March meeting. Cllr Walker-Smith proposed a vote of thank for all of Cllr Grants work which was seconded by Cllr Greensmith and was unanimous.
7. To note or discuss police reports – Clerk updated the Cllrs that she had contacted the Police regarding the recent burglaries and incidents around Scotton.
8. To consider play park updates and repairs – Cllr Walker -Smith and Clerk met up with Andy and playground team for the playpark inspection. Discussions took place regarding the difficulty in ordering parts and it was **RESOLVED** to go and have another look. Discussions took place regarding cutting back of trees in Meanee Park as they have grown, this had been highlighted by the officer inspecting the Park. It was **RESOLVED** for all Cllrs to have a look before the next meeting so it can be discussed. Discussions took place regarding putting more equipment into Hawthorn Playpark and to look into a communal garden with disabled access. Discussions took place regarding Meanee playpark and getting new matting and equipment. It was **RESOLVED** to investigate the new CIF fund.
9. To consider updates on decarbonization of the Village Hall – Cllr Paley updated the Cllrs about the new whatsapp group and it was **RESOLVED** to sort a meeting date.
10. To discuss grant applications – Clerk updated the Cllrs that the new hall lights were getting fixed this week, the toilet was due to start in March and the storage box was due soon. She had put in the grant application for the community support for building utilities.
11. To discuss quotes for internal auditor 2023 – Clerk updated the Cllrs that she had contacted the auditor and is expecting a price soon. It was **RESOLVED** to be Chairman actioned up to £150.
12. To consider and discuss any updates on Hunton Road Footpath – Clerk updated the Cllrs on the latest update. Cllr Jones had contacted NYCC and they are hoping for a price shortly. The Clerk had highlighted the need for speed. It was **RESOLVED** for the clerk to contact NYCC regarding timescales and the urgency for a price as the CIF fund would run out at the end of March. To mention that Scotton Parish Council only have one more meeting left and if no price was confirmed an extraordinary meeting would need to be held.
13. To discuss Village Maintenance jobs
  - Fence along allotment path – **RESOLVED** for the Cllrs to look at the fence and do a job speck and get quotes when they meet up for the decarbonization meeting.
  - Sorting filing cabinets out and archiving – Clerk had a quick look and lots of very old documentation which is historic.
  - Hawthorn parking fence update- Discussions took place regarding the site visit. Work is to start this week and all residents nearby have received a letter. They are going to put a secure fence and signage on the walls. A structural engineer will evaluate the carpark and then work will commence probably in six months.
  - Look at quotes for removal of conifers and cut hedge back on allotment fence – it was proposed by Cllr Greensmith and Seconded by Cllr Wine to accept Rays quote of £145.00 plus VAT.

14. To discuss and consider updates on the community benches – the Clerk and Cllrs had met up with the highways officer regarding concerns of the bench sited at Catterick Garrison Roundabout. It has been moved slightly towards Leyburn Road near to the crossing. The clerk informed the Cllrs how helpful the Highway officer was with dealing with all the queries and that he had gone above and beyond especially when you compare the ordeal regarding Hunton Road Footpath. It was **RESOLVED** to write a letter of thanks to the highway and copy in Mr Flinton.
15. To consider any allotment updates – Clerk updated the Cllrs that a few allotment holders hadn't paid and she would send a gentle reminder.
16. To receive updates on flooding- Soak away now finished and it was **RESOLVED** to take flooding of the agenda.
17. Parish Clerk's update and Correspondence –It was **RESOLVED** not to take on NYCC grass cutting. Clerk updated the Cllrs on NYCC draft climate change strategy taking place on Monday the 13<sup>th</sup> of Feb. She updated the Cllrs on the HP ink subscription and it was **RESOLVED** to continue with this and to ask which Cllrs if they want a paper copy of the minutes and agenda. Clerk updated the Cllrs of the YLCA meeting she attended and they had a presentation by Yorkshire Water which was very interesting. She updated the Cllrs on the two new light which are to be fitted on the path leading to Kestrel Drive and one on the path leading to Oaktree, hopefully the lights are arriving at the end of February 2023.

She bought and emergency planning application which was received after the agenda went out. *Full Planning Permission for Conversion of Garage to Living Accommodation, at 5 Birch Close, Scotton, Catterick Garrison, North Yorkshire, DL9 3RG - Scotton Parish Council had no objections*

18. Discuss the Parish Charter and response to questionnaire – Clerk had circulated the Parish Charter and informed the Cllrs that there is a drop in at Mercury House on the 23<sup>rd</sup> Feb in the afternoon. The consultation will need a response. It was **RESOLVED** to do the responses on the next meeting.
19. Bank rec February 2023 - December and January bank Statement 2022/2023 Appendix BACS payments – Proposed by Cllr Whitehead and Seconded by Cllr Greensmith.
20. Bus shelter – RESOLVED for the clerk to ask for an update.
21. Consider and approve updated policies and adopt – Code of Conduct, Complaints Procedure, Councillors Job Description, Equal opportunities, GDPR Privacy Policy, Information Technology Policy, Mobile Phone Policy – It was Proposed by Cllr Greensmith and Seconded by Cllr Whitehead to adopt all policies and a vote of thanks to Cllr Paley for all her hard work on the policies.
22. Burial Board Minutes and Agenda can be found on Scotton Parish Councils Website and Colburn, Hipswell, Scotton Joint Burial Authority.
23. Next meeting date 6<sup>th</sup> March 2023

Meeting finished 9.30pm

#### **SCOTTON PARISH COUNCIL MONTHLY BANK RECONCILIATION**

26 Dec 22 to 25 Jan 23

#### **Bank Balances as at**

Account 21410482 - Current Account	B/F	<b>£52,439.89</b>	Actual
Account 21410490 - Current Account-Savings	B/F	£7,009.75	Actual
Account 91466844 - Current Account-Play Park	B/F	£7,053.48	Actual
		<b><u>£66,503.12</u></b>	

Current Acc b/Fwd from previous month

£37,200.93

**Income**

Wood Allotment 16	£35.00	
Kirby Allotment 12	£35.00	
Salvidg Hall Hire	£18.00	
Taylor Pilats Hall Hire	£104.00	
Rowden Allotment 19	£35.00	
CHQ 407080	£35.00	
CHQ 407080	£36.00	
HMTC VTR	£1,909.85	
Coyne Zumba Hall Hire	£48.00	
Godridge Allotment 17	£35.00	
Walker -Smith Allotment 11	£35.00	
HMTC VTR	£14,520.03	
CHQ 407080	£35.00	
CHQ 407080	£35.00	
Howells Allotment 18	£35.00	
Gurung Allotment 15	£35.00	£16,985.88

**Expenditure**

Scottish Water Bus	£18.50	
Dec Wage	£161.12	
Dec Wage	£758.57	
L Coupe Electrical	£126.21	
HSBC Bank Charges	£10.00	
HP INK	£14.98	
CHC Inv 278	£400.00	
H E Woolley LTD	£33.00	
Business Stream	£62.42	
DD E.ON.NEXT GAS	£162.12	-£1,746.92

Balance C/Fwd as at

£52,439.89

**BACS Payments for Approval**

Jan Wage	£161.32	ratified via email
Jan Wage	£1,054.96	ratified email new pay scale
R.W Fencing	£2,714.40	Soak Away and fencing
Abbey Builders	£90.00	Ratified by Chair removal of swing
L Hodgson keys cut	£10.80	
A England Village Hall expenses	£10.26	
L Hodgson HP ink	£11.49	
Blue roles	£10.99	
RDC park inspections	£836.47	