



## Scotton Parish Council

*Caring for Community Together*

Scotton Village Hall, Hawthorn Ave, Scotton, Catterick Garrison. DL9 3NE  
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### **MINUTES FOR THE MEETING OF SCOTTON PARISH COUNCIL MONDAY 2<sup>nd</sup> October 2023**

Present – Cllr Paley, Cllr Greensmith, Cllr Irvine, Cllr Brend, Clerk Lorraine Hodgson and three members of the public.

45. To receive apologies and accept reasons for absence – Cllr Walker-Smith, Cllr Fawcett, Cllr Whitehead and Cllr Dale.
46. To receive Councillors declarations of interest – Cllr Paley agenda item 58
47. To approve minutes of the meeting held on Monday 4<sup>th</sup> September 2023 and the Annual meeting 15.05.2023 – **RESOLVED** that minutes from meeting held on Monday the 4<sup>th</sup> of September were an accurate record. **RESOLVED** that Minutes from the Annual Meeting were accurate. **Cllr Paley thanked Cllr Archer for all her hard work as a Councillor.**
48. To consider questions from the public – One member of the public had been in contact regarding the tree in Meanee Play Park. He had wanted the tree to be lowered in height as he was frightened it may fall on his property. Cllr Paley to contact the tree surgeon for advice.
49. To receive and consider updates from County Councillor – No apologies, updates or acknowledgment of emails had been received. Member of the public in attendance had written to Cllr Jones and had no response from him. It was **RESOLVED** for the clerk to look into the complaint's procedure.
50. To elect a Vice Chair – Proposed by Paley and Seconded by Cllr Greensmith to elect Cllr Irvine as Vice Chair.
51. To consider planning application - *PROPOSAL: Full Planning Permission for a Single Storey Extension on the Front Elevation and Redesign of the Ground Floor LOCATION: 43 Scotton Gardens Catterick Garrison North Yorkshire DL9 4HX APPLICANT: Mrs Lindsay Kitching – NO objections.*
52. To discuss any updates regarding flooding – It was **RESOLVED** for the Clerk to contact resident who had the house insurance increase to send to Cllr Jones.
53. To note or discuss police reports – Apologies and Police report was sent the day of the meeting. The Police can't identify the area where incidents happen. Cllr Paley updated the Council that she had heard about the bench being stolen and the case is closed. If anyone has concerns regarding dangerous car parking, please let the Police know.
54. To consider play park updates,

- a. To consider repairs – Cllrs had met with Streetscape regarding repairs. Discussions took place and it was **RESOLVED** to get a quote to remove the prickly hedge in Scotton Gardens play park and to remove the branch that has fallen into the park as its dangerous. This to go through Chairmans actions. **RESOLVED** to accept a quote for the play parks hedge cutting which was £420 last year and go through Chairmans actions.
  - b. To discuss 3 quarterly checks. – Streetscape still working on this and the report should be completed this week.
  - c. To discuss Meanee playpark – Discussions took place after meeting with a consultant regarding the huge cost of the maintenance of Meanee play park. Hawthorn play park also needs attention. There will have to be a huge precept increase to maintain all the play parks to keep them all at a good standard. Discussion's took place regarding changing Meanee park into a quiet orchard and concentrating making Hawthorn the main play park for all users. The information to go onto the newsletter to let residents of Scotton know and to consult on this.
  - d. To discuss new gates for Scotton Gardens – Discussions took place and it was **RESOLVED** to see if anyone could fix them if not get a quote for new gates.
  - e. To discuss and consider quotes for jet washing the play equipment – defer till next meeting to get another quote.
55. To discuss and consider any updates on the benches – The contractor is going to chase this up.
56. To discuss and consider Scotton Parish councils business plan and constitution for the Village Hall. To discuss plans found regarding the carpark at the Village Hall – It was **RESOLVED** for this to go onto the newsletter. Cllrs to meet up and sort through the files to find the constitution.
57. To discuss Village Maintenance jobs
- Graffiti on Village Hall Wall – defer for another quote
  - Painting of the hall and toilet in village Hall two quotes – Clerk registered an interest as knew one of the contractors. It was **RESOLVED** to go with contractor number 2 at the cost of £750 to paint hallway, toilets, kitchen and to supply the paint
  - Noticeboards – defer till next meeting
  - Painting of play equipment - defer
  - Bus stop on Hunton Road – Clerk had written to see when the Harris fencing would be going up and waiting to hear
  - VAS signs – VAS sign has been moved. **RESOLVED** for the Clerk to download the app and try to get the data
  - Grit bins – Discussions took place regarding the contractor pulling out. Cllr Paley updated the Cllrs that the contractor wanted to know the information on what the consistency the grit needs to be. The Clerk advised the Council that the grit must be the correct standard as we would be liable as a Parish if it damaged or caused an accident. It was **RESOLVED** for the clerk to find out the consistency of the grit and to put this on the agenda in June in plenty of time to be actioned.
  - Waste bin in Hawthorn Playpark – to be deferred
  - Sign Bedale Road, gates and Hawthorn Park – Clerk informed the Cllrs that the sign is up. It was **RESOLVED** to ask Cllr Fawcett to put the other signs up
  - Bulb planting with grant funding – Discussions took place and it was **RESOLVED** to get some tulips, foxgloves, bluebells, hyacinths from Braithwaites Bedale. Locations to be near the signs in Scotton. Clerk to check with highways

58. To consider any allotment updates – It was **RESOLVED** for letters to go out to five allotment holders.
59. To discuss and consider newsletter - Discussions took place and it was **RESOLVED** to go with the A4 4-page newsletter at the cost of £253.00. It was **RESOLVED** to put the play parks development plan in the letter. Consult on more parking spaces outside the Village Hall and Meanne play park. Pictures of the benches and Hunton footpath to be included along with the letter of thanks that a member of the public had sent in. Picture of last year's Christmas dinner for the over 60s and new date of Wednesday the 13<sup>th</sup> of December for the dinner this year. Cllr Irvine to have a look at newsletter. To add Village Hall hire and pictures of what goes on in the Hall. It was **RESOLVED** to put Village Hall Hire on next month's agenda.
60. To discuss defibs – Clerk had contacted the contact who is on holiday at the moment. She highlighted funding which is available at the moment but we need locations for the Defibs first.
61. To discuss and consider GDPR for councillors and new email addresses – It was **RESOLVED** for the clerk to contact the Cllrs not present to ask if they would like a gmail address. This to go onto the agenda for next month.
62. Parish Clerk's update and Correspondence – Clerk mentioned a grass verge at Falcon Close which needs to be cut. It was **RESOLVED** for the clerk to ask our grass cutter contractor to add it onto his list. She advised the Cllrs that the parks need to be looked at every week.
63. To discuss and consider making two new committees one for open spaces and one for the Village Hall – defer till next month.
64. Bank rec September 2023 – August and September bank Statement 2023 Appendix BACS payment – Proposed by Cllr Greensmith and Seconded by Cllr Brend.
65. To discuss and Consider information on HSBC bank savings account CCLA (charities local Authority Account) – **RESOLVED** for the clerk to find out how long it takes to take funds out of the account.
66. To advertise to co-opt a new Cllr when the statutory time has run out – It was **RESOLVED** to advertise after the 9<sup>th</sup> of October to co-opt a new Cllr at the November meeting.
67. Burial Board Minutes and Agendas can be found on Colburn, Hipswell, Scotton Joint Burial Authority - The Burial Board is to increase the precept by 2% at the cost of £34.00.
68. Next meeting 6<sup>th</sup> November at 7pm

Meeting finished at 9.40pm

#### SCOTTON PARISH COUNCIL MONTHLY BANK RECONCILIATION

25th Aug 23 to 25th September 23

**Bank Balances as at**

Account 21410482 - Current Account

B/F

**£9,087.56**

|  |     |                   |                    |
|--|-----|-------------------|--------------------|
| Account 21410490 - Current Account-Savings   | B/F | £17,085.02        |                    |
| Account 91466844 - Current Account-Play Park | B/F | £17,129.17        |                    |
| <b>Current Acc b/Fwd from previous month</b> |     | <b>£35,241.02</b> | <b>£35,241.02</b>  |
| <b><u>Income</u></b>                         |     |                   |                    |
| Twyman Hall Hire Sewing                      |     | £48.00            |                    |
| Pilates Hall Hire                            |     | £136.00           |                    |
| CHQ 407080 Bowls Hall Hire                   |     | £48.00            |                    |
| Swales Hall Hire                             |     | £20.00            | £252.00            |
| <b><u>Expenditure</u></b>                    |     |                   |                    |
| Scottish Water Bus                           |     | £18.50            |                    |
| Aug Wage                                     |     | £180.13           |                    |
| Inv 5915 Streetscape play park               |     | £2,919.60         |                    |
| HP Ink SPC                                   |     | £9.99             |                    |
| P K Littlejohn LLP                           |     | £378.00           |                    |
| David Ogilvie Bench                          |     | £1,674.00         |                    |
| R Bowland Aug Grass Cut                      |     | £840.00           |                    |
| Image Creation domain                        |     | £32.50            |                    |
| Streetscape play park                        |     | £306.00           |                    |
| Village Hall expenses                        |     | £3.99             |                    |
| Transfer                                     |     | £10,000.00        |                    |
| Transfer                                     |     | £10,000.00        |                    |
| Bank Charges                                 |     | £10.00            |                    |
| E.On. Next gas                               |     | £32.75            | <b>-£26,405.46</b> |
|  |     |                   | <b>n</b>           |
| <b>Balance C/Fwd as at</b>                   |     |                   | <b>£9,087.56</b>   |
| <b><u>BACS Payments for Approval</u></b>     |     |                   |                    |
| Sept Wages approved via email                |     | 786.52            |                    |
| Clear insurance Chairmans actions            |     | £997.78           |                    |
| R W Fencing Scotton gardens park fence       |     | £1,188.00         |                    |
| H P ink SPC                                  |     | £9.99             |                    |
| Grit Bins NYC £600 plus VAT 8x bins          |     | £600.00           |                    |
| R Bowland grass cut                          |     | £420.00           |                    |
| HP ink Aug Sep                               |     | £9.99             |                    |
| Poppy wreath                                 |     | £30.00            |                    |
| Eyecatching signs                            |     | £165.00           |                    |