

RYBURGH PARISH COUNCIL

Minutes of the meeting of the Ryburgh Parish Council meeting, held on 24th July 2024 at 7pm at the Memorial Hall, Great Ryburgh.

Present:- Cllr Chris Weston (Chairman), Cllr Christopher Buxton (Vice-Chair), Cllr Glenn McCarthy, Cllr Rebecca Kelly, Cllr Matt Lawrence, Cllr Luke Merchant and Cllr Henry Palmer.

Locum Clerk:- Phil Chapman

Members of the Public:- 3 members of the public were present

1. **To consider apologies for absence.** None received.
2. **Declarations of interest.** None.
3. **Minutes.** The minutes of the meeting held on Wednesday 19th June 2024 were **agreed** as a true record of proceedings. The Chairman signed the minutes.
4. **Public Participation.** Two members of the public spoke.
 - i. One member of the public noted that historically the Memorial Hall used to receive a proportion of the proceeds from the bottle bank. Could this be restarted, or alternatively could the Memorial Hall take over running the bottle bank?
 - ii. Antisocial behaviour has been reported on the playing field and the existing CCTV arrangements would be reviewed. The Police have been informed. It was noted that there is a great deal of displeasure within the village regarding damage and theft relating to an area enjoyed by the community.

ACTION POINT:- Investigate Bottle Bank economics and see if its still earning revenue as it did in the past, or if NNDC recycling has negatively affected income.

5. **To receive Councillors Reports.**
 - 5.1. Cllr. S.Aquerone (NCC). None Received.
 - 5.2. Cllr. M.Hankins (NNDC). None Received.
6. **Planning**
 - 6.1. **Applications Received:** None.
 - 6.2. **Applications Refused/Accepted:** None.
 - 6.3. **Enforcement/Appeals/Updates:** No Updates.
7. **Highways Matters**
 - 7.1. **To report issues with potholes, hedge cutting, verge cutting, damaged or dirty signs.**
 - i. Councillors noted an obstruction onto the Pavement by a fence panel.
ACTION POINT: Vice Chair to identify property and contact occupier, who may be new to the area to discuss.
 - ii. NNDC had reported that the Restricted Traffic Order within the village would become effective as soon as the signs were installed which was

anticipated to be within 6-8 weeks. Signs relating to the school would be removed.

- iii. Vehicle close to junction obscuring view for drivers. **ACTION POINT: Councillors to identify vehicle and property and Chairman will make contact to discuss.**
- iv. Vice Chair has investigated bus shelter window cleaning, and obtained a quote for £50. It was **resolved** to accept the quote and request T.J.Windows to clean the bus shelter windows for a fee of £50. It was noted that the bus shelter lies on the boundary with Stibbard Parish Council who should be notified and invited to contribute. This ongoing expense should be built into the budget moving forward.
- v. Cllr Palmer noted the grass corners were getting bad again and the grass needed cutting everywhere in Little Ryburgh.

7.2. To consider suitable projects for the Parish Partnership Scheme.

- i. December 6th is the deadline for applications for funding in 2025.
- ii. Village Gates, Speed Signs and Bus Shelter and lighting are possible projects briefly discussed and which will be fully considered at the next meeting. **ACTION POINT: All Councillors to give consideration to the matter for detailed debate at the next meeting.**

8. Matters arising from previous minutes

8.1. Update on overhanging branches from previous meeting and follow up action. No progress. Council still needs to identify property.

8.2. Update on engagement with young persons within the village and EP Youth correspondence. No reply to correspondence, but EP Youth attend on Thursday evenings. Further information needed. **ACTION POINT: Chair will seek out EP when they attend to take matter further.**

8.3. Update on SAR letter from previous meeting. Chair has done his best to complete the request and had no reply. Matter is currently considered closed.

8.4. Update on Blue Plaque. No update. **ACTION POINT: Chair will do some digging and get back to Council**

8.5. Update on Online Banking. Cllr McCarthy and Cllr Buxton have full access, and all is working fine. It was **resolved** to add Cllr. Kelly to the Online banking for redundancy purposes. **ACTION POINT: Cllr. Kelly to be added to online Banking.**

8.6. Update on obtaining Map of the Parish and any follow up action.

Cllr. Buxton is trying to make contact to obtain a map previously used for the Parish Plan. Objective is to identify and mark areas for grass cutting, dog bin locations, village light locations, and bench locations.

ACTION POINT: Cllr. Buxton to continue efforts to obtain map.

8.7. Discussion regarding fuel allotment.

The Council would like to obtain more information regarding the fuel allotment and **agreed** to invite trustees to attend next meeting to help the Council better understand. **ACTION POINT: Councillors to provide Clerk with invitees contact details if possible.**

9. Periodic Items

9.1. *To discuss and consider Dog bin provisions.*

Council **agreed** to fund an additional dog waste bin. It was **resolved** to pay up to £175 for a dog bin.

ACTION POINT: Cllr. McCarthy to investigate who provides the bins, and cost of additional bin. Cllr. Merchant to investigate cost of emptying the bins.

9.2. *To discuss and consider Memorial Hall and D-Day Commemorations.*

The Memorial Hall committee would like to improve the function and look of the front of the hall and highlighted the need for a new vandal proof, flood proof, long lasting door. Lighting inside the door is also an issue. To be aimed towards VE/VJ day 2025. Initial cost estimate to supply and install is just over £4700. It was thought that this cost could be reduced with shopping around. Council had previously agreed to contribute towards improvements to the hall. It was **resolved** to support the Memorial Hall in their quest for a new door subject to understanding the Council's own finances, and on the understanding that three quotes would be obtained. Support would be in the form of a partial payment towards the cost to be agreed at a future Council meeting.

9.3. *To discuss and consider Village Grass Cutting Contracts with update.*

The 4th grass cut has been completed and an invoice will be sent via the Clerks email address. When the Map is obtained all grass cutting should be rationalized, regularised and a scope of works created. The invoice had not been received so it could not be moved forward and will be dealt with at the next meeting in September.

9.4. *To consider and agree any financial contribution towards the Great Ryburgh Playing Field grass cutting.*

- i. The Playing field has purchased a second hand mower as funds are not available for commercial cutting service, and as a temporary measure. The Parish Council was asked to make a contribution to the modifications to the shed. After some discussion it was decided that two Councillors would assist with practical help and this would be organised after the meeting.

ACTION POINT: Cllr. Buxton and Cllr. Lawrence to make contact and volunteer with door modification as agreed.

- ii. Volunteers to cut the grass using the Mower were also requested, and should contact the playing field organisers directly.

9.5. *To consider and agree Councillor's Training requirements.*

All councillors have undertaken initial induction. It was **resolved** to pay for the Chairman and Vice Chairman to undertake training in respect to conducting Council meetings and for Cllr. Kelly to undertake financial training as deemed necessary for the reconciliation role. **ACTION POINT:** All Councillor to consider courses of interest and relevance.

10. Finance

10.1. *To approve the following payments.*

L. Trabucco	Final Payment	£390.07
Country Style Recycling	Inv 451150	£9.00
Country Style Recycling	Inv 458831	£12.00
NALC Locum Clerk fees (S Bristow)	Inv 2016	£616.50
NPower Bill	IN10966123_1	£136.02

It was unanimously **agreed** to approve the payments above.

10.2. *To consider and approve any payment received since preparation of the agenda.* None

10.3. *To consider and approve Armistice Day Wreath purchase.*

It was proposed and seconded to **approve** a payment of £25 for the purchase of an Armistice Day Wreath.

10.4. *To consider and approve donation to the Royal British Legion.*

It was proposed and seconded to **approve** a donation of £25 to the Royal British Legion. No objections, and 1 abstention.

ACTION POINT: Chair to order wreath

11. *To note any correspondence received.*

Letter from the Playing Field requesting donation

Letter from NCC regarding funding opportunities

Both were discussed within the meeting

12. *To consider and confirm the date of the next meeting.*

It was **agreed** that the next meeting would take place on **4th September 2024**.

13. Cllr. Lawrence tendered his resignation effective immediately due to work commitments. The Chair thanked him for his dedication and work on the Council.

The meeting was closed at 20:49.