Catterick Parish Council

Clerk: Diane Kirkham, Limekiln Farm, East Appleton, Richmond, DL10 7QE
Tel: 01748 811367 email: clerk@catterickparishcouncil.gov.uk

Draft Minutes of the Parish Council Meeting on 7th September 2026
Present: Cllr Campbell, Cllr Bhatti, Cllr Harris, Cllr Oselton, Cllr Ryan, Cllr Connelly, Cllr Les, PCSO Coburn.
Clerk

1. Apologies:

None

2. Open forum.

No members of the public were present.

3. Reports

3 1 Police report.

PCSO Coburn attended the meeting and read out the report.
Report from 3rd July 2026 – 7th September 2026
20 Crimes Reported 2 Criminal Damage,3 Violence,1 Sexual Offence – Cyber enabled. 4 Domestic, 2 Autocrime – Theft from a vehicle,1 Stolen Motor Vehicle, 3 Thefts,1 Burglary,1 Stalking/Harrassment,1 Robbery,1 Other Offence
Crimes report for the same period last year = 6
3 Anti-Social Behaviour Reports 2 Anti-social Behaviour Nuisance, 1 Anti-Social Behaviour Environment,
Anti-Social Report for the same period last year = 2
24 Person/Safety /Warning reports 3 Suspicious Circumstances, 5 Abandoned Calls, 10 Concern, 1 Wildlife report, 2 Civil reports, 1 Sudden Death, 1 Missing person
All other warnings reported in the same period last year = 25
9 Reports of other incidents. 5 Road related incident ,2 RTC, 2 Highway Disruption
Other incidents recorded (RTC's, RTC damage) the same period last year = 3

On Saturday 24th October 13:00 – 14:30 there will be Darker nights drop in event which will be attended by PCSO6607 Whitehead.

Project Servator is still running in Richmondshire.
We will be here, unannounced. We can be at any place, anytime and anywhere.
North Yorkshire Community Messaging
This is a free system that allows people to receive the latest crime notifications and community news in their neighbourhoods. People can register on www.nycm.co.uk
Contact North Yorkshire Police
Please visit our website www.northyorkshire.police.uk for advice regarding Crime Prevention and safety advice.
Emergency - 999

National 24hr non-emergency number 101
- 101 calls cost 15 pence per call from mobile or landline,
regardless of length of call

Call 'Crimestoppers' anonymously on 0800 555 111

Contact Details: PCSO 5725 Jamie-Leigh.coburn@northyorkshire.police.uk

PCSO Coburn said that she would check on the venue for the Darker Nights Drop in session

3.2 North Council Yorkshire

Cllr Les had nothing to report.
He was asked when NYC Planning was to discuss the MSA at Junction 52 as it was expected to be in August. He has not heard when this is to take place.

4. Minutes

The minutes of the meeting held on 6th July 2026 were approved

Proposed: Cllr Oselton Seconded: Cllr. Bhatti

5. Matters arising.

6 Current Issues.

6.1 Trees High Green/Low Green and Cemetery

The Clerk, Cllr Campbell and Cllr Oselton walked around the village checking which trees needed attention.
16 around Low Green, Beckside and High Green were identified. Mainly crown lifting or pruning to avoid utility wires and property. The willow tree by the white bridge that lost a large branch in winter need a lot of remedial work to make it safe as it is now very lopsided. 8 trees in the cemetery need re-pollarding and a further 3 trees in Arena View play park need crown lifting to avoid the swings.
The Clerk met up with the tree surgeon and has received a quote of £5869 for all the work. £1960 of this is the pollarding of the cemetery trees. This was last done 4 years ago for £!860 so an increase of £100.
The councillors agreed that, although it seemed a lot of money, there is a lot of work to be done. The Clerk asked if they wanted her to get another quote because of the cost but they said that he had always been the best price in the past and carries out the work well and agreed to him carrying bout the work.

Proposed Cllr Harris Seconded Cllr Ryan

The Clerk will contact the tree surgeon.
The Clerk has submitted a planning application to carry out the tree work on Low Green. Beckside and High Green as these areas are in the conservation area and so needs permission to have work carried out.. Work cannot be carried out until this has been granted.

6.2. Updated Parish Charter (Previously circulated) and Emergency Plan

The Clerk circulated the updated Parish Charter from NYC for the Councillors to review,

Cllr Connelly did a short review of the Charter for the Councillors. The main point to come out of this was that the Emergency Plan for the village needs updating and strengthening.
Cllr Connelly offered to do a draft Emergency Plan which was sent to the councillors. They all agreed that it was a very comprehensive document – and agreed to the next step of filling in names for co-ordinators and safe venues. The Councillors will be the main co-ordinators. The Booth Hall was suggested as the first safe place and then the Sports Pavilion. These committees will be contacted to check this is alright. Once set up, volunteers can be sort who would be willing to help if needed in an emergency.

6.3 Data Protection Policies Review (Previously Circulated).

The Councillors had been sent these policies to review. Cllr Connelly said that some of the dates and other wording were now out of date. He will work along with the Clerk to get these updated and the policies will then be reviewed again by the rest of the Councillors.

6.4 Parish Council WhatsApp Account

The WhatsApp Group for the Councillors seems to be working.
It was agreed that a public WhatsApp Group would be set up, as discussed in previous meetings. This would be a one-way group with the Clerk and Councillors putting information on.

7. Parish Finances.

7.1 The periodic accounts

July's and August's Accounts were circulated prior to the meeting –
Cllr Ryan thought that the new grass contractor payment was higher than expected. The Clerk explained that GHC garden maintenance charges VAT. So, the £2100 includes this. £350 will be claimed back by the Clerk. The net amount is £1750. The same as Colin charged.
These were approved and accepted by the members.

Proposed: Cllr Ryan Seconded: Cllr Connelly

8. Correspondence

The Clerk has received an email from the CVSA thanking the Parish Council for the donation that was made to Catterick in Bloom for the flower boxes and baskets.

9. Planning.

ZD25/00324/|FULL
Large animal veterinary practise- amended.
The Councillors offered no objections to this.

10. Minor Matters.

a) The Clerk has been made aware that a resident has painted some of the benches by the beck. She has sent a thank you letter to them. Since then, she has also been told that he has painted the white footbridge and cleaned out the cobbles around the war memorial. She will send another thank you letter.

Because of this kind work and work carried out by other residents it was suggested that a Catterick Parish Council Community Award scheme should be set up. Cllr Connelley volunteered to set out a plan for this.
b) The Clerk has contacted GCH Garden Maintenance and asked if they can clear the beck as soon as possible. He has said he will do this as soon as possible
c) A 3.3% pay rise, back dated to April, has been awarded to Local Government workers, including Parish Clerks. The Councillors agreed to the clerk's salary rising by this amount.

The meeting closed at 20.10

Date of next meeting – Monday 5th October 2026

Signed.....

Dated.....