Catterick Parish Council

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Draft Summary Minutes of the Parish Council Meeting on 2 November 2026

1. Rachel Allen from North Yorkshire Citizens Advice and Law Centre.

Rachel Allen attended the meeting to give an overview of the work carried out by Citizens Advice.
They have offices all over the County, including one in Newbiggin, Richmond.
They offer advice on matters such as, cost of living, debt management, scams and law.
There are a number of ways to access there services, face to face, drop in sessions at the offices, free helplines, out reach sessions, and one Friday a month the bus is parked outside Tescos at the Garrison.
The Charity seeks grants and donations from various organisations for these activities.
Over the last year 74 residents from Catterick have been helped with a net income gain from these cases of £98,492.
The top issues covered were, benefits, tax credits, utility bills and debt (Council tax, credit cards, rent arears).

2. Police report.

PCSO Coburn attended the meeting and read out the report.
Report from 5 October 2026 – 1 November 2026
6 Crimes Reported-1 Violence,1 Violence Offence – Domestic related.
2 Thefts.1 Auto Crime
1 On-line offence.
Crimes report for the same period last year = 14
1 Anti-Social Behaviour Reports-1 Nuisance report
Anti-Social Report for the same period last year = 3
6 Person/Safety /Warning report-1 Suspicious Circumstances,1 Domestic
4 Abandoned Calls
All other warnings reported in the same period last year = 20
Reports of other incidents.-1 Road Related incident,1 Highway Disruption
Other incidents recorded (RTC's, RTC damage) the same period last year = 9
Project Servator is still running in Richmondshire.
We will be here, unannounced. We can be at any p ace, 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 has tried to find details of the owner of the white van parked in front of the back gate of 24 High St. (Reported to her last month) but there are no records of a registered owner. She suggested the Clerk contacts North Yorkshire Council and report it as an abandoned vehicle

3. Marne Barracks

Major Keith Allison attended. He said that 32 Engineers are organising the Remembrance Parade this year and he would get them to contact the clerk with the details

4. North Council Yorkshire

North Yorkshire Council are holding the annual Lets Talk Money consultation. This is open until 26 November.
The money has been signed off for the A66 upgrade, But the completion date has been delayed from 5 to 9 years. The works will begin at the Cumbrian end of the road.
There will be some improvements to the Scotch Corner roundabout within three years.

5. Data Protection Policies Review (Previously Circulated).

Cllr Connelly has collated all the data protection policies in one overall document.
The Councillors had been sent this document prior to the meeting to review.
This contains the individual policies such as, the privacy policy, freedom of information policy, ICO model publication scheme and retention and disposal policy.
Some of which will also be published separately for clarity.
They have all been updated to cover new and amended legislation.
It was agreed to adopt the updated version of the Data Protection Policy.

6. Emergency Plan update.

Cllr Connelly is continuing with the revision of the Emergency Plan for the village. He suggested that the Emergency Plan should be extended to cover the 3 days resilience that the Government advised for households in the event of a major outage of electric, fuel and communication systems. There followed a discussion about this and how far the Parish Council could go. The rest of the Councillors did not know quite how this would be worked – it was suggested that a list of residents could be collated that were willing to help in such a situation and what equipment, e.g. generators, fuel they were willing to share. Cllr Connelly asked what North Yorkshire Council was doling to help support Parish Councils in providing such cover. Cllr Les suggested he contacted the Emergency and Resilience Team to find out what other Parishes were doing.

7. Catterick and Colburn Town Investment Plan.

The first steering group meeting was held in October -it considered plans for enabling enterprise, forming sustainable settlements, protecting heritage and promoting growth and resilience and improving social and personnel well-being. The strengths and weaknesses of these points in the area were discussed. The next meeting in November will discuss potential project ideas that could help improve, enhance, or support the future of Catterick and Colburn.
Cllr Ryan suggested that lack of EV charging points in the village should be discussed.

8. Donation to Citizens Advice

This had been discussed at October's meeting but as only a few councillors were present and Cllr Connelly had some objections to the donation it was decided after the meeting to bring it back to this month.
The Councillors discussed the work carried out by the Citizens Advice, as described by Rachel Allen at the start of the meeting, and agreed that it was important work that they carried out for residents not knowing where else to go for help.
Cllr Connelly pointed out that they receive funding from the Government and thought that smaller charities would benefit more from Parish Council donations.
The donation of £500 was again proposed.
Proposer; Cllr Ryan Seconder: Cllr Campbell
The motion for the donation was agreed by the Council
The Clerk will get the money sent.

9. Christmas Decorations and Light Switch On

It was agreed tom organize the light switch on for Sunday 6th December at 4.30 pm and to decorate the tree and put up the rest of the decorations on Friday 4th December. The Clerk will contact Gareth Hastie the grass maintenance contractor to organise this.
Drinks, biscuits and mince pies etc. will be provided again.

10. Recruitment of new clerk

As mentioned at the July meeting the Clerk is retiring next July. She suggested that a small committee is formed to organise the recruitment process. Cllrs. Campbell, Ryan and Connelly agreed to meet up with the clerk and discuss the process.

11. Annual Budget and Precept

The annual budget for 2027/28 had previously been circulated to the Councillors.
A few amendments were suggested, such as budgeting for the recruitment of a new clerk, £250 and adding a budget of about £500 for the Emergency Plan.
The Clerk will amend the budget and send it back out to the Councillors for adoption next month.
The Councillors agreed that the precept asked for by the Parish Council needs increasing for the next year to cover increasing costs.
The Clerk had also sent a chart out to the Councillors showing the effect of different percentage increases in the precept requested, on the Parish Council portion of the Council Tax.
The councillors discussed this and decided that a 5% increase would be needed, increasing the Parish Council portion of the Council Tax by £1,98/month. This woulkd increase the total precept asked for by £1055.

11. Planning.

17/00647/FULL variation of condition 1 attached to planning permission, 28 High St.
The Councillors had no objections as long as the neighbouring properties were not impacted by the revised plans (Originally granted in 2017)

12. Minor Matters.

Cllr Oselton said that the wall by the steps up to the church from the High St entrance was in need of repair. He wanted to know who was responsible for this.
The Clerk will check

Date of next meeting – Monday 7th December 2026