

**Kirkbymoorside Town Council**  
**Information for meeting on Monday 21<sup>st</sup> September 2020**

**6. To consider financial matters:**

- a. To note completion of the review of the Annual Governance & Accountability Return (AGAR) for the year ended 31 March 2020 by PKF Littlejohn LLP Sections 20(2) and 25 of the Local Audit and Accountability Act 2014, Accounts and Audit Regulations 2015 (SI 2015/234), The Accounts and Audit (Coronavirus) (Amendment) Regulations 2020 (SI 2020/404)**

Refer to supporting documents

- b. To report the cost of training since the last meeting of the Council pursuant to minute 20033**

Attendee	Training Webinars	Cost
Town Clerk	<b>Risk Assessments Webinar - The Good, The Bad and the Ugly provided by BHIB</b>  Building on the YLCA Risk Assessment training earlier in the year, this course will help local council understand risk assessments and bring them to life, including additional requirements following the pandemic. With some actual examples of where risk assessments have gone wrong, and some where they have saved managers from being charged with gross negligent manslaughter.	£5.00
	<b>How to deal with a Grievance – the process, policy and procedure</b>  An interactive session looking at the process of how to deal with a grievance from a member of staff to the Council.	£15.00
Cllr Holroyd	<b>Introduction to the Planning System</b>  This session aims to help councils understand their role in and get the most from the planning system. There will be a focus on the roles and responsibilities of local councils in planning; local plan making, the National Planning Policy Framework introduced in 2012 and guidance on how to respond effectively to planning applications, including the use of material considerations.	£22.50

- c. To report accounts paid since the last meeting of the Council and to approve cheque payments according to the list provided**

Description	Supplier	Total
Moorside Room Electric Bill Q2	Southern Electric	33.06
Sportsfield Gas 31.03 - 31.05.2020	Total Gas & Power	338.04
Webinar training session	YLCA	22.50
SLCC membership	SLCC	202.00
Grant to Support the Extra Financial Burden of increase Drivers due to Covid-19	Ryedale Community Transport CIO	1,300.00
Power Scythe Hire - Manor Vale haymaking	DM Davies	100.00
Webinar training session	YLCA	48.00
Bookkeeping + Payroll QE 30.06.2020	Moore Chartered Accountants	630.00

Plants + compost for West End planters	Daisys Garden Centre	115.95
Sportsfield Admin charge for gas bill 31.03. - 31.05.2020	Total Gas & Power	24.00
Office Monthly Licence Fee	Friends of Kirkbymoorside Library	130.00
Yorkshire Post	JPI Media Publishing	91.00
Annual Governance & Accountability Return for year ended 31/03/20	PKF Littlejohn Ltd	360.00
Town Clock - Replacement of Central Guide Pulley	Smith of Derby Ltd	446.40
Webinar training session	YLCA	22.50
Office Broadband & line rental office	Zen	43.32
Zoom services August	Zoom Video Communications Inc	14.39
Annual Service Charge	Love Servers	31.20
Sportsfield Electric Bill 25.06.2020 - 24.07.2020	British Gas	23.50
Public Wifi	Welcoms	72.39
Annual Inspection	Streetscape Products & Services Ltd	300.00
Contribution to Annual Cleaning Costs of Church House	Clic	1,300.00
Office Utilities 1.10.19 - 31.03.2020	Clic	213.63
Biennial Fee for .gov.uk	Vision ICT Ltd	90.00
Paye	HMRC	493.59

Financial reports provided as supporting documents

**f. 2020-21 National Salary Award**

**I. To note the National Joint Council for Local Government Services (NJC) new pay scales for 2020 – 2021 to be implemented from 1 April 2020**

**II. To agree application of the revised pay award backdated to 1 April 2020**

**2020- 2021 NATIONAL SALARY AWARD**

The National Joint Council for Local Government Services (NJC) has reached agreement on a new pay scales for 2020 – 2021 to be implemented from 1 April 2020 (i.e. backdated to 1 April 2020)

The relevant information is provided in the attached NALC Employment Briefing EO1-20 ‘2020-21 National Salary Award’

All councils which employ Clerks and other staff under the NJC terms and conditions, via the joint National Association of Local Councils (NALC) and Society of Local Council Clerks (SLCC) National Agreement will need to act on this information and ensure that the relevant pay award is given.

**It is important that contracts of employments are checked to ensure NJC terms and conditions apply prior to awarding any increment; if the council is any doubt as to whether it should be applied, please submit a request for advice via the YLCA Advice Request section of the website and attach the relevant contract of employment.**

Please remember that all employees employed under NJC terms and conditions should automatically receive the increments as detailed in the Employment Briefing, backdated to 1 April 2020. Councils (as the employer) should write to their staff to advise them of their revised salary and retain a copy of this correspondence in the employees personnel files. The new pay scales for all staff should be reported to the next meeting of the council (or relevant committee).

Yorkshire Local Councils Associations

- g. To note that the Council's registration with the Information Commissioner's Officer is due for renewal on 26th October 2020 (£40 fee) and agree payment of the annual renewal fee by direct debit to receive an annual reduction of £5**

**Organisation name:** Kirkbymoorside Town Council

**Order reference number:** 024e8fd21258

**Reference:** Z2418941

### **GDPR/Data Protection Act 2018**

#### **Data protection fee renewal - ACTION REQUIRED BY 26/10/2020**

Organisations that process personal data are subject to the General Data Protection Regulation (GDPR) and the Data Protection Act 2018.

Under the Data Protection (Charges and Information) Regulations 2018 (the Regulations) they must also pay an annual data protection fee, unless they are exempt.

Your payment and registration as a data controller under the Regulations will expire on 26/10/2020. You must now either:

- renew your registration, taking tier assessment to confirm the fee you need to pay (see [ico.org.uk/fee-self-assessment](http://ico.org.uk/fee-self-assessment)), or
- cancel your registration if your circumstances have changed, telling us why you no longer need to be registered.

#### **Amount required**

Under the Regulations, you must pay an annual fee of £40, £60 or £2900 depending on the size **or** turnover of your organisation. **VAT is nil in all cases.**

Based on your last assessment you are now required to pay **£40.00**. However, you should use our tier assessment tool (see [ico.org.uk/fee-self-assessment](http://ico.org.uk/fee-self-assessment)) to confirm how much you need to pay, and contact us immediately if your current assessment is wrong.

#### **How to pay**

Did you know that 89% of fee payers pay on time? You can pay in any of these ways:

**Direct debit** - the best way to make sure you renew on time. Complete the attached instruction and email or post it, with a copy of this email, to the address below. **If you pay by direct debit will automatically receive an annual reduction of £5.**

**Online** - pay securely with a debit or credit card at [ico.org.uk/pay](http://ico.org.uk/pay). You will need the **order reference** and **registration reference** shown above.

**Cheque** - make cheques payable to the Information Commissioner. Put your registration reference (above) on the back and send it to the address below, with a copy of this email.

Please post cheques and direct debit instructions to: Data Protection Fees, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF. For email, use [dataprotectionfee@ico.org.uk](mailto:dataprotectionfee@ico.org.uk).

Please note that it is taking us longer than usual to process cheques and direct debits, due to the COVID-19 pandemic.

#### **Failure to pay on time**

As COVID-19 is causing serious difficulties for many businesses, we are not currently pursuing late payments. We will, however, review the position when the public health emergency is over.

### **Further information**

You don't have to tell us about the personal data you process. However, you do need to let us know if any of the details we hold about you change.

If you are required to have a Data Protection Officer (DPO) under the GDPR or you choose to appoint one, you should also tell us about this. For more information please see [ico.org.uk/DPOs](https://ico.org.uk/DPOs).

For more information about the fee please see [ico.org.uk/fee-guide](https://ico.org.uk/fee-guide).

If you need to contact us, please call us on 0303 123 1113, or email [dataprotectionfee@ico.org.uk](mailto:dataprotectionfee@ico.org.uk). You'll need your **registration reference** and your **security number**, which we sent to you when you first applied.

Yours sincerely  
Paul Arnold

**Deputy Chief Executive Officer**

**Information Commissioner's Office**

**h. To agree payment by direct debit to Total Gas & Power Limited for gas utility at the sports field**

**7. Town Council Procedures & Policies**

**a. To receive the NALC Statement - Town and Parish Councils 'The Rule Of Six'**

NALC STATEMENT – TOWN AND PARISH COUNCILS AND PARISH MEETINGS AND 'THE RULE OF SIX'

NALC has updated its coronavirus information; this includes an update on restrictions to social gatherings (The Rule of Six):

The Health Protection (Coronavirus, Restrictions) (No. 2) (England) (Amendment) (No. 4) Regulations 2020<<https://nalc.us12.list-manage.com/track/click?u=16886b5d6c31eade2f9a50027&id=718b5ad181&e=e5a5273c35>> were made on 13 September and came in to force today, 14 September, at 12.01. They amend the Health Protection (Coronavirus, Restrictions) (No. 2) (England) Regulations 2020 ("the Principal Regulations"), so that people may not participate in social gatherings, in any place, in groups of more than six, unless they are members of the same household, two linked households or exceptions apply.

NALC's view is that although the Principal Regulations continue to permit local councils to hold meetings (now as an exemption to the six-person gatherings limit) in COVID-19 secure premises, the NALC position remains that, it recommends that councils continue to meet remotely (see statement below circulated 6 July 2020).

'NALC and SLCC strongly advise local councils to continue to meet remotely, without the need for face to face contact. Government rules still state that we should all work from home if we can. Local councils have the powers to hold public meetings remotely by using video or telephone conferencing technology until May 2021 and so most councils will have no need to meet in person.

Furthermore, local councils have the duty to allow the public to observe council meetings without placing restrictions on the number attending, which many council meeting venues will not be able to accommodate in a safe way at this time.

However, where a local council does have an identified need to hold a physical meeting, as they are unable to conduct council business any other way, they can consider doing so from 4th July.

These meetings must be managed within the social distancing and 'safer workplaces' guidance produced by Government, which includes the requirement to conduct a risk assessment to determine if it is feasible and safe to hold a physical meeting. It is important that this risk assessment is carried out, and any identified actions to reduce risk to attendees are implemented before any face to face meetings resume. Councils must keep documentation of this risk assessment and the reasons why the council has taken the decision to return to face to face meetings (checklist attached)'

**b. To receive a draft Co-Option Policy outlining the procedure to be followed when there is a vacancy to ensure the co-option process is fair and equitable**

Policy Document provided as supporting document

**9. Play Areas**

**a. To receive the annual Operation Inspection report**

Report provided as supporting document

**b. To note remedial repairs instructed in accordance with the Maintenance of Manor Vale Woodland & Grounds Maintenance (Cemetery & Play Area) contract specifications**

<b>Remedial Repairs</b>	<b>Order Ref</b>
Crown lift the Rowan trees adjacent to footpath at skatepark, Old Road	Order 07/20/05
Re-secure netlon mesh to fencing behind the basketball court Replace damaged fence panel in fencing between play area and skatepark	Order 08/20/02
1. Undertake necessary adjustments to: <ul style="list-style-type: none"> <li>i. fastening of gate between skate park and play area at Old Road play area</li> <li>ii. closing mechanism of gate to toddler play area to ensure a slower closing time of approx. 5 seconds</li> </ul> 2. Apply top soil to grasslock surfacing, ensure all edges are filled and there are no trip hazards to: <ul style="list-style-type: none"> <li>i. Oyster roundabout at Old Road play area</li> <li>ii. Tyre springers at Old Road play area</li> <li>iii. Spinnaker at Ryedale View play area</li> </ul> 3. Remove balance bench at Ryedale View play area and make good surfacing to ensure no trip hazards. (Top to be kept whilst replacement leg posts are sourced and item reinstated) <li>4. Replace broken panel on boardwalk</li>	

**c. To report vandalism to the bins at the skatepark Police Ref: NYP10092020**

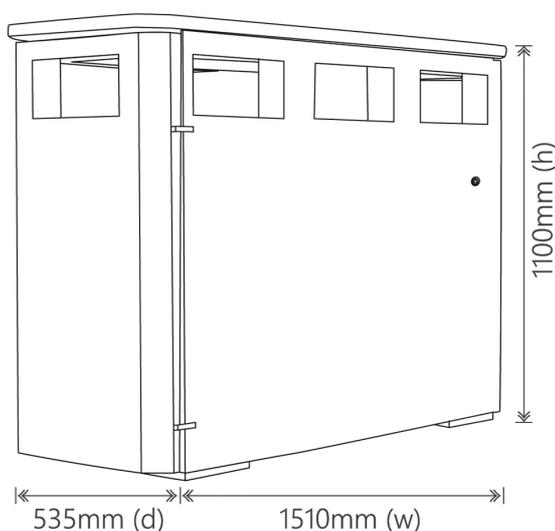


**d. To consider the cost of purchase and installation of replacement bins**

In order to ensure that waste is recycled the Waste Management Supervisor at Streetscene, Ryedale District Council has confirmed that waste needs to be separated: plastic and cans; paper and card; glass; and other litter.

Option 1: Derby Triple Recycle Bin @ £575 + £114 delivery (ex VAT)  
BX45G 2550-TRI

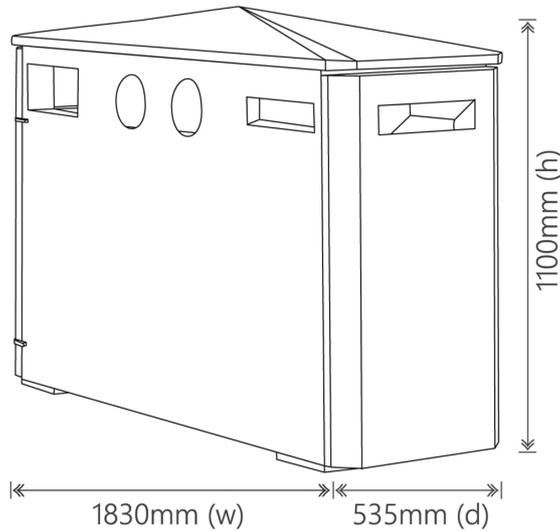
The Derby Triple recycling bin houses three galvanised steel liners which are accessed from a door at both ends. 360 litres (3 x 120 litres) capacity



Option 2: Derby Quad Recycling Bin @ £699 + £114 delivery (ex VAT)

BX45G 2550-QUAD

The Derby Quad recycling bin is a unique litter bin that houses four galvanised steel liners which are accessed from doors on both sides. This Litter and recycling bin can be used as litter only, litter and recycled item, litter and co-mingled or a full combination of recycled materials.



Option 3: combination of separate bin units: a) Recycling Bin + b) Litter Bin

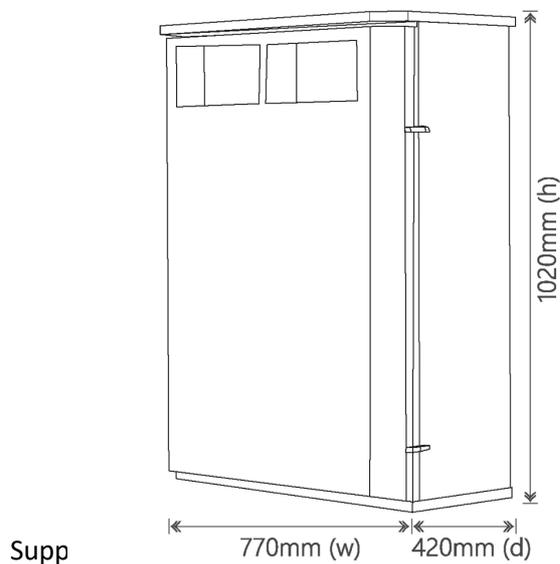
Delivery charged @ £57 (ex VAT) (slim line recycle bin + up to 2 bins on a single pallet)

a) Recycling Bin

Derby Double Slimline Recycle Bin @ £345 (ex VAT)

BX45G 2596-D-RC

Galvanised steel recycling bin featuring a heavy duty front opening door with a stainless steel slam lock and a 20mm heavy duty steel pivot hinge and four posting apertures.



b) Litter Bin

Derby Compact Litter Bin @ £169 (ex VAT)

The Derby Compact Litter Bin is slightly smaller in size than the Standard with two posting apertures. The Derby Compact Litter Bin which is manufactured from 2mm galvanised steel has a capacity of 120 litres.



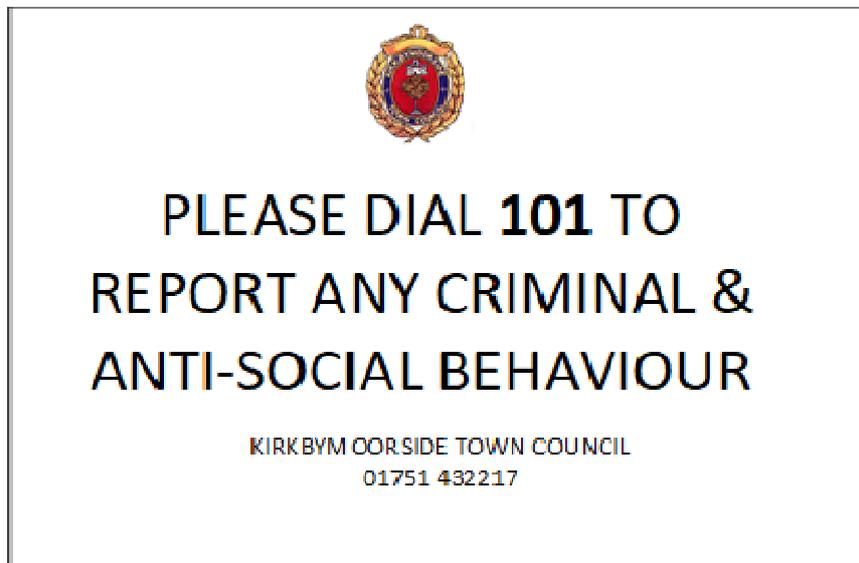
Derby Standard Litter Bin @ £259 (ex VAT and delivery)  
BX45G 2550

The Derby Standard steel litter bin has a capacity of 120 litres and a unique door bar hinge system. One of the key factors in the Derby Range's success is its unique door bar hinge system that has seen the bin used throughout the UK and not a single door has been forcibly removed in over 25 years.



Description	Cost
Option 1: Derby Triple Recycle Bin @ £575 + £114 delivery	£689 + VAT
Option 2: Derby Quad Recycling Bin @ £699 + £114 delivery	£813 + VAT
Option 3: combination of separate bin units: a) Recycling Bin + b) Litter Bin Delivery charged @ £57 (ex VAT) (slim line recycle bin + up to 2 bins on a single pallet)	
Option 3a: Derby Double Slimline Recycle Bin @ £345 + Derby Compact Litter Bin @ £169	£571 + VAT
Option 3b: Derby Double Slimline Recycle Bin @ £345 + Derby Standard Litter Bin @ £259	£661 + VAT
Option 3c: Derby Double Slimline Recycle Bin @ £345 + Derby Compact Litter Bin @ £169 x 2	£740 + VAT
Option 3d: Derby Double Slimline Recycle Bin @ £345 + Derby Standard Litter Bin @ £259 x 2	£920 + VAT
Installation charge (application to all options)	£40.00

- e. To consider submission of an Insurance Claim to cover the associated costs (Excess of £250)
- f. To consider the installation of additional signage



## 10. Kirkbymoorside Football Club

- a. To consider the request by the Kirkbymoorside Football Club to extend the lease agreement beyond March 2021 for a period of 35 years

Correspondence provided as supporting document

- b. To note permissive use of the sports field on 17th September for the 'Hungry Minds' interactive session for under 5's organised by Coast & Vale Community Action in conjunction with NYCC



# Chat, Read, Sing & Play Roadshow



Fun and interactive sessions for the Under 5's and their parents.  
Come along and listen to a story, play a game and take a book home too!

14 September 1pm-2.30pm - Whitby - Eastside Multi-use Games Area  
15 September 10am-11.30am - Malton - Rainbow Lane Play Park, Peasey Hill  
15 September 1pm-2.30pm - Norton - St Peters Church  
16 September 10am-11.30am - Scarborough - The Street Garden  
17 September 10am-11.30am - Kirkbymoorside - Kirkbymoorside Playing Field  
18 September 10am-11.30am - Pickering - Woodlands Community Park

**Social distancing will be observed at all events.**  
**For more information please contact Jane: 07825 392345 or Jo: 07375 668996**

## 13. Planning

- a. To receive information on the Governments consultations on changes to the Planning System and agree a response as appropriate
- I. first consultation seeking views on proposed changes which would fundamentally change the way in which Development Plans are produced and used, together with changes to the role of National Planning Policy
  - II. second consultation and as an interim measure, changes are proposed to the current system including changes to the way in which the amount of housing to be delivered in each local authority area is calculated

Dear Parish and Town Councillors

You may be aware that the Government is currently consulting on major changes to the planning system. The consultation material can be accessed using the links below.

In one consultation, the Government is seeking views on proposed changes which would fundamentally change the way in which Development Plans are produced and used, together with changes to the role of national planning policy.

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/872091/Planning\\_for\\_the\\_Future.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/872091/Planning_for_the_Future.pdf)

In a second consultation and as an interim measure, changes are proposed to the current system. This includes changes to the way in which the amount of housing to be delivered in each local authority area is calculated.

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/907215/200805\\_Changes\\_to\\_the\\_current\\_planning\\_system\\_FINAL\\_version.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/907215/200805_Changes_to_the_current_planning_system_FINAL_version.pdf)

The District Council will be providing a response to the consultation. Clearly, you may wish to provide your own response to Government on these matters. If however, you have any views that you would like the District Council to take into account as it frames its response, I would be grateful if you could email these to my attention before 24 September 2020.

Regards

Jill Thompson

Planning and Development Manager

Ryedale District Council

#### **14. Moorside Room**

##### **a. To consider use of the Moorside Room by Towlers Chemist for the administration of flu vaccinations**

We are looking into the possibilities and logistics for administering flu vaccines efficiently from the end of September. Currently, due to COVID guidelines we cannot use our usual consultation room and the shop itself is difficult to maintain the appropriate levels of distancing and confidentiality in the normal working day. We are organised for delivery of vaccines in a screened area within the shop, most likely outside our usual working hours. We are trying to work out the best way for people to complete paperwork and wait before receiving their vaccine. It would most likely be Thursday afternoons and some evenings. We wondered if this is something the Moorside Room would be available for, and if so what costs would be involved. We have not been advised yet if any funding support will be available to cover the increased costs in delivering the service in the current climate, so we will obviously need to take that into account going forward.

Many thanks

Rory & Jo Towler

Towler's Chemist Ltd

10 Market Place

Kirkbymoorside

North Yorkshire

YO62 6DB

**b. To consider quotations for the cost of remedial repairs to the noticeboard and exterior window frames and agree appointment of the works**

<p><b>Quotation A</b></p> <p>Sand down windows to the front, side and rear of the Moorside Room and notice board</p> <p>Prime any bare wood</p> <p>Putty up where needed</p> <p>Hill in any gaps and cracks</p> <p>Undercoat all above woodwork, twice where needed</p> <p>Gloss all above</p>	<p>£1444.00</p> <p>All paint and materials will be charged as extra</p>
<p><b>Quotation B</b></p> <p>Chip off old putty and replace</p> <p>Prep and paint large windows at front of Moorside Rooms and lintels at rear &amp; side of property</p> <p>Replace bottom panel of door frame and repair lock and beading</p> <p>Repaint and apply new felt to roof</p>	<p>£800.00</p> <p>All paint and materials will be charged as extra</p>

**17. Remembrance Sunday 8 November 2020**

**a. To note the Royal British Legion Remembrance Parade Policy Update and to note that the local branch will be unable to make arrangements for Remembrance Parades under the revised policy restrictions.**

**b. To note the update from North Yorkshire Police in respect of Remembrance Day events.**

Update from North Yorkshire Police in respect of Remembrance Day

This statement has been authorised by Supt Bloxham for dissemination.

*“In normality, North Yorkshire Police’s default position is that we will support Remembrance Day events. This includes providing traffic management for smaller scale events utilising Town and Police Clauses Act powers.*

*From a purely traffic management based perspective, we can confirm that is still the case.*

*We are, however, currently in a pandemic situation. Health Protection Regulations are frequently changing and a wide range of partners need to scrutinise event plans. North Yorkshire Police will therefore only provide traffic management (and other) resources if (a) the Health Protection Regulations in force at the time permit the Remembrance Day events to lawfully proceed and (b) our partners with the relevant health related expertise consider it is safe for that specific event to proceed and that appropriate safeguards are in place.*

*The situation is continually and rapidly evolving. Our pragmatic advice to organisers would therefore be to consider a significantly scaled back approach to Remembrance Day this year. Many locations across the country are already stating they will lay wreaths but will not undertake parades. By making simpler and smaller scale plans, you will increase the likelihood that the event will be able to proceed in some form during the Coronavirus pandemic.*

*We must also highlight that if a Coronavirus outbreak was to impact upon our finite resources, we would need to evaluate whether we were in a position to fulfil all requests for Remembrance Day support with traffic management.”*

**c. To agree a sum to contribute towards a wreath under s137 of the Local Government Act 1972**

**18. To receive information from NYCC Passenger Transport Team on the funding for Supported Bus Services and Rural Mobility Fund 2020/21**

**North Yorkshire County Council**

**BETTER DEAL FOR BUS USERS**

**FUNDING FOR SUPPORTED BUS SERVICES AND RURAL MOBILITY FUND 2020/21**

I am writing to update you with regard to the above funding for Supported Bus Services and Rural Mobility Fund 2020/21.

As you know we wrote to you on 27 February 2020 to advise that following the announcement from the Department for Transport (DfT) on 6 February 2020 we invited proposals for the use of Funding for Supported Bus Services and Rural Mobility Fund in North Yorkshire.

A total of 77 responses were received with requests or suggestions for support, for either tranche of funding. Many of these included multiple requests, in total 115 suggestions were put forward. Whilst many of the requests did not include costs it is estimated that the total value of the requests submitted is around £7m, assuming costing reflects the intention of the submissions.

These submissions to the authority have now been carefully considered and prioritised. This process included assessments such as comparison against current levels of service availability and if the journey could already be made by connecting journeys, reasons for travel (for example employment, healthcare etc.), cost benefit, and officer/consultant assessment on whether the journey has potential for longer term sustainability.

With regard to the Supported Bus Services Fund, the DfT has now subsequently advised that given the current Covid-19 pandemic it may be appropriate for this funding to be used on maintaining the supported and commercial bus service bus network at pre-pandemic levels over an 18-month period.

Given the rurality of North Yorkshire the authority is concerned that operators will not be able to continue with or reinstate both contracted and commercial services at pre-pandemic levels as passenger numbers are likely to be affected for some considerable time. Should all of part of the allocation of Supported Bus Service Fund not be required for this purpose the intention is then to revert to the suggestions received as part of the consultation exercise and improve access for local communities across seven districts of North Yorkshire in a priority order until funds are exhausted.

With regard to the Rural Mobility Fund 2020/21 the authority has now submitted two Expressions of Interest to the Department for Transport.

The first bid is around resolving some of the health transport issues in the Richmondshire and Hambleton areas. A number of consultation responses referred to problems accessing hospital services in these areas. The proposal is for a pilot Demand Responsive Transport project through a single booking portal to book transport services to the hospital, both in advance and on-demand.

The second bid is based around working directly with communities to establish their needs and provide them with the resources to resolve the transport issues they identify. The concept is to establish several Community Hub led demand responsive transport schemes bringing transport to the heart of the rural areas, and provide a menu of support options to each Community Hub. The resources on offer will be a vehicle, Uber style booking app, transport management function and paid driver support.

If you require any further information please contact the Public Transport Team at [passenger.transport@northyorks.gov.uk](mailto:passenger.transport@northyorks.gov.uk)

Regards,

Passenger Transport Team

North Yorkshire County Council

01609 780780

#### **19. To consider renewal of the annual Community First Yorkshire membership at a cost of £42**

Dear Kirkbymoorside Town Council

Your membership of Community First Yorkshire is due for renewal on 31st August, 2020.

We hope that you are able to continue supporting our work in this way. As a charitable organisation we depend upon grants, donations and other fundraising activities and try to ensure we have a wide variety of support across our area.

If you would like to renew your membership it is £42 for the year.

Are you getting the most out of your membership?

**Our website [www.communityfirstyorkshire.org.uk](http://www.communityfirstyorkshire.org.uk)** is updated every week with new factsheets, funding ideas, online training and lots of sources of help and inspiration.

**Create your membership account with our website:** Having an online account makes it much easier for you to access member benefits such as advice, guidance and research. You will simply need to create a login. Previous members of Rural Action Yorkshire who had a login for the website will need to set up a new log in for the Community First Yorkshire website. Create your online account **here**.

**Are you receiving our e-bulletins?** We send out weekly and monthly newsletters to our members, so you don't miss important news, or any new resources on our website. Sign up **here**

**Events and training:** full details on our **website**. Come and meet other groups who are local to you, our events are great for networking. Make the most of your membership discount.

**Employment Support Advice:** As a member you are entitled to one 30 minute free email/telephone consultation with our accredited employment Advisors.

**Tell us your news and stories:** We love to hear your success stories and share them with others. Hearing your updates helps us to keep in touch with you and your networks and to give priorities to our Work Programme.

**Fan of social media?** We're on Twitter (**@CommFirstYorkshire**) and Facebook (**@Comm1stYorks**)

To renew your membership please renew **online**.

We look forward to working with you again this year

Yours sincerely

Leah Swain  
Chief Executive

## 20. To receive information from Citizens Advice on extended service provision in Mid-North Yorkshire

**Ryedale Office**  
Harrison House  
Norton Road  
Norton  
Malton  
YO17 9RD

7<sup>th</sup> August 2020

Tel: 01653 695542  
Email: [ryedale@northyorksca.org.uk](mailto:ryedale@northyorksca.org.uk)  
[www.citizensadvicehrs.org.uk](http://www.citizensadvicehrs.org.uk)

Dear Kirkbymoorside Town Council,

We are writing to you at a very difficult time. I hope that you have found the information we have been sending you throughout the period of lockdown useful and interesting, and will find the news that we are opening our services for face-to-face advice again hopeful. Please see our latest newsletter attached for details for each area. We hope to extend our services throughout the summer so that we can meet the need that we know is coming.

At the present time our phone lines and emails are flooded with local people worried about their small business or being made redundant or needing support to sort out the money they owe. We will be there for them but we are asking for your help.

Last year we helped 39 people from your ward. This year we believe it will be more. We are wanting to extend our services but unless we have funding we will have no option but to contract. We understand that times are difficult but we have shown that we will be there whatever the circumstances. Please be there for us. Whatever you can spare will be used directly to provide services.

If you have any queries please feel free to email me - [ceo@northyorksca.org.uk](mailto:ceo@northyorksca.org.uk).

**Chief Executive Carol Shreeve**

Citizens Advice Mid-North Yorkshire

Charity registration number 1146084

Company limited by guarantee. Registered number 7890996 England

Authorised and regulated by the Financial Conduct Authority FRN: 617621



Additional update provided as supporting document

**28. To receive a written application for the office of parish councillor and to co-opt a candidate to fill the existing vacancy**

Hi Lisa, after much consideration i would very much like to be considered to be come a councillor .

My background is I'm from Ryedale and lived in Kirkbymoorside for 3yrs , had my own business for 20yrs until ill-health forced me to sell and take on a role employed for several years mostly in the Motor trade and logistics but now retired after my wife suddenly died 4yrs ago.

My attributes are I'm a good listener , like to get things done, looking after the environment hate to see litter and tab ends generally dirty streets overflowing waste bins and lack of up keep.

A tidy town promotes more visitors and people taking a pride in where they live , to encourage business more leisure amenities affordable to all and a more up to date surgery ours is back in the dark ages .

There are many more issues after listening from business and residents alike parking and speeding traffic throughout the Town for one above all lack of amenities for teenagers to meet

This is just an insight how passionate and enthusiastic i am to bring fresh ideas to be discussed and rolled out with the help of the people of Kirkbymoorside to have parity with Helmsley and Pickering in regards of expenditure

Kind regards Trevor Shipley