

## Kirkbymoorside Town Council

### Information for the Moorside Room Committee meeting on Monday 3 February 2025

#### 6. Building Improvements

- a. To consider quotations for works to improve the energy efficiency of the building
  - I. alternative heating systems
  - II. window glazing modifications

Extract from Moorside Room Committee Minutes dated 4 November:

#### **MR006** Energy Efficiency

- a. Information on the latest advice from Historic England on 'Adapting Historic Buildings for Energy and Carbon Efficiency' was **received**.
- b. Information on options available for alternative heating systems and insulation of the building was **received** from Cllrs Dowie and Cllr Bettany respectively, pursuant to Minute 240246a.

#### **Window Insulation**

The two windows to the front of the property, on Church Street, are the original single glazed, multi-paned windows. The remaining windows, to the side and rear, are double glazed having been installed at the time of refurbishment in 2013.

There is a small casement window, top and centre of each multi-paned window unit, which is operated via a pull cord. On 3 of the windows, this mechanism is faulty and the window is stuck open.

Action: windows that are currently jammed open to be closed to retain heat – this may need a contractor to assist. NOTE: suggest that one of the opening windows on the side or back doubled glazed set of windows is fitted with a remote opening/closing device to prevent this issue in future.

Cllr Bettany provided information pursuant to a meeting and quotations received from Proline Windows:

1. Replace all windows with new double glazed (the two single glazed window at the front would be in wood to the exact same design as the existing) - £13,544.40 incl VAT
2. Replace the two single glazed window in wood to the exact same design as the existing but double glazed - £6,290.40 incl VAT
3. Fit secondary glazing to the two front windows - approx. £2,196 inc. vat (quote of £5490 for all 5 windows)

The committee considered option 3 preferable, as the most cost-effective option and the character of the original windows will be retained. Determination will be made by full Council upon consideration of recommendations at the next appropriate meeting.

Quotation as received:

Please find your quotation to supply and fit the following at The Moorside Room, Kirkbymoorside

Front 2 windows in hardwood timber with white finish, design to match existing

Total cost £6,290.40 Inc vat

Rear 2 windows plus side window in hardwood timber, design to match existing

Total cost £7,254.00 Inc vat

5 x aluminium secondary glazed units set in a hardwood frame

Total cost £5,490.00 Inc vat

If you have any queries please let us know

Thank you for your valued enquiry

### **Alternative heating systems**

#### **Air Source Heating**

Extract of article on North Yorkshire Council website in respect of planning permission:

*You are limited to one air source heat pump on any building or within the curtilage.*

*The outdoor compressor unit is limited to 0.6 cubic metres.*

*You'll need planning permission if you want to install an air source heat pump in a listed building (including the curtilage) or scheduled monument.*

*If you are in a conservation area or on a World Heritage Site you can't install it on an elevation that fronts a highway, or in the curtilage between the building and the highway.*

*You are allowed to install it on the front wall of a property, which is not in a conservation area or on a World Heritage Site, but it must be on the ground floor storey and not above.*

*It is only permitted development if there are no other heat pumps or wind turbines on or within the curtilage of the property.*

*No part of the heat pump can be within 1m of the boundary.*

*If it's installed on a flat roof, then it must be set back at least 1m from the edge of the roof; it cannot be installed on a pitched roof.*

*The pump must be used solely for heating purposes, removed as soon as practicable should it no longer be required, and located to minimise its impact upon the appearance of the building and amenity of the area.*

#### **Information received from 21 degrees:**

Initial response provided in the absence of a site visit: Consider air to air heating or air to water (for underfloor heating). This might not be feasible due to the property being in a conservation area.

Information received subsequent to site visit:

**Subject:** RE: 21° Quotation (Ref S11148)

Sincere apologies for the delay in responding. On reflection following visit, unless site can confirm actual build up of insulation levels in the building we would be reluctant to specify an ASHP to provide heating solution.

The best way forward as intimated on site would be to upgrade heating utilising the energy generated by the Solar in the form of extra electric radiators and/or infra red units .. electric UFH is also an option but feel the works required to prepare the floor would be costly compared to the other options mentioned

Sorry for any inconvenience caused by lack of communication my end.



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**Solar Panels (with storage battery)** South facing roof ideal for solar.

**Underfloor heating** The tiled floor is the coldest part of the room, making it unsuitable for yoga or floor-based activities. The tiles are cracked and the grout dirty and missing in places. Underfloor heating can be laid on top of the tiles and then topped with laminate or other flooring (suitable for underfloor heating). Note - this would mean a small lip or step at the entrance, and necessitate adjusting the height of the doors.

## 7. Funding

- a. **To note the allocation of funds to the Moorside Room, Minute 24139 of the Ordinary Town Council meeting dated 16 December 2024;**
  - i. **£2,500 to cost code 8 from the 2025/26 budget for Moorside Room running costs;**
  - ii. **£10,000 from specific reserves earmarked for project costs to improve the Moorside Room To note the allocation of £2,500 to cost code 8 Moorside Room Running Costs from the 2025/26 budget and £10,000 from specific reserves earmarked for project costs to improve the Moorside Room (Minute 24139 dated 16 December 2024)**

Extract of Minute of the Ordinary Town Council meeting dated 16 December 2024

### **24139** Agenda item 7. 2025/26 Budget

- b. Recommendations of the Finance Committee regarding the budget for 2025/26 were **received** as follows:
  - i. Capital Budget - Allocation of £80,000 reserves:
    - II. Allocation of £40,000 to specific reserves:
      - £5,000 Staff sickness;
      - £4,000 By-election provision;
      - £6,000 Manor Vale provision;
      - £10,000 Moorside Room provision– earmarked for project costs to improve the Moorside Room (considerations at Minute 24115 dated 18 November 2024);**
      - £15,000 development (including repairs) of the sportsfield, play area and skatepark.

The recommendations of the Finance Committee were **agreed**.

## 8. Remedial Repairs

- a. **To receive a report on progress of remedial repairs and cleaning pursuant to minute MR007 dated 4 November**

Extract of Moorside Room Committee Minutes dated 4 November:

### **MR007** Housekeeping

- a. Snag list of remedial repairs needed:
  - Cover on electrical supply to the radiator in the entrance area loose (high priority)
  - Mould growing on the bottom of the wall to left side of entrance door from inside
  - # 3 top windows not closing
  - Door to store cupboard difficult to open. The door needs to be adjusted and the addition of a handle.

- Door to main room from foyer not opening fully when pulled back towards the entrance (Note: if underfloor heating is installed, doors will need altering, so maybe leave this for now)
- Floor tiles need re-grouting – necessity depending on any agreed works to the floor
- Paint around inside of door to main hall badly chipped
- Installation of shelves and hooks in the storage room
- Paint on back wall scuffed by chairs
- Holes in cover on #2 speakers
- One cupboard door not closing
- Deep clean needed

## 10. Management and Promotion

### a. To receive an update on bookings and income since the last meeting

#### 2025 Bookings:

Date	Description	Applicant	Amount
8.01.2025	Hire of The Moorside Room from 7.15pm – 9.30pm, @ £10.50 per hour on Wednesday 8 January 2025	Kirkbymoorside Young Farmers Club	£23.63
14.01.2025	Hire of The Moorside Room for Kirkdale Court Management Limited AGM from 10am to 12 noon @ £15.00 per hour	Nicholsons Property Group	£30.00 paid
07 & 14.01.2025	North Yorkshire Council Resilience & Emergencies – Drop in sessions @ £15 per hour	North Yorkshire Council	£195.00
20 & 27.01.2025	Hire from 6.30pm – 8pm, @ £10.50 per hour	1 <sup>st</sup> Kirkbymoorside Scout	£31.50
25.01.2025	Private Hire for Birthday Party from 11am – 4pm, @ £10.50 per hour	Private	£52.50
29.01.2025	Hire from 6.30pm – 8pm, @ £10.50 per hour	1 <sup>st</sup> Kirkbymoorside Scouts - Cubs Section	£15.75
30.01.2025	Hire from 6.30pm – 8pm, @ £10.50 per	Ist Kirkbymoorside Beaver Dam Team	£15.75
24.02.2025	Hire ‘ from 7pm – 8pm, @ £10.50 per hour	Kirkbymoorside Allotment Association	£10.50
05.03.2025	Marie Curie Fundraising morning – FOC (Minute 14060d) <sup>1</sup>	Marie Curie	FOC

<sup>1</sup> 14060 The Moorside Room d) It was **agreed** to offer the Moorside Room to local charities for one Wednesday each month, for use as a fundraising venue on condition that it does not interfere with bookings.

15.03.2025	Repair Café - £20 contribution to running costs	Environment Group	£20.00
07.04.2025	Hire from 7pm to 8pm on Monday 7 April 2025 @ £10.50 per hour.	John Stockton Education Foundation	£10.50
26 & 27.04.2025	Hire from 6-8pm on Saturday 26th April and from 8.00 am – 1.00 pm on Sunday 27th April 2025 for the 'Give or Take' Day at £10.50 per hour	Environment Group obo North Yorkshire Council	£73.50
04.05.2024	10K - First Aid Base	10K	FOC
10.05.2024	Eco-Fair	Ryedale Environment Group	TBC
17.05.2025	Repair Café - £20 contribution to running costs	Environment Group	£20.00
7 & 8.06.2025	2025 Open Studios art exhibition at the agreed discretionary rate of £80 per day.	Open Studios	£80 per day
14 & 15.06.2025	2025 Open Studios art exhibition at the agreed discretionary rate of £80 per day.	Open Studios	£80 per day
19.07.2025	Repair Café - £20 contribution to running costs	Environment Group	£20.00
20.09.2025	Repair Café - £20 contribution to running costs	Environment Group	£20.00
25 & 26.10.2025	Hire from 6-8pm on Saturday 26th April and from 8.00 am – 1.00 pm on Sunday 27th April 2023 for the 'Give or Take' Day organised by Kirkbymoorside Environment Group charged at £10.50 per hour	Environment Group obo North Yorkshire Council	£73.50
22.11.2025	Repair Café - £20 contribution to running costs	Environment Group	£20.00
29.11.2025	Christmas Market – booking tbc	Hilary Shields	booking tbc

## Income to 30.11.2024

Description	Applicant	Amount
Hire from 10am to 12.30pm, @ £10.50 per hour on Thursday 23 May 2024.	Private Hire	26.25
Booking of The Moorside Room on 1st, 2nd, 8th and 9th June 2024 for the 2024 Open Studios art exhibition at the agreed discretionary rate of £80 per day.	Open Studios	320.00
Refund of Electric Bill 01.02-30.04.24	SSE Energy	980.03
Hire from 3-4pm Thursday 27 June 2024 @ £10.50 per hour.	Royal British Legion	10.50
Hire from 7pm to 8.30pm on Monday 22 April 2024 @ £10.50 per hour.	John Stockton Educational Foundation	15.00
Hire from 9am to 7pm Monday 15 July 2024 @ £10.50 per hour.	Private Hire	105.00
Hire from 7pm to 9pm Monday 2 September 2024 @ £10.50 per hour.	Helmsley Arts Centre	21.00
Repair Café 18 May 2024 - Contribution to Moorside Room running costs	Environment Group	20.00
Repair Café 20 July 2024 - Contribution to Moorside Room running costs	Environment Group	20.00
Repair Café 21 September 2024 - Contribution to Moorside Room running costs	Environment Group	20.00
Repair Café – 16 November 2024 Contribution to Moorside Room running costs	Environment Group	20.00
Hire from 7pm – 9pm, @ £21 on Wednesdays 27th March, 3rd April and 24th April.	Kirkbymoorside Young Farmers Club	63.00
Hire from 7pm to 9pm Monday 23 September 2024 @ £10.50 per hour.	Helmsley Arts Centre	21.00
Hire from 7pm to 9pm Monday 7 October 2024 @ £10.50 per hour.	Helmsley Arts Centre	21.00
Hire from 6pm to 8pm Thursday 21 November 2024 @ £10.50 per hour.	Natural Balances Soul & Self-Care	30.00
Hire from 10am to 12 noon on Tuesday 19 November 2024 @ £15.00 per hour.	Nicholson's Lettings & Management Limited	30.00
Hire from 6-8pm on Saturday 15th April and from 8.00 am – 1.00 pm on Sunday 16th April 2023 for the 'Give or Take' Day at £7 per hour	Environment Group obo North Yorkshire Council	49.00
Hire from 6 - 8pm on Saturday 28th October 2023 and from 8 – 12am on Sunday 29th October 2023 for the 'Give or Take' Day at £10.50 per hour	Environment Group obo North Yorkshire Council	63.00
Hire from 6pm - 8pm on Saturday 27th October 2024 and from 8am – 1pm on Sunday 28th October 2024 for the 'Give or Take' Day at £10.50 per hour	Environment Group obo North Yorkshire Council	73.50
Hire from 9.30am – 2.30pm Saturday 5th October 2024 @ £10.50 per hour.	Third Order, Society of St Francis	52.50
Hire for vaccinations on 22nd and 29th October for a total of 7.5 hours @ £15 per hour	Towlers Chemist	112.50
	Subtotal for Code:	£2,093.28

**11. Hire charges**

- a. To consider the proposal by Cllr Illingworth for unpaid usage of the Moorside Room for activities related to the Town Council and/or town promotion, or in the event of local emergencies**

Previous consideration by the Town Council of free of charge usage of the Moorside Room:

Extract of Minutes of the Ordinary Town Council meeting dated 19 November 2018

**18153** The proposal by Cllr Chapman to offer free usage of the Moorside Room, when unoccupied (including utilities), for non-charging, volunteer run, council supported projects was considered and **not agreed**. It was noted that the Town Council offers free usage of the Moorside Room to charities and Community Groups for fund raising activities on one Wednesday a month, in accordance with Minute 14060d) dated 21 July 2014.

Hire charges will remain at those set in 2014 being £10 per hour for commercial bookings, £7 per hour for charities and local community groups. Exhibitions will continue to benefit from the 25% commission charge.