

Kirkbymoorside Town Council

Information for the meeting on Monday 19 January 2026

8. Sports Field Development

- a. To receive an update on plans for development of the squash club building to incorporate football club facilities and associated considerations/recommendations arising

The Phase II Feasibility Assessment was received by the Town Council at the Ordinary meeting dated 20 October 2025.

Minute 25115 of the Ordinary meeting of the Town Council dated 20 October 2025

Agenda item 14. Sports field Development

- a. The Phase II Feasibility Assessment was **received** and it was noted that arrangements are in progress for a meeting of the immediate parties to address the questions and discussion points identified by the report. The findings will then be relayed to the architects and subsequent meetings will be arranged to consider the more informed development proposal, inviting participation by all occupants of the sports field.
- b. Cllr Coughlan volunteered to be appointed as delegated representatives to the project. **Agreed.** A secondary Councillor will need to be appointed.

Subsequent discussions involving representatives of the Football and Squash Clubs, the Town Clerk and Richard Waller, Director of Peter Rayment Designs determined the following:

The favoured design is Option 4.



FEASIBILITY



FOOTBALL CLUB SITE DEVELOPMENT:

The next phase is to prepare concept drawings incorporating the changes discussed at the meeting. This will involve preparation of:

1:100 floor plans

1:100 elevations

1:100 indicative cross-section

1:500 site plan

The associated costs payable to Peter Rayment Design would be in the region of £1600 + VAT. This does not include production of 3D modelling or 3D visuals, the cost of which can be provided if this would be beneficial.

£431 balance available from the allocation of £4000 (Minute 24184 dated 17 February 2025)

Minute 24184 of the Ordinary meeting of the Town Council dated 17 February 2025:

Agenda item 9. The clerk reported on the informal meeting with Cllr Coughlan and representatives of the football and squash clubs on Monday 3 February. The meeting determined interest by all parties and support of the squash club to extend the squash club building to accommodate the football (and cricket) clubs. This would replace the project to re-development of the football club premises, which will be removed.

There is a meeting with the Football Federation on 18 February which will be attended by representatives of the Town Council (the clerk), football and squash clubs.

The ceiling budget of £4000 to be allocated from earmarked reserves (Minute 23215 18.03.2024), to cover the cost of architects fees and planning costs associated with the development of the sports field was **agreed**.

- b. To consider the request by Kirkbymoorside Football Club to prioritise replacement of the machinery stores as the Phase I Build**
- c. To note the requirement to make non-material amendments to Planning Application 23/00146/FUL in order to replace the machinery stores and associated costs:**
 - I. £1280 Design fees for preparing proposed drawings and planning application documents**
 - II. £298 Planning fees for non-material amendment to planning Application 23/00146/FUL**

Considerations relating to Planning Application 23/00146/FUL:

Richard Waller, Peter Rayment Design December 12 2025

“Having consulted our planning consultant, the most straightforward answer and rather unfortunate news is that you cannot erect a replacement machinery store only, under the current permission. The original permission 23/00146/FUL clearly states that the development must comply with the submitted drawings; therefore, any changes to the submitted design require approval.

There are a couple of options to pursue to regularise the planning permission, but this will depend on when you want to undertake the work. The current permission expires on 25th April 2026. To retain the current permission, you would have needed to have made a lawful start by April next year. However, the original permission included the ‘removal of existing machinery

store and redundant pigeon club'. The removal of these units from the site would constitute a lawful start.

The first option would be to submit new plans for the standalone Grounds Keeper's unit, under a non-material amendment to the original permission. You would, however, have needed to make the lawful start because applying for an amendment does not reset the timescales. This type of application would mean the design has to be of a similar scale and form, be in a similar position and use the same materials. If the local authority deemed it to be a more significant change, then we would need to use an alternate application type, either a variation of condition or a full application.

The second option, if you are unable to make a lawful start within the current timeframe, is to submit a full planning application. The new approval would have the statutory 3-year period, from the decision date, to start the project. This might give you more breathing space. However, I need to point out that a new application would be subject to the current planning policies. In this instance, a full application may be subject to the new biodiversity net gain policy, and we might need to consult ecologists as part of the application process. This would depend on the size of the unit and the extent of the grassed area to the rear and sides that could be affected. If we can keep the affected area to less than 25m², we can claim an exemption.

I see no reason why permission would not be granted for either option above.

A third option would be to include the design changes in an application for the entire site development, but given our discussion and the current state of storage, this needs to be addressed sooner.

A non-material amendment would be the most cost-effective route. I would estimate our fees would be in the region of £1280 plus VAT for preparing the proposed drawings and planning application documents for a non-material amendment. The fee to the local authority would be £298.00. If the applicant is the Town Council I believe they receive a 50% discount. One thing we have not discussed is the cricket scorers' facilities. Is this something that would be required as part of the 'Grounds Keepers' unit or will this be separate?"

d. To consider the specific allocation of earmarked funds, held in reserve for sports field development (Minute 23215 dated 18 March 2024), to the associated costs of the Phase I Build

Minute 23215 of the Ordinary meeting of the Town Council dated 18 March 2024

Sports Field Development

- a. Information was received in respect of the Community Ownership Fund applicable to the project to develop the football club facilities [Community Ownership Fund Prospectus](#)
- b. The 2023 estimated project costs of £212,085 as detailed in the Expression of Interest successfully submitted in April 2023, subject to inflation was noted.
- c. The requirement of the Community Ownership Fund application for at least 20% match funding was noted.
- d. It was noted that the Expression of Interest outcomes received prior to February 2024 will no longer be valid.
- e. The Council agreed to submit a full application to the Community Ownership Fund and completion of a new Expression of Interest with the requirement of 20% match funding.

Minute 25129 of the Ordinary meeting of the Town Council dated 17 November 2025

25129 Agenda item 7. 2026/27 Budget

- a. The 2026/27 Budget Monitoring Document, evaluated by the Finance Committee, was **considered**.
- b. The following recommendations from the Finance Committee regarding the budget for 2026/27 were **received**:

Designation of account no 114***** for financial management of all transactions associated with the Vibrant & Sustainable High Streets Fund Phase II grant award.

I. Revenue Budget 2026/27

Forecast expenditure of £104,230, as detailed in the Budget Monitoring Document, includes a modest annual £1250 budget for elections in order to accumulate the necessary funds for the expense of the scheduled elections (next in May 2027) which will be recharged to all parish councils by North Yorkshire Council.

- II. Capital Budget 2026/27: To revise the allocation of earmarked funds, to include the allocation of match funds to the Ryedale View play area project, resulting in the following allocation of reserves:
 - i. £49,414.37 earmarked for expansion of the cemetery;
 - ii. £21,491.88 earmarked for new play equipment at Ryedale view play area;
 - iii. £51,237.95 earmarked for 'Path for Everyone' project ¹;
 - iv. £14,000 Specific reserves to include: Staff sickness; By-election provision ² ; Manor Vale provision; Moorside Room provision; and sports field, play area and skatepark provision.
 - v. ***£45,000 earmarked for sports field development ³ (of which £4000 ⁴has been allocated to architects fees – in progress)***
 - vi. To retain the level of general reserve of £40,000 in accordance with the generally accepted recommendation that Smaller Authorities maintain a General Reserve at between three (3) and twelve (12) months Net Revenue.

The recommendations were **agreed**.

- c. The budget for 2026/27 was **approved** and the precept of £104,230 **agreed**.

¹ Funds held in Town Council account 314***** in accordance with Section 139(1)(b) of the Local Government Act 1972

² North Yorkshire Council Parish Election Recharges Policy September 2025

³ Minute 23215 dated 18 March 2024 committing to 20% match funding of project costs of £222,000

⁴ Minute 24184 dated 17 February 2025