

Minutes of the Ordinary meeting of Kirkbymoorside Town Council Held at 7pm at Church House on 17 October 2011.

Present: Councillors S Ward (Deputy Chair) A Alexander, M Brampton, J Cossins, J Coughlan, D Marsden and J Watson.

Also present District Councillor D Cussons, 6 members of the public, 1 member of the press and the Clerk, Miss S Brown

The meeting started at 7pm

- 11105 Apologies for absence were received from District Councillor V Arnold and Councillor C Dowie
- 11106 Declarations of personal interest in Agenda item 9 minute 11113 were received from Councillors Alexander and Brampton
- 11107 Minutes and matters arising:
- a) The Town Council **approved** the minutes of the Meeting held on 19 September 2011.
 - b) The Town Council **approved** the minutes of the Extra Ordinary Meeting held on 3 October 2011.
 - c) The Town Council **received** the minutes of the Planning Committee held on 19 September 2011
 - d) The Town Council **received** the minutes of the Staffing Committee held on 19 September 2011
 - e) The Town Council **received** the minutes of the Manor Vale Committee held on 9 September 2011
 - f) There were no matters arising
- 11108 No members of the public wished to make representations, ask questions or give evidence at this time.
- 11109 Discussions with District and County Councillors:
- a) District Councillor D Cussons responded to a question already posed regarding Manor Vale/Dale End that the surveying was still underway and further information would follow
 - b) No urgent matters raised
 - c) No new matters to advise
- 11110 Tesco
- a) It was **resolved** that when the planning application from Tesco is received by the Town Council office it will be considered by the Council as a whole at an Ordinary Meeting
 - b) The Town Clerk reported to Council the costs for production of the questionnaire. It was **agreed** that the purchase of the Freepost Licence will be utilised both by the Tesco campaign and the Steering Group for the Community Plan. The lower of the costs for production of the agreed format for the questionnaire was **agreed** unanimously
- 11111 No objection was raised for the circulating of Councillor email addresses to other Kirkbymoorside Councillors
- 11112 Agenda item 8 was withdrawn for further consideration
- 11113 Under LGA 1972 s. 111 The Council **agreed** to settle invoices for the costs incurred by the Steering Group for the Community Led Plan in the work of consultation, as reported to the council up to a maximum total of £500.

11114 Financial Matters:

- a) Cheque payments submitted by list for October were **approved**
- b) It was **noted** that a cheque for petty cash has been stopped and the Imprest system has now been reconciled.
- c) It was **agreed** that a deposit of £49,999.99 would be made into a 3 Month Business High Interest Deposit Bond held at HSBC.

It was further **agreed** that under the Trustee Act 2000 the Council should be maintaining an Investment Policy with regular review. This will be investigated and action taken for this to occur

- d) It was **noted** that the External Audit is now complete and that the External Auditor's Report has been received. To note that on completion of the External Audit, Sections 1, 2 and 3 of the Annual Return have been published on the noticeboard and in the office window together with a 'Notice of Conclusion of Audit and Right to inspect the Annual Return.' This notice was posted on the 11 October 2011 and will be on display until 25 October 2011
- e) It was **agreed** that the Council shall continue to supply dog bags
- f) It was **noted** that the Town Clerk will purchase a wreath from the Royal British Legion up to the value of £25 under s137 of the Local Government Act 1972.
- g) It was **agreed** that the Council will fund two bookings for meeting rooms in Church House as a contribution to the continued good work of the Northern Ryedale Public Transport Group
- h) It was **agreed** with one recorded vote against by Councillor Cossins that a Finance Committee will be created. Councillors wishing to be included on the Committee are:

A Alexander, M Brampton, C Dowie, J Coughlan, D Marsden and J Watson. This was approved

The RFO will also attend the Committee

- i) The Council **resolved** that the Finance Committee will support the RFO in the preparation of the budget. This was **passed** unanimously.
- j) It was **agreed** that the Finance Committee will investigate options in respect of setting aside a fund from its cash reserve to generate income to provide for the maintenance of existing graves, The Fund to be added to with the capital element of charges for new graves.

Cllr Alexander asked that his abstention be recorded.

11115 Old Library

Representation was made by John Paul to consider improvements to the Old Library to facilitate on-going development at a cost of approximately £62,000. John Paul suggested that the implementation of his proposal could include some volunteer assistance

The Council **discussed** the possibility of implementing a scheme based on proposals by John Paul and it was **agreed** that Councillors Alexander, Brampton, Coughlan, Dowie and Watson would further investigate the use and development of the Library looking at improving the value of the building with a projected date for return of investigation being 2 months time

11116 Street Lighting

A request is to be made to NYCC to assist in the formulation of a policy on street lighting. In the interim it was **agreed** that NYCC or an independent Contractor should be approached to survey the existing Council owned lighting in the Town

The Clerk was instructed to **investigate** and **proceed** with securing suitable advice for the preparation of a policy on street lighting.

11117 Insurance

- a) Councillors **reviewed** and **noted** the summary of sums insured prior to the renewal of the Insurance on 1 November 2011.
- b) Information was **received** by Council in respect of action required to include Volunteers within the Council insurance policy to ensure coverage when recruiting volunteers

11118 First-hand accounts of dangerous driving in the area of the pedestrian crossing on the A170 were reported to the Council.

Council reviewed the responses received from NYCC and asked the Clerk to seek, as a matter of urgency the date when the County's Traffic Light Engineer will visit.

11119 Planning

- a) Planning decisions from Ryedale District Council were noted:
 - i. 11/00764/FUL for Mrs Allison Holloway| **Approved** | Change of use of first and second floor from existing natural health clinic to residential accommodation | 2 West End Kirkbymoorside YO62 6AF
 - ii. 11/00906/ADV for Kia Motors (UK) Ltd| **Approved** | Display of 2no. internally illuminated folded fascia signs, 1no. internally illuminated totem sign, 1no. internally illuminated service sign and 1no. non-illuminated entrance gate sign | Kia Motors Piercy End Kirkbymoorside YO62 6DT
 - iii. 11/00817/LBC Mrs Carter| **Approved** | Replacement of existing dormer window with conservation rooflight and re-roofing of dwelling with new red clay pantiles | 83 West End Kirkbymoorside YO62 6AD
 - iv. 11/00260/FUL Mr Harry Clark| **Approved** | Erection of a three bedroom dwelling to include lowering of site levels and formation of parking/turning and amenity areas (revised details to refusal 10/00332/FUL) and change of use of paddock to form domestic amenity area | Land To South Of 16 Church Street Kirkbymoorside York
 - v. 11/00907/LBC The Royal Bank of Scotland Group| **Approved** | Replacement of second floor timber sash window with new timber sash window | 12 Market Place Kirkbymoorside York YO62 6DA
- b) It was **agreed** that future reporting of planning decisions will be notified to Council by the receipt of the Planning Committee minutes

11120 The Council **resolved** to purchase 2 Himalayan Birch, 3 m at £75 each for placing in tubs at Piercy End

11121 It was **noted** that PAT testing for the Christmas decorations had been booked to occur in November.

The Clerk was **advised** that previously Mr Taylor had been involved in the installation of lights and trees. The Clerk was further **advised** that the tree for display outside Spar was sourced from Mr James Holt

11122 Winter Maintenance

- a) Council were **informed** of the Priority 1 area for gritting as part of the winter maintenance. It was **noted** that the areas excluded the northern part of Gillamoor Road and discussions were still on going with regard to modifying this.
- b) A request by Council would be included both on the Town Council website and via the Blog for volunteers to cover streets not in Priority 1 areas. Cllr Alexander will attend the training at Kirkbymisperton on 20th so that further consideration can be made in respect of the use of volunteers on the Snow clearing program.

11123 A **request** was made to Council to suggest items for possible inclusion for the Agenda of the 5 Towns Meeting to be held at Kirkbymoorside on 5 December.

- 11124 The Town Council **resolved** to award the contract for the cutting of the Manor Vale hedgerows to All Gardens at a cost of £180 + VAT
- 11125 Play Areas
- a) Councillors Alexander, Ward and Marsden **volunteered** to assist Councillor Watson, the Assistant Clerk and the Town Clerk in litter picking at Old Road until the Play Areas Committee arrange rota
 - b) Two members of the public – Mrs Jeannie Binns and Mrs Louise Mudd were **appointed** to the Play Area Committee. The council **noted** that there are still 2 vacancies for members of the public
 - c) The first meeting of the Play Area Committee was set for Thursday 3rd November at 7pm in Church House
- 11126 A report was **received** from NYCC regarding the C20 Highway improvement study. The Council requested the Clerk to **respond** to NYCC giving on-going support for the study and asking to be kept informed throughout
- 11127 A report was **requested** from the clerk on the status of grounds management arrangements (primarily grass cutting), including the current contract situation, possibilities for managing the contract to reduce the level of complaints, clarification of how much grass cutting is being handled on behalf of other authorities and to consider the extent to which it is in the council's interests to carry out grass cutting for others.
- 11128 The Town Mayor had nothing to report
- 11129 Reports from Members representing the Town Council at meetings of outside bodies
- a) Councillor Coughlan reported that resultant from a meeting of the Sportsfield Association on 6 October the Town Council are being asked to support bid for a grant application to Sporting England for purchase of adjoining field. A request for support was also received for the surveying of the same field. This was **proposed** and **agreed** unanimously.
 - b) Councillor Coughlan reported feedback from a recent resilience training evening and it was **agreed** that an agenda item be included on this topic for the next meeting
 - c) Councillor Brampton reported to council subsequent to the surgeries held by Councillors Brampton and Watson in October
- 9:12pm The Town Council resolved to agree to extend the meeting past 2 ¼ hours
- 11130 No reports were received on delegated matter
- 11131 The Town Clerk reported on various issues to the Council. Resultant from this, two items were deferred to subsequent meetings – Response to a request from NYCC regarding the Employer Discretion Document was **passed** to the next Staffing Committee Meeting (7November) once completed by the Clerk. A request regarding possible involvement in the Diamond Jubilee Beacon was also **deferred** for the next meeting
- 11132 Questions to the Chairman
- a) An email had been received regarding possible a planning application for West Pasture. The Chairman indicated that she would respond directly to the query
 - b) Councillor Brampton reported that he had been asked by the Tesco PR team if Council would like to meet with them to hear the results of the 2 day display at Church House. Councillor Coughlan also responded that he had been contacted.
- It was **resolved** to hold a meeting on 7 November 2011 to which the Tesco representatives would be invited to provide the results of the Tesco consultation
- 11133 It was **noted** that the office copy of Local Administration has been lost in the office move and a replacement has been ordered at a cost of £58.80.

11134 The Town Council noted that the next Ordinary Meeting would take place at 7pm on 21 November 2011 in Church House

The meeting closed at 9:33pm