



KIRKBYMOORSIDE TOWN COUNCIL

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Minutes of a meeting of the Kirkbymoorside Town Council held at Church House, Kirkbymoorside, on Monday 20 May 2013 at 7.30 pm

Present: Councillors M Brampton, J Coughlan, C Dowie (Chairman), D Turlington and S Ward.

Also present: County Councillor Val Arnold and 6 members of the public

13001 APOLOGIES FOR ABSENCE

Apologies for absence were **received** and **accepted** from Councillor J Cossins, D Marsden, J Watson and the Town Clerk.

13002 DECLARATIONS OF INTEREST

Cllr Ward declared an interest in minute 13017 as a Ryedale District Councillor.

13003 To elect the Town Mayor for the coming year

The Town Council **resolved** to elect Councillor C Dowie Mayor for the year 2013-14.

13004 To record the Declaration of Office of the Town Mayor

The Town Mayor **undertook** to sign the Declaration of Acceptance of Office at the earliest opportunity.

13005 To receive Councillor Dowie's report of her engagements since the Ordinary Meeting of the Town Council in April and comments on her period of office

Cllr Dowie reported that she had attended the Malton Civic Service on 18th April, started the Kirkbymoorside 10k charity run on 5th May and attended the Annual Town Meeting on 9th May where there were 25 residents in attendance.

The year has been busy and varied with the Jubilee celebrations and liaising with NYCC to increase the opening hours at Church House. It was disappointing the Ryedale District Council withdrew their staff and services from the library. Thanks were extended to the 23 volunteers who have been instrumental in maintaining the opening hours of the library. The front office service at Church House is still working very well.

The Community Led Plan is progressing.

Thanks were given to Cllr Brampton for his interim support as Town Clerk and RFO, to the staffing committee and other councillor colleagues for the additional work they had undertaken throughout the past 12 months.

The new town clerk has settled in well and is an asset to the council.

Complete Report in Appendix A.

13006 To give a vote of thanks to Councillor Dowie for her work during the year 2012-2013

A vote of thanks was given by Councillors to Cllr Dowie for all her work during the year 2012-13 and the excellent way that she has represented the council to the town.

13007 To elect the Deputy Town Mayor for the coming year

The Town Council **resolved** to elect Cllr J Watson Deputy Mayor for the year 2013-14.

13008 To confirm the amount of the Town Mayor's Annual Allowance and how this is to be paid

The annual allowance for the Mayor was **agreed** at £500 to be claimed as and when expenditure was incurred.

13009 To agree membership and quorum for Committees listed below and to appoint Members to Committees, delegated teams and representatives:

It was **agreed** that membership of committees, delegated teams and representatives for the coming year will be as follows:

COMMITTEES

i) FINANCE COMMITTEE

Councillor Joe Coughlan (Chair)
Councillor Martin Brampton
Councillor Chris Dowie
Councillor David Turlington
Councillor Judy Watson
Councillor Sarah Ward

ii) MANOR VALE MANAGEMENT COMMITTEE

Councillor Martin Brampton (Chair)
Councillor Paul Brewster
Councillor Jeanne Cossins
Councillor Chris Dowie

iii) PLANNING COMMITTEE

Councillor Paul Brewster
Councillor Jeanne Cossins
Councillor Chris Dowie
Councillor David Turlington
Councillor Judy Watson

iv) PLAY AREAS COMMITTEE

Councillor Judy Watson (Chair)
Councillor Martin Brampton
Councillor Donna Marsden
Councillor Chris Dowie
Councillor Sarah Ward

v) STAFFING COMMITTEE

Councillor J Watson
Councillor Martin Brampton
Councillor Chris Dowie (Chair)
Councillor David Turlington

vi) DISCIPLINARY PANEL

Councillor Martin Brampton
Councillor Chris Dowie
Councillor David Turlington

vii) APPEALS PANEL

Councillor Joe Coughlan (Chair)
Councillor Donna Marsden
Councillor Sarah Ward

DELEGATES TEAMS

i) INTERNAL CONTROL - COUNCILLORS AUDIT

Councillors Joe Coughlan, Chris Dowie and Sarah Ward

ii) CEMETERY DUTIES

Councillor Judy Watson

iii) FUTURE OF CHURCH HOUSE

Councillors Joe Coughlan, Chris Dowie and Sarah Ward

iv) OLD LIBRARY

Councillors Martin Brampton, Joe Coughlan, and Sarah Ward

REPRESENTATIVES

i) FIVE TOWNS MEETING

Councillors Joe Coughlan and Chris Dowie

ii) JOHN STOCKTON TRUST FOUNDATION

Councillor Jeanne Cossins

iii) NORTH RYEDALE PUBLIC TRANSPORT GROUP

Councillor Donna Marsden

iv) POLICE – KIRKBYMOORSIDE COMMUNITY CONSULTATION GROUP

Councillors Sarah Ward and Judy Watson

v) SPORTSFIELD COMMITTEE

Councillors Jeanne Cossins and Chris Dowie

vi) KIRKBYMOORSIDE ENVIRONMENT GROUP

Councillor Paul Brewster

vii) COMMUNITY LED PLAN STEERING GROUP

Councillor Martin Brampton and Paul Brewster

13010 TO RECEIVE REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES

Councillor S Ward reported on the options available to the Ryedale Folk Museum Community Project Work for use of the Arts Council funding as follows:

1. Delay until renovation works to the Old Library building are complete
2. Not use the funding
3. Set up work then start again later
4. Allocate the funding for use in another building, i.e. Church House

13011 The schedule of Meetings for 2013-14 was **received** and revised to reflect the Play Areas Committee and Finance Committee meetings on 8th July at 7.00pm and 7.40pm respectively.

13012 MINUTES

Minutes of the Council Meeting held on 15 April 2013 were **approved** and signed.

MATTERS ARISING

There were no matters arising.

13013 PUBLIC SESSION

No member of the public wished to speak.

13014 DISCUSSIONS WITH DISTRICT AND COUNTY COUNCILLORS

Cllr Ward reported on the allocation of funds by in the Sports Strategy and confirmed that there would be the opportunity for funding via Section 106/CIL/CIF applications, however CIL and CIF do not exist. Further she expressed that, in the article to which Cllr Brampton referred, Kirkbymoorside had been omitted from the allocation of funds but the facilities that already receive funding will continue to do so.

Cllr Ward also addressed a number of queries regarding the Gladman applications.

A breakdown of the revenue of Town Farm Car Park was provided by Cllr Ward as follows:

Income: approx £10,000 pa

Costs - patrolling: £2,000 pa

Ticket machine: £1,000 pa

Repair & maintenance: £500 pa

potential cost of resurfacing, lining, etc: £5,000 pa when averaged out (not done for a few years).

So costs are approx £8,500 pa, leaving approx profit of £1,500 pa. Fixed overheads e.g. (on costs, rates, insurance, other overhead costs etc) to come off this, so this makes KMS car park cost neutral.

County Cllr Val Arnold commented on the Service Level Agreement at Church House and was asked to raise this matter later in the meeting.

Cllr Joe Coughlan wished to extend thanks to the District and County Councillors for their efforts over the past year.

Civil Parking Enforcement (CPE) will be provided by Scarborough on behalf of RDC on Thursday 23rd May and will come into effect on 1st June. Introducing countywide CPE means that the powers to enforce existing criminal parking offences would be transferred from the police to the County Council who would be able to issue PCN's for contraventions of on-street parking and waiting restrictions.

The proposal is to have one on street FTE Civil Enforcement Officer serving Ryedale.

It was clarified that money had been moved to an unspecified capital fund and was not available for grants.

13015 TO CONSIDER FINANCIAL MATTERS:

- a) Cheque payments were **approved** according to the list provided with the exception of Lewis Tree Surgery pending confirmation of the works undertaken.
- b) Financial Summary was **received**
- c) The accounting statements for 2012/13 were **approved**

13016 CHURCH HOUSE

The following points were made in respect of the Service Level Agreement:

4.1.b wording should be amended to 'KTC will make reasonable endeavours to ensure that...'

7.6 It is not reasonable for the town council to fully indemnify the Council in any capacity

County Cllr Arnold agreed to arrange a meeting with NYCC to discuss these points.

13017 PARKING

It was **agreed** to contact Ryedale District Council about taking over the responsibility of the Town Farm Car Park.

It was **agreed** to make representation to the principal authorities about civil parking enforcement.

13018 It was **agreed** to install signs at the play areas to encourage the public to report any criminal or anti-social behaviour to 101.

13019 Reports were **received** from the Cricket Club and Kirkbymoorside 10K Run organisers regarding the use of the grants they received from the Town Council. Thanks were expressed for the information

provided.

13020 GRANTS

The grant application for Kirkbymoorside & District Sportsfield Association was **approved** in the amount of £1,160 for a replacement water heater (£960) and a contribution of £200 towards the electrical costs of installation.

13021 A170 ROUNDABOUT

It was suggested that the local garden centre be approached in respect of sponsoring the roundabout. In the event that they were unwilling to do so it was **agreed** that a budget of £200 be allocated to the purchase of plants and cost of planting on the A170 roundabout in order to reinstate the original standard and design. All works to be completed by the end of June.

13022 WELCOME TO KIRKBYMOORSIDE SIGNS

No decision was made in respect of the Kirkbymoorside Signs. This item will be deferred to the next meeting. Councillor Ward agreed to approach RDC for a photograph of the town showing the church and if possible the moors.

13023 It was agreed to revise agenda item 23. to include Chisholmns monument. The agenda item reads as follows: To consider installing litter bins next to the seats located on Adela Shaw Drive and Tinley Garth, and at Chisholmns monument, Church Street.

It was agreed to install litter bins next to the seats located on Adela Shaw Drive and Tinley Garth. It was suggested that the In Bloom Group be consulted with regards to the positioning of a litter bin at Chisholmns monument as a number of flower tubs are already in situ.

13024 TOWN MAYOR'S REPORT

The Mayor's report had been received earlier at minute 13005, see Appendix A

13025 REPORTS FROM REPRESENTATIVES OF THE COUNCIL

None

13026 REPORTS ON DELEGATED MATTERS

None

13027 TOWN CLERK'S REPORT, Appendix B

13028 QUESTIONS TO THE CHAIRMAN

Cllr Ward queried as to whether a response had been submitted to RDC by the council in respect of the appeal to the first application ref 12/00599/MOUT. Cllr Dowie confirmed that she would verify with the Town Clerk that this had already been done.

Cllr Joe Coughlan expressed thanks on behalf of the council for the efforts of Roger Gibbeson during his role as Assistant Town Clerk.

13029 The council agreed to continue the meeting beyond 2 hours 15 Minutes

13030 It was **agreed** to exclude the public due to the confidential nature of the next item

13031 A statement regarding the ongoing employment matter was read by Cllr Dowie and signed by all present.

13032 NEXT MEETING

The next Town Council meeting will be held on 17 June 2013 at 7.30 pm in Church House.

The meeting ended at 10.15 pm.

Cheques approved:

Vchr.	Cheque	Cde.	Name	Description	Amount
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19	102479	8	RDC	Old Library plans	97.50
20	102482	17	Complete office solutions	Stationery	48.60
21	102483	3	NYCC	Energy 2012/2013	4,029.14
22	102484	14	P&A Gospel	2012 Season Grounds Maintenance	1,200.00
23	102484	7	P&A Gospel	2012 Season Grounds Maintenance	1,220.00
24	102484	10	P&A Gospel	2012 Season Grounds Maintenance	85.00
25	102484	6	P&A Gospel	2012 Season Grounds Maintenance	600.00
			Subtotal No. 102484		3,105.00
26	102485	3	North Yorkshire County Council	Street Lights	437.17
27	102486	39	Moore Stephens	Bookkeeping QE 31/3/13	360.00
28	102487	11	Martin Brampton	Site Search	67.33
29	102488	19	Kirkbymoorside Methodist Church	Room Hire	27.00
30	102490	17	Viking Direct	Stationery	205.48
31	102491	8	W Bumby & Sons	Kirkbymoorside Library	840.00
32	102492	2	All Saints Church	Grant	2,500.00
33	102493	8	Southern Electric	Old Library Electricity	15.94
34	102494	16	Ms Louise P Bolland	May Salary	946.46
35	102495	16	Post Office Ltd	May Salary	155.76