



KIRKBYMOORSIDE TOWN COUNCIL

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Minutes of the meeting of the Kirkbymoorside Town Council held at Church House, Kirkbymoorside, on Monday 17 March 2014 at 7.30 pm

Present: Cllrs M Brampton, J Coughlan, J Cossins, C Dowie (Chairman), D Turlington and J Watson.

Also present: Town Clerk L Bolland, County Councillor V Arnold and 3 members of the public.

Councillor C Dowie opened the meeting and welcomed all present. As Paul Buffoni was present to provide clarity on aspects of the development of the former library building it was agreed that the order of the Agenda would be amended to consider Agenda item 9. in respect of the former library building AFTER the Public Session.

13236 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Brewster and Ward.

13237 DECLARATIONS OF INTEREST

None

13238 MINUTES

- a) The minutes of the meeting of the Town Council held on 17 February 2014 were **approved** and **signed**;
- b) The minutes of the meeting of the Staffing Committee held on 10 February 2014 were **received**;
- c) The minutes of the meeting of the Sports Committee held on 24 February 2014 were **received**;
- d) The minutes of the meeting of the Manor Vale Management Committee held on 26 February 2014 were **received**;
- e) The minutes of the meeting of the Finance Committee held on 7 March 2014 were **received**;
- f) There were no matters arising.

13239 CASUAL VACANCY

- a) The Council **resolved** to declare Donna Marsden's office to be vacant: Section 86(1) of the Local Government Act 1972 as amended
- b) The Council **resolved** to give public notice of the vacancy on the Parish Council: Section 87(2) of the Local Government Act 1972
- c) The Council **resolved** that the notice of the vacancy should be placed on the Town Council Notice-boards, Town Council website, the town blog and published in the Gazette & Herald: Section 232 of the Local Government Act 1972 as amended

13240 PUBLIC SESSION

Members of the public expressed their concern over the access to the proposed Tesco store through Weighbridge Close. It was agreed that the Town Clerk would provide contact details for Mark Thomas, Tesco Regional Corporate Affairs Manager North in order that contact could be made directly.

13241 FORMER LIBRARY BUILDING

- a) A report was received from Paul Buffoni on the progress of the works to the former library building
- b) It was **noted** that the following alterations to the contract specifications had been made in order to comply with Building Regulations:
 - i. altered room sizes in accordance with Building Control in order to incorporate the original arch stonework
 - ii. dual action hinge on the door entering the hall from the porch in order to comply with Building Control
 - iii. bring forward the wall units that were to be recessed into the wall, in line with the kitchen units as having recessed units made them inaccessible without the use of a step ladder causing a health and safety risk
- c) The following minor alterations were considered in accordance with recommendations from the contractors and **agreed**:
 - i. laminate doors favoured over painted or varnished doors – the addition of foot plates was discussed and agreed;
 - ii. it is not necessary to have a freezer in the store room;
 - iii. it was **agreed** to authorise the Town Clerk and the Working Group to liaise with the contractor to decide a design for the kitchen. In the presence of the contractor the design was discussed and **agreed**.
- d) The draft booking form was discussed and it was agreed that the matter of management of the former library building would need to be re-visited.
- e) The requirements for furnishing the former library building were discussed and it was agreed that Cllr Turlington would liaise with Rack systems to provide 4 or 5 tables, dependent upon the dimensions of the storage room. It was agreed that the Town Clerk would purchase 10 folding chairs.
- f) It was agreed to call the former library building 'The Moorside Room' with the option of a secondary title of Number 9, (as the first line of the address) to be used for less formal bookings.

13242 DISCUSSIONS WITH DISTRICT AND COUNTY COUNCILLORS

County Councillor Arnold explained that pursuant to a request by the Town Clerk she had made contact with representatives of NYCC Highways and Street Lighting to address ongoing issues. Assurances have been provided that instructions have been received from Kirkbymoorside Town Council and that appropriate action is being taken, however, due to an excess of orders progress is slow.

Cllr Turlington requested that County Cllr Arnold make enquiries as to the quality of the works carried out to the pavements and expressed that road repairs should take priority.

13243 FINANCIAL MATTERS

- a) Cheque payments were **approved** and signed.
- b) Financial Summary was **received** for March 2014.
- c) Cllr Brampton noted that the funds for the works to the former library building had been incorrectly coded to the Cemetery. It was suggested that the cost codes and descriptions be addressed by the Finance Committee in conjunction with the Town Clerk, to ensure that all costings were accurately allocated and redundant cost codes be deleted.

Cllr Brampton noted that funds had not yet been received from NYCC in respect of grass cutting. The Town Clerk explained that the invoicing for this charge had been delayed but had received confirmation that payment was presently being processed and the funds expected by the year end.

- d) Recommendations were received from the Finance Committee to appoint Graham and Company as auditors for the 2013-14 internal audit.

13244 SPORTS COMMITTEE

- a) Recommendations were received from the Sports Committee.
- b) It was **agreed** to appoint Cllr Judy Watson as a substitute Council representative to the Sports Committee.
- c) It was **agreed** to appoint Judy Langham to the Sports Committee.

13245 ~~OPENING OF FORMER LIBRARY BUILDING~~ THE MOORSIDE ROOM - TOUR DE FRANCE 100 DAY CULTURAL FESTIVAL ON SATURDAY 3RD MAY

- a) It was discussed and **agreed** to name the event 'Made in Kirkby' as a celebration of the achievements of Kirkbymoorside to date and the official opening of the Moorside Room.
- b) It following suggestions were discussed and agreed:
 - to approach local companies to exhibit and/or to sponsor something in the building (chairs, furniture etc);
 - the possibility of an award ceremony for the Raspberry Pi Club;
 - to invite former employees of the library service.

13246 NEIGHBOURHOOD PLAN

- a) It was **agreed** to begin the process of writing a Neighbourhood Plan.
- b) It was considered and **agreed** to request the Town Clerk to look into the options of direct support and grant funding .

13247 A report was provided by the Town Clerk on the latest position in respect of the S106 project funding applications which were submitted to RDC on 20 November 2013. The Town Clerk suggested that in an effort to avoid further delays it might be of benefit to liaise with the funding applicants and respond to Gary Housden on their behalf.

13248 2014 - 2016 CONTRACTS

It was **agreed** to award the contract for Grounds Maintenance (Cemetery & Play Areas) and Manor Vale Woodland to P & A Gospel Landscaping.

13249 WELCOME TO KIRKBYMOORSIDE SIGN

- a) A report was received from NYCC Highways and it was **noted** that it would not be possible to proceed with pursuing the possibility of re-siting the 'Welcome to Kirkbymoorside' sign on the western approach from Helmsley onto the A170 verge.
- b) It was **noted** that the cost of the replacement panels would be £125 + VAT each.
- c) It was **agreed** that local businesses and groups would be charged £45 per month to hire the marketing panel and extension of bookings would only be permissible if there was no additional demand.

13250 CHRISTMAS LIGHTS

- a) The response from NYCC Highways in respect of restrictions for street light designs on highways was **noted**.
- b) Various design styles were considered and was **agreed** that 3 live Christmas trees, set in tubs and adorned with LED lights in a similar fashion to those at Castle Howard, would be most effective, provided that this criteria is acceptable by the insurers. The Town Clerk agreed to pursue the matter with Aviva via WPS Insurance Brokers Ltd.

13251 The considerable efforts by Marie Curie to raise £23,999.22 in 2013 were acknowledged and applauded. It was agreed to provide a response congratulating the charity and request details of forthcoming events.

13252 TOWN MAYOR'S REPORT

The Mayor reported that the Market Towns meeting had been hosted by Kirkbymoorside on 4th March subsequent to which the Ryedale Market Towns leaflet will be published and made available throughout Ryedale. Additionally the forthcoming 5 Towns meeting will be hosted by Kirkbymoorside on 25th March 2014.

13253 REPORTS FROM REPRESENTATIVES OF THE COUNCIL

None.

13254 REPORTS ON DELEGATED MATTERS

None.

13255 TOWN CLERK'S REPORT

The Town Clerk's report was received.

13256 It was agreed to extend the meeting beyond 2 hours and 15 minutes.

13257 QUESTIONS TO THE CHAIRMAN

Cllr Brampton noted that the Kirkbymoorside page on Wikipedia was significantly out of date. It was agreed that a combined effort would be made to update it.

Cllr Turlington raised concerns about the persistent issue of dog fouling throughout Kirkbymoorside. Frustration was expressed that the abundance of signs and dog bins have little impact on those irresponsible dog owners.

The date of the Town Meeting was discussed and it was agreed that the meeting will be held at 7pm on Wednesday 7th May in the Moorside Room.

13258 NEXT MEETING

The next Town Council meeting will be held on 14 April 2014 at 7.30pm at Church House.

The meeting ended at 10.09pm.