



KIRKBYMOORSIDE TOWN COUNCIL

The Shambles
Crown Square
Kirkbymoorside
York

YO62 6AY

Tel: 01751 432217

town.clerk@kirkbymoorsidetowncouncil.gov.uk

Minutes of a meeting of the Kirkbymoorside Town Council held at Church House, Kirkbymoorside, on Monday 16 March 2015 at 7.30 pm

Present: Councillors P Brewster, M Clarke, J Cossins, J Coughlan, C Dowie (Chairman), D Turlington and S Ward.

Also present: Town Clerk L Bolland, 3 members of the public.

Councillor C Dowie opened the meeting and welcomed all present.

14198 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Brampton, and Watson and County Councillor Val Arnold.

14199 DECLARATIONS OF INTEREST

Cllr Ward declared an interest in items 9 as a member of Ryedale District Council.

14200 MINUTES

- a. The minutes of the meeting of the Town Council held on 16 February 2015 were **approved** and **signed**;
- b. The minutes of the Planning Committee meeting held on 16 February 2015 were **received**;
- c. The minutes of the Finance Committee meeting held on 27 February 2015 were **received**;
- d. The minutes of the Staffing Committee meeting held on 12 March 2015 were **received**;
- e. There were no matters arising.

14201 PUBLIC SESSION

No member of the public wished to speak.

14202 DISCUSSIONS WITH DISTRICT AND COUNTY COUNCILLORS

Councillor Dowie requested clarity from District Councillor Ward as to whether the response from Jill Thompson detailing the reasons provided by RDC in opposition to the Gladman appeal would be made public. District Councillor Ward confirmed that whilst the initial response had been addressed to her personally she now has permission to publicise the details. This will be circulated to the council and added to the website for public disclosure.

14203 FINANCIAL MATTERS

- a. Cheque payments were **approved** and signed;
- b. Financial Summary was **received** for March 2015;
- c. The following recommendations were received from the Finance Committee:
 - i. If a competitive quote is received for the internal audit then this should be considered for the 2014-15 internal audit. Failing that it would be recommended to appoint Harri-

son Holt (F14026)t;

- ii. To adopt the revised Financial Standing Orders, Appendix A (F14028);
- iii. To adopt the revised Risk Assessment Strategy, Appendix B (F14029).

All recommendations were **agreed**.

- d. Cllr Dowie proposed that Auditor A be appointed for the internal audit 2014/15. This proposal was **agreed**;
- e. Cllr Coughlan proposed that the standard terms of reference for the internal auditor be retained. This proposal was **agreed**;
- f. It was **agreed** to rename account number 31430734 (previously allocated to Cemetery Funds, present balance £0.00 (Minute 14141g)) to 'Town Team Funds' pursuant to minutes 14029d), 14047d) and 14072c);
- g. It was **agreed** to authorise payment by direct debit for fuel charges associated with the Sportsfield.

14204 Recommendations from the Staffing Committee were received and the updated draft Councils Priorities and Cost Control Statement was considered. Cllr Clarke stated that the document was in contradiction to the Freedom of Information Act 2000 and said he had taken legal advice on the matter. Cllr Brewster expressed the view that if agreed the document allowed the staffing committee to decide which information a councillor could have. Other councillors did not agree with this interpretation by Cllrs Clarke and Brewster. The document was reviewed and it was suggested that the wording of the final paragraphs should be amended to better reflect Staffing Committee Minute 14021S (dated 12 March 2015) wherein 'It was agreed that when dealing with requests for information from Councillors, in the first instance the Town Clerk would, to the best of their ability, provide relevant information available to them in accordance with the timescales as set out in the Standing Orders. If the content of the information provided was then to be questioned this would be referred to the committee or full council for further response, as necessary.'

It was repeatedly stressed that under no circumstances did the document impede the provision of information to councillors and members of the public and that the focus was on the avenue for this information in instances where requests for information became more time consuming.

It was stressed that the staffing committee did not wish to restrict access to information. The committee believed that as a responsible employer the Council should protect the clerk from repeated, time consuming requests for the same information.

The item was deferred until the next meeting and a revised draft of the final paragraph will be circulated in advance of the meeting.

During discussion of this item Cllr Clarke made allegations regarding Cllr Coughlan's comments to him at the recent Finance Committee meeting. He also said that he believed that information he had requested from the Clerk was available and was being withheld and that Cllr Dowie was "covering up her mistakes" with regard to the Moorside Room.

The Chairman told Cllr Clarke that his behaviour was contrary to Standing Orders and that he should stop speaking. Cllr Clarke refused to do so and he continued to speak for several more minutes. The Chairman repeated several times that he should stop speaking and he then complied.

14205 It was **agreed** to adopt a policy in relation to the management of the Moorside Room. Cllr Coughlan had provided his policy position and proposed that Councillors submit their suggestions for the policy content to the Town Clerk for review at the April meeting.

It was agreed to change the order of the agenda to consider item 12 prior to item 9 in light of the presence of members of the public wishing to make representation on behalf of the History Group.

14206 The Grant Application for £1000 submitted by the Kirkbymoorside History Group to purchase a laptop, projector and software and a contribution to the cost of meeting room hire was considered and **approved**.

14207 The revised Community Infrastructure Levy Draft Charging Schedule was reviewed and there were no comments.

14208 It was **agreed** to roll out a Canine Watch Initiative with a ceiling expenditure of £500.

14209 It was **agreed** to purchase of 10m3 of 8-40mm Play Grade Bark at a cost of £562.20 + VAT.

14210 The honorarium for the winding of All Saints' Church Clock was reviewed and it was **agreed** to increase it to £200 per annum.

14211 'Welcome to Kirkbymoorside' sign

- a. It was **noted** that the cost of replacing the damaged 'Welcome to Kirkbymoorside' sign to the west of Kirkbymoorside will be £185.00.
- b. It was **agreed** not to replace the damaged 'Welcome to Kirkbymoorside' sign but to explore the possibility of re-siting a new sign.

14212 It was **noted** that a non-competitive Cycle event, the 'Daffodils Cycle Ride' would pass through the area on 18th April 2015.

14213 Nominations for the Community Award were received and the recipient **agreed**.

14214 It was **agreed** that the Annual Town Meeting will be held on Wednesday 20th May at 7pm in the Moorside Room, 9 Church Street, YO62 6AZ.

14215 The schedule of meetings for 2015-16 was **received**. Councillor Ward commented that the Finance Committee meetings scheduled at 12 midday were not convenient. This will be addressed and a revised schedule will be circulated.

14216 TOWN MAYOR'S REPORT

Attached at Appendix A.

14217 REPORTS FROM REPRESENTATIVES OF THE COUNCIL

None.

14218 REPORTS ON DELEGATED MATTERS

None.

14219 The Town Clerk's report was **received**.

14220 QUESTIONS TO THE CHAIRMAN

None

14221 NEXT MEETING

The next Town Council meeting will be held on 20 April 2015 at 7.30pm in Church House
The meeting ended at 9.40pm.