



## KIRKBYMOORSIDE TOWN COUNCIL

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### **Minutes of a meeting of the Kirkbymoorside Town Council held at Church House, Kirkbymoorside, on Monday 15<sup>th</sup> May 2017 at 7.30 pm**

**Present:** Councillors A Ashworth (Chairman), M Brampton, D Chapman, J Cossins, J Coughlan (arrived at 7.47pm), J Watson and J Wells

**Also present:** District Councillors Bob Gardiner and David Cussons and 3 members of the public.

Councillor Ashworth opened the meeting and welcomed all present.

**17001** The Town Council **resolved** to elect Councillor A Ashworth Chair and Town Mayor for the year 2017/18.

**17002** The Town Mayor **signed** the Declaration of Acceptance of Office.

**17003** Councillor Ashworth's report of his engagements since the Ordinary Meeting of the Town Council in April and comments on his period of office was **received** (Appendix A).

**17004** A vote of thanks was given to Cllr Ashworth by Cllrs Brampton, Watson and Wells on behalf of the Town Council for his work during the year 2016/17.

**17005** The Town Council **resolved** to elect Cllr J Watson Vice Chair and Deputy Mayor for the year 2017/18.

#### **17006 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr Dowie and County Councillor Val Arnold, apologies for anticipated late arrival from Cllr Coughlan.

#### **17007 DECLARATIONS OF INTEREST**

Cllrs Cossins and Wells expressed an interest in agenda item 18 as residents of West End.

**17008** It was **agreed** to maintain the annual allowance for the Mayor at £500 to be claimed as and when expenditure was incurred.

**17009** Membership of committees, delegated teams and representatives for the coming year were **agreed** as follows with the quorum being maintained at 3 members including 1 Councillor:

#### **COMMITTEES**

##### **i) FINANCE COMMITTEE**

Councillor Angus Ashworth  
Councillor Martin Brampton  
Councillor Joe Coughlan  
Councillor Chris Dowie  
Councillor Judy Watson

##### **ii) MANOR VALE MANAGEMENT COMMITTEE**

Councillor Angus Ashworth  
Councillor Martin Brampton  
Councillor Jeanne Cossins  
Councillor Derek Chapman

**iii) PLANNING COMMITTEE**

Councillor Angus Ashworth  
Councillor Derek Chapman  
Councillor Jeanne Cossins  
Councillor Joe Coughlan  
Councillor Judy Watson  
Councillor Jill Wells

**iv) PLAY AREAS & SPORTS COMMITTEE**

Councillor Martin Brampton  
Councillor Derek Chapman  
Councillor Jeanne Cossins  
Councillor Joe Coughlan  
Councillor Chris Dowie  
Councillor Judy Watson  
Councillor Jill Wells

**v) STAFFING COMMITTEE**

Councillor Angus Ashworth  
Councillor Martin Brampton  
Councillor Chris Dowie  
Councillor Judy Watson

**vi) DISCIPLINARY PANEL**

Councillor Angus Ashworth  
Councillor Martin Brampton  
Councillor Chris Dowie  
Councillor Judy Watson

**vii) APPEALS PANEL**

Councillor Joe Coughlan  
Councillor Chris Dowie  
Councillor Jill Wells

**DELEGATES TEAMS**

**i) INTERNAL CONTROL - COUNCILLORS AUDIT**

Councillor Angus Ashworth  
Councillor Joe Coughlan  
Councillor Chris Dowie  
Councillor Judy Watson

**ii) CEMETERY DUTIES**

Councillor Judy Watson (Primary)  
Councillors Derek Chapman and Jeanne Cossins (Secondary)

**REPRESENTATIVES**

**i) FIVE TOWNS MEETING**

Councillor Angus Ashworth  
Councillor Derek Chapman

**ii) RYEDALE MARKET TOWNS WORKING GROUP**

Councillor Angus Ashworth  
**Vacancy**

**iii) NORTH RYEDALE PUBLIC TRANSPORT GROUP**

Councillor Jill Wells (Primary)  
Councillor Chris Dowie (Secondary)

**iv) POLICE – KIRKBYMOORSIDE COMMUNITY CONSULTATION GROUP**

Councillor Angus Ashworth  
Councillor Judy Watson

v) **KIRKBYMOORSIDE ENVIRONMENT GROUP**

Councillor Derek Chapman

vi) **JOHN STOCKTON TRUST FOUNDATION**

Councillor Jeanne Cossins

**17010 TO RECEIVE REPORTS FROM REPRESENTATIVES ON OUTSIDE BODIES**

None

**17011 MINUTES & MATTERS ARISING**

The minutes of the ordinary meeting of the Town Council held on 24<sup>th</sup> April 2017 were **approved** and **signed**;

Cllr Chapman enquired of District Councillors Gardiner and Cussons if there was an update of the proposed £475,000 scheme to upgrade Ings Lane, including alterations to the A170 roundabout to allow better access to Marshall Advanced Composites. No further information has been received by either Town or District Councillors present.

7.47pm Cllr Coughlan arrived and apologised for the interruption caused by his delayed arrival.

**17012 PUBLIC SESSION**

No members of the public wished to speak.

**17013 DISCUSSIONS WITH DISTRICT AND COUNTY COUNCILLORS**

District Cllr Cussons shared his delight in receiving the MBE and his disappointment at being suspended from the Thirsk and Malton Conservative Association after serving Ryedale for the last 22 years.

Cllr Coughlan congratulated District Cllr Cussons on his award and wished him every success in his future as an Independent.

District Cllr Gardiner described his year as Chair of Ryedale District Council as a fantastic experience, extending thanks to Cllr Ashworth for his support in his capacity as Town Mayor and his commitment to representing Kirkbymoorside. It was fitting that the last civic engagement, the Ryedale District Council Chairman's concert, was held in Kirkbymoorside at which the Town Brass Band were a fine tribute to the town and the event attended by four tiers of government all local to Kirkbymoorside.

**17014 FINANCIAL MATTERS**

- a) Cheque payments were **approved** and **signed**;
- b) The Financial Summary to 30 April 2017 was **received**.
- c) It was **noted** that Quarter 4 of the Councillors Audit has been carried out by Councillors Dowie and Watson.
- d) The proposal that at the end of each financial year any unspent funds from the grant, and development cost codes, subject to covering any over expenditure from other cost codes, be held in reserve and earmarked for future development projects matching the same criteria, was **agreed**.
- e) A ceiling figure of £20,000 for aforementioned development project reserves was **agreed**. Cllr Coughlan suggested that the Finance Committee review the project reserves annually.
- f) Cllr Brampton proposed that the agenda item be revised to include consideration of the transfer of an additional £10,000 to the Cemetery reserves. The proposal was seconded by Cllr Coughlan and agreed. It was **agreed** to transfer the 2016/17 surplus of cemetery funds, in the amount of £4708.50 in addition to £10,000 to the Cemetery reserves.

Cllr Coughlan suggested a review of future Cemetery Risk by the Finance Committee at the time of budget considerations.

## **17015 ANNUAL ACCOUNTS AND RETURN TO 31 MARCH 2017**

- a) The Annual Governance Statements as set out in Section 1 of the Annual Return for year ending 31 March 2017 were considered and **approved**;
- b) The Accounts for the year to 31 March 2017 were **approved**;
- c) The figures to be included in Section 2 (Accounting Statements) of the Annual Return for year ending 31 March 2017 were **approved**;
- d) The Bank Reconciliation for inclusion in the Annual Return for year ending 31 March 2017 was **approved**;
- e) The report on variances in the accounts beyond the permitted 15% was **approved**;
- f) Minute 15015 of items a-e above were **approved**.

Cllr Brampton commended the Town Clerk on her efficiency in preparing the reports, remarking that this was an area of least confidence when completing the first Annual Return in 2013 and now the exercise is completed thoroughly and competently. Additionally it is worth recalling that the recommendation by the former clerk was to set a precept of £80,000 so it is a great achievement to have maintained a considerably lower precept whilst retaining all services.

**17016** The grant application submitted by Next Steps Wellbeing/Mental Health Centre for £1040.00 to pay for the annual rent and refreshment costs for the Kirkbymoorside programmes was **approved**. Cllr Watson commented that this is a worthy charity with excellent programmes offering support to the community.

**17017** The Town Cemetery charges were reviewed and it was agreed to retain all current charges for 2017/18 and review for inflation changes in 2018.

## **17018 Parking and Traffic Concerns**

### **a. West End**

- I. The response to the Town Council's correspondence to local businesses encouraging use of the Town Farm car park was **noted**.
- II. Information received from Philip Sharp, NYCC Highways Authority was considered. It was agreed that the information provided did not offer the opportunity for a directive response however the contents therein would be acknowledged and it will be made clear that parking and traffic on West End remains a concern of the Town Council.

Frustration was expressed that despite the subject of parking and traffic featuring repeatedly on the agenda it remains unresolved, however, the Town Clerk reiterated the limited scope of influence of the Town Council in matters concerning traffic and parking as regulation and enforcement lies with the NYCC Highways Authority. Furthermore the current Town Council has made considerable progress with parking concerns in Kirkbymoorside to date, with the implementation of the 2 hour short stay parking on the cobbles on the length of Market Place and the introduction of 1 hour free parking in the Town Farm car park.

Cllr Chapman directed his concerns in the matter to District Cllr Gardiner who confirmed that the issue of parking throughout Ryedale is of great frustration with the District Council particularly as each car park has a different parking criteria. He suggested that Cllr Chapman email the salient points of concern to him in order that he may endeavour to pursue the matter.

- b. Concern raised by members of the public with regards to restricted pedestrian access outside Ryedale Garages, Piercy End was **noted**.

It was agreed to issue correspondence to the business, outlining the concerns to pedestrian safety. Additionally clarity will be sought from NYCC Highways Authority with regards to the implementation of the extended double yellow lines from the A170 roundabout into Piercy End to discourage motorists from parking too close to the junction.

### 17019 Sportsfield

- a. Receipt of the following completed Counterpart Leases and Licences, all dated 5 April 2017 was **noted**:
  - I. Lease - Kirkbymoorside Squash Club
  - II. Lease - Kirkbymoorside Bowling Club
  - III. Lease - Kirkbymoorside Tennis Club
  - IV. Licence - Kirkbymoorside Cricket Club (Club premises)
  - V. Licence - Kirkbymoorside Cricket Club (Cricket pitch)
  - VI. Licence - Kirkbymoorside Football Club (Club premises)
  - VII. Licence - Kirkbymoorside Football Club (Football Pitch)
- b. The addition of the cricket/football pitch to the grass cutting schedule and application of the cutting specification to the same, in accordance with item 4.1 Licensor's obligation as specified in the Cricket and Football Club Pitch Licenses was **agreed**.

A member of the public and representative of the Cricket Club enquired as to whether the Town council would consider contributing to the service costs of the pitch machinery. Cllr Brampton suggested that a proposal be submitted by the Cricket and Football Clubs, to the Town Council for consideration at the next meeting.
- c. It was **noted** that information has been requested in respect of the requirements for the application of fertiliser and weedkiller to the cricket/football pitch, in accordance with item 4.1 Licensor's obligation as specified in the Cricket and Football Club Pitch Licenses

### 17020 Play Areas

- a. It was **agreed** to revise the play area inspection schedule to three quarterly inspections by Park Lane Playgrounds, and one annual inspection to be carried out by an independent inspector.
- b. The appointment of Streetscape (Products & Services) Ltd. to the annual inspection at a cost of £250 + VAT was **agreed**.

### 17021 Youth Council

A strategy to generate interest in the formation of a Youth Council was discussed. Cllr Chapman provided information on the NYCC Youth Voice Executive, the first meeting of which was held on 22<sup>nd</sup> February 2017 and confirmed that he has arranged a meeting with Kevin Jeffrey, Participation Manager to determine the requirements for participation by Kirkbymoorside and the surrounding areas.

Cllr Chapman proposed to encourage involvement in the project with local groups such as the new Youth Element in the library; Scouts; Beaver; Youth Club; junior sports clubs; and Ryedale School with the hope of feeding into a larger network throughout the county.

Cllr Wells suggested that it is not necessary for individuals to commit to being representatives as this might put them off participating, a more achievable approach would be to have representatives from local clubs and groups rather than individuals so the commitment is shared.

Cllr Coughlan confirmed that he would be willing to support the project/initiative and would recommend inclusion of other groups within the communities.

It was agreed that the project/initiative should to be delegated. Cllr Coughlan nominated Cllr Chapman to the role of delegated leader and Cllr Wells as deputy for Youth Community Engagement and was seconded by Cllrs Ashworth and Watson.

- 17022** The Town Clerks request to attend the SLCC 2017 Regional Training Seminar on 19th July 2017 at a cost of £69 + VAT plus travel expenses was **agreed**.

**17023** The state of street cleaning was discussed and Cllr Chapman proposed that he determine the feasibility of arranging a 'Tidy Up' exercise involving the Scouts, possibly in conjunction with In Bloom and other local community groups. It is hoped that if the exercise is successful and there is positive awareness of the activities then there may be more frequent exercises to tidy up the town and encourage community engagement.

**17024 TOWN MAYOR'S REPORT**

The Town Mayor's Report had been received earlier at minute 17003.

**17025 REPORTS FROM REPRESENTATIVES OF THE COUNCIL**

Cllr Coughlan reported that the Kirkby Scout Group have signed the Lease Agreement with the Kirkbymoorside Town Brass Band.

**17026 REPORTS ON DELEGATED MATTERS**

None

**17027 TOWN CLERK'S REPORT**

The Town Clerk's Reports was **received**.

**17028 QUESTIONS TO THE CHAIR**

Cllr Chapman asked the Chair and other councillors present at the Town Meeting, for their impression of the Spaunton Hollow proposal. This was met with enthusiasm and the information divulged in the presentation by Architect Chris Carr of his vision for a new holiday village at Spaunton Quarry was considered to be greatly promising for Kirkbymoorside and the surrounding area. Additional information as the concept develops is eagerly awaited.

Cllr Chapman asked the Chair if there were resurfacing works scheduled for Tinley Garth. No notification has been issued by NYCC Highways Authority but this is a matter that is being pursued by the Town Clerk in an effort to raise the priority of the remedial repairs.

**17029** The date of the next ordinary meeting of the Town Council on 19th June 2017 at 7.30 pm in Church House was **noted**.

The meeting ended at 8.50 pm.