



## KIRKBYMOORSIDE TOWN COUNCIL

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### **Minutes of a meeting of the Kirkbymoorside Town Council held at Church House on Monday 21 June 2021 at 7.00 pm**

**Present:** Councillors J Cossins, J Coughlan, C Dowie, N Holroyd (Chair), T Shipley and J Wells.

**Also present:** Town Clerk L Bolland and 1 member of the public.

Councillor Holroyd welcomed all present

#### **21026** Agenda item 1. Apologies for absence

- a. Apologies for absence given in advance of the meeting were **received** from Cllr Brown and County Cllr Arnold.
- b. Reasons given for absence were **approved**.

#### **21027** Agenda item 2. There were no Declarations of Interest in items on the agenda

#### **21028** Agenda item 3. Minutes and Matters Arising

- a. The draft minutes of the meeting held on 17 May 2021 were **received** and **approved**.
- b. There were no matters arising.

#### **21029** Agenda item 4. Public Session

A member of the public wished to make representation in respect of traffic concerns on West End. The member of the public expressed frustration that speeding is still an issue on West End and in their opinion the 20mph signage is inadequate and motorists are ignoring the change to the speed limit. The 20mph signs are too small and they have only been installed on one side of the road so they are only visible to one direction of traffic on a two way street. Vehicles are still mounting the kerb to accommodate two way traffic.

They explained that when they telephoned NYCC to raise these concerns and to ask why there were no 20mph signs painted on the road the response by the Highways Officer was that the highways department had not received any request to mark the road with 20mph signs and it would not be feasible to install larger signs because this would result in residents complaining. Additionally they were told that the recent data collected by NYCC Highways has recorded the average speed on West End at 22mph. The member of the public explained that this speed recording was not accurate and referred to the data recorded in 2019 which demonstrated that vehicles were travelling on West End in excess of the 30 mph speed limit and now, despite the introduction of the reduced 20mph speed limit vehicles are still speeding on this length of road. The situation has not changed and steps need to be taken to ensure that motorists stick to the speed limit.

An additional concern is parking, with vehicles being left on the Tinley Garth junction and on West End where vehicles are parking close to the few driveways off West End and their vehicle overshoots the parking space obstructing access to these properties.

Cllr Holroyd thanked the member of the public for their participation and assured them that due consideration will be given to the concerns raised, at agenda item 12.

#### **21030** Agenda item 5. Discussions with Town, District and County Councillors in respect of questions already posed, and any new matters. Cllr Dowie wished to pose a question to the District Councillors with regards to the Town Farm car park. She explained that she had telephoned Ryedale

District Council in the first week of June to report that the main sign in the car park is very messy with the remnants of notices that have been peeled off. The details with regards to reporting a faulty ticket machine are not applicable to Town Farm car park and there are no instructions on the ticket machine to allow the printing of a ticket for the free parking offer.

On 9 June Cllr Dowie raised the matter with the Town Clerk who also reported the matter to Ryedale District Council on the same day. The Town Clerk explained that at a recent meeting on 17 June she was assured by Adrian Hamilton, Town Ambassador, that new signage had been ordered. However, in the meantime there is no temporary notice with instructions on how to programme the ticket machine and all the information on display remains inaccurate.

The Five Town Meeting on 22 June will provide an opportunity to raise the matter again and to ascertain when the new signage will be installed and to request for temporary signage to be installed in the meantime.

**21031** Agenda item 6. Financial matters:

- a. Accounts paid since the last meeting of the Council were **reported** and cheque payments **approved** according to the list provided.
- b. The Financial Summary to 31 May 2021 was **received**.

**21032** Agenda item 7. All Saints churchyard and Millennium garden grounds maintenance

Information of the grounds maintenance schedule for the churchyard and Millennium Garden was **received**. An adjustment to the schedule to avoid cutting of the area in the Millennium Garden along the churchyard wall to promote the growth of flowers that are seeded during the spring and early summer was agreed. The Council **agreed** that the caveat<sup>1</sup> associated with approval of the grant application by Kirkbymoorside PCC for £3000 to contribute towards the ground maintenance of the churchyard and Millennium Garden had been satisfied.

Progress of the ground maintenance will be monitored over the coming months.

**21033** Agenda item 8. Town Cemetery

- a. The cemetery charges were **reviewed** with no changes.
- b. Consideration was given to revising the grass cutting schedule for the cemetery. The proposal to designate the northwest area of the cemetery as a conservation area to encourage wild flower growth was **agreed**. Wild flower seeds will be sown in a crescent area and the surrounding grass will be mowed every 4 weeks, rather than the current schedule of mowing every fortnight.
- c. Signage to indicate the environmentally friendly approach to the grounds maintenance was considered. A sample of National Trust signage was shared which explained that letting the grass grow longer helps to increase wildflower plant diversity which supports bees, butterflies, moths and birds. These pollinators then help the rest of the garden as they pollinate our ornamental plants.

Cllr Dowie proposed that the churchyard would also benefit from similar signage to explain the eco-friendly approach to management of the churchyard and asked the clerk to liaise with the PCC to determine their interest.

The installation of signage was **agreed**.

- d. It was **noted**, with gratitude, that the spoil from the cemetery has been removed, free of charge, by Holt Farms.

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<sup>1</sup>Minute 20239 dated 26 April 2021: The grant application submitted by All Saints Parish Church for a contribution of £3000 towards the cost of grounds maintenance of the churchyard and Millennium garden was considered. Cllr Dowie voiced concerns raised by members of the public that throughout the churchyard and the Millennium Garden areas of wild flowers are mowed and the contractor sometimes applies weed killer which is harmful to the environment. Cllr Dowie proposed that the Town Council start a dialogue with the PCC to change the way the grounds maintenance is carried out so that it is wild flower friendly. **Agreed**. The grant application was **agreed** subject to the caveat proposed by Cllr Dowie.

**21034** Agenda item 9. Use of the Moorside Room by the Kirkby Youth Club

A request by the Kirkby Youth Club for use of the Moorside Room to host activity sessions was considered. All councillors wished to commend the efforts of the volunteers involved in setting up the Club, which will be of great benefit to the community.

Cllr Coughlan proposed that the Town Council waive the hire charge in lieu of a weekly contribution towards the running costs of the building (£10 per week for cleaning of the premises during the summer months), with a view to reviewing the arrangement after the summer when the weather becomes inclement and the use of utilities will increase. **Agreed.**

**21035** Agenda item 10. Ryedale District Council Car Parking Strategy

An update on the Ryedale District Council Car Parking Strategy was **received**. The recommendation by Policy and Resources Committee that a Ryedale wide extension to the free parking offer should not be implemented was **noted** with disappointment. However, the assurance that the request by Kirkbymoorside Town Council for consideration of a bespoke arrangement for Town Farm car park was appreciated.

The Council **agreed** to respond by reinforcing its intention to pursue an agreement with Ryedale District Council for subsidised parking in Town Farm car park, thereby facilitating free car parking throughout the town.

**21036** Agenda item 11. Flood Risk Management

Information provided by the Environment Agency regarding flood risk management at Keldhome /Kirby Mills was **received**.

A further site meeting was held on Friday 11 June at the Cornmill. Cllr Holroyd, the Town Clerk, Chris Tinkler (owner of the Cornmill) and Seraya Sigsworth (Local Flood Risk Engineer, Yorkshire Water) were in attendance. The issues associated with flood risk in the area was discussed and the outlet pipes identified. The Yorkshire Water representative confirmed that another site visit will be arranged for engineers to assess the condition of the pipe and determine the functionality of the non-return valves. Additional clarification will be provided with regards to ownership of the local pipe network and reference to any local SUBS.

Information from Seraya Sigsworth received on 21 June provided assurance that the priority to arrange a date for the site visit will be escalated. With regards to a direct line for residents to report any incidents, the Yorkshire Water Communications team advised that they usually direct people to the website or provide the number directly to customers.

Cllr Holroyd proposed that the Town Council request a quote from JBA Consulting for a catchment assessment project, which would involve a full hydrological review of the catchment upstream of Keldholme/Kirkby Mills and provision of recommendations for Natural Flood Management flood mitigation options/highlight potential locations. **Agreed.**

Further information will be received at the July meeting.

**21037** Agenda item 12. NYCC Highways Authority

- a. The issue of persistent speeding in the 20mph speed zone on West End, Westfields and Tinley Garth was considered. Cllr Wells reiterated the concerns that the signage is inadequate. There is no signage to denote that the speed limit has been reduced and it would be prudent for NYCC Highways Authority to have installed temporary signs indicating 'New Speed Limit' which would effectively alert motorists to the change of traffic regulations in the area.

It was **agreed** to submit an application to NYCC Highways Authority for the installation of 20mph road markings and additional signage on West End, Westfields and Tinley Garth.

- b. The North Yorkshire Police Traffic Bureau response to concerns raised by Cllr Shipley regarding speeding on West End and Westfields was **received**. Cllr Shipley confirmed his intention to participate in the Community Speed Watch scheme, with the support of North Yorkshire Police.

- c. Information on the launch of NY Highways for the delivery of operational highway services was **received**.
- d. It was **noted** that the NYCC Area 4 Highways Team are undertaking significant works at various locations within Ryedale between the 21st June until mid-October
- e. The following temporary road closures were **noted**:
  - I. NOTIFICATION - 00030067 - Piercy End, Kirkbymoorside - The Closure will be in place for a period of 1 day between 20th June 2021 and 24th June 2021 <https://one.network/?tm=122317579>
  - II. NOTIFICATION - 00030121 - West Fields, Kirkbymoorside - The Closure will be in place for a period of 3 days between 14th June 2021 and 18th June 2021 <https://one.network/?tm=122374350>

Information regarding complaints about the confusing information provided by NYCC to residents in respect of the proposed road closures was **received**, as detailed in the supporting document.

Additionally, the member of the public explained that on 14 June an ambulance on a blue light run was made to turn around on West Lund and the 'traffic management ambassador' managing the road closure was unable to advise the driver how to best access the destination address via West End. The council concurred that based on the complaints received from residents and the content of the letter circulated to some, but not all, residents affected by the road works, the planning and execution of the highways programme had not been suitably managed by WSP. It was **agreed** to report these findings and express the Council's dissatisfaction to NYCC Highway Authority in order that service can be improved for future programmes.

#### **21038** Agenda item 13. Play Areas

- a. The unanimous response of the public consultation, opposing dogs in the play areas was **noted**.
- b. Information regarding Byelaws/Dog Control Orders for Kirkbymoorside was **received** and it was **agreed** to install signage requesting that dogs must be on the lead and keep to the public rights of way. The signage will also include a map of the play area to indicate the location of the public footpath.
- c. It was **noted** that five suitably mature trees have been planted in Old Road play area and consideration given to the installation of suitable signage. It was **agreed** to install signage that identified the species of each tree and recorded the planting on June 2021 to remember the impact of the coronavirus pandemic and celebrate the response by the community.

#### **21039** Agenda item 14. Local footpaths

- a. Information regarding the local footpath network was **received**, pursuant to questions raised at the annual town meeting.
- b. It was **agreed** to reimburse the Kirkbymoorside volunteers £100 to cover the cost of a second hand path edger. Councillors commended the efforts and good work carried out by the volunteers.

#### **21040** Agenda item 15. Great British Spring Clean 28 May - 13 June 2021

A report on the Great British Spring Clean 28 May - 13 June 2021 was **received** and Councillors expressed thanks to all Kirkbymoorside participants. Cllr Holroyd confirmed that as a result of reporting to Streetscene the significant amount of rubbish littering the layby on the A170 (east) arrangements are in progress to install a bin at this location.

#### **21041** Agenda item 16. The quarterly public wi-fi usage report was **received**.

#### **21042** Agenda item 17. The Musical Memories report for 2020/21 was **received**.

At 8.15pm the member of the public left the meeting.

#### **21043** Agenda item 18. Planning

- a. The following planning applications were **reviewed**:
  - I. 21/00128/FUL |Change of use of agricultural land to allow the siting of 3 no. camping pods with

associated parking and access track to be used in connection with Deepdale Farm wedding venue and Air Bnb use (May to Sept) and Airbnb use (Oct - April) together with erection of a sofa barn to be used in connection with Deepdale Farm wedding venue (May to Sept only) | Deep Dale Farm House Village Street Keldholme Kirkbymoorside North Yorkshire YO62 6LE

No observations made

- II. 21/00775/HOUSE | Installation of 5no. timber double glazed Yorkshire sliding sash windows to front elevation as replacement to existing timber single glazed casement windows | 36 Piercy End Kirkbymoorside YO62 6DF

No observations made

- III. 21/00776/FUL | Subdivision of dwelling to form 2no. three bedroom dwellings, erection of single storey rear extension, installation of 2no. replacement windows, installation of 2no. Yorkshire sliding sash windows as replacement to existing garage doors, formation of vehicular access and associated parking and landscaping | Westfield House 87 West End Kirkbymoorside YO62 6AD

No observations made

- IV. 21/00784/HOUSE | Erection of single storey rear extension | 1 Slingsby Garth Kirkbymoorside YO62 6JD

No observations made

- V. 21/00806/HOUSE | Erection of single storey side extension to east elevation following removal of the existing garage, erection of single storey side extension to west elevation following removal of existing conservatory | Riverside Village Street Keldholme Kirkbymoorside North Yorkshire YO62 6LZ

No observations made

- VI. 21/00845/73AM | Variation of conditions 02 and 16 of planning approval 18/00622/MFUL dated 26.09.2018 to reflect an extension to the approved lake and associated disposition of spoil outside the floodplain | Ravenswick Hall Young Bank Lane Kirkbymoorside YO62 7LT

Councillor Holroyd advised that he had attended a meeting with engineers and others contributors at Ravenswick Hall to discuss the excavation and proposed changes to the Lake. He had received assurances regarding the capacity of the lake to store flood water and that the bank, created using spoil from the excavation, to the east of the lake is not on the flood plain. Furthermore, he was advised that the feasibility of implementing other measures, elsewhere on the flood plain, to relieve flood risk downstream would be explored.

No observations made

- VII. 21/00850/LBC | Internal and external alterations to facilitate the use of the shop as a Post Office to include the partial infilling of 1no. rear window, installation of 2no. replacement rear windows, display of 1no. hanging sign to front elevation, display of 1no. Post Office sign to railings, 1no. Post Office fascia sign and 1no. sign in front window | 1 High Market Place Kirkbymoorside YO62 6AT

No observations made

- b. The following Planning Decision was **noted**:

- I. 21/00567/HOUSE | Erection of single storey rear extension. | Blue Hills 4 Poplar Avenue Kirkbymoorside YO62 6ES **Approved**

**21044** Agenda item 19. Reports from Members representing the Town Council at meetings of outside bodies and on delegated matters

Cllr Wells attended the YLCA Ryedale Branch meeting, held remotely on 2 June 2021. She will also be representing the Town Council at the virtual 5 Towns meeting on 22 June, attending the Gillamoor CE Primary School's Children's University Graduation on 25 June and the Kirkbymoorside Environment Group meeting on 27 June.

**21045** Agenda item 20. Town Clerk's report

The Town Clerk shared information received from the CEE Bill Alliance with regards to the Climate and Ecology Emergency Bill:

Due to the Parliamentary session ending, and the State opening of the new Parliamentary term in May, the Climate and Ecological Emergency Bill will be re-tabled this month. Caroline Lucas MP, will be the sponsor and the CEE Bill will be co-sponsored by MPs from the majority of Westminster parties.

The need to re-table the CEE Bill has been taken as an opportunity to condense and strengthen the legislation.

Following repairs to the bench in Old Road play area and on the A170 verge the clerk explained that she is in the process of auditing the condition of the public seats throughout the town with a view to providing a report detailing the costs associated with a full programme of refurbishment. The report will be received at the July meeting and consideration given to the application for S106 grant monies available to Kirkbymoorside in order to meet the next intake deadline for S106 funding applications on 3 September 2021.

The clerk confirmed that confirmation has been received from PKF Littlejohn LLP that the Annual Governance and Accountability Return (AGAR) Part 3 for Kirkbymoorside Town Council has been logged and is now in the queue for processing. Additionally the VAT Relief claim in the amount of £3,788.30 submitted to HMRC on May 2021 has been awarded

The street lighting columns on Piercy End, Market Place (including lighting column 1 on Church Street) and High Market Place have been assessed by the NYCC Electrical Project Engineer to determine compatibility to be converted with sockets and timers in order to accommodate Christmas motifs. The cost of the works is estimated at £4,282.30 + VAT. Further information will be available for consideration at the July meeting.

**21046** Agenda item 21. The Town Mayor's report

The Town Mayor reported that on 2 June he participated in an interview with BBC Radio York to share details of Kirkbymoorside's participation in the Great British Spring Clean.

The Town Mayor expressed his thanks to Cllr Wells for being available to attend the Gillamoor CE Primary School's Children's University Graduation in his place as he is unable to attend.

**21047** Agenda item 22. Questions to the Chair

Cllr Wells wished to offer apologies in advance as she will be unable to attend the next meeting on 19 July.

**21048** It was **noted** that the next ordinary meeting of the Town Council is scheduled to be held on 19 July 2021 at 7pm in Church House.

The meeting concluded at 8.39pm.