



KIRKBYMOORSIDE TOWN COUNCIL

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Minutes of the Ordinary Town Council meeting held at Church House on Monday 15 May 2023 at 7.30pm in Church House, 7 High Market Place, Kirkbymoorside, YO62 6AT.

Present: Councillors J Cossins, J Coughlan, C Dowie, J Illingworth, A Moffat, A Riby, J Wells and S Woodhams.

Also Present: Town Clerk L Bolland and two members of the public.

Cllr Wells welcomed all present.

23001 Agenda item 1. Cllr Jill Wells was **elected** the Town Mayor for the coming year.

23002 Agenda item 2. The Declaration of Office of the Town Mayor was **recorded**.

23003 Agenda item 3. Councillor Wells' report of the year 2022/23 was **received**.

23004 Agenda item 4. Cllr Dowie proposed a vote of heartfelt thanks to Councillor Wells for having achieved so much on behalf of the town over the past twelve months, most notably the 'Freedom of the Town'. **Agreed**.

23005 Agenda item 5. Cllr Joe Coughlan was **elected** Deputy Town Mayor for the coming year.

23006 Agenda item 6. Apologies for Absence – There were no apologies for absence. All Town Councillors were in attendance.

23007 Agenda item 7. There were no Declarations of Interest in items on the agenda.

23008 Agenda item 8. Town Council Policies

- a. The Council **resolved** to adopt the revised Code of Conduct pursuant to Minute 22231.
- b. The Undertaking to Observe the Members' Code of Conduct, by each Councillor was **recorded**.
- c. The Standing Orders were **reviewed** with no changes made.
- d. The Financial Standing Orders were **reviewed**, noting the increase to the Public Contract Regulations threshold at 11.2, with no additional changes made.

23009 Agenda item 9. The membership and quorum for committees, delegated teams and representatives were **reviewed**.

23010 Agenda item 10. Councillors Coughlan and Wells were **appointed** to attend the YLCA Ryedale Branch meeting to represent the council as voting representatives.

23011 Agenda item 11. There were no reports from representatives on outside bodies.

23012 Agenda item 12. Minutes and Matters Arising

- a. The draft minutes of the Planning Committee meeting held on 17 April 2023 were **approved** and **signed**.
- b. The draft minutes of the Meeting held on 17 April 2023 were **approved** and **signed**.
- c. The minutes of the Annual Town meeting held on 2 May 2023 were **received**.

d. Matters arising

Cllr Dowie referred to the annual town meeting and the suggestion by a member of the public to post the Town Council meeting agendas on Facebook. She proposed an agenda item for consideration at the June meeting to discuss having a Facebook account for the Town Council, with all the appropriate controls in place, and explained that social media is a current and accessible format for information sharing. **Agreed.**

Cllr Illingworth referred to the matters raised in the public session at the annual town meeting including the need for a safe pedestrian crossing place in the town centre and on the A170, speeding concerns, the condition of the roads and policing concerns, and asked if these issues could be pursued. The Town Clerk confirmed that as a matter of procedure, all the issues identified at the meeting will be referred to the relevant authorities and a report on the response received will be received by the Town Council at the subsequent meeting.

Cllr Illingworth also asked if additional signage to Town Farm car park could be installed. The Town Clerk will refer to North Yorkshire Council.

23013 Agenda item 13. Public Session - to allow members of the public to make representations, ask questions and give evidence in respect of any items of business.

A member of the public provided information on the Moorsbus service and explained that there is a "Days Out" information page on the www.moorsbus.org featured under 'Destinations/Activities'. This page provides information of where you can get to from your chosen starting point and how to get there.

Local businesses can advertise for free with the Moorsbus if they make a contribution to the organisers in lieu of their time, for example the incentive of a coffee. The advertising for businesses on the Moorsbus website can be accessed at <https://www.moorsbus.org/moorrewards.html>

The expression of interest submitted by Ryedale Cycle Forum and Kirkbymoorside Environment Group to the Local Enterprise Partnership Net Zero Fund has been successful and an invitation to submit a funding application for the 'Path for Everyone' project has been received. The Net Zero Fund aspires to increase cycling by 900% so the 'Path for Everyone' project meets the criteria. However, due to the low population density in the area it is difficult to get funding for this project. There is a petition to collect signatures of all individuals who will use the 'Path for Everyone' to demonstrate the popularity of the route and validate the need and guaranteed use of the path. This will provide evidence to support the funding bid. The link to the petition is <https://chnng.it/PhZqtSFJ>

Cllr Wells proposed a revision to the order of the agenda to consider item 18.b. as the next item of business. **Agreed.**

23014 Agenda item 18.b. Grant Applications

The grant application submitted by Moorsbus CIC in the amount of £500 to contribute towards the service provision of the Moorsbus was **agreed**.

Proceedings reverted to consideration of agenda item 14.

23015 Agenda item 14. There were no discussions with Town Councillors in respect of questions already posed or any new matters and the North Yorkshire Councillor was not in attendance.

23016 Agenda item 15. 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 30 April 2023 was **received**.
- c. Changes to the bank Mandate for Local Authority were **recorded**.

23017 Agenda item 16. The Town Mayor's Annual Allowance

It was **noted** that the 2022/23 Town Mayor's allowance had been allocated to cover the cost of a ticket to attend the Yorkshire Day Civic celebration on 1 August 2022 and expenses associated with the Freedom of the Town (Minutes 22029 and 22189 respectively). It was **agreed** to maintain the annual allowance for the Mayor at £500 to be claimed as and when expenditure is incurred.

23018 Agenda item 17. Staffing

- a. It was **noted** that the National Joint Council for Local Government Services pay award for 2022/23 included agreement of an annual leave increase from 1st April 2023.
- b. Information on developments in the local government pay round for 2023 **was** received.

23019 Agenda item 18. Grant Applications

- a. Agenda item 18.a. It was **noted** that prior to consideration of agenda item 18b. (recorded at Minute 23014) the 2023/24 Grant Budget balance was £3440, accounting for the allocation of £1560 to the Ryedale Community Foodbank (Minute 22208). The new grant budget balance of £2940 was **noted**.
- b. Agenda item 18.c. The grant application submitted by Next Steps Wellbeing/Mental Health Centre Kirkbymoorside in the amount of £3570 to cover the cost of rent for the Kirkbymoorside programmes for one year was **considered**. Cllr Coughlan proposed allocation of the remaining balance of £2940 from the grant budget and the allocation of any underspend from the 2022/23 precept to contribute to the shortfall, which will be determined by the annual return currently in progress. **Agreed**.
- c. Agenda item 18d. The grant application submitted by Friends of Kirkbymoorside CP School in the amount of £2800 for costs associated with a 'Colour Run' event was **not agreed** as there are no funds remaining in the 2023/24 grant budget.

23020 Agenda item 19. CIL

- a. Information on progress of the CIL019 application for redevelopment of Kirkbymoorside Cricket and Football Club premises was **received**.
- b. It was **agreed** to invite members of North Yorkshire Council to a site visit to demonstrate the need for the CIL019 project. Invitations will be issued to Councillors individually.

23021 Agenda item 20. Planning

- a. The following Planning Applications were **considered**:
 - i. ZE23/00378/S119 | Diverting the existing public right of way to enable development of the land to be carried out in accordance with the planning permission reference 17/01449/MREM and 13/01314/MOUT | Land At Westfields Kirkbymoorside North Yorkshire **No observations recorded**.
 - ii. 23/00325/HOUSE | Extension and alteration of existing entrance porch to side elevation and conversion of garage to provide additional living accommodation | 1 Eastway Close Kirkbymoorside North Yorkshire YO62 6NG **No observations recorded**.
 - iii. 23/00335/CAT | Heavy pruning of fir trees | 75 West End Kirkbymoorside YO62 6AD **No observations recorded**.
 - iv. ZE23/00375/HOUSE | Erection of single-storey extension to south-east elevation | Gales House Kirkby Lane Gillamoor Kirkbymoorside North Yorkshire YO62 7HT **Withdrawn**
- b. The following Planning Decisions were **noted**:
 - i. 22/01330/FUL | Erection of single-storey extension to existing factory | Micro Metalsmiths Ltd Ings Lane Kirkbymoorside North Yorkshire YO62 6PX **Approved**
 - ii. 23/00141/HOUSE | Erection of a part single storey/part two storey rear extension and the formation of a new entrance to the west elevation | Blenheim West Fields Kirkbymoorside YO62 6AG **Approved**

- iii. 23/00146/FUL | Removal of existing machinery store and redundant pigeon club shed and erection of a building for use as machinery store and changing rooms | Recreation Club New Road Kirkbymoorside YO62 6DY **Approved**
- iv. 23/00206/HOUSE | Conversion of 2no existing integral garages to habitable rooms with alterations to external openings, installation of solar PV panels to the rear elevation, installation of 3no conservation rooflights to the rear elevation, installation of replacement windows, removal of 2no boiler flues and installation of replacement flues on the rear elevation | Westfield House 87 West End Kirkbymoorside North Yorkshire YO62 6AD **Approved**
- v. 23/00217/FUL | Erection of a single storey extension to the south elevation of the Palm House | Ravenswick Hall Young Bank Lane Kirkbymoorside North Yorkshire YO62 7LT **Approved**

23022 Agenda item 23. The cost of £980 for the triennial tree safety survey for Manor Vale woodland, Old Road and Ryedale View play areas, and the sports field, in accordance with insurance requirements was **approved**.

23023 Agenda item 24. Arrangements for a litter picking weekend were **considered**. A member of the public confirmed that from 10th – 18th June Co-op will be participating in the 'Great Big Green Week 2023'.

"The Great Big Green Week is the UK's biggest ever celebration of community action to tackle climate change and protect nature.

Every year, people come together to unleash a wave of support for action to protect the planet. Tens of thousands of people in every corner of the country celebrate the heartfelt, brave, everyday actions being taken to stand up for nature and fight climate change."

Cllr Dowie proposed that the Town Council join the 'Great Big Green Week' campaign and invite participation by the community in the event from 10 – 18 June. **Agreed**.

23024 Agenda item 25. Review of the format of the annual Town Meeting and presentation of the Community Award.

Cllr Wells explained that, in their opinion, the current arrangement of presentation of the Community Award followed by the public session offers little opportunity to celebrate the achievements of the award recipients. They proposed that consideration be given to a separate annual meeting/event that would offer the opportunity to celebrate the community's achievements over the previous 12 months, including presentation of the Community Award and receipt of reports from local group and charities, and the focus of the annual town meeting would be to provide an opportunity for members of the public to bring to the meeting's attention issues and concerns about Kirkbymoorside.

Cllr Wells proposed inclusion of an agenda item on the June meeting, to consider the format of an annual event in 'Celebration of local contributors and champions'. **Agreed**.

23025 Agenda item 26. Reports from Members representing the Town Council at meetings of outside bodies and on delegated matters.

Cllr Cossins attended the John Stockton Education Foundation annual meeting. Annual Report at Appendix A.

On Tuesday 25 April Cllr Wells, accompanied by Cllr Coughlan and the Town Clerk, attended a meeting in respect of the Ryedale CIL grant and will be attending the Kirkby 10k meeting from 7pm on 23 May at Kirkbymoorside Primary School.

23026 Agenda item 27. The Town Clerk's report was received as follows:

18/01313/MFUL CIL

Confirmation has been provided by the Planning Authority that the final instalment of CIL money from the Wainds Field development has now been received from the developer and will be paid to the Town Council within the next 30 days. This accounts for £8,239.73 of the full £32,958.75

Agreement. At the Ordinary meeting of the Town Council on 21 November 2022 the funds were allocated to the cost of installation of new play equipment at Old Road play area, Minute 22127.

Saturday market in Kirkbymoorside

A member of the Environment Group has made enquiries with the Memorial Hall committee and North Yorkshire Council Highways about the prospect of holding a Saturday market once a month on the cobbled areas of Market place or Church Street.

In summary neither can offer a prospect of such a market happening and highways have pointed out that both Hovingham and Sheriff Hutton Saturday markets are held on private land.

Highways advice is that holding markets on the public highway is illegal without a market charter or similar so are unable to help. The Memorial Hall committee have acquired a copy of the charter that gives them permission to hold a market and it only provides for a Wednesday market and for one other special market a year, which is the Xmas market.

Haymaking in Manor Vale woodland to promote wild flower growth

The next Haymaking exercise, organised by the Kirkbymoorside Environment Group will take place on Sunday 16th July 2023: 11 am - 1pm

Official Yorkshire Day Civic Celebration

This year Rotherham has been selected by The Yorkshire Society to host the 2023 Yorkshire Day Celebration event on Tuesday 1 August 2023.

23027 Agenda item 28. Questions to the Chair

Cllr Wells thanked the Town Clerk for her assistance and support over the past 12 months. The Town Council has been engaged in many events in the last year including the Platinum Jubilee Celebrations, Proclamation of King Charles and presentation of the Freedom of the Town, all of which have involved a considerable amount of work.

Cllr Coughlan asked if the Market Charter could be amended. Cllr Cossins explained that the Charter can only be changed with approval of the King. The Town Clerk confirmed that the market rights for Kirkbymoorside derive from a Royal charter. If the rights to operate a market derived from local Acts of Parliament then there would be room for manoeuvre as the local authority (North Yorkshire Council) would determine this.

23028 Agenda item 29. The date of the next ordinary meeting of the Town Council on 19 June 2023 at 7.30pm in Church House was **noted**.

The meeting concluded at 9.14pm.