



KIRKBYMOORSIDE TOWN COUNCIL

Church House
7 High Market Place
Kirkbymoorside
YO62 6AT

Tel: 01751 432217

town.clerk@kirkbymoorsidetowncouncil.gov.uk

Minutes of the Ordinary Town Council meeting held at Church House on Monday 19 June 2023 at 7.30pm in Church House, 7 High Market Place, Kirkbymoorside, YO62 6AT.

Present: Councillors J Cossins, J Coughlan (arrived at 8.14pm), C Dowie, J Illingworth, A Moffat, and J Wells.

Also Present: Town Clerk L Bolland

Cllr Wells welcomed all present.

23029 Agenda item 1. Apologies for Absence

- a. Apologies for absence given in advance of the meeting were **received** from Cllrs Riby and Woodhams.

Apologies for anticipated delayed arrival to the meeting were **received** from Cllr Coughlan.

- b. Reasons given for absence were **approved**.

23030 Agenda item 2. There were no Declarations of Interest in items on the agenda at the time. Retrospectively, Cllr Wells declared an interest in agenda item 16 at the time of consideration of the same.

23031 Agenda item 3. There were no reports from representatives on outside bodies.

23032 Agenda item 4. Minutes and Matters Arising

- a. The draft minutes of the Ordinary meeting held on 15 May 2023 were **received** and **approved**.

- b. Matters arising

Pursuant to minute 23023 a litter picking event was arranged to coincide with the Great Big Green Week 10 – 18 June. Litter pickers were made available for collection from the library and the Co-Op.

Cllr Wells explained that Kirkbymoorside Primary School are currently focussing on the theme of sustainability and will be undertaking their own litter pick exercise on Wednesday 21 June. Years 3 and 4 are also working on an art project on the same theme and Cllr Wells proposed use of the Moorside Room for an art exhibition on Wednesday 12 July. **Agreed.**

23033 Agenda item 5. Public Session – there were no members of the public present.

23034 Agenda item 6. The Town Councillor was not present for discussions with Town Councillors in respect of questions already posed, and any new matters.

23035 Agenda item 7. 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 2023 was **received**.
- c. It was **noted** that the VAT 126 claim for refund in respect of 2021/22 and 2022/23 was submitted to HMRC on 5 June 2023

23036 Agenda item 8. Annual Governance and Accountability Return 2022/23

- a. It was **noted** that the internal audit was carried out on 30 May 2023, pursuant to Minute 22207 dated 20 March 2023, with no recommendations made.
- b. The Annual Governance Statements as set out in Section 1 of the Annual Return for year ending 31 March 2023 were **considered** and **approved**.
- c. The Accounts for the year to 31 March 2023 were **approved**.
- d. The figures to be included in Section 2 (Accounting Statements) of the Annual Return for year ending 31 March 2023 were **considered**.
- e. The figures to be included in Section 2 (Accounting Statements) of the Annual Return for year ending 31 March 2023 were **approved** by resolution.
- f. The Bank Reconciliation for inclusion in the Annual Return for year ending 31 March 2023 was **approved**.
- g. The report on variances in the accounts beyond the permitted 15% plus £200 was **approved**.
- h. Minutes of items b-g above were **approved**.

23037 Agenda item 9. Traffic Concerns

- a. Information from North Yorkshire Council Highways was **received** in respect of:
 - I. progress of the Town Council's application for 20mph on Piercy End, Market Place and High Market Place;
 - II. the request for additional 20mph signage and road markings on Westfields, West End and Tinley Garth;
 - III. concerns raised about the state of the roads and the quality of pothole repairs;
Cllr Illingworth reinforced concerns about the state of the roads particularly the condition of the A170 and the risk of injury to cyclists negotiating potholes.
 - IV. surfacing of the road verge along the length of the boundary with the play area on Old Road.
Cllr Moffat referred to the status of the verge as 'meeting the intervention levels to carry out a repair' and proposed a response to NYC Highways requesting application for Capital Funding for works to harden the verge when Capital Funds are available. **Agreed**.
- b. Safe crossing places
 - I. Information was **received** from North Yorkshire Council Highways in respect of the Town Council's request to revisit the issue of a designated safe crossing place in the town centre and also on the A170 east.
 - II. It was **agreed** to carry out a public consultation to determine support of the proposal to install a raised pedestrian crossing on Market Place, at the expense of the Town Council, in the event that the proposal is determined feasible following site investigation and design assessments.

23038 Agenda item 10. The request by Ryan Swain, Ryedale Skate School, for permission to hold skateboarding lessons at Old Road skate park, together with supporting documents of accreditations and Skateboard GB Member Public Liability Insurance, were **considered** and **agreed**.

23039 Agenda item 11. Correspondence was **received** from Ryedale Open Studios. The contribution of up to £800 to facilitate the Kirkbymoorside Art Club was **not agreed** as there are no funds remaining in the 2023/24 grants budget. The Clerk confirmed that the funding request has been referred to County Councillor White to determine allocation from the Locality Budget and details of all known local funding opportunities have been shared with the applicant.

Cllr Dowie proposed the calculations of the 2024/25 budget should include consideration of an increased grant budget for the next financial year in order to support more local projects. **Agreed**.

23040 Agenda item 12. The request to carry out metal detecting at the ruins of Neville's Castle in Manor Vale woodland was considered, with reference to the Manor Vale Management Plan and **not approved**. Extract: *Neville Castle was originally scheduled as an Ancient Monument in December 1962 and this designation was amended in April 1974. In January 1998, English Heritage proposed amending the Scheduled Monument boundaries to include the exposed mediaeval masonry within Manor Vale. Section 1 of the Ancient Monuments and Archaeological Areas Act (1979) applies.*

Cllr Wells explained that, according to Historic England, metal detecting is not permitted on scheduled monuments.¹ Metal detecting is not a suitable technique to use on scheduled monuments because it can cause significant damage by digging through archaeological evidence to extract finds and removes those finds from their archaeological context.

Cllr Illingworth also raised environmental concerns associated with any exploration activities and potential disruption to the ecology and habitats of mammals, birds and insects in the vicinity of the ruins.

23041 Agenda item 13. Play Areas - Expenditure authorised by the Town Clerk in accordance with Financial Standing Order 3.4 was **noted**:

- a. annual play area inspections at £250 + VAT, carried out on 8 June 2023;
- b. purchase and supply of play grade bark for the Playdale Climber at Old Road play area at £664.94 + VAT.

23042 Agenda item 14. CIL

- a. Correspondence was **received** from North Yorkshire Council on the latest position regarding the CIL funding application for development of Kirkbymoorside Cricket and Football club premises.
- b. It was **noted** that the Executive of the North Yorkshire Council is due to consider the requests for CIL funding at its meeting on 20 June 2023.

The report recommends that the requests for grant funding are not supported. The recommendation in the report is that CIL is earmarked for school buildings works in the former Ryedale area. The report includes the following excerpt relating to the Town Council's particular proposal:-

High priority. Evidence of need. Strategic and NGB support. Would improve accessibility and provide facilities for women/girls. Deliverable. Match in place. Positive scheme but deemed lower priority.

23043 Agenda item 15. Moorside Room

- a. Scheduled testing of the Fire Alarm and Emergency Lighting at the Moorside Room on 20 June 2023 was **noted**.
- b. Expression of thanks and receipt of £10 contribution from Kirkbymoorside History Group for use of the Moorside Room for the fund raising event and book launch on Wednesday 3 May, in accordance with Minute 14060d, was **noted**.

23044 Agenda item 16. Yorkshire Day, 1 August 2023

Retrospectively, Cllr Wells declared an interest.

- a. The invitation to the Official Yorkshire Day Celebration and County wide celebrations of Yorkshire Day on Tuesday, 1 August 2023 in Rotherham, South Yorkshire was **received**.
- b. The cost of £55 for the Town Mayor's attendance was **agreed**.

¹ [Identification and Designation of Scheduled Monuments | Historic England](https://historicengland.org.uk/advice/hpg/has/scheduledmonuments/)

<https://historicengland.org.uk/advice/hpg/has/scheduledmonuments/>

23045 Agenda item 17. Training Membership

- a. Attendance by Cllr Woodhams on the 'Agendas, Powers, Meeting Procedures and Policies' webinar on Tuesday, 16 May at a cost of £25, in accordance with Minute 20033 was **noted**.
- b. Renewal of the clerk's SLCC membership at a cost of £279 was **agreed**.
- c. Renewal of the clerk's ALCC membership at a cost of £50 was **agreed**.

23046 Agenda item 18. It was **agreed** to set up a Town Council Facebook page, to be administered by the Town Clerk, in order to provide information on Town Council business and share matters of local interest.

23047 Agenda item 19. The quarterly footfall monitoring report for Ryedale's market towns was **received**. Cllr Illingworth proposed that the same agenda item be included for consideration at the July meeting in order to review the content in more detail. **Agreed**.

23048 Agenda item 20. Arrangements for the next phase of the campaign to support local businesses and promotion of the town were considered. The response by participants of the Fiver Fest in March indicate that whilst the campaign was successful in creating awareness of the need to support local businesses and Shop Local, there was little evidence of new business generated. Cllr Illingworth proposed to invite all interested parties to a second meeting to further discussions to determine an approach that could be embarked upon by the local retailers, collectively, with support of the Town Council, to increase consumer footfall into the town. **Agreed**. Cllr Dowie proposed that the invitation be extended to include Craig Nattress, North Yorkshire Council Tourism and Development Officer and Local Enterprise Partnership who attended the first meeting in February. **Agreed**.

Cllr Coughlan suggested that the participants consider nominating one person to 'drive' the social media campaign.

23049 Agenda item 21. Information on how to encourage wild flower growth on the grass verges was **received** and alterations to the grass cutting schedule for 2024 were considered. The possibility of reducing the depth of the verge mowed, on certain verges, to keep a margin of cut grass on either side of the footpaths and leave the remainder of the verge to re-wild, was discussed. Cllr Dowie proposed that additional information on how to designate areas on the grass verges to let the wild flowers grow in the summer, together with any guidance/stipulations from the Highways Authority could be received at the next meeting with a view to implementing changes to the grass cutting schedule for the 2024 season. **Agreed**.

23050 Agenda item 22. Receipt of thanks from Next Steps Mental Health Resource Centre for the grant in the amount of £3,099 to contribute towards the cost of rent for the Kirkbymoorside programmes was **noted**.

23051 Agenda item 23. North Yorkshire Council's 'Let's Talk Transport' consultation, closing date 17 July, was noted. Details of the public consultation are featured on the Town Council notice board and website and have been emailed to local contacts for wider circulation. Cllr Dowie proposed that Councillors complete the surveys individually and also submit comments to the Clerk to collate a response on behalf of the Council. **Agreed**.

23052 Agenda item 24. Information on the open consultation by the Department for Energy and Net Zero in respect of 'Developing Local Partnerships for Onshore Wind in England', closing date 7 July, was **received**. Details of the public consultation are featured on the Town Council notice board and website and have been emailed to local contacts for wider circulation. As with the 'Let's Talk Transport' consultation, it was agreed that Councillors would complete the surveys individually and also submit comments to the Clerk to collate a response on behalf of the Council.

Cllr Illingworth proposed that details of both campaigns would reach a wider audience using social media via the Town Council's Twitter and Facebook accounts. **Agreed**.

- 23053** Agenda item 25. Reports from Members representing the Town Council at meetings of outside bodies and on delegated matters

Cllr Dowie attended the Eco-Fair, organised by Ryedale Environment Group, in Malton on 10 June. The Kirkbymoorside event will be held in September.

Cllrs Illingworth and Dowie attended the launch of the refurbished Children's library on Saturday 17 June, which was re-opened by Tatyana Heard. The event was well attended and invited new children members to the library.

- 23054** Agenda item 26. The Town Clerk's report was received as follows:

Flood Risk Management

Summary of initial progress of the River Dove Natural Flood Management (NFM) project

The River Dove NFM Project officially began in April 2023.

During the first 2 months a number of visits have been made to major landowners within the catchment, including Ravenswick Hall, Holt Farms and Farndale estate. Site visits have been led by Yorkshire Wildlife Trust with support from the Environment Agency's and Natural England's Agricultural Lead Advisors and the River Restoration Centre.

Three sites along the River Dove floodplain have been identified for medium to large-scale interventions which focus on restoring natural processes to help slow the flow of flood water, including opportunities to reconnect the river to the floodplain. There are ongoing discussions with landowners and technical experts as how these ideas may be realised, considering site constraints, the effectiveness of reducing flood peaks and ongoing maintenance and management.

Yorkshire Wildlife Trust have also been engaging with Farndale estate and the North York Moors National Park regarding farm-scale NFM interventions and links with individual farmers and tenants in the Upper catchment.

An opportunity has been identified to consider targeted events and/or a dedicated farmer facilitation group to share the latest best practice and to promote this project, and other relevant schemes, which can reduce flood risk and increase farm resilience. Soil health being a key theme which could be addressed which could have shared benefits of improving farming productivity and reducing flood risk. Funding from the National Parks Farming in Protected Landscapes could support this work.

Furthermore, a number of site visits have been made to the Manor Vale area to identify surface-water flooding issues and possible solutions. Visits to Kirkbymoorside Golf Club, Manor Vale Nature Reserve, Holt Farms and other private landowners have been made, with a number of NFM measures identified.

The coming summer months will focus on producing detailed designs at the sites identified and seeking agreement with landowners in order to pipeline these projects for delivery in 2024. Further engagement with landowners and site visits will be conducted, particularly in the upper catchment.

Yorkshire Wildlife Trust and the Environment Agency will continue to develop the full business case, which will provide a pipeline of projects which can be funded in 2024.

Joe Allan

Flood and Coastal Risk Management Advisor

North Yorkshire, Partnership & Strategic Overview Team

Environment Agency | Foss House, Kings Pool, Peasholme Green, York, YO1 7PX

Private dispute between member of the public and Countryside Properties

For information only, a member of the public has provided notice of their intention to seek recompense through the Small Claims Court against Countryside Properties for damages to the driveway surfacing caused by the contractors whilst laying pipe work and electricity cables.

Installation of CCTV on Piercy End

A member of the public has requested the installation of CCTV on Piercy End as they are aware of several incidents of parked cars being damaged by passing vehicles. The matter was referred to North Yorkshire Council as the Highways Authority. The Highways Officer has responded, confirming that they are not aware of CCTV cameras for this purpose being used elsewhere in the County and it is unlikely to be something which would be allowed to be fixed to a North Yorkshire Council asset. This would also be difficult to do in terms of compliance with General Data Protection Regulations and Data Protection Act.

23055 Agenda item 27. The Town Mayor's report was received:

Cllr Wells attended the YLCA Ryedale Branch meeting on Tuesday 13 June.

A member of the public had raised a query regarding responsibility of the planting on a section of the boundary of the Wains Field site and Feversham Drive. The matter relates to a length of highway and was referred to North Yorkshire Council as the appropriate authority.

The Primary School years 3 and 4 are working on a project themed 'Sustainability' and will be carrying out a litter pick exercise in Old Road play area on 28 June. The clerk has liaised with North Yorkshire Council Streetscene to arrange for litter picking equipment to be available for the exercise. With support of the Town Council, Cllr Wells would like to offer use of The Moorside Room on Wednesday 12 July to display of the project exhibits. **Agreed.**

23056 Agenda item 28. Questions to the Chair

Cllr Illingworth noted that further discussion of Agenda item 25. from the May meeting, with regards to consideration of the format of an annual event in 'Celebration of local contributors and champions' had not been included on the June agenda and asked if it could be included on the July agenda.

Cllr Illingworth also noted that since the old planting was removed from the flower bed in front of the town mill stone on Gillamoor Road no new plants have been added, and asked if the clerk could check with In Bloom in case this was unintentional.

23057 Agenda item 29. The date of the next Ordinary meeting of the Town Council on 17 July 2023 at 7.30pm in Church House was **noted**.

The meeting concluded at 8.47pm.