



KIRKBYMOORSIDE TOWN COUNCIL

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Minutes of the Ordinary Town Council meeting held at Church House on Monday 17 July 2023 at 7.30pm in Church House, 7 High Market Place, Kirkbymoorside, YO62 6AT.

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

Also Present: Town Clerk L Bolland

Cllr Wells welcomed all present.

23058 Agenda item 1. Apologies for Absence

- a. Apologies for absence given in advance of the meeting were **received** from Cllr Cossins.
- b. Approval of reasons given for absence were **agreed**.

23059 Agenda item 2. There were no Declarations of Interest in items on the agenda.

23060 Agenda item 3. There were no reports from representatives on outside bodies.

23061 Agenda item 4. Minutes and Matters Arising

- a. The draft minutes of the Ordinary meeting held on 19 June 2023 were **approved** and **signed**.
- b. Matters arising.

Cllr Wells confirmed that the Primary School held a 'Sustainability' exhibition at The Moorside Room on Wednesday 12 July, pursuant to Minute 23032.

23062 Agenda item 5. Public Session – There were no members of the public present.

23063 Agenda item 6. Discussions with Town Councillors and the County Councillor in respect of questions already posed, and any new matters. None. County Councillor White was not in attendance.

23064 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 30 June 2023 was **received**.
- c. Receipt of the VAT refund in respect of 2021/22 and 2022/2023 was **noted**.
- d. Changes to the cleaning charges for Church House and the Town Council's 50% contribution of £1,566.50 for 2023/24 were **noted**.

23065 Agenda item 8. Proposal to install a raised pedestrian crossing on Market Place, pursuant to Minute 23037b. dated 19 June 2023.

- a. The content of the draft consultation was **reviewed**.

Cllr Dowie proposed the addition of '*photographs for illustration purposes only*' and inclusion of a map of Market Place to clearly indicate the proposed location of the crossing. **Agreed**.

Cllr Illingworth proposed inclusion of explanation that the matter is being pursued by the Town Council in response to requests by residents at the annual town meeting. **Agreed**.

Cllr Woodhams proposed it be made clear that the proposed locations has been determined by North Yorkshire Council as the only suitable location. **Agreed**.

Cllr Wells proposed the consultation should commence in September, after the summer holidays with a closing date of October 2023. **Agreed.**

- b. The means of publication of the consultation was **considered**. It was **agreed** that the consultation would be distributed to all local residents, businesses, local groups and clubs. Information will be posted on social media and featured in the Autumn issue of The Moorsider.

23066 Agenda item 9. Play Areas

- a. The annual play area inspection report was **received**.
- b. Replacement of the Sure Shot Basketball Backboard (item 11.) was considered. Cllr Dowie proposed a ceiling Budget of £250 for purchase of a suitably robust backboard, in the same style as the existing, and installation of the same. **Agreed.**
- c. It was **noted** that the surface condition of the Playdale Log & Net Climber (item 13.) has been addressed by application of play grade bark (Minute 23041 dated 19 June 2023).
- d. The report recommendations were **considered**.

Item 14. Playdale Trim Trail - Referring to the comment that due to the age of items consideration should be given to replacing the whole trim trail in the future, Cllr Moffat proposed that referral be made to the Finance Committee when drafting the next budget, to consider the accrual of funds over subsequent years to cover the cost of replacement equipment when needed. **Agreed.**

Item 15. Skate Park - Cllr Coughlan referred to identification of protruding rivets beneath platforms and ramps and proposed purchase and application of suitable caps. **Agreed.**

23067 Agenda item 10. An event for presentation of the 'Community Award' and an opportunity to acknowledge the community's achievements over the previous 12 months, including receipt of reports from local group and charities was **considered**.

Cllr Wells reiterated the proposal to hold a community focused event, to include presentation of the Community Award, separate from the annual town meeting, which is a statutory requirement¹. The community event would be held on a different day, inviting representation and participation by all local groups, businesses and members of the community.

Cllr Moffat suggested that participants could be offered space for display, much like an 'open day' to promote the local clubs and initiatives.

Cllr Illingworth suggested the introduction of a local nomination scheme which would provide the opportunity to champion local initiatives and individuals.

Cllrs Illingworth and Moffat volunteered to draft an event proposal for consideration at the September meeting. **Agreed.**

23068 Agenda item 11. The quarterly footfall monitoring report for Ryedale's market towns was **reviewed**.

Cllr Dowie proposed that the report should be shared with the library and all participants of the local business promotion campaign, for discussion at the next local business promotion meeting. **Agreed.**

23069 Agenda item 12. The date of the meeting to consider arrangements for the next phase of the campaign to support local businesses and promotion of the town on Thursday 27 July at 2pm in The Moorside Room was **noted**.

23070 Agenda item 13. Further information on how to encourage wild flower growth on the grass verges was **received**. Cllr Dowie proposed that areas be identified to trial the alternative verge maintenance, for example the verge at the junction of New Road and the A170, outside the sports field. Additionally, the Town Council's intention to designate areas of the verges to encourage wild

¹ LGA 1972, Sch 12, paras 7 and 23.

flower growth could be featured in the next issue of The Moorsider and comments/suggestions invited from residents. **Agreed.**

Any proposals would need to be approved by North Yorkshire Council and the clerk has already referred an enquiry to the Asset Management Team at County Hall, outlining the Town Council's intentions to encourage wild flower growth in designated areas of the verge, and is awaiting a response.

23071 Agenda item 14. North Yorkshire Council Subsidised Local Bus Services

- a. Information of the consultation to review the North Yorkshire Council subsidised local bus services due for renewal in April 2024, closing date 6 September 2023, was **received**.
- b. Renewal of all the North Yorkshire Council subsidised local bus services is **supported**. Additionally, it was noted that it is not possible to commute by bus from Kirkbymoorside to Malton because the 840 Yorkshire Coastliner and 128 East Yorkshire bus schedules do not collaborate. The 128 bus from Kirkbymoorside arrives at Pickering Ropery within minutes of the 840 departing from Pickering Eastgate. There is not enough time for passengers travelling from Kirkbymoorside on the 128, arriving at the Ropery, to get to Eastgate for the 840 bus to Malton.

The 128 Service is operated by East Yorkshire Buses.

23072 Agenda item 15. It was **noted** that the three way PRow fingerpost in Manor Vale woodland has rotten. The contribution of £100 towards the cost of £250 for a replacement post was **agreed**.

23073 Agenda item 16. A170 Roundabout

- a. Correspondence was **received** from a member of the public raising safety concerns regarding the A170 carriageway and traffic visibility issues caused by the roundabout.
- b. Referral to North Yorkshire Council, as the appropriate authority, was **noted** and confirmation that the Highway Authority do not have any safety concerns at this junction was **received** and **recorded**.
- c. Cllr Wells proposed a response to the member of the public sharing North Yorkshire Highway Authority's response that it is satisfied there are no safety concerns at this junction. **Agreed**.

23074 Agenda item 17. Christmas Lights

- a. It was **agreed** to carry out an additional annual inspection and electrical testing of all connections/sockets for the commercial lights.
- b. Quotations were **received** and appointment of the works to Contractor A, C. W. Strickland & Son Ltd at a total cost of £1388 + VAT, to include PAT testing of all Town Council owned Christmas appliances, was **agreed**.

23075 Agenda item 18. Defibrillators

- a. Correspondence from Will Quince, MP, Minister of State for Department of Health and Social Care (DHSC) regarding defibrillator registration was **received**.
- b. It was **noted** that the Town Council defibrillators are already registered on 'The Circuit'.
- c. The recent software update to the iPad SP1 Defibrillator, located outside the Bowling Club, Kirkbymoorside sports field was **noted**. Due to difficulties arranging return of the defibrillator to Church House during office hours the clerk has made arrangements to collect the defibrillator from the nearest DHL ServicePoint in Strensall on Tuesday 18 July.

23076 Agenda item 19. Proposed upgrade to existing Radio Base Station, Keld Head Road, Kirkbymoorside YO62 6EN

- a. The pre-application consultation letter and proposed plans in relation to the proposed upgrade to the existing telecommunications installation were **received**.
- b. It was **agreed** that no response was necessary.

23077 Agenda item 20. It was **noted** that the 2023 YLCA Joint Annual Meeting will be held at 2pm on 22 July at The Mercure York, Fairfield Manor Hotel, Skelton, York, YO30 1XW and associated documents **received**. Cllr Woodhams confirmed his intention to attend the meeting.

23078 Agenda item 21. It was not possible to receive information regarding the D Day 80 Anniversary on 6 June 2024 as the link to the relevant supporting document on the website was not working. The clerk will circulate the relevant information to all councillors and update the link following the meeting.

23079 Agenda item 22. Reports from Members representing the Town Council at meetings of outside bodies and on delegated matters

Cllrs Illingworth and Wells attended Kirkbymoorside History Group's event on 10 July at the Gavel & Bean. The event featured the specially commissioned oil painting by Mhairi Maxwell of the Tollbooth Fire of 1871 as well as the launch of their newly published book on the Kirkbymoorside Fire Brigade, by former firefighter Chris Boddy.

Cllrs Dowie and Wells met with the Town Clerk on 17 July 2023 to carry out the mid-term performance review.

23080 Agenda item 23. The Town Clerk's report was **received** as follows:

Since the last meeting a member of the public submitted an enquiry with regards to responsibility for and ownership of the public footpath leading from West End to Piercy End, specifically the area where the original public footpath leading from West End connects to the new path at the northern boundary of the Wainds Field development. The matter was referred to North Yorkshire Council as the appropriate authority and the following information has been received:

"Public Rights of Way (PROW), unlike Roads and pavements do not have as prescriptive standards when it comes to adoption. In many cases roads and pavements constructed as part of a development need to be brought up to a minimum standard before they will be adopted as public highways but in this case a PROW already existed through the site prior to development and therefore the routes were and continue to be our responsibility to protect and maintain, which can include ensuring that landowners also fulfil their responsibilities for example cutting back overgrowth from encroaching hedges.

In terms of PROW standards for diversions in most cases there are no minimum standards that have to be met or that can be enforced for the route to become our maintenance responsibility, other than the route being usable and complying with any limitations recorded in the order.

Where PROW's have been diverted public rights no longer exist on the previous routes and we, as the highways authority, do not have any ongoing maintenance responsibility on the land where Public Rights of Way once were (unless of course there is a separate agreement with a different council service or the land is owned by NYC). At this site once a diversion is completed the area referred to in the email chain as a 'dead end' will not form part of the PROW and we will not carry out any maintenance, nor surfacing to the area. The maintenance responsibility for this area would lie with the landowner, although I am unaware of who the landowner is at this location."

Funding for development of sportsfield: The clerk has been engaged in discussion with Suzanne Sheriff, Senior Bid Manager, North Yorkshire Council to explore funding opportunities to progress the project. The Town Council have already submitted an Expression of Interest to the UK Shared Prosperity Fund, and is awaiting further contact with intended next steps. The Football Club are also pursuing the Football Foundation for funding opportunities.

On Friday 14 July the clerk and Town Mayor carried out a tidy up exercise at The Pound to remove the encroaching brambles and grass that had breached the weed membrane.

The Town Clock is running a bit slow and arrangements are in progress to carry out any necessary repairs, at the request of the Memorial Hall Committee.

Information has been received from North Yorkshire Police Operations and Contingency Planning

Unit with regards to changes to the protocol for Police marshalling of Remembrance Day events. The information has been shared with the Kirkbymoorside Royal British Legion Branch representative. Information relating to arrangements for the Kirkbymoorside parade will be received at the September meeting.

On 18 July the clerk has a meeting scheduled to review the electricity contract options for the sports field in advance of the current contract expiry on 24 September 2023.

23081 Agenda item 24. The Town Mayor's report was received as follows:

As part of the Sustainability and Environment Awareness theme, the Kirkbymoorside Primary School Year 3 and 4 students participated in a litter picking exercise at Old Road play area on 28 June. Arrangements were made by the Town Clerk for provision of litter pickers from Streetscene.

Correspondence was received from a member of the public regarding the A170 roundabout, addressed at agenda item 16.

A query relating to weed spraying on the public footpaths was referred to North Yorkshire Cllr White as the appropriate authority representative.

The Town Mayor attended Kirkbymoorside History Group's event on 10 July.

On 12 July the Town Mayor attended the Primary School's Years 3 and 4 'Sustainability' exhibition at The Moorside Room. The event was well received and attended by more than 77 visitors and 50 students.

Cllr Dowie and the Town Mayor carried out the Town Clerk's mid-term performance review on 17 July and thanks to the clerk for all her hard work was **recorded**.

23082 Agenda item 25. Questions to the Chair

Cllr Dowie asked if the Primary School could be invited to use The Moorside Room for an annual exhibition of celebrate the school's achievements of the academic year. Cllr Illingworth suggested that the children's work might be displayed at the same time as the Open Studios exhibitions held locally in June.

23083 Agenda item 26. The date of the next Ordinary meeting of the Town Council on 18 September 2023 at 7.30pm in Church House was **noted**.

The meeting concluded at 8.57pm.