



KIRKBYMOORSIDE TOWN COUNCIL

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Minutes of the Ordinary Town Council meeting held at Church House on Monday 20 November 2023 at 7.30pm in Church House, 7 High Market Place, Kirkbymoorside, YO62 6AT.

Present: Councillors C Dowie, J Illingworth, A Moffat and J Wells.

Also Present: Town Clerk L Bolland, North Yorkshire Councillor White (arrived at 7.54pm) and one member of the public.

Cllr Wells welcomed all present.

23130 Agenda item 1. Vacancy

- a. The recent passing of Councillor Cossins was **noted** with sadness.

Cllr Wells gave a brief eulogy:

"It is with great sadness that the Council learned of the death of Jeanne Cossins on 26th October 2023. She was a well known character in the town and a good friend and neighbour. Jeanne had been a councillor for about 10 years.

As a neighbour of mine, and friend she will be much missed. My children used to love the stories she told about her adventures around the world; organizing a cooperative for women in India, having tea with international cricketers and ministers, travelling on cruises and most recently being picked up in Kirkbymoorside and transported to Monte Carlo to stay with friends. She was also very interested in what my children were doing and where they were travelling for their holidays and their developing careers.

Jeanne will be missed.

Her funeral will take place at All Saints on 23rd Nov at 11am. "

- b. It was **noted** that the office of Councillor Cossins has been declared vacant, pursuant to section 87(2) of the Local Government Act 1972.

23131 Agenda item 2. Apologies for Absence

- a. Apologies for absence given in advance of the meeting were **received** from Cllrs Coughlan, Riby and Woodhams.
- b. Approval of reasons given for absence were **agreed**.

23132 Agenda item 3. There were no Declarations of Interest in items on the agenda.

23133 Agenda item 4. Minutes and Matters Arising

- a. The draft minutes of the Ordinary meeting held on 16 October 2023 were **received** and **signed**.
- b. The draft minutes of the Finance Committee meeting on 15 November were **received** and **signed**.
- c. There were no matters arising.

23134 Agenda item 5. Public Session – Cllr Wells welcomed the member of the public present and invited them to make representations, ask questions and give evidence in respect of any items of business.

- 23135** Agenda item 6. There were no questions already posed, and no new matters for discussion with Councillors. North Yorkshire Cllr White was not present (arrived at 7.54pm)
- 23136** Agenda item 7. Financial matters
- a. The 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 October 2023 was **received**.
 - c. It was **noted** that Q1 & Q2 of the Councillors Audit was carried out by Cllrs Coughlan and Dowie on 15 November 2023. On behalf of Cllr Coughlan (absent) Cllr Wells conveyed thanks to the clerk for preparation of the financial documents necessary for the Councillors Audit and also production of the thoroughly comprehensive monitoring document to enable informed consideration of the council's budgetary requirements
- 23137** Agenda item 8. Insurance
- a. It was **noted** the Cyber Risk Insurance is due for renewal from 22 November 2023.
 - b. Quotations for Cyber Risk Insurance for the period of over from 22 November 2023 to 21 November 2024 were **considered**. Cllr Dowie proposed acceptance of Quote B @ £318.08 (including IPT and all fees). **Agreed**.
- 23138** Agenda item 9. Triennial Tree Safety Assessments
- a. The quotation for recommended works identified in the tree safety assessments for Manor Vale woodland, Old Road play area, Ryedale View play area and the sports field was **received**.
 - b. The quotation for works identified as high priority was **considered** and allocation of the associated costs to the 2023/24 budget **agreed**, as follows:
 - I. Manor Vale £2620
 - II. Old Road play area £460
 - III. Ryedale View play area £300
 - IV. Sports field £160
 - c. The quotation for remaining works was **considered** and allocation of the associated costs to the 2024/25 budget **agreed**, as follows:
 - I. Manor Vale £3750
 - II. Old Road play area £720
 - III. Ryedale View play area £400
 - IV. Sports field £400
 - d. The cost of £500 for works at the allotment site to cut back overhanging branches from trees on Manor Vale boundary was **considered**. Cllr Dowie proposed approval of the works at a cost of £500. **Agreed**.
- 23139** Agenda item 10. Play Areas
- a. The Cost of £685.51 +VAT to replace the balance beam element of the Playdale Trim Trail at Old Road play area, authorised by the Town Clerk in accordance with Financial Standing Orders, was **noted**.
 - b. The cost of £6,520.99 + VAT for repairs to the footpaths throughout Old Road play area was **agreed**.
- 23140** Agenda item 11. 2023/24 National Salary Award
- a. The Local Government Association (LGA) agreement on the 2023/24 pay scales to be implemented from 1 April 2023 was **noted**.

- b. The revised NJC pay scales for 2023/24 to be implemented from 1 April 2023 were **received**.

23141 Agenda item 12. 2024/25 Budget

- a. The 2024/25 Budget Monitoring Document was **considered**. Cllr Dowie explained that, reluctantly the recommendation of the Finance Committee is to increase the budget to £99,377. This is due to inflated costs including street lighting energy costs, and additional expenditure necessary for compliance e.g. tree works and repairs to play equipment, as detailed in the budget monitoring document.
- b. Recommendations from the Finance Committee regarding the budget for 2024/25 were **received** as follows:

Capital Budget

- i. Allocation of reserves:

£64,853.58 earmarked for expansion of the cemetery

£50,048.95 earmarked for 'Path for Everyone' project ¹

£8,101.65 earmarked for sports field

£80,000 to be allocated to specific reserves to include: Staff sickness; By-election provision £4,000; Manor Vale provision £6,000; Moorside Room provision £10,000; development (including repairs) of the sportsfield, play area and skatepark £15,000

- ii. The level of general reserve should be retained at **£40,000**, on the basis that the general reserve is recommended to be at least half of the precept.

Revenue Budget

Considerations of the Revenue Budget for the financial year 2024/25 should include recovery of any additional expenditure in excess of the 2023/24 budget on the basis that any revenue overspend should come out of the revenue as opposed to depleting the Town Council's specific reserves.

Recommend to set the precept of £99,377 for 2024/25, subject to discussion by the full Council.²

- c. Cllr Wells proposed to accept the recommendations for the 2024/25 budget and to set a precept of £99,377 for 2024/25. **Agreed**.

The budget for 2024/25 was **agreed** and the precept of £99,377 **determined**.

Cllr Moffat proposed inclusion of an agenda item in the new year to consider a review of considerations associated with the grant budget, specifically the grant policy and criteria for application, to be implemented in 2025/26. **Agreed**.

23142 Agenda item 13. Designated Safe Crossing on Market Place

- a. The responses to the consultation for installation of a raised crossing on Market Place were **received**.
- b. It was **noted** that the result of the public consultation does not demonstrate unanimous support of the proposal.
- c. Cllr Dowie commented that whilst the result of the consultation does not support a raised crossing there is a clear demonstration of need for a safe crossing in the town. Cllr Dowie proposed that the responses to the consultation should be submitted to North Yorkshire Council with the

1 Funds held in Town Council account 31430734 in accordance with Section 139(1)(b) of the Local Government Act 1972, states ...a local council may accept, hold and administer, for the benefit of the inhabitants of the area or some part of it, gifts made for that purpose.

2 Precept setting is the process of determining the additional tax level to be levied on local households. The precept is the difference between the Parish Council's estimated income and its anticipated spending requirements for the financial year (its budget). The budget must be prepared and approved before the precept can be set. The Local Government Finance Act 1992 states that precepts may be set by parishes and towns for their budget requirements. The budget setting process consists of listing all the working income and expenditure expected in the next financial year and working out how much precept to ask for.

accompanying request that other options for a safe crossing be explored, both in the town centre and on the A170. The request would also invite Highways Officers to carry out a site visit in order to assess potential crossing locations. **Agreed.**

23143 Agenda item 14. Community Celebration Event considerations pursuant to Minute 23090 dated 18 September 2023

- a. The award criteria was considered and the following award categories, for public nomination, **agreed**, with each category having its own qualifying criteria.
 - i. Voluntary organisation/charity of the year
 - ii. Membership Group of the year
 - iii. 'Quiet contributor' of the year
 - iv. Young person of the year (0-25 years)

A fifth award determined entirely by the Council was discussed. Cllr Illingworth proposed, in the event that a person or organisation had made an outstanding contribution to the town but had not been nominated under the other categories, an additional award would be made at the discretion of the Council. **Agreed.**

Examples of considerations include: frequency of contributions; must be active in the Kirkbymoorside area; number of people impacted; difference made to the community; and evidence of benefit of practice.

- b. Consideration was not given to agenda item 14.b. due to resolution made that at the meeting dated 18 September, Minute 23090, wherein it was agreed that judging should be by Town Council members only and presentation of the awards may be delegated to an appropriate individual/organisation representative.
- c. Logistics of the event including date, venue and capacity were **considered**. It was **agreed** to hold the event in the Memorial Hall. Cllr Dowie proposed to proceed with the most convenient date determined by the hall availability. **Agreed**. The capacity of the venue together with details of layout, accessibility etc. will be established in further conversation with the Memorial Hall. Further consideration will be given at an appropriate meeting when information is available.
- d. The nature/format of the awards was **considered**. Cllr Dowie proposed that wherever possible the award could be made by local manufacturers. **Agreed**. Cllr Moffat proposed an honours board to provide a visible record of the award recipients. The proposal was enthusiastically received and further consideration of associated costs and the location for display of the board will be given at an appropriate meeting when information is available.
- e. The financial implications of the event are yet to be determined but will include venue hire, production of awards and honours board, catering, and publicity. Cllr Wells proposed inclusion of an agenda item for consideration of the same at an appropriate meeting in the new year. **Agreed.**

23144 Agenda item 15. Wildflower Friendly Verges

- a. Receipt of expressions of support for the proposal to trial wildflower friendly verges were **noted**.
- b. Arrangements for the trial exercise to encourage wildflower growth on the grass verges were considered. Cllr Dowie proposed to plant the native wildflower seeds ready for 'plug planting' in the spring. **Agreed**. Cllr Illingworth volunteered use of available space on their allotment for the exercise.

23145 Agenda item 16. Correspondence from Zero Hour was considered. Cllr Dowie proposed support of the Climate and Ecology Bill by Kirkbymoorside as a Transition Town, by:

- i. Noting that the Climate and Ecology Bill has been introduced in the UK Parliament on four occasions since 2020, including most recently in the House of Commons 10 May 2023. The Bill is backed by cross-party MPs and Peers, local authorities, alongside the support of eminent scientists, such as Sir

David King; NGOs, such as the Wildlife Trusts, the Doctors' Association, Oxfam, the W.I. and CPRE; businesses, such as The Co-operative Bank, Riverford and The Body Shop; and 42,000 members of the public.

The CE Bill would require the UK Government to develop and achieve a new environmental strategy, which would include:

1. Delivering a joined-up environmental plan, as the crises in climate and nature are deeply intertwined, and require a plan that considers both together;
2. Reducing greenhouse gas emissions in line with 1.5°C to ensure emissions are reduced in line with the best chance of meeting the UK's Paris Agreement obligations;
3. Not only halting, but also reversing the decline in nature, setting nature measurably on the path to recovery by 2030;
4. Taking responsibility for our overseas footprint, both emissions and ecological;
5. Prioritising nature in decision-making, and ending fossil fuel production and imports as rapidly as possible;
6. Providing for re-training for those people currently working in fossil fuel industries; and
7. Giving the British people a say in finding a fair way forward via a temporary, independent and representative *Climate & Nature Assembly*, as part of creating consensus and ensuring that no one and no community is left behind.

ii. Resolve to:

1. Support the Climate and Ecology Bill;
2. Inform local residents and inform local press/media of this decision;
3. Write to MP Kevin Hollinrake to inform them that this motion has been passed, and urge them to sign up to support the CE Bill;
4. Write to Zero Hour, the organisers of the cross-party campaign for the CE Bill, expressing support (councils@zerohour.uk).

Agreed.

23146 Agenda item 17. Reports from Members representing the Town Council at meetings of outside bodies and on delegated matters.

Cllr Illingworth participated in the Remembrance Parade on Sunday 12 November 2023. The Parade was well attended and the band performance was a credit to Kirkbymoorside.

Cllr Illingworth also explained that she was supporting of the Moorsbus for their 2024 season by compiling a collection of stories of experiences on 'Morris'.

Cllr Illingworth participated in the Remembrance Parade on Sunday 12 November 2023. The Parade was well attended and the band performance was a credit to Kirkbymoorside. She reported that the traffic management company employed for the event were perhaps a little too enthusiastic, with road closures in place well in advance of the start of the parade making it difficult for the DL to reach the Moorside Club.

Cllr Illingworth also explained that she was supporting of the Moorsbus for their 2024 season by curating users accounts of their use of the service and writing 'Morris the Moorsbus' children's stories.

Cllr Illingworth participated in the Remembrance Parade on Sunday 12 November 2023. The Parade

Cllr Wells referred back to agenda item 6. Discussions with Councillors and invited North Yorkshire Cllr White to report on questions already posed, and any new matters.

Cllr White explained that he has become increasingly exasperated by the approach of utility companies to roadworks, particularly Yorkshire Water. Whilst the utilities do have a right to access their assets for renewal and repair, they also have an obligation to minimise disruption.

He has seen numerous recent examples (including the Yorkshire Water tankers filling on the A170 (east) in Kirkbymoorside), of what appear to be inappropriate restrictions with traffic lights and even closures. He has raised these with Highways (who issue licences for roadworks and are responsible for ensuring that the road surface is properly reinstated and that restrictions are proportionate) and directly with Nicola Shaw, the Managing Director of Yorkshire Water. Both have acknowledged that there is a problem and provided assurances that they will be making changes to reduce the impact of works on road users.

There are also plans to introduce a lane rental scheme in North Yorkshire, whereby North Yorkshire Council will be able to charge Utilities a substantial 'rent' for anytime that they restrict or stop traffic, in order to carry out works, on the council's busiest roads. It is understood that the scheme can be applied to up to 5% of the network which will probably include the A170.

With regards to the most recent temporary traffic lights on the A170 during w/c 23 October, this was raised as a complaint to the Streetworks Team at North Yorkshire Highways. The issue was referred to Yorkshire Water who explained that *"in this particular case they had to act quickly to resolve a no water issue so alternative location could not have been used. However, the duty managers are aware to utilise other fill points in the future where this is possible and feasible for water network needs."*

Furthermore Yorkshire Water have been asked to ensure lights are manned 7-7 as a standard going forward whenever Morrison Water Services are requested to install lights in this location.

Hopefully Yorkshire Water will now man the lights as standard which should reduce some of the disruption, but Highways will continue to monitor and ensure this is included as a condition of any future urgent permits.

- 23147** Agenda item 18. The Town Clerk reported that work since the last meeting has been dominated by arrangements for the installation of the town's Christmas lights in readiness for the Christmas market on 25 November. Free parking in Town Farm car park has been agreed by North Yorkshire Council to support the event.

The risk assessment of two trees in Manor Vale woodland on the boundary with 17 Kirkdale Court has been instructed and is pending. The report and a quotation for any associated costs will be received at the next available meeting. The resident is aware of progress of the matter.

- 23148** Agenda item 19. The Town Mayor reported that there have been no engagements since the last meeting.

- 23149** Agenda item 20. Questions to the Chair

Cllr Illingworth explained that neighbouring residents on Highfield Lane are concerned about some branches overhanging their property from Manor Vale woodland and asked if the trees could be assessed to determine any necessary works and responsibility for the same.

Cllr Dowie referred to the annual gathering at Pump Hill on Armistice Day and made the observation that passing traffic often interrupts the two minute silence and asked if it would be possible to informally manage the traffic so that this brief period of remembrance would not be disturbed.

- 23150** Agenda item 21. The date of the next ordinary meeting of the Town Council on 18 December 2023 at 7.30pm in Church House was **agreed**.

The meeting concluded at 8.45pm.