



**KIRKBYMOORSIDE TOWN COUNCIL**

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**Minutes of the Ordinary Town Council meeting held at Church House on Monday 15 January 2024 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, J Wells (Chair) and S Woodhams.

Also Present: 2 members of the public.

Cllr Wells welcomed all present.

**23164** Agenda item 1. Apologies for absence

- a. There were no apologies for absence given in advance of the meeting.
- b. There were no reasons given for absence requiring approval.

**26165** Agenda item 2. There were no Declarations of Interest in items on the agenda.

**23166** Agenda item 3. Minutes and Matters Arising

- a. The draft minutes of the Ordinary Meeting held on 18 December 2023 were **received** and **approved**.
- b. Matters Arising  
Pursuant to Minute 23156 a summary of the sports field utility contracts and tariffs (included in the supporting documents) was **received**.  
Pursuant to Minute 23147 the risk assessment report of two trees in Manor Vale woodland on the boundary with 17 Kirkdale Court (included in the supporting documents) was **received**.  
There were no matters arising.

**23167** Agenda item 4. Public Session – Cllr Wells welcomed members of the public.

Cllr Wells proposed to revise the order of the agenda to consider as the next item of business agenda items 11 and 12 followed by agenda item 8 and then return to the remaining ordered agenda items. **Agreed.**

**23168** Agenda item 11. Safety concerns for motorists and pedestrians on the A170 associated with the highways works in proximity to the Manor Woods development were **noted**.

Cllr Dowie referred to the temporary signage, consisting of folding metal A frames weighted with sand bags, installed as part of the A170 highways works associated with the Manor Woods development. These signs were originally installed when works were in progress to create a bus stop, some months ago. There is a safety concern as the temporary signs are often not visible, the frames having been knocked over, and this is dangerous to motorists and pedestrians. Additionally there is concern that the highways works are not progressing.

Cllr Wells confirmed that the Town Clerk has already reported the issue to James Kennedy, NYC Highways Officer dealing with the development. A response is awaited. Cllr Wells noted that works

have begun for the final installation of infrastructure near the entrance to Manor Woods with the installation of lights, which are not yet connected, additional line markings and planting.

Cllr Moffat commented that the requirement and specification of all works will have been conditional to the planning approval and all works should be progressing according to the approved schedule. It is understood that the kerb edges will be installed only after all works requiring heavy plant machinery have finished so as not to damage the kerbs, which would account for the delay in completing the road edging. North Yorkshire Council, as the Highways and Planning Authority will be responsible for inspecting the works upon completion of each stage in order to progress to the next stage of works, and this may account for a delay in progress. However, they agreed that the Town Council should raise concern about potential dangers posed whilst the works are in progress.

The member of the public explained that they had submitted their concerns regarding the state of the works on the A170 to North Yorkshire Council via email to Cllr Greg White.

**23169** Agenda item 12. The existing 20mph signage in the town centre was **considered**.

Cllr Dowie explained that on approach from Gillamoor there is one post mounted 20mph sign, on the right hand side, as you enter High Market Place but, unlike on West End, there are no roundels (line markings on the highway) to reinforce the 20mph. The 20mph roundels on West End offer a clearly visible reminder to motorists of the speed limit and it would be beneficial for appropriate road markings to be applied at the top of High Market Place.

Cllr Wells shared the most recent response on the matter from Tim Coyne, Improvement Manager, North Yorkshire Council Highways, explaining that there was no intention to provide further repeaters/roundels in the Market Place as the speeds have already been monitored as being low in this area. If a need was identified/justified this could be re-visited.

Cllr Wells proposed that a further request be submitted to North Yorkshire Council Highways Authority to revisit the matter with emphasis on the need for additional road markings at the top of High Market Place, to reinforce the 20mph zone. **Agreed.**

Cllr Illingworth mentioned that as you approach Kirkbymoorside on Gillamoor Road, the 30mph sign is completely obscured by trees so vehicles approaching the town are not slowing down. The issue is exacerbated by the absence of a transition through a 40mph zone into the 30mph town limit. They proposed this concern be raised as a separate matter with North Yorkshire Council together with consideration of a 40mph speed limit zone on approach to the town on Gillamoor Road. **Agreed.**

**23170** Agenda item 8. Wildflower Friendly Verges

- a. The Local Road Verge Restoration Guidance issued by North Yorkshire Council in-line with the current Plantlife campaign was **received**.
- b. The designation of the area between New Road and the A170, outside the sports field, to trial the promotion of wildflowers (Minute 23070 dated 17 July 2023) was **noted** and designation of additional areas was **considered**.

Cllr Dowie considered the information detailed in the Plantlife campaign to be very encouraging. The links within the document provided access to additional information, including some

interesting examples of the benefits of this approach to management of the grass verges. Cllr Dowie also recently attended the YLCA Biodiversity webinar and discovered a website about looking after God's Acre i.e. churchyards and cemeteries and suggested that it would be worthwhile, at another meeting, giving consideration to an alternative approach to management of the grass in the town cemetery. **Agreed.**

With regards to the designation of alternative areas, Cllr Wells proposed the areas on opposite sides of the A170 in proximity to West Lund and West Lund Lane. Another area for consideration would be on the verge of Gillamoor Road beyond the stone mill town sign. **Agreed.**

- c. Revisions to the grass cutting schedule and the approach for management of the areas designated for wildflower growth were **considered** as follows:

Areas for wildflower growth

- the areas will require only two cuts a year
- the areas will need to be raked over and all arisings removed. The purpose of removing the cuttings is to reduce the richness of the soil and also so that the area is kept tidy.
- after the autumn cut it will be necessary to leave the arising in situ for a short period before raking and removal in order to allow seeds to fall.
- a 1m berth will need to be retained, and mowed at the same frequency as the remaining verges, on the roadside in order to keep visibility splays clear

Remaining grass verges

Review of the frequency of cutting for the remainder of the grass verges, currently 14 cuts per year between end of March (avoiding areas of daffodils in Spring) and October.

The member of the public explained that the reduced frequency of cuts may not correspond to a reduced charge by the contractor if they are required to remove arisings, which is more labour intensive. **Noted.**

Cllr Coughlan proposed that the discussion points be relayed to the Town Clerk in order that a tentative programme may be drafted and discussed with the contractor to determine feasibility. The proposed schedule will then be recirculated for determination by the Town Council at the next meeting. **Agreed.**

- d. Consideration was given to inviting local groups to participate in the project. Cllr Illingworth proposed inviting members of the Environment Group to participate in the exercise to assist in raking and removing the cuttings. **Agreed.**

Cllr Wells proposed inviting the Primary Schools to participate in the exercise as part of their Environmental Learning should it coincide with the curriculum. Similarly, Cllr Coughlan proposed that the invitation could be extended to other local groups for example the Scouts and Beavers etc, should they be required to carry out an exercise in environment awareness or such like. **Agreed.**

**23171** Agenda item 5. There were no questions already posed, and any new matters for discussions with Councillors.

**23172** 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 December 2023 was **received**.
- c. The increase to the monthly Yorkshire Post subscription, to £40.91 from £38.13 (from £26.69 in 2019) plus delivery was noted and financial viability of continued provision of the Yorkshire Post to the library was **considered**.

Cllr Riby questioned if the Yorkshire Post was the most valid publication for the local demographic.

Cllr Coughlan proposed cancellation of the Yorkshire Post subscription and that a survey be carried out to determine the most popular/appropriate publication for the library users. **Agreed**.

Cllr Moffat proposed the Yorkshire Post be made available via an electronic subscription, if possible, as an alternative to the paper copy. **Agreed**.

**23173** Agenda item 7. The cost of £720.00 + VAT for 12 month CCTV contract at Old Road play area from 8 February 2024 and Terms & Conditions of Sale **agreed**.

**23174** Agenda item 9. An update on progress of arrangements for the Community Celebration Event on 12 October was **received** and next steps **considered** as follows:

- Draft budget of approximately £3000 to hold the event, circulated.
- Single sponsors to be approached to support the event, draft letter circulated.
- Gantt project chart mapped out to October, circulated.
- Need to consider potential membership groups/organisations to approach to come to the day event – shortlist of proposed groups to be submitted for consideration at the next meeting.
- Need to arrange monthly progress meetings.

**23175** Agenda item 10. Arrangements and design of the town Christmas lighting scheme were **considered**. The current Christmas lighting scheme consists of the commercially installed lights and icicle lights.

Commercial Christmas lights:

- 17 column mounted motifs
- 5 cross road motifs
- A170 roundabout festoon lighting system
- All associated energy costs covered by the annual donation
- Two town trees, one on Market Place and one in All Saints churchyard
- 3 wrapped trees, connected by permission of residents

Icicle lights: 26 sets of icicle lights connected by permission of businesses

All participants volunteer their own power supply to support the scheme and none have requested a contribution towards the cost of the connection. This would be very difficult to calculate but the cost should be minimal as all the lights are leds.

The bracket trees are not a Town Council initiative and are organised separately by Julie Watson who took over the running of the scheme from Pam Towler.

Cllr Riby commented that he felt the icicle lights detracted from the Christmas tree scheme (trees mounted on the brackets outside residences).

Cllr Illingworth confirmed that there were 168 trees mounted as part of the scheme in 2023. With the loss of some participants and addition of new participants the total number of trees was the same as the previous year.

Cllr Coughlan commented that the bracket tree scheme is singularly a Kirkbymoorside Christmas statement and he would like to encourage participation.

Cllr Illingworth requested the Council record a vote of thanks to Lisa for her involvement in arrangements. Agreed.

Cllr Wells, proposed the clerk liaise with Julie Watson to establish how the Town Council can be involved in promoting and encouraging participation in the scheme. **Agreed.**

- 23176** Agenda item 13. The state of the weir and build-up of silt and debris at the sluice gate was **noted**. The riparian owner has been in touch with the Environment Agency to report issues affecting the weir as detailed in the supporting document.

Cllr Coughlan proposed that the Town Council contact the Environment Agency to raise awareness of the build-up of sediment at the weir and request clarification as to the most appropriate course of management and assignation of responsibility for the same. **Agreed.**

- 23177** Agenda item 14. Information regarding the 80th Anniversary of D Day on 6 June 2024 was **received**.

- 23178** Agenda item 15. Correspondence from the Ripon Motor Sport Club Ltd was **received** and the Riponian Stages Rally on 11 February 2024 **noted**.

- 23179** Agenda item 16. Reports from Members representing the Town Council at meetings of outside bodies and on delegated matters

Cllr Dowie reported that since the last meeting she has attended several meetings of the Environment Group and confirmed the next Eco Fair will be held on Saturday 4 May to coincide with the 10k event.

Cllr Illingworth reported attendance to a 'Reconnecting Kirkbymoorside' gathering on Friday 12 January at the library.

Cllr Riby reported his continued pursuit of a new location for the 'Welcome to Kirkbymoorside' sign on approach from Helmsley.

- 23180** Agenda item 17. Town Clerk's report

Town Council website: Email received from GC3 Vulnerability Management Team who monitor gov.uk websites, with regard to an issue affecting the Town Council website. The issue has been verified by Richard Pigden, SWSweb and the exercise to remedy the issue will be actioned as soon as practicable.

On 11 January the clerk detected a water leak at the football club storage facilities. The Football Club switched off the mains water on 15 January and made arrangement for a plumber to attend. All Clubs notified.

On 15 January the clerk met with P Gospel at Old Road play Area to review progress of tree works in progress and various remedial repairs.

On 15 January the clerk responded to a report of damage to a bench on Manor Close and confirmed to Nothr Yorkshire Council that the bench is not on the Town Council asset register and is likely the responsibility of Yorkshire Housing.

A meeting is scheduled on 18 January to meet with P Gospel in Manor Vale woodland to review progress of tree works recommended by the tri-ennial tree survey.

**23181** Agenda item 18. Town Mayor's report

The Town Mayor reported that they had been asked if the felled wood from Manor Vale woodland could be offered to any local groups/individuals affected by fuel poverty. Upon discussion with the Town Clerk and Cllr Illingworth it was established that this would not be possible as any felled wood needs to remain in the woodland to offer micro habitats, according to the Manor Vale woodland management plan, and also any wood would need to be cured before burning so it would not offer a suitable fuel source.

They had also been asked if any replanting is scheduled in Manor Vale to replace the felled trees. This would need to be reviewed upon completion of the scheduled works, currently in progress.

The Town Mayor recently reported unlawful 'sign posting' of a commercial services advertisement affixed to the West Pastures road sign. The sign has since been removed.

**23182** Agenda item 19. Questions to the Chair

Cllr Illingworth asked if there was any information with regards to the pedestrian access gate at the entrance to Manor Vale woodland from Gillamoor Road.

**23183** Agenda item 20. The date of the next ordinary meeting of the Town Council on 19 February 2024 at 7.30pm in Church House was **agreed**.

The meeting concluded at 8.56pm