



KIRKBYMOORSIDE TOWN COUNCIL

Church House
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Kirkbymoorside
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Minutes of the Ordinary Town Council meeting held at Church House on Monday 18 March 2024 at 7.30pm in Church House, 7 High Market Place, Kirkbymoorside, YO62 6AT.

Present: Councillors C Bettany, C Dowie, J Coughlan, J Illingworth, A Moffat, A Riby, H Shields, J Wells (Chair) and S Woodhams.

Cllr Wells welcomed all present.

23202 The Chair welcomed Cllr Chris Bettany and Cllr Hilary Shields to the Town Council and said she was looking forward to working with them.

23203 Apologies for absence None

23204 There were no Declarations of Interest in items on the agenda

23205 Minutes and Matters Arising

- a. The Council received and approved the draft minutes of the Planning Committee meeting on 19 February 2024.
- b. The Council received and approved the draft minutes of the Ordinary meeting held on 19 February 2024.
- c. The council noted that the signs on the A170 have now been installed.

23206 Public Session no members of the public were present.

23207 Cllr Coughlan was elected as acting RFO during the Clerk's absence

23208 To consider financial matters

- a. The Council received the report of accounts paid since the last meeting.
- b. The Council received the Financial Summary to 29 February 2024.
- c. The Council's Asset Register was reviewed.
- d. The Internal Audit Terms of Reference was reviewed.
- e. The Council agreed the appointment of Ian Smithson to the internal audit at a cost of £187.

23209 Community Honours Board

- a. A ceiling budget of £700 was agreed for the costs associated with manufacture and installation of the Community Honours Board and that the cost should come out of sponsorship raised.
- b. A design and specifications of the Honours Board was agreed
- c. To note agreement by The Memorial Hall Committee for installation of the Honours Board

23210 Community Celebration Event

- a. The draft criteria for the community awards were agreed.
 - b. The draft award policy was considered and adopted.
- 23211** The membership and quorum for committees, delegated teams and representatives was reviewed and agreed. A. Cllr Chris Bettany kindly agreed to fill the vacancies on Police Liaison & Play Areas Committee. B. Cllr Hilary Shields kindly accepted to fill the vacancies on i. Planning and ii Manor Vale committees. NB Vacancy on the John Stockton Trust remains.
- 23212** The Schedule of meetings for 2024/25 was received and agreed.
- 23213** Computing
- a. The cost of £478.33 + VAT to purchase a replacement laptop and £62.50 + VAT for technical services to clone the user data to the new laptop was agreed.
 - b. An upgrade of the annual ZOHO Workplace Plan at a cost of £69.88 + VAT, to provide Councillors emails @kirkbymoorsidetowncouncil.gov.uk authorised by the Town Clerk in accordance with Financial Standing orders was noted.
- 23214** Sports field
- a. The report on leak detection carried out on 26 February was received – it was agreed that all photos from the engineers are to be kept to facilitate future searches.
 - b. The full cost of works at £2,700 + VAT, allocated to cost code 106, pursuant to Minute 23194 dated 19 February 2024 was noted.
 - c. Submission of meter readings to 5 March 2024, by all clubs, subsequent to procedures implemented since the last meeting, Minute 23194 was noted.
- 23215** Sports Field Development
- a. Information was received in respect of the Community Ownership Fund applicable to the project to develop the football club facilities [Community Ownership Fund Prospectus](#)
 - b. The 2023 estimated project costs of £212,085 as detailed in the Expression of Interest successfully submitted in April 2023, subject to inflation was noted.
 - c. The requirement of the Community Ownership Fund application for at least 20% match funding was noted.
 - d. It was noted that the Expression of Interest outcomes received prior to February 2024 will no longer be valid.
 - e. The Council agreed to submit a full application to the Community Ownership Fund and completion of a new Expression of Interest with the requirement of 20% match funding.
- 23216** Planning
- a. There were no comments regarding
 - I. ZE24/00168/HOUSE | Erection of single-storey extension to north elevation | 45 West Pasture Kirkbymoorside North Yorkshire YO62 6BR
 - II. ZE24/00157/CAT | T4 Lilac - fell due to storm damage and spilt stem | Town Farm House 9 High Market Place Kirkbymoorside YO62 6AT

- 23217** Agenda item 16. North Yorkshire Council in partnership with Keep Britain Tidy
- a. The Council received information on two projects being undertaken by North Yorkshire Council in partnership with Keep Britain Tidy
 - I. tackling cigarette litter and
 - II. chewing gum cleaning
 - b. The Council noted the designation of four cigarette pillar bins on Market Place for a trial period, at no cost to the Town Council
- 23218** Information was received from Swish Fibre and note the information sharing drop-in session from 5-7pm on Tuesday 26 March at the Moorside Room.
- 23219** Correspondence was received from representatives of Great Edstone Church. This is not something that the Town Council can contribute funds to. It was agreed to pass the information to Ryedale Environment Group and Kirkbymoorside Environment Group and to the volunteers who have expressed an interest in helping with similar projects in the town and consider a response as appropriate.
- 23220** To receive reports from Members representing the Town Council at meetings of outside bodies and on delegated matters.
- a. Cllr Illingworth had attended meetings with: the 10K race organisers; Revitalising Ryedale; the parish flower arrangers and The Kings Head regarding arrangements of the Community Celebration.
 - b. Cllr Woodhams had attended a Dark Skies Project meeting – and asked if TC had ever signed up to a Dark Skies initiative – and, if we hadn't, should we.
- 23221** Agenda item 20. The Mayor reported:
- a. That she had attended the Installation of the new Vicar;
 - b. Discussed the upcoming Business Support Meeting with Cllr Shields;
 - c. Contacted SLCC regarding the absence of the Town Clerk.
- 23222** Agenda item 21. Questions to the Chair
- a. Cllr Riby asked about the Sportsfield water leak and, with Cllr Shields, agreed to use best endeavours to complete repairs.
 - b. Cllr Coughlan asked about sourcing locum cover and any related insurance claims: agreed to deal with the matter.
- 23223** Agenda item 22. To agree the date of the annual Town meeting on Tuesday 7 May 2024 at 7pm in The Moorside Room
- 23224** Agenda item 23. To agree the date of the next Ordinary meeting of the Town Council 7:30 pm 15 April 2024 in Church House.