



## KIRKBYMOORSIDE TOWN COUNCIL

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### **Minutes of the Ordinary meeting of Kirkbymoorside Town Council held on 16 September 2024 at 7.30pm in Church House, 7 High Market Place, Kirkbymoorside, YO62 6AT.**

**Present:** Councillors C Bettany, J Coughlan (Chair), C Dowie, J Illingworth, A Riby and S Woodhams.

Also present: Town Clerk L Bolland

Cllr Coughlan welcomed all present.

#### **24058** Agenda item 1. Apologies for absence

- a. Apologies for absence given in advance of the meeting were **received** from Cllrs Moffat and Shields.
- b. Reasons given for absence were **approved**.

#### **24059** Agenda item 2. Cllr Dowie declared an interest in agenda item 16. as Chair of the Ryedale Environment Group.

#### **24060** Agenda item 3. Minutes and Matters Arising

- a. The draft minutes of the Ordinary meeting held on 15 July 2024 were **received** and **approved**.
- b. There are no matters arising.
- c. The minutes of the Manor Vale Management Committee meetings on 12 July and 5 September respectively, were **received**.

#### **24061** Agenda item 4. Public Session There were no members of the public present.

#### **24062** Agenda item 5. There were no discussions with Town Councillors in respect of questions already posed and County Councillor Greg White was not in attendance.

#### **24063** Agenda item 6. Financial matters

- a. Accounts paid since the last meeting of the Council were **received** and cheque payments **approved** according to the list provided.
- b. The Financial Summary to 31 August 2024 was **received**.

#### **24064** Agenda item 7. A report on progress of arrangements for the Community Celebration Event on 12 October 2024 was **received**.

Cllr Woodhams explained that as this is the first year that the event is being held it has been a very intense exercise to make arrangements, in the absence of any systems in place. It is hoped that organization of each subsequent event will take less time as procedures and contacts will already have been established. Should it be determined that the event will be held annually then it will be necessary to form a committee with Terms of Reference in accordance with the Standing Orders.

Cllr Woodhams provided a summary of arrangements to date including details of logistics, venue capacity and set up, management of attendees and details of the evening programme.

Cllr Illingworth expressed thanks to Cllr Dowie for making a significant amount of bunting specially to decorate the town for the celebration event. It is intended that the bunting will be put up by 5<sup>th</sup> October and will remain on display for a few weeks until the Christmas lights are installed early in November.

Cllr Dowie suggested the use of the lanyards used by the library volunteers for the purpose of easily identifying members of the Town Council on the day of the event.

All Councillors will be invited to join a Zoom meeting prior to the event for a final briefing on arrangements.

Cllr Dowie offered apologies explaining that she will no longer be able to judge the Best Dressed Window on the weekend of 5<sup>th</sup> October. Cllr Illingworth offered to take her place and accompany Cllr Coughlan. **Agreed.**

#### **24065** Agenda item 8. Moorside Room

Taking into account the significance of the subject matter Cllr Coughlan proposed a revision to agenda item 8.d. as follows: To consider formation of a Moorside Room Committee, the membership and Terms of Reference to be considered at the October meeting. **Agreed.** Cllr Coughlan proposed to defer consideration of agenda items 8.a., b., c., and e. to be delegated for consideration by the committee. **Agreed.**

- a. Information on the latest advice from Historic England on Adapting Historic Buildings for Energy and Carbon Efficiency was **received** and consideration **deferred**.
- b. information on options available for alternative heating systems and insulation of the building, pursuant to Minute 240246a, was **deferred**.
- c. Receipt and consideration of information on any funding opportunities available to cover the associated costs was **deferred**.
- d. Agenda item revised: To consider formation of a Moorside Room Committee, the membership and Terms of Reference to be considered at the October meeting. **Agreed.**
- e. Consideration of taking part in the Leeds Gallery Scheme was **deferred**.
- f. Consideration was given to holding Town Council meetings in the Moorside Room during the warmer months of the year. Cllr Coughlan proposed that as hire of the meeting room in Church House has been paid for meetings to March 2025 a change of venue for the monthly meetings would be feasible from April 2025 depending on progress of arrangement to address heating of the premises. **Agreed.**

#### **24066** Agenda item 9. Old Road Play Area

- a. Quotations for remedial repairs were **received** and the cost of supply and installation of play grade bark to the log and net climber equipment was considered to be excessive. Cllr Riby proposed purchase of play grade bark, (BS EN 1177.1998 compliant), directly from the supplier, and separate arrangements for application of the bark to the log and net climber. **Agreed.** Cllr Coughlan proposed that provided the costs are within the play areas budget, the clerk should exercise delegated authority to authorize such expenditure, in accordance with Standing Orders. **Agreed.**
- b. Acknowledgment by Sovereign Play that the multi-climbing unit remains compliant to the relevant standards following emergency repairs, and validity of the warranty was **noted**.

**24067** Agenda item 10. Ryedale View Play Area

- a. Responses from the initial public consultation for replacement play equipment were **received**.
- b. The target audience and format of the secondary consultation with the wider community was **considered**.

With regards to the target audience, Cllr Bettany suggested a display of the project proposal at Little Years Nursey to target local parents of young children. Cllr Illingworth also suggested engagement with the Mother & Toddler Group at the Methodist Church. **Agreed**.

With regards to format, Cllr Illingworth suggested display of the proposal at the celebration event together with a form to gather signatures of support. Cllr Dowie suggested including a comments box to explain the need for new play equipment. **Agreed**.

**24068** Agenda item 11. Manor Vale woodland Management Plan

- a. The Manor Vale Management Committee's recommended revisions to the Management Plan were **received**.
- b. Adoption of the updated Management Plan was **agreed**.

**24069** Agenda item 12. Cllr Illingworth provided further information regarding local healthcare provision, pursuant to Minute 24036 dated 17 June and Minute 24040 dated 15 July 2024. A subsequent meeting is being arranged to ascertain if there is a role for the Town Council to which delegated representation may be considered.

**24070** Agenda item 13. Cllr Illingworth provided Information on local policing. Subsequent to a meeting with the PCSO assigned to Kirkbymoorside it is apparent that the perceived local crimes in the area are not reflected in the police reports. This is largely due to members of the public not reporting incidents to the police via 101 but rather expressing any concerns via social media. The Town Council has repeatedly publicised that all non-emergency reports must be made to the police via 101. This information is regularly featured in The Moorsider, on the Town Council website and on signage in the play areas. Cllr Coughlan proposed the Town Council continue to encourage members of the public to report all non-urgent incidents to the police via 101. **Agreed**.

**24071** Agenda item 14. Consideration of supporting the town's retailers and any appropriate action. In the absence of Cllr Shields to represent the local businesses, Cllr Illingworth proposed deferring consideration to the October meeting. **Agreed**.

**24072** Agenda item 15. Sports field

- a. A summary of accounts and meter readings was **received**.
- b. Information on energy analysis of the sports field utilities was **received** and proposals for gas contracts **considered**. Cllr Riby proposed to accept the 12 month contracts for energy provision at the sports field from September 2025 as follows:

Meter Number	Supplier	Standing charge (pence per day)	Unit Rate (p/kWh)	Duration
1591017740594 Football Club	Engie	81.48	38.0300	12 months
52843002 Squash Club	Total Energies	236.00	8.910	12 months

**Agreed**.

Cllr Dowie left the meeting having declared an interest in agenda item 16.

**24073** Agenda item 16. Permission for Ryedale Environment Group to have a storage container at the sports field was **considered**. The Clerk explained that each of the sports clubs have a lease or licence to occupy their respective premises which include the common parts. In accordance with these Agreements the Town Council would need to consult with its tenants. Cllr Coughlan proposed that the sports field tenants should be consulted to determine support for the proposal in order for the Town Council to make an informed decision at the next meeting. **Agreed**.

**24074** Agenda item 17. Remembrance Sunday

- a. The cost of £568 for traffic management of the Remembrance Day parade, expenditure budgeted to Cost Code 22, was **agreed**.
- b. Cllr Coughlan proposed a contribution of £60 towards a poppy wreath. **Agreed**.

**24075** Agenda item 18. The cost of £300 to validate the Kirkbymoorside Directory and ensure compliance with GDPR by the clerk, was **agreed**.

**24076** Agenda item 19. Information on North Yorkshire Council's Let's Talk Active consultation, survey closes on 4 November 2024 was **received**. Cllr Illingworth offered to post the information on her Facebook page to publicise the consultation.

**24077** Agenda item 20. YLCA

- a. The YLCA Annual Review 2023/24 was **received**.
- b. The date of the YLCA Ryedale branch meeting on Tuesday 1 October 2024 at Malton was **noted**. There were no matters of interest or concern to be included on the agenda.

**24078** Agenda item 21. Reports from Members representing the Town Council at meetings of outside bodies and on delegated matters.

Cllr Riby reported that his pursuit of an alternative site for the 'Welcome to Kirkbymoorside' sign, on approach from Helmsley has proved to be fruitless. No progress has been made with North Yorkshire Highways Officers and meetings with Countryside Properties to discuss potential sites on the Manor Woods boundary have repeatedly been cancelled. Cllr Riby noted that as the 'Welcome to Kirkbymoorside' sign is clearly visible (the hedge having been recently cut) in its current location and, on the understanding that the land owners are satisfied with the existing arrangement, it is unnecessary to seek an alternative location.

Cllr Illingworth, as Deputy Mayor, attended the pre-opening of Ginger Hall Café on Piercy End, together with the Town Mayor. She has also met with Lesley Temple in respect of arrangements for use of the Lex Cup for the Best Dressed Window competition, as part of the Community Celebration event.

**24079** Agenda item 22. The Town Clerk's report was **received** as follows:

- Notification has been received from NY Highways that works to resurface the footpaths within Old Road play area are due to start on Wednesday 18 September (weather dependent).
- Confirmation has been received from PKF Littlejohn of completion of the external audit, AGAR 2023/24 with no matters raised.
- The Data Protection licence will be renewed on 26 October 2024 at a cost of £40 in accordance with the GDPR/Data Protection Act 2018
- The sum of £380.64 has been received from Kirkbymoorside Digital Institute.
- North Yorkshire Council Parish Liaison - The clerk reported that she has joined the NYC Parish Liaison Consultation Panel. Parish Liaison meetings will be hosted by North Yorkshire

Council's Parish Liaison Team at various locations across the county over the next 6 months. The purpose of the meetings is to give local Councils and Councillors the opportunity to raise issues, discuss topics of common interest and to receive timely updates from North Yorkshire Council. Councillors are

As a member of the NYC Parish Liaison Consultation Panel, the clerk is able to suggest topics for discussion at these meetings that would be of interest and benefit to other town and parish councils.

- Highways surfacing works to Oxcroft, Kirkbymoorside are scheduled to commence on Tuesday 17 September 2024 and will be carried out under a full road closure between 7am and 6pm.

**24080** Agenda item 23. The Town Mayor reported attending the pre-opening of the Ginger Hall Café, on Piercy End, as previously reported by Cllr Illingworth.

In advance of this year's Remembrance event the Town Mayor commented on a disregard for order by some members of the public when placing the wreaths on the war memorial at the Remembrance Service last year and suggested raising the subject with All Saints Church in advance so that consideration may be given as to how etiquette can be encouraged this year.

**24081** Agenda item 24. Questions to the Chair

Cllr Illingworth referred to the Manor Vale Management Committee meeting on 5 September, and asked if there was any information available pursuant to concerns made by a member of the public about the stability of the ruins of Neville's Castle? The clerk confirmed that, in accordance with the Management Committee's instruction, the matter was referred to Historic England immediately following the meeting and whilst no response has been received confirmation has been communicated that the matter has been passed to the Yorkshire Office. Details will be made available once received.

Cllr Illingworth asked if the Town Council could make representation to North Yorkshire Council with regards to the allocation of CIL money to support local infrastructure such as expansion of the doctor's surgery? Cllr Coughlan proposed that this subject be raised with the North Yorkshire Council Parish Liaison to ascertain how CIL distribution is determined.

Cllr Dowie asked if an item could be included in the agenda for the October meeting to consider the future of the sports field? It would be useful to invite representatives of the sports clubs to participate in discussions and to provide information on any plans for refurbishment, removal of old structures etc.

Cllr Dowie asked who is responsible for the area next to the new layby created on the A170 westbound, opposite the Manor Woods development? This area is now surrounded by dead vegetation and requires maintenance as it is unsightly.

**24082** Agenda item 25. The date of the next Ordinary meeting of the Town Council on 21 October 2024 in Church House was **agreed**.

The meeting concluded at 9.17pm