



KIRKBYMOORSIDE TOWN COUNCIL

Church House
7 High Market Place
Kirkbymoorside
YO62 6AT

Tel: 01751 432217

town.clerk@kirkbymoorsidetowncouncil.gov.uk

Minutes of the Ordinary meeting of Kirkbymoorside Town Council held on 21 October 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 Moffat and H Shields.

Also present: Town Clerk L Bolland and 9 members of the public

Cllr Coughlan welcomed all present.

24083 Agenda item 1. Apologies for absence

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

24084 Agenda item 2. Cllr Dowie declared an interest in agenda item 13. as Chair of the Ryedale Environment Group.

24085 Agenda item 3. Minutes and Matters Arising

- a. The draft minutes of the Ordinary meeting held on 16 September 2024 were **received** and **approved**.
- b. Matters arising.

Pursuant to the matter raised by Cllr Dowie at the September meeting under Questions to the Chair (Minute 24081) in respect of responsibility for the area next to the new layby opposite Manor Woods: North Yorkshire Council have confirmed that all works areas associated with the development, including modifications to the A170, are the responsibility of the developer, Countryside Properties, until the final sign off upon completion of all works. The North Yorkshire Council Highways Officer is liaising with Countryside Properties about associated issues.

24086 Agenda item 4. Public Session

Members of the public confirmed their intention to make representation in respect of the sports field and the grant application.

Cllr Coughlan proposed to revise the order of the agenda to consider agenda items 13. And 8. As the next items of business. **Agreed**.

24087 Agenda item 13. Sports field

- a. Permission for Ryedale Environment Group to have a storage container or wooden shed at the sports field was **considered**.

Cllr Dowie, provided a summary of the request by Ryedale Environment Group outlining the need for storage, detailed in the supporting document.

Cllr Dowie left the meeting, having expressed an interest as Chair of the Ryedale Environment Group (REG).

Discussions with the sports clubs representatives confirmed that there is no objection to REG having a storage facility at the sports field but it was unclear as to where any additional structure could be situated, without affecting car parking and taking into account access requirements to existing structures and manholes in the area north of the car park.

The clerk explained that, with some reconfiguration, it would be possible to make space available in the Town Council storage container. Cllr Coughlan proposed to offer shared use of the Town Council storage container, should the space available be sufficient for the REG equipment, on condition that the sports clubs are agreeable to access to the site. This arrangement would not necessitate the installation of an additional structure on site.
Agreed.

- b. Discussions with sports club representatives on the status of projects, fundraising and management of the sports field:

The Football Club reported that funding opportunities are awaited for the football club development. Football Foundation funding will be accessible for application in 2025. However, the project costs for development of the Kirkbymoorside changing and storage facilities are significantly less than the scale requirements of the Foundation and this might affect success of the application.

The Bowling Club reported that there are regular maintenance and remedial repair issues, such as replacement of damaged flood lights, but all projects are in hand.

The Tennis Club reported that there are no planned projects or funding requirements at present.

Cllr Dowie asked if the clubs would consider sharing premises in order to determine a development project that would be more universally beneficial and offer premises that all the clubs could utilise. Football and Squash Club representatives agreed that in principal this would be a positive development and there are a number of local sports facilities that host multiple sports clubs for example Poppleton, Wiggington and Donnington.

Cllr Moffat asked if the successful clubs locally are run as Community Interest Companies (CIC) and suggested that they would be a good source of information for lessons to be learnt if a development of a similar style is pursued.

Cllr Dowie proposed contact be made with the model clubs and enquiries made about funding sources and processes involved in the development of their respective facilities.
Agreed.

The subject of the allocation of CIL funds (formerly processed as S106) for development was raised. The absence of any S106 funds to Kirkbymoorside from the Manor Woods development (100% allocated to North Yorkshire Council) and the unsuccessful application to Ryedale District Council, then North Yorkshire Council for remaining S105 funds has significantly compromised progress of many local projects. Currently there are no CIL funds designated to Kirkbymoorside and there is no information available about any potential funds associated with the pending Swineherd Lane development.

24088 Agenda item 8. Grants

- a. Receipt of thanks from Kirkbymoorside Horticultural Society for supporting the Annual Show this year was **noted**.
- b. The grant application submitted by the Kirkbymoorside bell ringing band for £895.00 to purchase and install a bell simulator was **agreed**.

24089 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.

24090 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 30 September 2024 was **received**.

24091 Agenda item 7. Insurance

- a. It was **noted** that the Commercial Combined Insurance Policy is due for renewal on 1 November 2024.
- b. The recommended renewal quote (year 2 of the 3 year agreement), from Hiscox Insurance Company Limited, of £3,950.08 (including IPT and all fees) down from £3,998.65, was **agreed**.

24092 Agenda item 9. The Notice of Proposed Closure of All Saints Churchyard, Kirkbymoorside dated 4 October 2024 was **received**.

For information purposes, the process of closure by Order is only to prohibit further burials as there are no free grave spaces that haven't been reserved. The Order does not transfer responsibility of maintenance of the churchyard to the local authority. Transfer of the maintenance responsibility needs to be made separately by application, in accordance with the 1972 Local Government Act section 215.

24093 Agenda item 10. Moorside Room Committee - pursuant to Minute 24065 dated 16 September 2024

- a. The draft Terms of Reference were considered and revised as follows:
 3. The Committee shall maintain, manage and promote the Moorside Room.
 - 4.1 Bookings will continue to be administered by the clerk. In the clerk's absence administration of bookings will be carried out by the Chair.
 - 5.1 The composition of the committee is to be four Council members and up to four members of the public.
 - 5.2 The quorum will be three members at least two of whom are Council members.
 - 5.3 The Chair of the committee will be a Councillor

The Terms of Reference were **agreed**.

- b. Cllrs Bettany, Dowie, Illingworth and Shields were **appointed** members to the Committee. Cllr Moffat proposed inviting interest in the non-councillor vacancies from local groups who participated in the Community celebration event. **Agreed**.
- c. The date of the first meeting was **agreed** on Monday 4 November at 2pm in the Moorside Room.

24094 Agenda item 11. The appointment of delegated representatives was **reviewed** and updated with removal of delegated representation to the Northern Ryedale Public Transport Group.

24095 Agenda item 12. Duty to Prevent Sexual Harassment (s40A Equality Act 2010)

- a. The draft Sexual and General Harassment Policy and Procedure (for employment) was **received**.
- b. Adoption of the policy was **agreed**, to be reviewed annually.

24096 Agenda item 14. Wildflower verges

- a. Information on the Kirkbymoorside wildflower verges trial, presented by Cllrs Dowie and Illingworth at the Rewilding Conference on 27th September was **received**.
- b. "What can Parishes do to make a difference?" information from the North Yorks National Park was **received**.
- c. Receipt from the National Park of free yellow rattle seeds was **noted**. Cllr Dowie explained that once the trial areas have had the final cut the cuttings will need to be left for several days to allow any seeds to drop. Thereafter the area will need to be raked away to reduce the fertility of the soil (making it less favourable to the grass) and leave them to rot down near the hedge. A few weeks later these control areas can be planted with yellow rattle seeds. This will reduce the strength of the grass and give the existing wild flowers a better chance next year. Cllr Dowie proposed to borrow equipment including rakes and hi-viz jackets, from Ryedale Environment Group and issue a call to volunteers to carry out this exercise. **Agreed**.
- d. Revisions to the grass verge cutting schedule for 2025 were discussed. Cllr Dowie explained that the trial has demonstrated that only cutting the grass early and late in the year allows wildflowers to grow, so there is no need to plant more flowers next year, but there is the scope to extend the trial areas to give wildflowers the chance to grow in more areas.

Cllr Illingworth had undertaken a detailed study of the wildflowers in the trial areas and recorded over 40 different species. Of these only 6 were from the seeds/seedlings planted, the rest were species that have thrived naturally given the opportunity with the grass not having been cut. In light of this, Cllr Illingworth proposed that, apart from the seeding of yellow rattle to reduce the competition for grass species, additional planting was not required for wild flowers to thrive. She recommended the Town Council's approach to grass cutting should be in line with the revised approach by North Yorkshire Council, with all suitable grass verges left uncut, apart from the 1m safety margin next to footpaths and visibility splays, which would allow wildflowers to thrive and create a natural 'B-line' (linear corridor) for pollinators .

The clerk explained that this approach may not be possible or well received in many areas, particularly where the verge is immediately outside people's homes. Consideration should be given to the impact on residents and sensitivity of some areas over others. For example, it the verges on West Pasture are not separated from the neighbouring gardens by hedges but instead, aesthetically, are extensions of the residents' front gardens. Whilst North Yorkshire Council are revising their approach to verge maintenance to leave verges uncut these areas are on the roadside between towns/villages, beyond 30mph zones and therefore not within town limits.

Cllr Dowie proposed a meeting with the contractor to determine which areas would be suitable to leave uncut. Additionally, to find out what equipment would be needed to be able to cut and collect the cuttings. **Agreed**.

Cllr Coughlan proposed consideration be deferred to the November meeting at which any proposals for revisions to the schedule, specific to location, can be received. **Agreed**.

24097 Agenda item 15. Support of the annual 10k event by contribution of the traffic management costs was **considered**. Cllr Moffat proposed budgetary provision of the associated costs, subject to review, and specification that payment of the traffic management costs will be made upon receipt of invoice from the Traffic Management Company. **Agreed**.

24098 Agenda item 16. Town Promotion

- a. Consideration was given to supporting the town's retailers. In the absence of any specific requests received from businesses there were no proposals for consideration.

Cllr Illingworth referred to an initiative being explored by James Buffoni, Managing Director at Ryedale Printing and asked if the Town Council would be interested in participating in discussion about the development of a community organisation/network in Kirkbymoorside, recorded under Questions to the Chair.

- b. Information on GPC Skills business support masterclasses taking place at Kirkbymoorside Library on 19th November was **received**. The Town Clerk explained that details of the local businesses has been shared.

24099 Agenda item 17. Instructions from Resilience and Emergencies at North Yorkshire Council regarding access to sandbags during a flood incident were **noted**.

24100 Agenda item 18. Information on the York and North Yorkshire Police and Crime and Fire and Rescue Plans as part of the regional consultation on priorities for the next four years, closing date Monday 18 November 2024 www.YourPoliceAndFire.com was **received**.

24101 Agenda item 19. Reports from Members representing the Town Council at meetings of outside bodies and on delegated matters.

Cllr Dowie attended a recent meeting of the Environment Group meeting at which the impact of light pollution from streetlamps was discussed. She asked if an agenda item could be included for the November meeting to review the timings of the street lights.

Cllr Illingworth attended the John Stockton Education Foundation meeting on 14 October at which grants were awarded to students of Kirkbymoorside. Cllr Illingworth explained that she wasn't aware of how the grant scheme is promoted and offered to enquire if it would be appropriate for the Town Council to help publicise this local funding opportunity available to young residents.

24102 Agenda item 20. The Town Clerk's report was received as follows:

Manor Vale Woodland:

On Thursday 24th October the clerk will be attending a site meeting in Manor Vale woodland, with the Town Mayor and an Inspector of Ancient Monuments from Historic England to survey Neville's Castle pursuant to Minute **MV24010** of the Manor Vale Management meeting dated 5 September 2024.

The next coppicing session by the **Manor Vale Wood volunteer work group** will be on Saturday 2nd November between 10 am & 1pm

North Yorkshire County Council:

The clerk provided information received from the North Yorkshire Council *Rough Sleeper Coordinator for Ryedale & Selby* outlining how Ryedale will be carrying out their annual *Rough Sleeper estimate count this year. The information provided by partner agencies and local intelligence is utilised to inform the data submitted to the Ministry of Housing, Communities and Local Government.*

Details were provided in respect of the latest 'Let's Talk' campaign – Let's Talk Money www.northyorks.gov.uk/LetsTalk which runs for 7 weeks to 9 December.

This is the North Yorkshire Council annual statutory budget consultation asking people about how they think the money the council has available should be spent.

North Yorkshire Council have confirmed that it is not possible for the Town Council to submit an application for street furniture licences (necessary to install bins) until final sign off of all works associated with the development. In order to expedite the application process, the clerk has identified potential locations for bins, upon receipt of recommendations by a resident of the estate, and established with Streetscene that it would be possible to add these locations to the collection schedule.

Christmas Events:

Installation of the icicle lights throughout the town centre is in progress. This element of the town's Christmas decorations is courtesy of Ravenswick Hall who pay for all the lights and provide staff for the very time consuming task of putting up and taking down the lights every year. The connections for the lights are generously provided by several businesses, and residents, for the benefit of the town.

The two town Christmas trees, generously provided by Holts Farms, are due to be installed on 17 November.

The annual fair arrives on Wednesday 20th November and leaves on the morning of 26th November. This event is managed by the Memorial Hall Committee.

The Commercial Christmas lights, also courtesy of Ravenswick Hall, are due to be installed between 25th and 28th November.

The Christmas market, organised in a personal capacity by (Cllr) Hilary Shields, will be held on Saturday 30th November. North Yorkshire Council have agreed free car parking in Town Farm car park upon request by the Town Council.

24103 Agenda item 21. The Town Mayor reported attending Ryedale Environment Group's "Restoring Nature Conference" on 27 September at which Cllrs Dowie and Illingworth gave a presentation on the wildflower friendly grass verges trial in Kirkbymoorside.

On 2 October 2024 he attended the YLCA Ryedale Branch meeting at Ryedale House, Malton.

The Community Celebration Event and Awards ceremony on 12th October 2024 was a huge success. Sincere thanks to Cllrs Illingworth, Moffat and Woodhams (in his absence) for organising a great event that has been a tremendous boost for the town.

24104 Agenda item 22. Questions to the Chair

Cllr Illingworth asked if the Town Council would be interested in participating in discussions about the development of a community organisation/network in Kirkbymoorside? Following on from a Community Anchor initiative arranged by Paddy Chandler, Communities Locality Lead, North Yorkshire Council, at which information about Pickering Town Community Interest Company (CIC) was shared, James Buffoni, the Managing Director of Ryedale Printing is exploring the possibility of setting up a CIC to support the town. Cllr Coughlan explained that this would provide an opportunity to delegate representation to a Councillor to liaise with the local businesses and proposed Cllr Shields. **Agreed.** In the first instance the clerk will liaise with Paddy Chandler and James Buffoni to express the Town Council's interest.

24105 Agenda item 23. The date of the next Ordinary meeting of the Town Council on 18 November 2024 in Church House was **agreed.**

The meeting concluded at 9.32pm