



KIRKBYMOORSIDE TOWN COUNCIL

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Minutes of the Ordinary meeting of Kirkbymoorside Town Council held on 17 February 2025 at 7.30pm in Church House, 7 High Market Place, Kirkbymoorside, YO62 6AT.

Present: Councillors C Bettany, C Dowie, A Moffat, A Riby and S Woodhams.

Also present: North Yorkshire Councillor Greg White (arrived at 7.40pm), Town Clerk L Bolland and one member of the public, Steve Henderson Synergi Energy Systems.

24175 Cllr Woodhams was elected to Chair the meeting.

24176 Agenda item 1. Apologies for absence

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

24177 Agenda item 2. Declarations of Interest in items on the agenda

Cllr Woodhams expressed an interest in agenda item 13. in so far as they reside on Howe End.

24178 Agenda item 3. Vacancy

- a. The resignation of Jean Illingworth from the Town Council was **noted**.

Councillors expressed their thanks for the considerable amount of time and effort that Jean put into her role as Town Councillor.

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

- c. The committee membership and delegated representation was reviewed and the following appointments **agreed**:

MANOR VALE MANAGEMENT COMMITTEE Councillor Chris Bettany

MOORSIDE ROOM COMMITTEE - Councillor Simon Woodhams

DISCIPLINARY PANEL Councillor Chris Bettany

CEMETERY DUTIES Councillor Simon Woodhams

POLICE interest to be determined by Councillor Coughlan

JOHN STOCKTON EDUCATION FOUNDATION Councillor Chris Dowie

Cllr Woodhams proposed to revise the order of the agenda to consider item 8 as the next item of business. **Agreed**. Cllr Woodhams welcomed Steve Henderson, Synergi Energy Systems and invited him to participate in discussion regarding considerations to improve the energy efficiency of the Moorside Room. Synergi Energy Systems are a renewable heating design company, qualified to give advice on all heating options.

24179 Agenda item 8. Moorside Room

- a. Councillor Woodhams was **appointed** to the vacancy on the Committee as recorded at Minute 24178.
- b. An expression of interest in the non-councillor vacancies was **received** and it was **agreed** to appoint Revnd Paul Sunderland to the committee.
- c. The draft minutes of the Moorside Room Management Committee meeting on 4 November 2024 were **received** and **approved**.
- d. The energy efficiency of the building was considered. Steve Henderson, Synergi Systems, provided information on considerations affecting the energy efficiency of the building explaining that the starting point for any option should be a heat loss calculation, which will determine the building's total thermal load and help inform the best options heating solutions. Having inspected the building and taking into account its location in a Conservation Area, the following suggestions for next steps/considerations were provided:
 - i. Heat loss calculation - Heat loss calculation helps determine the areas of maximum losses so that you can conserve energy by insulating the areas. It also helps determine a better heating system for the building, so that you get maximum heating with lesser heating costs.
 - ii. Retain the electric heating but upgrade the existing radiators or replace with heating panels, with controllability.
 - iii. Installation of destratification fans - Due to the height of the ceiling in The Moorside Room much heat is lost. Using destratification fans can save up to 20%-30% on heating costs. They are an increasingly popular way to save energy in spaces with considerable height and work to reduce the amount of heat that is trapped at the top of a building, known as stratification.
 - iv. Centralized hot water system as opposed to separate water heaters – save on energy costs with a centralized system that optimizes heating and provides consistent temperatures. It is more efficient to heat the water exactly to the temperature required at the respective point of use using electronic electric instantaneous water heaters.

Steve Henderson offered to make the following enquiries, the findings to be received at the next available meeting:

- carry out the heat loss calculation ;
- provide quotations for two heating options - one for electric panel heaters and the other for an electric boiler with Under Floor Heating;
- cost destratification fans, which will help keep the heat low regardless of the heat emitter type;
- look for indicative yields for a potential PV system.

Agreed with much appreciation.

Quotations for works to improve the energy efficiency of the building were **considered**:

- i. alternative heating systems – on the basis of information received consideration was **deferred** pending a heat loss calculation of the building and the subsequent recommendations to be received from Synergi Energy Systems.
- ii. window glazing modifications – it was **agreed** to accept the quotation from Ryedale Joinery Limited £4,689 + VAT to manufacture and install new Georgian style double glazed casement windows. The new windows will be manufactured from Accoya and

fitted with 4-16-4mm plain clear or plain satin effect toughened Planitherm Total Argon gas filled double glazed units with plant-on glazing bars. The new windows will be installed primed, ready for decoration by others and all standard range iron-mongery will be included.

- iii. flooring – in the absence of a compliment of quotations for comparison and on the basis of information received consideration was **deferred** pending a heat loss calculation of the building and the subsequent recommendations to be received from Synergi Energy Systems.

e. Funding

- i. The allocation of funds to the Moorside Room was **noted** (Minute dated 16 December 2024):
 - I. £2,500 to cost code 8 from the 2025/26 budget for Moorside Room running costs;
 - II. £10,000 from specific reserves earmarked for project costs to improve the Moorside Room
- ii. Information on grant funding opportunities was **received**. Additional information was provided by Synergi Energy Systems in respect of the Public Sector Decarbonisation Scheme (delivery managed by Salix Finance) which supports the aim of reducing emissions from public sector buildings by 75% by 2037, compared to a 2017 baseline.

Consideration of specific funding opportunities will be **deferred** until the specific building improvements have been agreed.

- iii. The allocation of funds to building improvements, from the specific reserves, specifically the window glazing modifications at a cost of £4,689 + VAT plus planning application fees, were **agreed**.

- b. Details of the Leeds Art Gallery Loan Scheme were **received**. Further information about insurance is needed. Cllr Moffat proposed that other third sector participants in the scheme would be best placed to confirm the requisite arrangements to progress with consideration of participation in the scheme.

Consideration will be **deferred** pending receipt of further information.

c. Management and Promotion

- i. Charges for use of the Moorside Room as the emergency response centre in December 2024 were **considered**. Cllr Woodhams proposed application of the discretionary day rate of £80 per day, which would cover the energy costs for the period of use whilst offering the most affordable rate to the Resilience & Emergencies team. **Agreed**.
- ii. An update on bookings and income since the last meeting was **received**.
- iii. Proposals for promotion and publicity of the venue were considered. Cllr Woodhams proposed that once the improvements to the building were completed consideration could be given to a re-launch event. Further consideration will be **deferred** until there is a completion date for the pending improvements to the building.
- iv. Unpaid use of the Moorside Room was **considered**. It was noted that the Town Council offers free usage of the Moorside Room to charities and Community Groups for fund raising activities on one Wednesday a month, in accordance with Minute 14060d) dated July 2014.

Councillors **noted** that in 2018 a proposal of free usage of the Moorside Room (Minute 18153 dated November 2018) was **not agreed**. Councillors **agreed** to retain the offer of free use of the Moorside Room to charities and Community Groups for fund raising activities on one Wednesday a month.

24180 Agenda item 4. Minutes and Matters Arising

a. The draft minutes of the Ordinary Meeting held on 20 January 2025 were **received** and **approved**.

b. Matters arising

i. The date of the 'Dark Skies' presentation on 25 March was **noted**, pursuant to Minute 24157e. The evening presentation will be held in the upstairs meeting rooms at Church House. Further information is awaited from Mike Hawton, North York Moors National Park. Once received, neighbouring parish councils, environment groups, interested parties and contributing Kirkbymoorside businesses (identified under consideration of the subject at the January meeting) will be invited.

ii. The clerk reported that subsequent to submission of Manor Vale as a Nature Corridor to the North Yorkshire Council Local Nature Recovery Strategy call for sites, (Minute 24163), information has been received from the Ecological Data Officer (Local Wildlife Sites), North & East Yorkshire Ecological Data Centre to confirm that Manor Vale woodland was surveyed in 2024 as part of a programme of surveys of Sites of Importance for Nature Conservation (SINCs). The survey data, once collated, will provide a survey report, decision letter and habitat map.

iii. Sensitive information received from North Yorkshire Council in response to concerns raised about the condition of 42 Piercy End. has been circulated to members. (Minute 24173). Presently no action will be taken by North Yorkshire Council.

Cllr Riby expressed dissatisfaction at the information received and proposed that further enquiries be made to ascertain what timescales might qualify for intervention under the circumstances, and any information regarding the legal requirements and procedures applicable to derelict properties. **Agreed**.

iv. Community Resilience - Response to Storm Darragh

Whilst it has been established that the owners and occupants of Kirby Mills Garage site are reluctant to have an equipment store installed on their site, an alternative location has been offered by the owner of Riverside Farm. The clerk is liaising with the landowner and the Resilience and Emergencies Team (North Yorkshire Council) to arrange a site meeting to determine the suitability of the location. The same landowner has volunteered to be the lead flood warden as part of the Kirby Mills flood defence and resilience plan. An update will be provided as further arrangements progress.

c. The draft minutes of the Manor Vale Management Committee meeting on 6 February 2025 were **received**.

Cllr Dowie commented that the condition of the information panel situated near the Ancient Ash is deteriorating due to age and exposure to the elements. She asked if the Manor Vale Management Committee could consider a replacement/upgrade and the addition of clearly visible information, at various locations throughout the woodland, detailing the Town Council's ownership and contact details, as appropriate. **Agreed**.

24181 Agenda item 5. Public Session – None present. The member of the public left the meeting after consideration of agenda item 8. In respect of The Moorside Room.

24182 Agenda item 6. There were no questions already posed, and any new matters for discussion with Councillors.

- 24183** Agenda item 7. 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 January 2025 was **received**.
 - c. The cost of £49 for a garden waste licence for the town cemetery was **noted**.
- 24184** Agenda item 9. The clerk reported on the informal meeting with Cllr Coughlan and representatives of the football and squash clubs on Monday 3 February. The meeting determined interest by all parties and support of the squash club to extend the squash club building to accommodate the football (and cricket) clubs. This would replace the project to re-development of the football club premises, which will be removed.
- There is a meeting with the Football Federation on 18 February which will be attended by representatives of the Town Council (the clerk), football and squash clubs.
- The ceiling budget of £4000 to be allocated from earmarked reserves (Minute 23215 18.03.2024), to cover the cost of architects fees and planning costs associated with the development of the sports field was **agreed**.
- 24185** Agenda item 10. Additional information in respect of public wi-fi service provision and associated benefits was **received** and transfer of supplier to join the NY-Net scheme was **agreed**.
- 24186** Agenda item 11. Consideration of the installation of CCTV in the town centre was **deferred** to the next appropriate meeting, in the absence of sufficient information.
- 24187** Agenda item 12. Information on the Kirkbymoorside Feasibility Study was **received**.
- The Kirkbymoorside Growth Plan – Stakeholder Survey, seeking views and experiences of Kirkbymoorside and Stakeholders’ aspirations for it in the future, was considered.
- 24188** Agenda item 13. Information was **received** from NYC Highways Authority pursuant to concerns raised about pedestrian safety at the junction of Howe End and Piercy End.
- It was **noted** that the only preventative measure that might be pursued (but not yet determined to be feasible) would be to make Howe End one way between Piercy End and Swineherd Lane.. However, as the junction is not identified as a location requiring a road safety intervention this is not something the Highway Authority would take forward without knowing that the proposal would be fully supported. The Town Council would need to carry out a consultation exercise with the residents/businesses who would be affected by a proposed one-way and demonstrate unanimous agreement by all affected parties. It was commented that it would be unlikely that all parties would be supportive of the proposal and there would be contention when determining the direction of traffic should a one way system be proposed. No further faction was considered.
- 24189** Agenda item 14. The Council **noted** the information received from the Institute of Cemetery and Crematorium Management (ICCM) in respect of considerations when all burial plots in a cemetery have been assigned.
- 24190** Agenda item 15. There were no reports from Members representing the Town Council at meetings of outside bodies and on delegated matters since the last meeting.
- 24191** Agenda item 16. Town Clerk's report was **received**:
- Parking in Town Farm car park
- Enquiries have been made, addressed to the Parking Services Locality Manager, Scott Small, based in Scarborough regarding parking charges in Town Farm car park. Specifically,

the feasibility of revising the parking charges from “1 hour free from 12pm to 2pm” to offer “the first hour free, at any time”, as with the parking available in Market Place, Thirsk.

The clerk reported receipt of the following information provided by Steve Brown, Head of Parking Services, North Yorkshire Council:

“...summary of current tariffs and Parking Strategy going forward into the next few months

- **Parking Principles** - Parking Services has produced a ‘Parking Principles’ document, this document is currently in draft form and entering its governance process ultimately for adoption hopefully in May 2025. It is intended, that if adopted, these parking principles which are set against the council plan will form an overarching framework from which other policies (daughter documents to it) can be formed. The principles except that not all areas of the county are the same and there will need to be some local area action planning after the adoption, and it is at this stage that any necessary consultations/ideas can be incorporated into policy.
- **Tariff Re-balancing** – As you are all aware the council faces significant and increasing budget pressures and such does look to parking as a source of additional savings to help achieve its financial targets and to that end there will be an across the board tariff increase, that has yet to be agreed, on the 1st April 2025 along with other council fees and charges it has to be said. Parking Services has been working to put together a tariff re-balancing strategy, this strategy acknowledges the imbalances which were inadvertently created by being a two-tier area prior to LGR and this will largely be addressed by this re-balancing strategy, again if adopted. There is an 80-page report which has a workshop next week when the content will thrashed out and then put forward for adoption probably for September 2025.

Summary

As you can see, along with a P&D machine replacement programme (Advanced stage), adoption of Digital Traffic Regulation Orders (DTRO to speed up TRO application and consultation process at and advanced stage) and a new PCN Processing and Digital Permit System that parking is a busy environment. Parking is a complex subject and fills the members and Officers Inboxes with all manner of complaints and suggestions but the deliberate stance being adopted is one of good policies from which to link the change that is necessary for the benefit of our residents, businesses and tourists alike. Here is a sample time line to help:

Parking Principles – Report before Executive May 25 for adoption

Local Area Engagement – Policy development and implementation June – Dec 25

Tariff Re-Balancing - Workshop Feb 25 – Adoption/implementation – Sept 25

None of these are in tablets of stone but a guide to how they may progress depending on the reports and adoption ant various committees. I hope that answers your questions but note that ***I am unable to quote free parking options or actual tariff prices yet as they are or will be subject to political approval*** and then the results will communicated through those channels.”

Forthcoming Parish Liaison meeting on Thursday 27th March 7pm - 9pm at the offices of the North York Moors National Park Authority, the Old Vicarage in Helmsley

Ryedale View Play Area – on 11 February the clerk met with the residents involved in the core consultation, to review the play options. The residents will undertake a localised consultation to determine the preferred equipment for discussion at the next meeting on

11 March. The feedback will be relayed to the three play providers to revise their proposals, tailored to the requirements of the play users. The consultation will then open up to invite a vote on the preferred option.

Cleaning of play equipment – the clerk has obtained a quotation for cleaning of the play equipment in the toddler play area @ £426.56 and skatepark £1,865.13 at Old Road, and @ £786.31 for the equipment at Ryedale View play area. Full details will be received for consideration at the March meeting.

24192 Agenda item 17. The Town Mayor's was not in attendance.

24193 Agenda item 18. Questions to the Chair

Cllr Dowie commented that recently the traffic on Piercy End is bottle necking in the area opposite St Chad's due to an increased number of vehicles parking on the road before the highway widens to accommodate the cobbles. Has anything changed to the parking restrictions in this area to encourage motorists to park here?

24194 Agenda item 19. The date of the next ordinary meeting of the Town Council on 17 March 2025 at 7.30pm in Church House was **agreed**.

The meeting concluded at 9.01pm.