



KIRKBYMOORSIDE TOWN COUNCIL

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Minutes of the Ordinary meeting of Kirkbymoorside Town Council held on 20 October 2025 at 7.30pm in Church House, 7 High Market Place, Kirkbymoorside, YO62 6AT.

Present: Councillors J Coughlan (Chair), C Dowie, and A Moffat.

Also Present: Town Clerk L Bolland, guest Holly Ramsden NYMNPA and 5 members of the public.

25102 Agenda item 1. Apologies for Absence

- a. Apologies for absence given in advance of the meeting were **received** from Cllrs Bettany, Riby, Sheilds, and Woodhams and County Cllr Greg White.
- b. Reasons given for absence were **approved**.

25103 Agenda item 2. There were no Declarations of interest in items on the agenda.

25104 Agenda item 3. Minutes and Matters Arising

- a. The draft minutes of the Ordinary meeting dated 15 September 2025 were **approved** and **signed**.
- b. There were no matters arising not already included in the agenda.
- c. The draft minutes of the Finance Committee meeting dated 15 October 2025 were **received**.

25105 Agenda item 4. Public Session - Members of the public were invited to make representation at the agenda items of interest.

Having determined that members of the public wished to make representation in respect of Agenda items 10. and 12. Cllr Coughlan proposed to revise the order of the agenda to consider "Grass verge management" and "Path For Everyone project" as the next items of business, respectively. **Agreed.**

25106 Agenda item 10. Grass verge management

- a. Information was **received** from Holly Ramsden on the NYMNPA GrubsUp! Project

GrubsUp! aims to restore, enhance and connect precious habitat for invertebrates, increase species abundance and boost resilience in the face of climate change. The project has a community focus, bringing together both people and places with nature.

Areas of road verge, away from junctions and sight lines, make fantastic grassland habitats if they can be left to grow long until flowers have had chance to set seed. NYMNPA have funding to enhance the diversity of verges through the addition of native wildflower and grass seed where appropriate, to create a connective corridor for pollinators.

"Insect populations have seen alarming declines in abundance and species richness, to the point where nearly all of us have noticed a drop in butterflies visiting our gardens, less moths around streetlights and far fewer insects on our cars than there once were.

"These invertebrates are crucial to a healthy ecosystem, acting as important food sources for birds and small mammals. Pollinating insects also play a vital role in crop yield and quality

and allow plants to produce fruit, seeds and new growth. This helps to keep our air clean, as during this process plants absorb carbon dioxide and produce oxygen.”

The collaboration between GrubsUp! and local communities, involving the enhancement of road verges to protect and restore habitats for invertebrates, is all aimed at boosting biodiversity and ensuring that insects can move between sites.

The verge at the junction of West Lund Lane and the A170 is a strategically good location for this type of habitat.

- c. The report by Cllr Dowie on the 2023-2025 wildflower verges project was **received**.

Since the 1930s, 97% of wildflower meadows in the UK have been lost and it is important to act now to make sure they don't completely disappear. Wildflower habitats are crucial for biodiversity and provide a haven for various wildlife, including insects, birds, and mammals, and support pollinators like bees and butterflies.

Experience has demonstrated that physical management is crucial to success of the project.

The process of cutting and collecting at the end of the season has proved to be particularly labour intensive as the volume of grass was underestimated. The contractor made enquiries to use cut and collect machinery but this would have cost in excess of £1000.

Cllr Dowie explained that North Yorkshire Council are able to cut and collect from the verges between parishes as they have suitable machinery. The machinery will become more readily available and more affordable in time, which will greatly assist with the physical management of the project.

Cllr Moffat commented that consideration will need to be given to any financial implications associated with the application for use of machinery and this would need to be within budgetary constraints.

Cllr Moffat made the observation that it is apparent from the public feedback that there is a disparity between the expectations of the project. It will be necessary to balance expectations with environmental considerations.

A member of the public referred to other successful wildflower areas in the area where a low hedgerow had been applied to act as a boundary, clearly defining the designated area.

- b. The document outlining observations and recommendations of In Bloom regarding the streetscape planting throughout Kirkbymoorside was **received**.
- c. New ways forward with verge maintenance to continue to improve biodiversity were **discussed**.

Whilst the Town Council have agreed to abort the *current* wildflower verges management project Holly Ramsden commented that the findings of the latest survey identified the bank as being an area rich in species. It would be a great shame not to continue the conservative management of this area. In response to comments by members of the public that the uncut verges look unsightly, the appearance could be enhanced by additional yellow rattle, which helps to prevent the growth of too much grass, and is also beneficial for other wildflowers that grow in the same area. Additionally, consideration could be given to planting annuals such as primrose and cowslips. These wildflowers are important for wildlife, providing an early source of nectar for various insects including bees, beetles and butterflies.

The Town Clerk explained that the area of bank, set back from the verge of the A170 near the junction of West Lund Lane, whilst included in the wildflower project since 2023, has always received sympathetic mowing having been sowed with native wildflower seeds by

the contractor in 2015. The Town Council's decision to revert to the previous grass cutting schedule will not impact this area which will remain sympathetically mown.

Cllr Dowie proposed to accept the recommendations to promote biodiversity and support the existing species, by raking this area and planting yellow rattle on the bank by volunteers. **Agreed.**

Specific to the Town Council's decision "to review the opportunities to improve biodiversity within the town and determine a strategy that is supported by local residents through consultation" discussions identified that any project considerations should include: Biodiversity; Pollination Traffic; Safety concerns re visibility (applicable to verges); Consultation is crucial especially as part of the Biodiversity Action Plan ; Financial implications; Managing expectations; Facilitate discussions within the community and draw on the strengths of local groups and expertise of In Bloom, Kirkbymoorside & Ryedale Environment Groups;

Cllr Moffat proposed that the Town Council make arrangements to invite interested parties to a meeting to explore the opportunities available to improve biodiversity within the town and determine a suitable approach to future grass verge maintenance. The outcome of that meeting will then lead to further consideration by the Town Council regarding the wildflower verges and at such a meeting there will be an appropriate agenda item. **Agreed.**

Cllr Dowie referred to the area of verge opposite the Westfields junction, which remains in a very poor state following the highways works associated with the development of Manor Woods. The clerk confirmed that the Town Council's complaint about the state of this area of verge is still being pursued with North Yorkshire Council Highways. The building contractors have acknowledged that the verge is to be levelled and re seeded, with potentially a fence needing to be erected to stop vehicles traversing the verge while it is seeded. They also need to replace the keep left bollard in the buildout. Management of this area of verge will not revert to the Town Council, as part of the cutting schedule, until all the works are completed and signed off by North Yorkshire Council.

25107 Agenda item 12. An update on the Paths For Everyone project - Market Town Circular, A170 verge, West of Kirkbymoorside was **received** from Helen Gundry.

Paths for Everyone Support Group working partnership with Ryedale Environment Group and North Yorkshire Council Highways,

Background - The Market Town Circular will connect the Ryedale Market Towns of Kirkbymoorside, Helmsley, Malton, and Pickering, with a 50-mile route for safer walking, horse-riding and wheeling. This is a legacy project to benefit the whole area, involving verge paths, old railway sections, quiet lanes, and some brand new sections of paths too. It is a really big project, and is being led by a partnership between Ryedale Environment Group, NYC Highways & NYC Countryside Access Service, in co-operation with landowners and town and parish councils.

The next section, in Kirkbymoorside, involves adding a cycle path to the verge West of Kirkbymoorside, which will be a new path that is mostly separate from the existing footpath.

Study of the 50 mile route has now been completed by North Yorkshire Council which affords the authority with the necessary powers to progress the project.

It has been established that the Market Town Circular project will only be realised by sections through staged progress. The proposal of the Paths for Everyone Support Group is that the Town Council be the contracting body for the section of verge path west of Kirkbymoorside. **Agreed.**

The clerk will explore the requirements for being the contracting body and the contractual obligations and draft agreement will be considered at the next meeting.

25108 Agenda item 5. There were no questions already posed, and no new matters for discussions with Town Councillors.

25109 Agenda item 6. Community Awards 2025

- a. The post event report was **received** from Cllr Moffat.

Cllr Dowie referred to consideration of the nominations and commented that last year Councillors were better informed as all nominations were shared with Councillors prior to judging by the appointed panel. **Noted.**

- b. Recommendations of the Events Committee for the 2026 event were considered and **agreed.**

25110 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 30 September 2025 was **received.**

- c. The fee of £52 for renewal of the Information Commissioners' Office registration in accordance with GDPR/Data Protection Act 2018 was **noted.**

- d. The following miscellaneous expenditure was **considered:**

- I. The cost of £150 payable to North Yorkshire Council for concessionary parking in Town Farm car park in support of the Christmas market was **agreed.**
- II. The cost of £100 to purchase a refurbished Samsung smartphone for Town Council business use was **considered.** Cllr Moffat offered their own second hand handset, wiped of content, as an alternative at no charge. **Agreed.** The monthly charge of £10 for a 30GB Pay As You Go monthly SIM was **agreed.**

25111 Agenda item 8. 2026/27 Budget – In the interest of transparency Cllr Moffat proposed the item be deferred as all Councillors present are members of the Finance Committee. **Agreed.** Consideration **deferred** to the Ordinary meeting in November.

25112 Agenda item 9. Insurance

- a. It was **noted** that the Commercial Combined Insurance Policy is due for renewal on 1 November 2025.

- b. The recommended renewal quote (year 3 of the 3 year agreement), from Hiscox Insurance Company Limited, of £4,053.02 (including IPT and all fees) was **agreed.**

- c. It was **noted** that the Cyber Risk Insurance Policy is due for renewal on 27 November 2025.

- d. The recommended renewal quote from Coalition Risk Solutions Ltd of £384.88 (including IPT and all fees) was **agreed.**

25113 Agenda item 11. Moorside Room

- a. Completion of the works to install engineered wood flooring, pursuant to Minute 25088 date 15 September 2025 was **noted.**

- b. The cost of redecorating, works to include patching of the walls where needed and application of two coats of paint was **considered.** Cllr Moffat proposed acceptance of Option B at £1250 for the more durable paint. **Agreed.**

The clerk confirmed the availability of the contractor to carry out the works in the period between Boxing Day and New Year. Cllr Dowie proposed to defer deciding on the paint colour to the next meeting in order to allow consideration of any recommendations made by Cllr Shields. **Agreed.**

25114 Agenda item 13. Vibrant and Sustainable High Streets Fund Phase 2

- a. Approval of the application by the Kirkbymoorside Community Support Group to the Vibrant and Sustainable High Streets Fund Phase 2 and the grant offer of £35,662 was **noted**.
- b. The draft Grant Agreement was **considered** and contract terms for financial management of the grant were **agreed**.

25115 Agenda item 14. Sports field Development

- a. The Phase II Feasibility Assessment was **received** and it was noted that arrangements are in progress for a meeting of the immediate parties to address the questions and discussion points identified by the report. The findings will then be relayed to the architects and subsequent meetings will be arranged to consider the more informed development proposal, inviting participation by all occupants of the sports field.
- b. Cllr Coughlan volunteered to be appointed as delegated representatives to the project. **Agreed.** A secondary Councillor will need to be appointed.

25116 Agenda item 15. The offer by Sovereign Play of a 5 year 'Health & Safety Maintenance Package' consisting of biannual inspections at a single cost of £399 for Old Road play area was **agreed**.

25117 Agenda item 16. Support of NYMNPA as an internationally recognised 'Dark Sky Reserve' was **agreed**. It was **noted** that the Town Council has already taken steps to promote Dark Skies by converting its lantern LEDs designed to illuminate downwards only, minimizing unnecessary light pollution upwards into the night sky whilst also being energy efficient.

25118 Agenda item 17. There were no reports from Members representing the Town Council at meetings of outside bodies and on delegated matters.

25119 Agenda item 18. The Town Clerk's report was received as follows:

Vehicle Activated Sign on A170 east - Further to information provided at the meeting dated 15 September 2025 wherein arrangements to replace the Vehicle Activated Sign on the A170 east were in progress, information has now been received from FTS (Fewzed Transport Solutions) confirming that TWM Traffic Control Systems has ceased trading. FTS/Fewzed Ltd has not assumed ownership of, or liability for, any products supplied or services rendered by TWM Traffic Control Systems prior to the acquisition date (18th July 2025). This includes, but is not limited to, historical warranty claims or contractual obligations.

Sports field - The faulty British Gas electric meter will be inspected/replaced on 12.11.2025. Arrangements are in progress to replace the faulty water meter at the squash club.

The clerk has instructed a suitably qualified professional to undertake a Tree Safety Assessment of the two Poplars on the eastern boundary of sports field following concerns affecting the neighbouring property. Any necessary works will be reported/instructed according to urgency.

Remembrance Day – 2025 Mrs Helen Collin DL will be attending the Kirkbymoorside parade as representative of the Lieutenancy for Remembrance.

Christmas lights - Installation of the icicle lights throughout the town centre commenced on 20.10.2025 and the commercial installation will be carried out on 22.10.2025.

25120 Agenda item 19. The Town Mayor reported no engagements since the last meeting.

25121 Agenda item 20. There were no Questions to the Chair.

25122 Agenda item 21. The date of the next ordinary meeting of the Town Council on 17 November 2025 at 7.30pm in Church House was **agreed**.

The meeting concluded at 9.04pm.