



## KIRKBYSIDE TOWN COUNCIL

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### **Minutes of the Ordinary meeting of Kirkbymoorside Town Council held on 15 December 2025 at 7.30pm in Church House, 7 High Market Place, Kirkbymoorside, YO62 6AT.**

Present: Councillors Chris Bettany, Joe Coughlan (Chair), Chris Dowie, Andrea Moffat, Hilary Shields and Simon Woodhams.

Also Present: Town Clerk L Bolland.

#### **25144 Apologies for Absence**

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

#### **25145 There were no Declarations of Interest in items on the agenda.**

#### **25146 Minutes and Matters Arising**

- a. The draft minutes of the Ordinary meeting dated 17 November 2025 were **received** and **approved**.
- b. Matters arising

Pursuant to consideration at the last meeting, Minute 25131, thanks were received from Friends of Kirkbymoorside School for the Town Council's continued support of the 10k event by commitment to cover the costs of traffic management in 2026. Details of the Town Council's support will be featured on the event banners, social media posts and the event website.

Pursuant to the matter raised under Questions to the Chair at the last meeting, Minute 25141, the request for additional directional signage to All Saints' church has been directed to North Yorkshire Council. Authorisation has been given for a directional sign to be affixed to the lighting column at the junction of Market Place and Church Street. All associated costs will be absorbed by North Yorkshire Council Highways.

- c. The draft minutes of the Manor Vale Management Committee meeting dated 26 November 2025 were **received**.
- d. The Staffing Committee meeting scheduled to be held on 11 December 2025 was deferred.

#### **25147 Public Session – there were no members of the public in attendance.**

#### **25148 There were no discussions with Councillors in respect of questions already posed, and any new matters.**

#### **25149 Financial matters**

- a. The 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 November 2025 was **received**.

c. The York and North Yorkshire Precept Survey 2026/2027 (Policing and Fire & Rescue) in progress, closing date 5 January 2026, was **noted**.

**25150** Reports from Members representing the Town Council at meetings of outside bodies and on delegated matters:

Cllrs Coughlan, Moffat and Woodhams met with Heather Lagan, Senior Flood Risk Engineer and Hannah Baker, Flood Risk Manager, North Yorkshire Council Flood Resilience on 4 December 2025 for consultation of the Section 19 Flood Investigation. Cllr Moffat summarized the information presented by the Flood Resilience representatives as follows:

Background information setting out the trigger for the Section 19 Report in legal and humanitarian terms, along with the scope of the report including:

- the Flood Management Act;
- Section 19 Investigation requirement;
- the event (Storm Darragh) background;
- locations impacted;
- historical flood data for the affected sites.

The emergency and other agency responses were detailed. This included the immediate, mid-term and subsequent responses that led to the report and recommendations detailed therein.

The report addresses the response for the general locality including Sinnington and Marton with recommendations initially being generic and then focused specifically on Kirby Mills and Keldholme.

The Section 19 Report has yet to be presented to Committee (North Yorkshire Council) but several of the identified recommendations are underway, as are further agency conversations.

#### Questions and Answers

**1. Have all those affected by storm Darragh been able to return to their homes and what funding is available to householders for preventative work?**

Flood resilience management of all properties affected by the flooding is ongoing. Two properties have been having extensive works. Funding allocation is dependent upon the extent of works necessary and is capped at £7000 per property.

**2. What is the likely timescale for property owners to receive reports with estimate of costs? Once received how long before owners can agree works with the council (if any)?**

**Water Tight** Flood Resilience have been contracted by the Lead Local Flood Authority, North Yorkshire Council, to undertake works to the properties affected by flooding in Kirby Mills and Keldhome.

Water Tight have been on site since 16th October and, as of 4 December, have completed 44 out of 49 surveys for the Rye Villages Scheme and 43 surveys for the Kirkbymoorside Scheme, with additional appointments scheduled. Across the Dales, 98 surveys have also been completed during this period.

**3. Once any works are agreed, realistically how long before work on properties will begin?**

As of 4 December, Homeowner Agreements have started to go out and several signed Agreements have already been returned. These will continue to be issued, and installations are scheduled to begin in January.

The following information is featured on the Town Council website:

**Water Tight** Flood Resilience have been contracted by the Lead Local Flood Authority, North Yorkshire Council, to undertake works to the properties affected by flooding in Kirby Mills and Keldhome.



**Water Tight** Flood Resilience work on domestic properties installing flood door or flood barriers that go over doorways. They sometimes install pumps into the ground (to protect water from rising through the ground on suspended floors of properties). Other products they install are anti-flood air bricks, non-return valves as well as doing repointing, applying waterproof spray to brickwork and sealing any other water ingress points.

**Water Tight** have been on site in Kirby Mills and Keldholme, for the past two months. Surveys of the affected properties began during the week commencing 16th October. To date, they have completed 44 out of 49 surveys for the Rye Villages Scheme and 43 surveys for the Kirkbymoorside Scheme, with additional appointments scheduled this week. Across the Dales, 98 surveys have also been completed during this period.

Homeowner agreements have started to be issued and installations are scheduled to begin in January 2026.

The Town Council have agreed the allocation of unoccupied space at the sports field to be used by **Water Tight** to situate their stores. This will consist of two 20ft x 8ft containers, and two 8 yd enclosed skips - one for plastic / doors and the other for mixed waste which is usually rubble general waste, nothing toxic or hazardous. Use of the football club facilities has been offered, by agreement with the Kirkbymoorside Football Club, to negate the necessity for an additional welfare unit onsite with toilets and a small kitchen area.

The works are expected to take 10 – 12 months from January 2026. The stores will be attended around 7.30am-8am or at the end of the day around 4.30pm with the odd visit during the day or for stock deliveries. This will ensure minimum disruption to the sports clubs.

The Town Council's formal powers in emergency management are limited compared to principal authorities, however, the Town Council still plays a key role in supporting and coordinating local efforts. Primarily this is achieved through provision of resilience information specific to Kirkbymoorside to the emergency services and North Yorkshire Council and publication of all community safety information received from the respective authorities/agencies.

In the interest of ensuring all affected residents are fully informed of the Town Council's participation in the flood resilience/recovery efforts, Cllr Woodhams proposed delivering correspondence to the properties in Kirby Mills and Keldholme. The content and timing of the communication will be dependent upon release of the Section 19 Investigation report.

**Agreed.**

Cllr Coughlan referred to the two vacancies on the Town Council and encouraged active participation by all members to generate interest within the community. Cllr Moffat referred to the 'Recruiting and retaining councillors' webinar by Breakthrough Communications, available through YLCA and suggested participation by at least one councillor with a view to sharing any useful information. Cllr Dowie suggested reaching out to members of all local groups to determine interest. **Agreed.**

**25151** The Town Clerk's report was received.

- Following much investigation involving enquiries of North Yorkshire Council Highways Officers and residents of Manor Woods, the clerk has established a dialogue with the appropriate representative of the developer, Vistry, to request the installation of grit bins, as a priority, and waste bins throughout the site.
- Works authorised by the Town Clerk including:
  - i. Clearance of fallen limb from the Oak tree at Ryedale View play area
  - ii. Clearance of fallen trees and branches in Manor Vale Woodland
  - iii. Works to ensure clearance of all debris within 1m on either side of the golf course road.
- Football Club facilities

Regarding the replacement of the dilapidated machinery stores with a suitable structure it is understood (advice received from architects Peter Rayment Design), that a non-material amendment to the existing planning permission would be the most cost effective route to progress this element of the development. The estimated costs include architect fees in the region of £1280 + VAT for associated drawings and preparation of planning application documents, and fees to the Planning Authority of £298.00. The Football Club has expressed its intention to pursue this option and a proposal will be submitted to the Town Council for due consideration regarding the allocation of funds associated with use of the Football Club facilities by WaterTight (Minute 25122 dated 17 November 2025).

**25152** The Town Mayor reported attendance at the meeting with North Yorkshire Flood Resilience as detailed at Agenda item 7. On 8 December he confirmed *Tony Popek's Antiques* the winner of the 'Best Dressed Christmas Window 2026'. The Town Mayor also confirmed receipt of an invitation to the 'Charity Dinner of the Chairs of North Yorkshire Council and Yorkshire Air Ambulance' on 24 April 2026 to be held at Pavilions of Harrogate.

**25153** Questions to the Chair

Cllr Moffat asked for availability of Events Committee members for a meeting early in January to initiate arrangements for the 2026 Community Awards event.

Cllr Bettany asked if any information was available regarding the area outside the gated entrance to All Saints' churchyard from Crown Square and any restrictions to prevent vehicles from blocking access. The clerk confirmed that the subject has been explored historically and information received from NYC Highways Authority confirmed that this area is not part of the highway and therefore there are no parking restrictions.

Cllr Woodhams asked if the spring issue of The Moorsider could include a feature to promote the Moorside Room detailing completion of all the recent upgrades to the building and arrangements for an open event.

**25154 Staffing**

- a. To note the revised date of the annual appraisal on 7 January 2026.
- b. Recommendations of the Staffing Committee will be received at the next appropriate meeting.

**25155** The date of the next Ordinary meeting of the Town Council on 19 January 2026 at 7.30pm in Church House was **agreed**.

The meeting concluded at 8.39pm