



KIRKBYSIDE TOWN COUNCIL

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Minutes of the Ordinary meeting of Kirkbymoorside Town Council held on 19 January 2026 at 7.30pm in Church House, 7 High Market Place, Kirkbymoorside, YO62 6AT.

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

Also Present: North Yorkshire Councillor Greg White, the Town Clerk, L Bolland, and 2 members of the public, Vets Breakfast Club Members Steve Buffery and Nigel Richardson.

25156 Agenda item 1. Apologies for Absence

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

25157 Agenda item 2. There were no Declarations of Interest in items on the agenda

25158 Agenda item 3. Minutes and Matters Arising

- a. The draft minutes of the Ordinary meeting dated 15 December 2025 were **approved** and **signed**.
- b. There were no matters arising.

25159 Agenda item 4. Public Session - members of the public expressed an interest in making representation in respect of agenda item 7.

Cllr Coughlan proposed to revise the order of the agenda to consider item 7. as the next matter of business. **Agreed**.

25160 Agenda item 7. Flood Response & Resilience

- a. The latest information provided by the Lead Local Flood Authority, North Yorkshire Council on the Property Flood Resilience Scheme was **received**. The report, (included in the supporting documents) provided clarification of timescales and expectations for the works to be undertaken by Watertight in the coming months, as follows:

Step 1 – Arrange Works Inspection Survey

Step 2 – Works Inspection Survey

Step 3 – Homeowner Agreement

Step 4 – Installation

Step 5 – Provision of Homeowner Packs and Sign Off

Step 6 – Post Installation Audit (PIA)

Pursuant to considerations at Minute 25133 of 17 November 2025 the Town Council have provided permission for use by *Water Tight* to site stores at the sports field for the duration

of their works in the area, and arrangement, by mutual agreement, for use of the Football Club facilities.

- b. The cost of £1323.87 for emergency communications equipment and licence to be allocated from Two Ridings Community Foundation's North Yorkshire Disaster Recovery Fund was **considered**.

The intention is to procure suitable devices that will allow communication in the event of an emergency and without reliance on mobile networks. During Storm Darragh there was no network coverage as the telecoms mast was down and this meant that communication was compromised. To date recommended equipment has been trialled without success. Due to the thickness of the walls at The Moorside Room (the designated base in the event of an emergency) and the lay of the land between the town centre and Kirby Mills and Keldholme, it is apparent that more sophisticated equipment is needed and alternative options are being explored.

Information was received from Vets Breakfast Club Founder Steve Buffery regarding suitable equipment and logistical considerations. The recommended emergency radio equipment will require a license. The most cost effective solution would involve designation of an individual license holder at £75 for a 5 year period, applicable to hand held radios only, up to 5 watts in power.

Total cost for radio license + 12 walkie talkies and equipment needed = £1323.87.

Other equipment options would necessitate installation of a base station and antenna which present further complications and would incur additional costs. Cllr Moffat suggested that the church tower would offer suitable elevation for an antenna and enquiries could be made of the PCC to ascertain permission should this line of enquiry need to be progressed.

Nigel Richardson referred to the equipment used by the marshalls of the 10k event, which evidently have sufficient range and capacity to operate in the locality. This equipment could be tested to determine its range between The Moorside Room and Kirby Mills, which may offer a more cost effective solution. **Agreed**.

- c. The clerk provided information relating to suitable/permisive locations for a storage facility at Kirkby Mills. The intention was to locate a site for stores to accommodate any equipment that would assist in prevention and response efforts in the event of a flood. The site would optimally be positioned as close to the flood area in Kirby Mills. To date five locations have been investigated within 200m of the affected area. However, each location has presented complications relating to either landowner consent, access requirements, or both. In the absence of an immediate opportunity to create a suitable site it was suggested that the search be broadened to explore availability of any existing storage facilities on the industrial estate. Taking into account that any/all materials needed in the event of a flood response would need to be manoeuvred by vehicle because of their weight/bulk, the additional distance of any stores from the epicentre should not compromise the efficiency of the plan.

It was **agreed** to make enquiries of any available facilities on the industrial estate and report any findings at the next appropriate meeting.

- d. Pursuant to discussions at the December meeting and upon receipt of the latest update from the Lead Local Flood Authority (received at 7.a.), the Town Council's communication to all affected properties in Kirby Mills and Keldholme was **considered**. Due to recent flood alerts and understandably raised levels of anxiety among residents of Keldholme and Kirby Mills Cllr Woodhams proposed that the Town Council offer a guidance summary and share information relating to flood warnings, flood management and flood prevention. The correspondence will also outline the Town Council's formal powers in emergency

management compared to the principal authority, North Yorkshire Council and offering an explanation of the Town Council's role in supporting and coordinating local efforts. Agreed.

25161 Agenda item 5. There were no Discussions with Councillors in respect of questions already posed, and any new matters.

Appreciation of the recent resurfacing of Market Place and High Market Place and pavement repairs in the town centre were communicated to County Councillor White.

25162 Agenda item 6. 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 December 2025 was **received**.
- c. The allocation of £40 from the Mayor's Allowance for 4 no. '10k Poster Competition' prizes was **approved**.
- d. The 2026 contract charges of £540 + VAT for CCTV at Old Road play area and skate park were **approved**.
- e. The 2026 Scribe Accounts Renewal cost of £561.60 + VAT was **approved**.

25163 Agenda item 8. Sports Field Development

- a. An update on plans for development of the squash club building to incorporate football club facilities and associated considerations/recommendations arising was **received**, as detailed in the supporting documents.
- b. The request by Kirkbymoorside Football Club to prioritise replacement of the machinery stores as the Phase I Build was **considered**, as detailed in the supporting documents, and **approved**.
- c. The requirement to make non-material amendments to Planning Application 23/00146/FUL in order to replace the machinery stores and associated costs were **noted** as follows:
 - I. £1280 Design fees for preparing proposed drawings and planning application documents
 - II. £298 Planning fees for non-material amendment to planning Application 23/00146/FUL
- d. The specific allocation of earmarked funds, held in reserve for sports field development (Minute 23215 dated 18 March 2024), to the associated costs of the Phase I Build was **agreed**.

25164 Agenda item 9. 2026 Community Awards

- a. The date of the 2026 Community Awards event on 31 October 2026 was **agreed**.
- b. Provision of £945 by Vistry Group for the cost of design and production of the Honours Board was **noted**.
- c. The register of Award Recipients to date, which will be detailed on the honours board, was **received**.
- d. The date of the next Events Committee meeting will be determined according to committee member availability. To be confirmed.

25165 Agenda item 10. Biodiversity and Urban Grass Cutting

- a. The date of the public meeting to discuss opportunities to improve biodiversity within the town on Wednesday 4th February at 6pm in The Moorside Room was **noted**.

- b. Information on North Yorkshire Council's arrangements for urban grass cutting in 2026 and guidance on how to encourage biodiversity within highway verges was **received**.
- c. The available funding for grass cutting of urban highway visibility splays of £1,161.07 (based on the rate of 8.27p per m²) was **noted** and continued grass cutting arrangements **agreed**.

25166 Agenda item 11. It was **noted** that Vistry Group have agreed to supply and install 3no. filled grit bins on Manor Woods, without obligation and at no charge to the Town Council. The clerk confirmed that the grit bins are due to be installed on Thursday 22 January 2026.

25167 Agenda item 12. It was **noted** that North Yorkshire Council have agreed to install directional signage to All Saint's Church at no charge to the Town Council.

25168 Agenda item 13. It was **noted** that the Awards For All Grant Application in respect of the Ryedale View play area project costs has been submitted and determination anticipated in March 2026.

25169 Agenda item 14. The date of the next meeting of the YLCA Ryedale Branch on Thursday 12 February 2026 by Zoom at 7.00pm was **noted**. Councillors were asked to communicate any agenda items for discussion to the clerk by Friday 23rd January 2026.

25170 Agenda item 15. There were no reports from Members representing the Town Council at meetings of outside bodies and on delegated matters.

25171 Agenda item 16. The Town Clerk reported temporary interruption to the painting of the Moorside Room due to injury. The job will be completed as soon as practicable.

Information has been circulated to all the sports clubs for consent regarding the proposal to install a Yorkshire Air Ambulance textile recycling bank at the Sports Field. If the proposal is unanimously supported by the clubs then the request will be received by the Town Council for final determination.

25172 Agenda item 17. The Town Mayor reported no engagements since the last meeting. He confirmed receipt and acceptance of an invitation by George Jabbour, Chair of North Yorkshire Council, to attend the Civic Service and Networking Event on Sunday 22nd February in Helmsley.

25173 Agenda item 18. There were no Questions to the Chair.

25174 Agenda item 19. Staffing

- a. It was **noted** that the annual appraisal was carried out on 14 January 2026
- b. The deferred date of the next Staffing Committee meeting on 16 February at 7pm was **agreed**.

25175 Agenda item 20. The date of the next ordinary meeting of the Town Council on 16 February 2026 at 7.30pm in Church House was **agreed**.

Apologies for absence from the next meeting on 16 February were given in advance by Cllrs Bettany, Shields and Woodhams.

The meeting concluded at 8.13pm