



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 16 March 2026 at 7.30pm in Church House, 7 High Market Place, Kirkbymoorside, YO62 6AT.

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

Also Present: Town Clerk, L Bolland, PC Chris Hudson, PCSO Sean Simpson, Vets Breakfast Club Members Steve Buffery and Nigel Richardson and 4 members of the public.

25194 Agenda item 1. 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**.

25195 Agenda item 2. There were no Declarations of Interest in items on the agenda.

25196 Agenda item 3. Minutes and Matters Arising

- a. The draft minutes of the Ordinary meeting dated 16 February 2026 were **received** and **signed**.
- b. The Events Committee Minutes were not available as the meeting did not convene.
- c. There were no matters arising.

25197 Agenda item 4. Public Session - members of the public were invited to make representations, ask questions and give evidence in respect of any items of business.

Cllr Coughlan thanked Police Officers Hudson and Simpson for attending the meeting and invited them to make representation. A summary of local policing was provided, and a comparison of statistics indicates that there has been no increase in crime rates in Kirkbymoorside since 2024/25 Officers impressed the importance that all incidents are reported to the police via 101 or 999 as appropriate. It is this information that enables the most appropriate response and allocation of resources. Assurance was also provided that reports are logged and information relating to the identity of the individual making the report is not accessible to the public so there are no repercussions as a result of reporting a crime.

Cllr Dowie reported that there have been incidents of verbal abuse in Towlers Chemist, directed at the staff by some customers. It was suggested that tensions are possibly due to delays of prescriptions being made available as a result of supply and delivery issues, which are unavoidable and not the fault of chemist personnel. PC Hudson offered assurance that he would drop in and speak with staff to support the employer's efforts to safeguard their employees.

Cllr Coughlan proposed revising the order of the agenda to consider items 9a., 12. and 7. as the next items of business. **Agreed.**

25198 Agenda item 9. Flood Response & Resilience

- a. Emergency Comms
 - i. Matters arising from the January meeting, Minute 25160 as reported at the February meeting, Minute 25184 were **revisited**.
 - ii. Information regarding alternative radio rebroadcast techniques was **received**. The logistics of installing an antenna at the Moorside Room to increase the range of the handheld radios was discussed. Similarly, consideration was given to the requirement of a SWR meter and Ofcom licence implications. Steve Buffrey offered to make further enquiries to determine a practical solution. Further consideration will be given when information is available.
 - iii. The quotation for six no. handheld radios and micro mag antenna at a cost of £489.65 + VAT was received and **approved**.
 - iv. There were no proposals for allocation of any remaining funds from the Two Ridings Community Foundation grant.

25199 Agenda item 12. Biodiversity

A member of the public referred to the public meeting on 4 February, organised by the Town Council, and asked if the suggestions to improve biodiversity in the town have been discussed by the Town Council with a view to taking action. Reference was also made to the grass cutting schedule and whether it is necessary to cut the road verges 14 times a year.

The clerk explained that the subject of Biodiversity was included on the agenda of the Town Council meeting on 16 February and the subject was considered at length (Minute 25182). The subject is again on the agenda of this meeting and consideration will be given to the designation of nature areas and an alternative hedge cutting schedule. (The member of the public had not seen the agenda for the meeting or the minutes of the February meeting).

- a. Designation of nature areas on the western boundary at Old Road play area were **considered**. 'Nature Areas' are designated spaces where native wildflowers will be allowed to grow, and management will involve a cut and collect in Spring and late Summer only. (Considerations recorded at Minute 25182 dated 16 February 2026) Cllr Dowie reiterated the importance of designating clear areas (identified by the Blue Hearts, with QR Codes giving information about the initiative), to be able to understand the reason why these areas are being managed differently and then seeing the benefits.

Cllr Dowie referred to the area under the trees at the southwest corner at the Old Road play area that is already managed sympathetically and proposed extending this area along the west boundary hedge on the slope immediately below the existing trim trail. **Agreed**.

- b. The schedule of hedge cutting of the west boundary hedge at Old Road play area was reviewed. It was **agreed** to cut the inside of the hedge only, every two years allowing for annual cuts around the bins. The top and outside of the hedge will continue to be cut annually.
- c. It was **agreed** to invite the sports clubs to propose any small areas at the sports field that might be suitable to be designated nature areas.

25200 Agenda item 7. Sports Field Development - Phase I Build pursuant to Minute 25163 dated 19 January 2026

- a. The plans for replacement machinery stores were **received** and submission of the Non-Material Amendment to Planning Application 23/00146/FUL to the Planning Authority, at a cost of £368.83 + VAT was **noted**, pursuant to Minute 25163 dated 19 January 2026.

- b. The quotation for services to dismantle the machinery store at the sports field and the certified disposal of asbestos was **considered**.

The following works were **agreed** at a cost of £4,359.90 + VAT, allocated to cost code 130:

- Remove asbestos containing corrugated roofing sheets and ridges, disposal strictly as per current regulations
- Remove remaining timber structure and clear site leaving concrete base only

Cllr Coughlan thanked the members of the public for participating in discussion of items of interest and reverted consideration back to Agenda item 5.

25201 Agenda item 5. There were no discussions with Councillors in respect of questions already posed, and no new matters.

25202 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 28 February 2026 was **received**.
- c. Appointment of Ian Smithson as internal auditor for 2025/26 was **agreed** at a cost of £207.
- d. Completion of the triennial re-enrolment and re-declaration with The Pensions Regulator was **noted**.

25203 Agenda item 8. Information panels

- a. The updated "Welcome to Kirkbymoorside" information panel as part of Kirkbymoorside Community Support Group's project funded by York and North Yorkshire Combined Authority VSHS Fund was **received** and **approved**.
- b. The History Trail information panels were **received**, for information.

25204 Agenda item 9. Flood Response & Resilience

- b. It was **noted** that on 14 April there will be a drop-in session in The Moorside Room arranged by North Yorkshire Resilience & Emergencies for local residents affected by flooding.
- c. It was **noted** that 'Resilience to Major Incidents' will be addressed by North Yorkshire Resilience & Emergencies Team at the Parish Liaison meeting on 17 March.
- d. Recommendations by the Environment Agency for Natural Flood Management (NFM) works in Manor Vale woodland were **considered** and **approved**. The works will be carried out in partnership with Kirkbymoorside Environment Group volunteers.

25205 Agenda item 10. 2026 Community Awards & Honours Board

- a. The continued commitment to finance the event by RACK systems in the amount of £1500 was **acknowledged** with much appreciation.
- b. Honours Board
- i. The allocation of £945 received from Vistry Group for production of the honours board was **considered**, taking into account inflation to all estimated charges since 2024. Production costs of £720 were **approved**.
- ii. The draft layout was considered and **agreed**.
- iii. The cost of sign writing was **considered**. It was noted that the cost of signwriting the full roll call of award recipients will be in excess of the remaining budgeted funds. The clerk confirmed the availability of funds due to an underspend of the grant budget for the

financial year to 31 March 2026. Cllr Moffat proposed allocation of any unspent funds from the grant budget to cover the surplus of charges associated with sign writing.
Agreed.

c. Arrangements for the 2026 awards event were **considered** and the following confirmed arrangements **noted**:

- Nominations invited from 1 May to 31 July 2026
- Nomination forms available for collection from the Library and Home Decorating Centre and online via the Town Council website
- Appointment of Judging panel at the July Town Council meeting
- Judging 3 August – 14 August and immediate issue of ‘Save the date’
- Community Award Event on 31 October 2026 in the Memorial Hall from 6.30pm

25206 Agenda item 11. Play Areas

- a. The cost of £350 for works to remove the trim trail at Old Road play area and make good the ground surfacing was **agreed**. Cllr Dowie proposed that information is made available to explain the reason for the removal, necessitated through ageing of the equipment and the cost of replacement. **Agreed.**
- b. The annual expenditure of £500 for cleaning of all equipment at Old Road and Ryedale View play areas was **agreed**.
- c. Re-application to the National Lottery Community Fund for grant funding for new play equipment at Ryedale View play area in the amount of £20,000 was **noted**. The balance of project costs having been allocated from the reserves (Minute 25129 dated 17 November 2025... “£21,491.88 earmarked for new play equipment at Ryedale view play area”)

25207 Agenda item 13. Use of the Moorside Room, at no charge, for activities associated with the Mini-Police scheme organised by North Yorkshire Police in conjunction with Kirkbymoorside Primary School was **agreed**. Cllr Coughlan proposed this arrangement be agreed until a review is warranted. **Agreed.** It was **noted** that the next mock court case will be on 15 May 2026.

25208 Agenda item 14. The response from North Yorkshire Council regarding a review of the street lighting schedule was **received**. The decision by NYC Street Lighting not to promote part switch off in main areas of Kirkbymoorside was noted with disappointment. However, Cllrs Dowie and Moffat both proposed the Town Council persist with the request to review the streetlights elsewhere in the town in order to seek opportunities to reduce all night lights in support of Dark Skies. **Agreed.**

25209 Agenda item 15. Arrangements were **noted** for Smith of Derby to determine repairs needed to the town clock in All Saints' Church Tower, arranged by the Town Clerk in accordance with Standing orders, at a cost of £180 + VAT. The findings of the inspection were a broken suspension spring, which has been removed in order to make a new one. A quotation for the cost of repairs will be considered at the next meeting when available.

25210 Agenda item 16. The request by Yorkshire Air Ambulance to host a clothing bank at the sports field was considered. Support of the proposal has been received from the Bowls and Tennis Clubs with the suggestion that the receptacle should be located in clear sight from the A170 so it is easily identified. No objection has been received from the Football and Squash Clubs. The proposal was supported and siting of the clothing bank near the entrance to the sports field was **agreed**.

25211 Agenda item 17. There were no reports from Members representing the Town Council at meetings of outside bodies and on delegated matters.

25212 Agenda item 18. The Town Clerk report was **received** as follows:

The clerk attended the YLCA Ryedale Branch meeting on 9 March 2026.

Having made extensive enquiries of North Yorkshire Council the clerk has established that the area of cobbles on The Shambles and paving around the Buttercross on Crown Square are not registered and therefore no responsibility for this area is designated. In order to ensure that the area is well maintained the most immediate solution would be for the Town Council to unofficially take responsibility for the area, to the extent of spraying and keeping the area tidy.

North Yorkshire Council Resilience & Emergencies Team will be holding the Kirkbymoorside Drop-in session at The Moorside Room on Tuesday 14th April 1.30pm to 6pm. The session is for residents to allow them to come and discuss and understand the Section 19 Report, any concerns they have since the flooding or just generally have a chat with officers in attendance from Flood Risk Management, Resilience & Emergencies, the Environment Agency and Yorkshire Water. Residents from any town or village, including those who are on the Property Flood Resilience Scheme across the Rye, are welcome to attend. There will also be a session in Sinnington Village Hall on Tuesday 21st April 1.30pm to 6pm.

25213 Agenda item 19. The Town Mayor reported no engagements since the last meeting.

25214 Agenda item 20. Questions to the Chair

Cllr Dowie again raised the issue that Kirkbymoorside is not listed on the North Yorkshire Council website as one of the locations where free public wi-fi is available. Only the towns provided by NY-Net are detailed, which is not representative of the availability of free wi-fi across the region. This issue was originally raised at the meeting in March 2023. In February 2025 Kirkbymoorside Town Council agreed to migrate to NY-Net but when engineers attended site to begin the installation, they identified that there was not sufficient infrastructure to support the NY-Net system as the commando sockets on the lighting columns are already in use. Therefore, no changes were made to the arrangement for public wi-fi provision. Despite the concerted efforts of the Town Council, and repeated requests to Officers at North Yorkshire Council, Kirkbymoorside is not listed as a location where public wi-fi is available. Cllr Dowie asked the chair if the matter could be raised with North Yorkshire Councillor Greg White.

The clerk shared the most recent response from North Yorkshire Council Transformation and Innovation Manager, dated 12 March:

“The information on public Wi-Fi that is on the NYC website is the NYC schemes only. We are very happy to share community and partner information via our NY Connect platform: [Welcome to NY Connect | NY Connect](#)

(North Yorkshire Connect is the free community directory for North Yorkshire, providing information about the diverse range of community groups and services in the area. The directory includes non-profit community service groups, government agencies, clubs and organisations. This includes entries on digital support [Service | NY Connect](#))”

Information about the free public wi-fi in Kirkbymoorside has subsequently been submitted to NY Connect.

Cllr Dowie also referred to a report made by a member of the public that parking in the town centre is not being monitored since the recent retirement of the Traffic Warden. Cllr Dowie asked if the matter could be pursued with the parking enforcement authority.

Referring to the recent accidental damage to the stone pillar at the entrance to Town Farm car park, Cllr Dowie asked if any information was available regarding arrangements to address the damage and restore vehicle and pedestrian access. The clerk explained that on the day of the incident, within half an hour of reporting, the site was attended by North Yorkshire Council staff James Peacock, Highways Officer and Mick Fiddy, Car Park Inspector. It was immediately determined that the remaining stonework and arch over the pedestrian access was unstable and would need to be dismantled. The area was cordoned off and temporary signage put in place. It is anticipated that resolution will involve various departments at North Yorkshire Council including Property Services, Asset Management. An update will be provided when information is made available by North Yorkshire Council.

25215 Agenda item 21. The written application for the office of Town Councillor was **received**, and Debbie Grounds was **co-opted** to fill the existing vacancy. All Councillors welcomed Ms Grounds.

The Town Clerk absented from the meeting whilst staffing matters were considered.

25216 Agenda item 22. Staffing

- a. The Staffing Committee Minutes dated 16 February 2026 were **received**.
- b. The recommendation by the Staffing Committee to authorise the Town Clerk, Lisa Bolland to take one paid day off for her birthday annually was **agreed**.
- c. It was **noted** the clerk will be on annual leave from 2nd to 9th April, inclusive

25217 Agenda item 23. The date of the next ordinary meeting of the Town Council on 20 April 2026 at 7.30pm in Church House was **agreed**.

The meeting concluded at 8.47pm.