

**Kirkbymoorside Town Council**

**Information for meeting on Monday 16 November 2020**

**6. To consider financial matters:**

**a. To report the cost of training since the last meeting of the Council pursuant to minute 20033**

Attendee	Training Webinars	Cost
Town Clerk	How to deal with a Grievance webinar on Thursday, 8 October 2020	£15.00
	Cemetery Management Webinar with Alan Fairchild on Thursday, 29 October 2020	£30.00

**b. To report accounts paid since the last meeting of the Council and to approve cheque payments according to the list provided**

Description	Supplier	Total
Court /line Marking Paint	Nets World Sports	26.94
Paye (adjustment backdated to 01.04.2020)	HMRC	172.78
Office line rental & Broadband	Zen	43.00
Zoom monthly subscription	Zoom Video Communications Inc	14.39
Sportsfield Electricity 25 August - 24 September	British Gas	55.57
Public Wifi	Welcoms	72.39
training webinar	YLCA	15.00
Bookkeeping & Payroll QE 30.09.2020	Moore Chartered Accountants	630.00
Labour - play equipment repairs	AB Services	220.00
Parts for play equipment repairs	AB Services	113.43
Works at Basketball Court	Environmental Art	1,658.71
Commercial Combined Insurance renewal	James Hallam	2,231.21
CyberRisk Insurance renewal	James Hallam	361.00
Website Rebuild	Simply Website Support	814.80
Bulbs for planter on Market Place	Hopkinson & Sons Ltd	2.99
Fencing @ basketball court	Environmental Art	300.00
Christmas Trees for Chisholms Monument	Town Christmas tree scheme	40.00
Printer Cartridges	HP Inc UK Limited	39.98
The moorside room electricity 3 JUL - 12 OCT	Southern Electric	224.13
The moorside room electricity 3 JUL - 12 OCT	Southern Electric	326.66
Milk	Kirby News	0.60
Key Cutting - duplicate keys for storage container	Red Squirrel	10.00
training webinar	YLCA	30.00
Paye	HMRC	518.30

**d. To authorise payment of £414.22 to Scarborough and Ryedale Carers Resource from the £1000 held for the Community Fridge Project**

The group has spent so far £488.23 on the fridge from the £700 SRCR are holding. They now need to order PPE, cleaning equipment, scales, cleaning materials, food label, cooler bags and stationary. From the £700 there is £231.28 remaining which will be used up in the items above I have made a list of items to purchase that comes to £414.22 additional spend.

Any cheques would be need to be made out to Scarborough and Ryedale Carers Resource.

Summary of expenditure to date:

<b>Nisbets</b>		<b>Amazon</b>	
Waste bin	18.50	Cooler bags	57.90
Gloves	26.97	Scales	34.99
Food allergen labels	7.49	Ring binders	7.50
Spray bottle	2.99	Note pads	6.87
Blue Rolls	7.99		
Kitchen cleaner	5.49	<hr/>	
mop head	3.80	Total	107.27 Inc VAT
Mop bucket	18.59		
disposable aprons	7.99	<b>Just Wipes</b>	
A Frame board	59.99	Aprons x 10	50.00
Paper bags large with handles	17.99		
Sandwich bags	12.09		
Surface wipes	7.49	<hr/>	
Paper bags large	14.79	Overall total	645.50
Bin liners	12.99		-231.28 remaining from £700
Pens	15.30	<b>Total needed</b>	<b>414.22</b>
Chalk pens	7.39	<hr/>	
Face masks	19.49		
Cloths	3.99		
Floor cleaner	4.99		
Food labels	6.99		
Hand sanitizer	6.99		
Face visors	17.49		
Food thermometer	9.99		
Mop handle	9.99		
<hr/>			
Total	488.23 Inc VAT		

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 My Neighbourhood Team  
 Scarborough & Ryedale Carers Resource  
 01723 850155 / 07715676019  
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 Charity No: 1046228 Company No: 3042108

**11. To consider the application by Kirkbymoorside Tennis Club for the allocation of £1000 from code 30 towards the cost associated with the purchase and installation of wash facilities at the tennis courts, pursuant to Minute 19094c.iv)**

Minute 19094c.iv) of the Ordinary meeting of the Town Council dated 21<sup>st</sup> October 2019

19094 Financial matters

- a. Recommendations from the Finance Committee regarding the budget for 2020/21 were **received** as follows:

iv) the draft budget for the financial year 2020/21 to include:

- i. allocation of £1000 from Code 30 to contribute towards the costs associated with the 2020/21 project to upgrade the clubhouse as requested by the Kirkbymoorside Tennis Club;

In accordance with the Financial Standing Orders authorisation of funds will be determined by full council upon receipt of application by the respective organisations and provision of relevant tender documents to ensure wherever possible the inclusion of local businesses/suppliers.

(F19008a REVENUE BUDGET)

**Agreed.**

**13. Reopening High Streets Safely Fund**

- a. **To receive information on Ryedale District Council's management of the Reopening High Streets Safely Fund**
- b. **To consider the display of Covid signage on selected Town Council owned lamp posts**

22 October 2020

As you may have seen, the Reopening High Streets Safely Fund is providing £50 million from the European Regional Development Fund (ERDF) to councils across England to support the safe reopening of high streets and other commercial areas. Ryedale DC's allocation is £49,266 and we are awaiting confirmation that our action plan can be implemented. This includes the following activity to be undertaken by 31 March 2021:

- Part time contract staff member (Town Centre Ambassador) assigned to Economic Development Team, to support team with providing SMEs with advice and disseminating 'best practice' related to safe reopening.
- Out of Home advertising campaign (including Winter/Christmas and Spring seasonal components), including banners, billboards, leaflets, digital advertising van presence, social media and website content throughout the district.
- Signage campaign to increase public and out of town visitor awareness of what safety measures are in place to protect public from the virus, to promote our district as a safe place to visit and shop.

Supporting Document, Ordinary meeting of the Town Council dated 16 November 2020

- Business seminars, delivered virtually, focused on each market sector, covering making workplace & public areas Covid19 –safe, sharing ‘best practice’, promotion of business via digital and non-digital channels, discovering different ways to trade, assistance with staffing issues relating to furlough.
- Provision of sanitiser stations (with replenished supplies) at prominent locations in key, highly trafficked, areas around public shopping spaces on High Streets and Market Places.
- Stencilling of queue locations to enforce social distancing (covers cost of stencils and spray chalk)
- Road closure changes on outdoor market days, including provision of safety barriers between stallholders and road.

Some of the above activity (stencilling for example) has already been carried out however the fund will allow us to maintain and improve this activity. The other activity will commence as soon as we receive final approval from the funding provider, which we anticipate occurring in the next week. I am aware that some Councils have procured signage already which is great, and we can look to use this funding to replenish this activity if required. Although the funding is tied to the above activity there is some leeway on what we can provide under each stream, in particular under the signage element, so if there is something that you think would be of benefit to your town and that can be applied across the five market towns please let me know and I will look into it. We have put together a proposed list of business locations to site portable hand sanitiser stations and we will be corresponding with these businesses to confirm they are happy to manage the provision of each unit. I will share the full list with you in due course.

6 November 2020

Further to my previous email we are now in a position to start some of the activity under our Reopening the High Street Safety funding from MHCLG.

Initially we will be placing Covid signage on lamp posts within the towns, as per Malton Town Council have done, see the attached design.

There are a mixture of lampposts owned by NYCC, RDC and the Town Councils, therefore I would like to request we can place these wraps at relevant locations within your respective town where they are owned by yourselves.

Market Place	Lamp Post No's: 13 and 15
Piercy End	Lamp Post No's: 1 and 8
West End	Lamp Post No: 1
Westfields	Lamp Post No: 3

**Protect  
one  
another in  
Ryedale**



**Be  
responsible:  
follow  
the  
guidelines**

**Protect  
one  
another in  
Ryedale**



**Be  
dependable:  
shop  
local  
to save jobs**

**Protect  
one  
another in  
Ryedale**



**Be  
considerate:  
stay  
safe**



RYEDALE  
DISTRICT  
COUNCIL



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I'd like to do this over the next couple of weeks so your approval would be appreciated. The red dots identify the locations of the posts - <https://www.google.com/maps/d/u/0/edit?mid=1sYsW6T5h2vJeVsklgHWe2VVikFp4aFBT&ll=54.221119987333495%2C-0.8499259500000012&z=10>

Additionally, we currently have a job advert out for a Town Centre Ambassador to assist with Covid recovery activity across the District. The role will primarily support businesses with reopening after this further period of lockdown, signposting to various partners, and also to reassure visitors that our towns are safe places to shop. Please feel free to share the role details with colleagues - <https://www.northyorks.gov.uk/town-centre-ambassador-covid-recovery-ryedale-district-council>

## **Craig Nattress MTMI**

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**Economy, Business and Partnerships**

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## **15. Code of Conduct**

- a. **To note the response from Luke Hall MP, Minister for Regional Growth and Local Government to Kevin Hollinrake MP following the Town Council's request that the Committee on Standards in Public Life reviews progress on the implementation of the wider recommendations detailed in its 2019 report on the current ethical framework (Minute 20052d)iv.)**

Minute 20052d)iv. of the Ordinary meeting of the Town Council dated 20 July 2020

### **d. Code of Conduct**

- iv. To following actions encouraged by the National Association of Local Councils were considered and **agreed**:
  1. Respond to the LGA consultation on a revised code of conduct (by 17 August 2020) confirming if the model is relevant to the Town Council;
  2. State the council's opinions on the matter of strengthened sanctions to the LGA; particularly the suspension of councillors for a period of up to six months;
  3. Write to MP Kevin Hollinrake with reference to the LGA consultation and the need for strengthened sanctions as recommended in the CSPL report. Also to request that the Committee on Standards in Public Life reviews progress on the implementation of its 2019 report's wider recommendations.

Supporting Document, Ordinary meeting of the Town Council dated 16 November 2020

**b. To note the further consultation by the Committee for Standards in Public Life (CSPL)**

***Code of Conduct – further consultation by the Committee for Standards in Public Life (CSPL)***

You will recall that the Local Government Association (LGA) undertook a consultation exercise regarding a revised Code of Conduct earlier in the year. It was anticipated that the consultation would also deal with the matter of lack of robust sanctions but it did not. The results of that consultation are awaited and they are likely to affect the parish sector.

The new CSPL consultation is unconnected and we encourage all member councils to consider the questions raised in NALC briefing PC13-20 which is attached. There are many councils and individuals who feel strongly that the sanctions that can be imposed on someone that has been found to have breached a Code, are insufficiently robust and we hope that this consultation goes some way to addressing this issue.

Clerks, please ensure that the council is given an opportunity to formally respond to this consultation by circulating the briefing and including the issue on the agenda of the next full council meeting or an appropriate committee meeting. Thank you.

A copy of the NALC briefing can also be found on the YLCA website.

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**c. To consider the questions raised in NALC briefing PC13-20 and agree a response**

**17. To consider joining Local Authorities Climate Action's information network for Low Carbon/Climate Change activities in York and North Yorkshire**

Dear all,

I am emailing my contacts to ascertain your interest in joining an information network for Low Carbon / Climate Change activities in York and North Yorkshire.

I produce a regular update for Local Authority Climate Action Leads in York and North Yorkshire and so felt it would be worth extending this information to the wider group of colleagues. This could be on a bi monthly (as in twice a month) basis as there is so much happening around this agenda at present. The communication is not intended to be one way – it is about you sharing your ideas, innovations, achievements and activities as well as a means of enabling collaboration – anything that is in the public domain. Send these to me and I will add into the next communication. We have trialled various social media platforms, but an email briefing seems to be the preferred option.

If you would like to be on '*the list*', please can you confirm by email.

Best wishes

**Jos Holmes**

Local Authorities Climate Action Co-ordinator

York & North Yorkshire Local Enterprise Partnership