



KIRKBYMOORSIDE TOWN COUNCIL

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Minutes of the meeting of the Kirkbymoorside Town Council held at Church House, Kirkbymoorside, on Monday 14 April 2014 at 7.30 pm

Present: Cllrs M Brampton, P Brewster, J Cossins, J Coughlan, C Dowie (Chairman), D Turlington, S Ward and J Watson.

Also present: Town Clerk L Bolland, and 3 members of the public.

Councillor C Dowie opened the meeting and welcomed all present.

13259 APOLOGIES FOR ABSENCE

Apologies for absence were received from County Councillors Arnold.

13260 DECLARATIONS OF INTEREST

Cllr Ward declared a non-prejudicial interest in items 9, 13, 14 and 15 in her capacity as a District Councillor.

13261 MINUTES

- a) The minutes of the meeting of the Town Council held on 17 March 2014 were **approved** and **signed**;
- b) The minutes of the meeting of the Sports Committee held on 8 April 2014 were **received**;
- c) There were no matters arising.

13262 PUBLIC SESSION

No members of the public wished to speak.

13263 DISCUSSIONS WITH DISTRICT AND COUNTY COUNCILLORS

None.

13264 FINANCIAL MATTERS

- a) Cheque payments were **approved** and signed.
- b) Financial Summary was **received** for April 2014.
- c) It was **noted** that Graham & Co will not be available to carry out the internal audit.
- d) It was **agreed** to authorise the Town Clerk to appoint an alternative internal auditor.
- e) The expenditure of £50 towards the cost of cotton bags to promote the Ryedale Market Towns was **agreed**.
- f) It was **agreed** to upgrade the office computer system. It was suggested and agreed that the Town Clerk as sole user, would decide a suitable system to work with and shop around for the most viable product options, with a ceiling budget of £500.

As Paul Buffoni was present to provide clarity on aspects of the development of the former library building it was agreed that the order of the Agenda would be amended to consider Agenda item 10. in respect of the Moorside Room AFTER the Financial Matters.

13265 THE MOORSIDE ROOM

- a) A report was received from Paul Buffoni on the progress of the works to the Moorside Room. It was agreed to incorporate the logo artwork and the colour scheme proposed. Any decision in respect of the inset image and acrylic time line panels would be made at a later date.
- b) The draft management booking form and Terms and conditions were considered and amended as per Appendix A.

The cost of hiring the Moorside room was agreed at £10 per hour. A 30% discount would be available to Local Community Groups and Charities. The Town Clerk has the right to offer discretionary rates to individuals or Local groups for events such as exhibitions etc.

- c) It was agreed that dependent on the availability of space in the storage room 4 tables would be negotiated from Rack Systems. If the dimensions are not compatible with the Rack System products then an alternative folding table would be sourced. It was agreed that the Trexus Stacking Chair Upholstered with Shaped Seat W480xD420xH500mm Blue were suitable.
- d) It was agreed to erect a sign with the name of 'The Moorside Room' on the west facing wall of the porch and it was agreed to use the newly approved logo.

13266 The Town Clerk provided a brief report detailing advice received from Hedleys Solicitors pursuant to minute 13196a) dated 20 January 2014 for the standardisation of leases for all the buildings and a licence of the pitches. It was **agreed** to follow this advice at a cost of up to £5000, being the estimation of charges to register the freehold with the Land Registry and produce and administer the leases and pitch licence.

13267 SPORTS COMMITTEE

Recommendations were **received** from the Sports Committee regarding sportsfield levies and **approved**.

13268 PLANNING APPLICATIONS 14/00151/FUL, 14/00153/FUL 14/00177/OUT FOR THE DEVELOPMENT OF THE OLD HIGHWAYS DEPOT SITE AT MANOR VALE

A brief report was received from Cllr Coughlan further to the meeting held on Friday 28th March between Kevin Linfoot and a representative of Thomas Crown, on behalf of the applicant Ms Greetham, and representatives of the Scouts, Band and residents to Manor Vale.

It was noted that the RDC noise report has been received which denotes problems with existing noise levels and the possible effect of this on new residents.

Cllr Dowie volunteered to contact Alan Hunter as the RDC Pre-application Advisor, in view of the content of the noise report and subsequent to the meeting with the Kirkbymoorside representatives to request that all parties be included in further deliberations. Further it was agreed that a letter would be submitted to the Ryedale District Council Planning Committee reiterating the comments issued on 19 March 2014 and requesting that the existing planning applications be rejected and an alternative application be submitted taking into account the views expressed by interested parties in particular those of the Town Council and the groups and residents in the immediate vicinity of the proposed site.

13269 MADE IN KIRKBY

- a. An update was provided by Cllr Turlington and the Town Clerk on the progress of arrangements for the 'Made in Kirkby' event
- b. It was suggested and agreed that the Gazette & Herald and the Mercury be invited to the Moorside Room prior to 3rd May in order that a feature may be included in the w/c 28 April issues, and subsequently to the 'Made in Kirkby' event. Additionally it was agreed that BBC Radio York and Radio Tees should be included. The Town Clerk is liaising with Paul Buffoni to provide additional marketing strategies.

13270 NEIGHBOURHOOD PLAN

It was agreed that it would be necessary to employ someone to undertake the task of the Neighbourhood Plan in light of the time constraints of each of the Councillors and the work load of the Town Clerk. The Town Clerk will make enquiries with other parishes that have had a Plan adopted. It was agreed that the Big Lottery Fund and Locality grants should be applied for at the earliest opportunity once a plan is in progress.

13271 S106 PROJECT FUNDING

The Town Clerk confirmed that she had received a report from Gary Housden confirming that the proposed projects satisfy the S106's. Those projects seeking to utilise funds from the BDW agreement will need to spend that contribution before 8th December 2016.

13272 5 TOWNS

- a. RDC's retention of the precept grant – It was **agreed** to submit a letter, in conjunction with the other towns, to the MP, Mr Pickles and RDC to express dissatisfaction with the reduction of the precept grant and withholding of funds
- b. Action for Market Towns (AMT) convention – It was **agreed** to express interest in being part of the bid to host an Action for Market Towns convention in conjunction with the other market towns

- c. Planning Applications – It was **agreed not** to submit a letter, in conjunction with the other towns, to RDC as Planning Authority to request that Planning Applications be stayed until the site allocation process as determined by the Local Plan is complete. It was agreed that this be conveyed directly to Mr Eric Pickles.

13273 It was **agreed** that no response should be submitted to communication received from Steve Shaw, Local Works to support the proposal by Sevenoaks Town Council “That the government take the necessary action to allow a percentage of Business Rates to be paid direct to Parish and Town Councils for the benefit of local economic growth.”

13274 GRANTS

It was **agreed** to approve the All Saints Church PCC request for £2000 for maintenance of All Saints Churchyard.

13275 The possibility of introducing a pedestrian crossing on Market Place to enable safe crossing of the main street and to act as a traffic calming measure was **considered**. It was noted that traffic calming measures have been proposed and rejected by the Highways Authority in the past. The Town Clerk will contact the relevant authorities to establish if this proposal is feasible.

13276 The replacement bench installed on Market Place was **noted**.

13277 An invitation from the Kirkbymoorside & District Camera Club to the Mayor to attend the official opening of the annual Photographic Exhibition on Friday 20th June was acknowledged and accepted. It was agreed to suggest that the net exhibition be held in the Moorside Room.

13278 The schedule of meetings for 2014-15 was received.

13279 TOWN MAYOR’S REPORT

Cllr dowie reported that the 5 Towns meeting had been hosted by Kirkbymoorside on 25 March 2014. This being the first time in several years.

13280 REPORTS FROM REPRESENTATIVES OF THE COUNCIL

None.

13281 REPORTS ON DELEGATED MATTERS

None.

13282 TOWN CLERK’S REPORT

The Town Clerk’s report was received.

13283 QUESTIONS TO THE CHAIRMAN

Cllr Coughlan suggested that the 5 Towns be approached to consider revising the format of the 5 Towns meeting to have present 2 representatives of each Council and the clerk of the hosting town only to record the meeting.

Cllr Ward requested that the Highways Authority address the matter of marking out bus stop in order to ensure save places for buses to stop with particular reference to the bus stop at West Fields.

13284 The Annual Town meeting will be held at 7pm on 7 May 2014 in the Moorside Room

13285 To note the date of the next meeting on 19 May 2014 at 7.30 pm

The meeting ended at 9.45pm.

Signed.....Chairman

Date.....