



KIRKBYMOORSIDE TOWN COUNCIL

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Minutes of a meeting of the Kirkbymoorside Town Council held at Church House, Kirkbymoorside, on Monday 16th September 2019 at 7.58 pm

Present: Councillors J Coughlan, C Dowie and N Holroyd (Chair).

Also Present: Town Clerk L Bolland, District Councillors Cousins and Riby.

Cllr Holroyd welcomed all present and apologised for the delay starting the meeting due to the Planning Committee meeting overrunning.

19074 Apologies for absence were **received** from S Brown, J Cossins.

19075 There were no matters to report in respect of questions already posed, and any new matters.

19076 Minutes and Matters Arising

- a) The minutes of the Meeting held on 15th July 2019 were **received** and **signed**.
- b) There were no matters arising.

19077 There were no members of the public present.

19078 None.

19079 To consider financial matters:

- a) The cheque payments were **approved** according to the list provided.
- b) The Financial Summary to 31st August 2019 was **received**.
- c) Completion of the review of the Annual Governance & Accountability Return (AGAR) for the year ended 31 March 2019 by PKF Littlejohn LLP with no matters raised (Sections 20(2) and 25 of the Local Audit and Accountability Act 2014 and Accounts and Audit Regulations 2015 (SI 2015/234)) was noted. Thanks was given to the Town Clerk for completing the exercise so efficiently.
- d) 2020/21 Budget
 - I. Correspondence was **received** from Kirkbymoorside Tennis Club in respect of the costs associated with the project to upgrade the Tennis Club house.
 - II. Correspondence was **received** from Kirkbymoorside In Bloom with regards to the cost implications of annual planting, installation and watering of the flowering baskets.
 - III. In respect of item d)II. Councillors agreed that the Town Council should support In Bloom and reiterated appreciation of their work as is evidenced by the beautiful planters and baskets

throughout the town. However, it was noted that the works associated with the hanging planters are to be contracted outside of Kirkbymoorside and the Council would prefer to support local businesses and suppliers whenever possible. In order to better determine the allocation of funds when considering the 2020/21 budget it will be useful to have additional details of the quotations provided to demonstrate that local businesses/suppliers have been given the opportunity to quote for the works. It was agreed to ask In Bloom for additional information to be received by the Finance Committee at the forthcoming meeting.

It was **agreed** to include consideration of financial contribution to the project costs detailed in d. I and II above (pending receipt of additional information), when determining the 2020/21 budget.

e) Section 106 Grant

- I. The successful application for financial assistance in the amount of £2500 to contribute to the cost of improvement of the outdoor half basketball court at Old Road play area was **noted**. The Town Clerk was thanked for successfully completing this exercise.
- II. Expenditure of the balance of project costs of £817.41 from the designated reserves was **agreed**.
- III. Instruction of the works was **agreed**.

19080 Trees

- a) It was **agreed** to identify suitable locations in the Old Road play area and the town cemetery for the planting of trees. Cllr Dowie proposed that a mature tree could be planted in proximity to the bench situated near to the swings on the north east boundary, a suitable distance away from the water pipe that runs along the length of the boundary. The area beside the public footpath that runs along the norther boundary, between the small embankment slide and the entrance gate was identified as being a suitable location for tree planting as there is sufficient space not to interfere with any structures and it is on a gradient making it unsuitable for new play equipment.
- b) Information regarding action required to improve the health of the planter trees on Piercy End was **received**. Cllr Dowie explained that the recommendations made by Daisy Garden Centre is to remove the existing Silver Birch (which are not suitable for planters) together with the exhausted compost and replace with fresh compost and a healthy, suitable tree specimen such as a Rowan, at an approximate cost of £100 per planter. The Silver Birch trees can be replanted in the ground in the aforementioned location in Old Road play area. It was noted that arrangements will need to be made to ensure watering of all the trees until they become established and ongoing watering and care of the planter trees. Further advice will be sought from Daisy Garden Centre. A ceiling budget of £400 to cover the cost of materials and services required was **agreed**.

19081 The Royal British Legion Remembrance Service and Parade, Sunday 10th November 2019

- a) An invitation by The Royal British Legion to take part in the Remembrance Service and Parade was **received**.
- b) It was **agreed** to retain the contribution towards a wreath (under s137 of the Local Government Act 1972) at £50 (increased from £35 in 2018). This is in addition to the £100 donation to the Kirkbymoorside Town Brass Band for their performance in the Remembrance Parade and the £40 contribution to In Bloom for maintenance of the War memorial.
- c) The purchase of 4no. 'Garden Tommy' silhouettes at £50(+ VAT + delivery) each, to be installed on the A170 roundabout for a period of one month to mark Remembrance Day was **agreed**. The

silhouettes will be displayed on the roundabout for a period of one month from the last week in October each year.

Cllr Dowie proposed that the Council seek permission from All Saints' PCC for the silhouettes to be installed around the war memorial in All Saints churchyard for the remainder of the year when they are not on display on the A170 roundabout. **Agreed.**

19082 Christmas

- a) The purchase of new Christmas lights for the town tree on Market Place and the church tree in All Saints churchyard was **agreed**. It was agreed to extend thanks to Rosedale Lighting for the bespoke design of a lighting system for the town tree and the very generous discount offered to the Town Council.

Correspondence was received from All Saints' PCC wherein they expressed a preference for Option 2 and offered to contribute £168 (being half of the cost of one set of lights) towards new lights for the churchyard Christmas tree. The Town Council **agreed** to **accept** this generous offer with much appreciation.

The two options were considered and it was **agreed** to purchase 2no. sets of the Christmas lights detailed in Option 2.

- b) It was **agreed** to apply for funding from the NYCC County Councillor Locality Budget to contribute to balance of the cost of new Christmas lights.
- c) It was **noted** that the PAT Testing has been carried out to all the Christmas lights with no matters arising.
- d) The agenda item was revised to 'note that remedial repairs are expected to be carried out to the manhole on Market Place on Tuesday 17th September and the manufacture of a fabricated socket and circular lid at a cost of £295 has been completed.' **Noted.**
- e) The expense of £75 to purchase 50no. car parking spaces in Town Farm Car Park on 30th November 2019 at the concessionary day rate of £1.50 each was **agreed**.

19083 It was **agreed** to add a link on the Town Council website to help people find their nearest Register Office <https://www.registerofficenearme.com>

19084 The Town Mayor confirmed that he will be attending the Parish Liaison meeting at Ryedale House on 18th September and the Official Band Concert Hall Opening on Sunday 22nd September.

19085 District Councillor Riby explained that he has received some tutelage from Gary Housden, Head of Planning at Ryedale District Council, in order to gain a better understanding of the processes involved in planning and enable him to engage more efficiently with the Planning Authority in response to planning concerns raised by residents in the Kirkbymoorside ward.

District Councillor Cousins apologised for his absence from recent Town Council meetings due to family bereavement.

19086 The Town Clerk's report was received as follows:

Repairs have been carried out to the flushing mechanisms of both toilets at the Moorside Room.

Data Protection Registration with the Information Commissioner's Office has been renewed at a cost of £40.00.

Permission has been given by Moore Accountants to relocate the wooden Town Council noticeboard from the south facing exterior wall of Age Concern on Market Place to the south facing exterior wall of Moore Accountants on Church Street and the works instructed.

The additional wording to the 'Welcome to Kirkbymoorside' sign on approach from Helmsley will be applied this week.

Information provided by Howard Wallis, Senior Economy & Infrastructure Officer, and Emma Woodland, Senior Heritage and Building Conservation Officer, Ryedale District Council concerning the status of the Penny Bank Café as an unoccupied listed building was provided.

19087 Questions to the Chair

Cllr Dowie asked if there was a copy of the Town Directory which was originally compiled in 2007 and if there was a means by which this could be updated together with the directory information on the Town Council website. The Town Clerk explained that she was not aware of the Town Directory having been updated since 2011. With regards to the directory on the Town Council website, individuals are able to update their own details. It was proposed that a feature could be included in the Winter 2019 issue of the Moorsider inviting local businesses and groups to submit their details to be added to the directory.

19088 It was noted that the date of the next meeting will be 21st October 2019 at 7.30pm in Church House

The meeting concluded at 8.44pm.