



KIRKBYMOORSIDE TOWN COUNCIL

Church House
7 High Market Place
Kirkbymoorside
YO62 6AT
Tel: 01751 432217

town.clerk@kirkbymoorsidetowncouncil.gov.uk

Minutes of a meeting of the Kirkbymoorside Town Council held at Church House on Monday 17 May 2021 at 7.00 pm

Present: Councillors J Cossins (arrived at 7.05pm), J Coughlan, N Holroyd (Chair), T Shipley and J Wells.

Also present: Town Clerk L Bolland.

Councillor Holroyd welcomed all present

21001 The Town Council **resolved** to elect Councillor N Holroyd Chairman and Town Mayor for the year 2021/22.

21002 Cllr Holroyd **signed** the Declaration of Office of the Town Mayor.

21003 Cllr Holroyd's report of the year 2020/21 was **received**.

21004 On behalf of all members of the Council Cllr Coughlan offered a vote of thanks to Cllr Holroyd for his work during the year 2020/21.

21005 The Town Council **resolved** to elect Cllr J Wells Deputy Town Mayor for the year 2021/22. Cllr Holroyd thanked Cllr Coughlan for his support as Deputy Chair for the past two years and congratulated Cllr Wells on her election.

21006 Apologies for absence were **received** from Cllrs Brown and Dowie.

21007 There were no Declarations of Interest in items on the agenda.

21008 It was **agreed** to maintain the annual allowance for the Mayor at £500 to be claimed as and when expenditure was incurred.

21009 Membership of committees, delegated teams and representatives for the coming year were **agreed** as follows, with the quorum being maintained at 3 members including 1 Councillor:

a. Committees

I. Finance Committee: Cllrs Brown, Coughlan, Dowie and Holroyd.

II. Manor Vale Management Committee: Cllrs Cossins, Holroyd, Shipley and Wells, and 7 non-councillor members (no vacancies).

III. Planning Committee: Cllrs Cossins, Coughlan, Dowie, Holroyd, Shipley and Wells.

IV. Play Areas & Sports Committee: Cllrs Brown, Cossins, Coughlan, Dowie, Shipley and Wells, and 3 non councillor members (no vacancies).

V. Staffing Committee: Cllrs Brown, Coughlan, Dowie, Holroyd and Wells,

VI. Disciplinary Panel: Cllr Holroyd.

VII. Appeals Panel: Cllrs Coughlan and Dowie.

b. Delegated teams

I. Internal Financial Control - Councillors Audit: Cllrs Brown, Dowie, Holroyd and Wells.

II. Cemetery Duties: Cllr Holroyd (Primary) and Cllr Wells (Secondary).

- c. Representatives
 - I. Five Towns Meeting: Cllrs Brown, Holroyd and Wells.
 - II. North Ryedale Public Transport Group: Cllr Dowie.
 - III. Police – Kirkbymoorside Community Consultation Group: Cllrs Cossins, Holroyd, Shipley and Wells.
 - IV. Kirkbymoorside Environment Group: Cllrs Dowie, Shipley and Wells.
 - V. John Stockton Trust Foundation: Cllr Cossins.

21010 There were no reports from representatives on outside bodies.

21011 Minutes and Matters Arising

- a) The draft minutes of the meeting held on 26 April 2021 were **received** and **signed**.
- b) Matters arising:

Cllr Holroyd referred to the flood risk management at Kirby Mills and asked if a response had been received from the Environment Agency and Yorkshire Water pursuant to the report submitted by the clerk following the site meeting on 16 April. The clerk confirmed that she has received an initial response from the Local Flood Risk Engineer for Yorkshire Water and is awaiting a more detailed response. Information will be received by the council at the next meeting in order to progress matters.

The clerk confirmed that pursuant to minute 20243c) dated 26 April 2021 the commemorative tree planting is scheduled to take place on 10 June 2021.

Pursuant to Minute 20239 dated 26 April All Saints PCC have met with the contractor assigned to grounds maintenance in the churchyard and Millennium garden. The contractor explained the way he had started the maintenance last year, leaving patches of uncut grass. The PCC were happy with him to continue in this way with one or two small amendments. There are definitely areas which need regular maintenance as they are tended by families who need access. There is also a war grave which also needs to be kept clear. The larger area in the north-west is another patch which needs regular maintenance as this is visited frequently by families. A large proportion of the east of the main path is being left uncut with pathways made through. Regarding the Millennium Garden, the main part, which is frequently used by the public and for monthly outdoor services, needs to be cut regularly. However, a large swathe around is left wild. The PCC invited Councillors to visit both the churchyard and the Millennium Garden to see what is currently being done prior to a meeting with a member of the PCC.

Cllr Coughlan referred to the war memorial and asked if there is signage at the entrance to All Saints churchyard to indicate the presence of the commonwealth war memorial, similar to that in Kirkdale.

- c) The minutes of the Annual Town meeting held on 4 May 2021 was **received**.
- d) The following outstanding minutes from committee meetings were **approved**:
 - I. Minutes of the Finance Committee meeting dated 30 September 2019;
 - I. Minutes of the Manor Vale Woodland Management Committee meeting dated 7 October 2019;
 - II. Minutes of the Planning Committee meeting dated 16 March 2020;
 - III. Minutes of the Play Area & Sports Committee meeting dated 28 June 2018; and
 - IV. Minutes of the Staffing Committee meeting dated 27 January 2020.

21012 There were no members of the public present.

21013 There were no District and County Councillors present and no questions already posed nor any new matters for discussion by Town Councillors.

21014 Financial matters:

- a) The accounts paid since the last meeting of the Council were reported and cheque payments were **approved** according to the list provided.
- b) The Financial Summary to 30 April 2021 was **received**.

21015 Annual Governance and Accountability Return 2020/21

- a) The Annual Governance Statements as set out in Section 1 of the Annual Return for year ending 31 March 2021 were **approved**.
- b) The Accounts for the year to 31 March 2021 were **approved**.
- c) The figures to be included in Section 2 (Accounting Statements) of the Annual Return for year ending 31 March 2021 were **approved**.
- d) The figures to be included in Section 2 (Accounting Statements) of the Annual Return for year ending 31 March 2021 were **approved** by resolution.
- e) The Bank Reconciliation for inclusion in the Annual Return for year ending 31 March 2021 were **approved**.
- f) The report on variances in the accounts beyond the permitted 15% was **approved**.
- g) Minutes of items a-f above were **approved**.

21016 The honorarium for the winding of All Saints' Church Clock, was **agreed** at £200.

21017 Planning

- a) The following planning applications were **reviewed**:
 - I. 21/00577/FUL | Erection of single storey rear extension following removal of the existing extension, replace the existing cement render with lime render, remove external drainage and replace internally, repoint or paint with breathable masonry paint and installation of replacement double glazed timber windows to the north elevation | 18 & 20 West End Kirkbymoorside YO62 6AF. **No observations made.**
 - II. 21/00578/LBC | External and internal alterations to include erection of a single storey rear extension following removal of the existing extension, installation of replacement double glazed timber windows to the north elevation, replace the existing cement render with lime render, remove external drainage and replace internally, repoint or paint with breathable masonry paint, replace external grate to No.18 and internal alterations to include installation of a shower room. | 18 & 20 West End Kirkbymoorside YO62 6A. **No observations made.**
 - III. 21/00683/HOUSE | Erection of single storey rear extension | 16 Poplar Avenue Kirkbymoorside YO62 6ES. **No observations made.**
- b) The following Planning Decisions were **noted**:
 - I. 20/01186/73M | Variation of condition 02 of planning approval 18/01313/MFUL dated 29.05.2020 - amendment to elevations to reflect variations in ground level | Land To North Of Wains Field Kirkbymoorside YO62 6JG **Approved.**
 - II. 21/00217/73 | Variation of condition 02 of planning approval 20/00784/FUL dated 17.11.2020 - to allow alterations to the design of the cottage ornee | Ravenswick Hall Young Bank Lane Kirkbymoorside YO62 7LT **Approved.**

21018 It was **agreed** to pursue the application to NYCC Highway Authority for a street furniture licence in respect of a bench on the area of pavement at the junction of Market Place and West End, outside 'Something Special'.

21019 It was **noted** that the footway surfacing works in Ryedale View and Ryedale Crescent are scheduled to begin on 17th May for a period of 5 days.

- 21020** The Department of Culture, Media and Sport (DCMS)'s open consultation into rural broadband, closing date 11 June 2021, was **noted**.
- 21021** There were no reports from Members representing the Town Council at meetings of outside bodies and on delegated matters.
- 21022** The Town Clerk reported the following:
- There is £2,287.00 in S106 grant monies available to Kirkbymoorside. From the 'Westfield Mews' development, planning application 01/00028/FUL - Erection of 18 no. three bedroomed dwellings and 13 no. two bedroomed flats with associated parking and access at West End Garage, Westfields.
- Repairs have been carried out at the skate park with replacement of the skatelite panels on the half pipe and one jump box.
- Repairs to the community bench close to the A170 junction to Hutton le Hole, and one bench in Old Road play area have been instructed and the contractor is awaiting supply of timber.
- Notification has been provided by North Yorkshire County Council of the planned road closure on West End which will be in place for a period of three weeks between 26th May 2021 and 27th August 2021.
- 21023** Questions to the Chair
- Cllr Wells asked if any information had been provided by NYCC pursuant to enquiries made about works to the public footpaths. The clerk confirmed that a response is awaited from Peter Garnham who is responsible for the footways.
- Cllr Coughlan asked if it would be possible to explore the feasibility of extending the footpath network and requested that consideration be given at an appropriate council meeting.
- 21024** The date of the Ryedale Five Towns meeting on 22 June at 7pm to be held remotely via Google Meet was **noted**.
- 21025** It was **noted** that the next ordinary meeting of the Town Council is scheduled to be held on 21 June 2021. This will be kept under review in light of the new variant of the coronavirus.

The meeting concluded at 7.40pm.