**KNARESBOROUGH TOWN COUNCIL (KTC)**

A Pulman Knaresborough House

Clerk of the Council Knaresborough

North Yorkshire

HG5 0HW

Tel: (01423) 864080

E-mail: [clerk@knaresboroughtowncouncil.gov.uk](mailto:clerk@knaresboroughtowncouncil.gov.uk)

10 January 2023

To: **The Town Mayor and Members of Knaresborough Town Council**

Dear Councillors:

I hereby summon you to the Full Council meeting of **KNARESBOROUGH TOWN COUNCIL** to be held at Knaresborough House

**Monday 16 January 2023**

**7:00 pm**

Please see the Agenda for the meeting below:

Yours faithfully

A Pulman

A Pulman

Clerk of the Council

Any queries regarding this agenda should be addressed to the **Clerk** at [**office@knaresboroughtowncouncil.gov.uk**](mailto:office@knaresboroughtowncouncil.gov.uk)

**COUNCIL AGENDA – Monday 16 January 2023**

**1.** To receive **Apologies and consider approval** of the reasonsfor inability to attend the meeting.

*Short training session by the Clerk on the importance of good administrative housekeeping*

**2.** To receive declarations of **disclosable pecuniary interests** (not previously declared) on any matters of business and to consider any written requests for **dispensation**.

**3. KTC Public Speaking Session**

Any member of the public who wishes to speak about an item on this agenda, or any topic they wish to bring to council’s attention, does not need to give notice but priority will be given to those who have given prior notice to the Clerk – *please see contact details on the front of this agenda.*

**4. To consider** and, if thought fit, **approve** as a correct record, **the Minutes** of the **Council** Meeting held on**:**

**4.1** Monday 19 December 2022 *(ca)*

**5.** **Business Remaining -**

**5.1 To receive and note** the response from the Managing Director of Avant Homes *(ca)*

**6.** **Reports from the Clerk**

**6.1 To approve** the schedule of accounts for December 2022 *(ca)*

**6.2 To receive and note the Mayoral Points** at 01 January 2023 *(ca)*

**6.3 To consider** extending Clerk’s delegated authority re planning matters or **revision of the** planning consultation system adopted by Council. *(Clerk’s Report attached)*

**6.4 To consider** remunerating Clerk for additional lieu hours accrued as a direct result of the Queen’s Jubilee, Town Twinning events and death of the late Queen Elizabeth II.*(Clerk’s Report attached)*

**7. Correspondence**

**7.1 To consider** grant application from Knaresborough Lions *(ca)*

**7.2** **To consider supporting in principle** theshop window vinyl initiative to improve the look and feel of the town. *(ca)*

**8. Reports from Committees and Working Groups**

**8.1 To consider request from** the Bright Friday working group to donate an amount (to be specified) to the local entertainers (x3) who participated in the Bright Friday event.

**8.2 To consider** the request from the KTC planning group to write to the owners of ‘Mylockup’ to ask them to add landscaping to improve the street scene on an important route into the Market Town of Knaresborough.

**9. Motions from Members**

**9.1 Councillor H Gostlow**

“That KTC sets up a working group to organise a community celebration surrounding the King’s Coronation”.

**10. Information Exchange**

**Note:** Members of the public and press are invited to attend the meeting as observers. Only Town Councillors are entitled to vote. A list of Councillors is available on the website or notice board at Knaresborough House. Agenda papers may be viewed on the website or purchased at the Town Clerk’s office.

**A copy of the agenda in larger print is available on request.**

Following the Local Government Audit and Accountability Act 2014 the right to record, film and to broadcast meetings of the Council, Committees and Sub Committees is established but anyone wishing to do so should advise the Clerk or Chair of the Council to ensure compliance with KTC's adopted policy to effectively and lawfully manage this activity.

**Emergency Procedures for Meetings – Fire**

Details on fire evacuation procedures are displayed in the Council Chamber. Members and visitors are to familiarise themselves with these and the location of fire exits, in the building.