

KNARESBOROUGH TOWN COUNCIL (KTC)

A Pulman
Clerk of the Council

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11 November 2025

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

Dear Councillors:

I hereby summon you to the ordinary meeting of **KNARESBOROUGH TOWN COUNCIL** to be held in the **Chamber, Knaresborough House** on:

Monday 17 November 2025

7:00pm

Please see the Agenda for the meeting below:

Yours faithfully

A Pulman

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Clerk of the Council

Any queries regarding this agenda should be addressed to the Clerk at
clerk@knaresboroughtowncouncil.gov.uk

COUNCIL AGENDA – Monday 17 November 2025

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

2. To receive declarations of **disclosable pecuniary interest** (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*.

Representatives from Knaresborough and District Chamber re NYC Community Wealth Building programme

3a North Yorkshire Councillors to give verbal updating report on unitary authority matters.

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

4.1 Monday 15 September 2025 (ca)

5. Business Remaining – none for this meeting

6. Reports/Information from the Clerk

6.1 To consider the advised amendments to the NYC Commuted sums mapping for King George V field as discussed with the KTC Commuted sums working group. (ca)

6.2 To consider a request from the Clerk to receive payment for a proportion of the time in lieu built up over recent months as there has been no opportunity to take time off.

6.3 To consider staffing requirements specifically related to the Wednesday Market and **decide** next steps to be taken (awaiting information from NYC at time of print).

6.4 To consider the 6-month financial position and agree the budget to inform the precept request for 2026/27. (Budget sent to councillors via separate email).

6.5 To consider the KTC office making appropriate arrangements to open a separate KTC bank account to service the Market.

7. Correspondence

7.1 To consider the email from NYC Parish Liaison re Electric Vehicle Charging Infrastructure Programmes. *(ca)*

7.2 To consider the grant request from 1st Knaresborough (Castle) Scout Group for funding towards replacement fire doors. (This request missed the Finance meeting due to a delay beyond the groups control, and they have asked Council if it would make an exception). *(ca)*

7.3 To consider the request for permission to proceed with the installation of a borehole at the Jubilee allotment site following the allotment committee's successful national lottery grant application.

8. Reports from Committees and Working Groups

8.1 To Receive and note the minutes of the KTC Planning Committee meetings held on 6 October, 21 October and 3 November 2025 (draft). *(Please see website for details)*

8.2 To Receive and note the minutes of the Projects, Community and Environment Committee meeting held on 6 October 2025 (draft). *(ca)*

8.3 To Receive and note the minutes of the Finance and General Purposes Committee meeting held on 20 October 2025 (draft). *(ca)*

8.4 To receive and note the minutes of the Staffing Committee meeting held on 29 September 2025 (draft). *(ca)*

8.5 To receive the latest Mayor of Knaresborough's Tour Guide monthly record and **note** that the Tour Guides will be representing KTC at this years Christmas Tree Festival held at the Church of St John the Baptist. *(ca)*

9. 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.