

MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL
HELD VIA ZOOM, ON
Monday 01 February 2021

PRESENT: Chair: The Mayor – Councillor Christine Willoughby

Councillors: M Clemmitt, E Darling, J Gair, D Goode, H Gostlow, P Ireland, S Mearns, A Willoughby, M Wood, and A Wright

Staff Present: The Clerk and The Deputy Clerk

Late Arrivals: Councillor A Wright 7.35 p.m.
Councillor J Gair 7.36 p.m.

Early Departures: Councillor J Gair 8.30 p.m.

Also Present: A member of Knaresborough Connectors and a member of the public

21/350 ITEM 1 – To receive apologies for inability to attend the meeting

Apologies received from Councillor T Hunter.

21/351 ITEM 2 – Councillors’ Disclosure of an Interest

Councillor H Gostlow	Item 7.1 – non pecuniary – is part of a team which is overseeing Knaresborough Connectors’ transition into a Community Benefit Association. Item 7.6 – non pecuniary – is a Civic Society committee member and partner is Chair of the Civic Society. Is also Chair of Conyngham Hall Working Group which is working on similar projects.
Councillor D Goode	Item 7.1 – non pecuniary – is a member of Knaresborough Connectors. Will stay in the meeting for this item but will not vote.
Councillor P Ireland	Item 7.1 – is a volunteer for Knaresborough Connectors although not connected with any of the operational groups.

Councillor A Wright joined the meeting at this point 7.35 p.m. and stated that he had no interests to declare.

21/352 ITEM 3 - KTC Public Speaking Session

A member of Knaresborough Connectors attended the meeting to speak in support of the grant application and was introduced by the mayor.

Councillor Gair arrived at this point 7.36 p.m.

The representative from Knaresborough Connectors presented a brief slide show to members, outlining who they are, what they do and the background surrounding their funding request. Members were then able to ask questions.

The Mayor moved to take Item 7.1 **To consider the** grant application from Knaresborough Connectors.

It was proposed and seconded that Knaresborough Town Council support this funding application and award the full amount requested of £7,000.

Members debated the request for funding and the Clerk was asked to give clarification regarding the use of Section 137 – the power council may use to award such grants if approved. The Clerk explained that she had sought advice from the Yorkshire Local Council's Association who had confirmed that Section 137 may be used, in this instance, to award the grant to Knaresborough Connectors if council so wishes.

RESOLVED: To award the full grant of £7,000 to Knaresborough Connectors under Section 137.

The Mayor asked for a recorded vote:

For

M Clemmitt
M Wood
E Darling
S Mearns
A Willoughby
H Gostlow
C Willoughby
P Ireland
J Gair

Against

A Wright

Abstention

None

Councillor D Goode did not vote on this item (see 21/351).

21/353 ITEM 4 – T o consider and if thought fit, approve as a correct record, the Minutes of the Council Meetings held on:**4.1 Monday 11 January 2021**

It was proposed and seconded that the minutes be approved as a correct record of the council meeting held on Monday 11 January.

Councillor Wright proposed an amendment to reflect that he had asked for the reason he voted against Item 6.2 - Schedule of Accounts Invoice 87 - be detailed in the Minutes of 11 January. However, Councillor Wright's proposed amendment was strongly challenged, with other members stating clearly that they did not support his proposal, and that there had been an 'agreement in principle' to progress the making of a promotional film. Members confirmed that this was still their understanding.

Approval of the Minutes was not voted upon.

21/354 ITEM 5 – Business Remaining

None for this meeting

21/355 ITEM 6 - Reports from the Clerk

6.1 To receive the finance figures for December 2020.

RESOLVED: To receive the finance figures for December 2020

6.2 To approve the Schedule of Accounts for January 2021

Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Notes/ Description
Pitney Bowes	89	5.00	1.00	6.00	Franking Machine
Chamber of Trade Grant Award	90	37.40	0.00	37.40	Xmas Festival
Chamber of Trade Grant Award	91	1,500.00	0.00	1,500.00	Destination Website
BT	92	68.76	13.75	82.51	Phone
LITE Ltd	93	7,409.75	1,481.95	8,891.70	Xmas Lights Yr 1 Payment 3 of 3
Yorkshire Yoga Grant Award	94	500.00	0.00	500.00	Wellness Walks
Salaries, Tax, NI and Pensions	95 - 98	3,982.40	0.00	3,982.40	
Total		13,503.31	1,496.70	15,000.01	

RESOLVED: To approve the schedule of accounts totalling £15,000.01

6.3 To consider setting a provisional date for the Annual Town Meeting (whilst awaiting guidance on whether such meetings should take place this year and in what format).

Members discussed the current situation surrounding Covid-19 and agreed it is unlikely that the town council can hold a physical annual town meeting this year. The Clerk promised to look at some dates in May to hold the Annual Town Meeting via Zoom.

6.4 To receive the Clerk's report re FOI request and consider the following recommendations:

RESOLVED: To Receive the Clerk's report re FOI request.

Councillor A Willoughby thanked the staff for their work in dealing with this FOI request.

- a) To adopt the Communications Policy
- b) To adopt the Media Policy
- c) To adopt the Social Media Policy

It was proposed and seconded that policies a), b) and c) be deferred and referred to Office Services Committee for further discussion/development. After much discussion, this proposal fell.

It was then counter proposed and seconded that all three policies be adopted by KTC.

RESOLVED: That KTC adopt the Communications Policy, the Media Policy and the Social Media Policy.

All three documents can be viewed on the town council's website.

21/356 ITEM 7 – Correspondence

7.1 To consider the **grant application** from Knaresborough Connectors.

See 21/352 above.

7.2 To consider making a request for a bulb order from HBC in 2021 as per the instruction in the email sent by the HBC Horticultural Officer.

RESOLVED: That requesting a bulb order from HBC be delegated to Knaresborough in Bloom for them to make the request for this year and future years.

7.3 To appoint a council representative to the Rural/Market Towns Grouping

Councillor H Gostlow volunteered to be council's representative.

RESOLVED: That Councillor H Gostlow be appointed as KTC's lead representative to the Rural/Market Towns Grouping.

It was noted that any councillor who is interested in reading/assessing what this grouping has to offer can put their name forward to be included in circulation of future documentation.

7.4 To consider a response to the email from a resident regarding public access to land around Mackintosh Park and Bilton Hall.

Members discussed this and a map of the area was shown to the meeting.

RESOLVED: that the Clerk carries out a Search via the Land Registry to establish ownership of the fields as depicted on the map and bring the results back to council for subsequent discussion.

7.5 To receive and note the Census 2021 information, the Census for England and Wales takes place on 21st March 2021

RESOLVED: To Receive and Note the Census 2021 information.

7.6 To receive and note (and if required **consider** a response) the letter from Knaresborough Civic Society re Jubilee Fountain

RESOLVED: To receive and note the letter from Knaresborough Civic Society re Jubilee Fountain.

21/357 ITEM 8 – Committees and Working Groups

8.1 To consider the recommendation from the Bright Friday Working Group to set the date of Bright Friday (Christmas Tree Lighting) for Friday 26 November 2021 and that the office submit the relevant road closure notifications to NYCC.

Following a query regarding whether a decision was necessary so early in the year it was.

RESOLVED: To set the date of Bright Friday (Christmas Tree Lighting) for Friday 26 November 2021 and submit the relevant road closure notifications to NYCC,

21/358 ITEM 9 - Information Exchange

- Councillor Ed Darling mentioned that Harrogate Borough Council's Additional Restrictions Grant (for businesses impacted by the national and local tier restrictions in place since 4 November 2020) opened on 1st February for its third round of funding.

Meeting closed at: 9.05 p.m.

**Signed by the Mayor:
Councillor C Willoughby**