

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL**  
**HELD AT KNARESBOROUGH HOUSE**  
**on Monday 21 March 2022**

**PRESENT:** **Chair:** The Deputy Mayor – Councillor Hannah Gostlow

**Councillors:** A Bell, M Clemmitt, E Darling, D Goode,  
P Ireland, and A Wright,

**Staff Present:** The Clerk

**Also Present:** A member of the public

**Absent:** J Gair

**Late Arrivals:** None    **Early Departures:** None

**22/464 ITEM 1 – To receive apologies for inability to attend the meeting**

Apologies were received from Councillors Hunter, A Willoughby, C Willoughby and M Wood.

**22/465 ITEM 2 – Councillors’ Disclosure of an Interest**

None for this meeting

**22/466 ITEM 3 - KTC Public Speaking Session**

None for this meeting

**22/467 ITEM 4 – To consider and, if thought fit, approve as a correct record, the Minutes of the Council Meeting held on: \_**

**4.1 Monday 21 February 2022 Extra Ordinary**

Cllr Wright asked for a clarification of the voting rules to be added to the minutes, so it was clear to members of the public. This amendment was agreed by all present.

**RESOLVED:** That the minutes (with the amendment as above) of the Extra Ordinary meeting of 21 February 2022 be approved as a correct record and signed by the Chair.

#### 4.2 Monday 21 February 2022 Full Council

Cllrs Goode and Clemmitt had highlighted to the Clerk a couple of errors in the schedule of account lists when doing their checks prior to the start of the meeting and these were amended accordingly.

**RESOLVED:** That the minutes of the meeting of 21 February 2022 be approved as a correct record and signed by the Chair.

#### 22/468 ITEM 5 - Business Remaining

##### 5.1 a) **To receive and note** the results of the Town Survey

**RESOLVED:** To Receive and Note.

##### b) **To** authorise the Clerk to publish the results of the Town Survey

**RESOLVED:** That KTC authorises the Clerk to publish the survey results on its website.

Members also asked for the PowerPoint version to be circulated to them and the Clerk agreed.

##### c) **To consider** forming a discussion group to examine the results of the Town Survey and provide recommendations for the Clerk to present to the incoming Council.

**RESOLVED:** That KTC forms a discussion group to examine the results of the Town Survey and provides recommendations for the Clerk to present to the incoming Council.

##### 5.2 **To receive and note** Knaresborough Chamber's response to KTC's request for member opinion re pedestrianisation of the Market Place.

**RESOLVED:** To Receive and Note.

##### 5.3 **To consider** the request from a Trustee of the Chapel of our Lady of the Crag to continue with the grant award of £5429 in light of new information

**RESOLVED:** That KTC thanks the Trustee of the Chapel of our Lady of the Crag for the update and KTC will continue to support the project with the grant award of £5429.

**22/469 ITEM 6 - Reports from the Clerk**

**6.1 To receive** the finance figures for January and February 2022

**RESOLVED:** To Receive and Note for January and February 2022.

**6.2 To approve** the schedule of accounts for March 2022

<b>Payable to</b>	<b>File Ref No:</b>	<b>Amount excl VAT £'s</b>	<b>VAT</b>	<b>Total Amount £'s</b>	<b>Notes/ Description</b>
<b>G&amp;S Toilet Hire Ltd</b>	143	500.00	100.00	600.00	Jubilee Toilet Hire
<b>BT</b>	144	121.30	16.26	137.56	Broadband
<b>Vision ICT</b>	145	216.00	43.20	259.20	12 hosted emails annual fee
<b>Knaresborough Business Collective</b>	146	1,500.00	0.00	1,500.00	Grant award Min No. 22/457
<b>FEVA</b>	147	2,000.00	0.00	2,000.00	Grant award Min No. 22/457
<b>Siemens</b>	148	351.81	70.36	422.17	Lease Rental/Annual Service Fee
<b>HBC</b>	149	144.60	16.00	160.60	Jubilee Waste bin hire
<b>Enventure</b>	150	7,550.00	1,510.00	9,060.00	Final Payment Resident Survey
<b>Flying Colours Flagmakers</b>	151	1,087.25	217.45	1,304.70	Summer and Jubilee Bunting
<b>Total</b>		<b>13,470.96</b>	<b>1,973.27</b>	<b>15,444.23</b>	

**RESOLVED:** To approve the Schedule of Accounts for March 2022 in the sum of £15,444.23.

**6.3 To consider** Clerk's Report on staff pay scales. *Please note this document is confidential and the item will be held in confidential session.*

*The Deputy Mayor moved to take this item at the end of the meeting.*

**22/470 ITEM 7 – Correspondence**

**7.1 To consider** email from Head of Parks & Environmental Services re New Street Bins for Knaresborough.

Members discussed the detail of this communication at length as there was some concern about a lack of information provided and the quality of the maps sent through. Councillors raised several concerns relating to the appearance and size of the proposed solar bins and the proposed locations. Councillors also raised several queries about the overall proposed scheme for Knaresborough. Councillors also asked for further engagement from the HBC team regarding the proposals.

**RESOLVED:** That the Clerk responds to the HBC Head of Parks and Environmental Services detailing all the points raised during the Full Council meeting in relation to the 2 Solar bins and the overall proposal for bins in Knaresborough. The Clerk is also asked to invite the HBC team to speak to them directly about the proposals.

**7.2 To receive and note** the woodland design plan for Long Lands Common.

**RESOLVED:** To Receive and Note.

**7.3 To consider** latest email from 20s Plenty for North Yorkshire re 20s Plenty March 2022 Reports and Action

**RESOLVED:** That KTC supports in principle the wider implementation of 20mph areas.

**FURTHER RESOLVED:** That KTC writes to NYCC to ask that regarding 20mph areas 2 specific locations are looked at; Halfpenny Lane at Meadowside Academy and Wetherby Road at Aspin Park Academy.

**7.4 To consider** the email from the HBC Event Management Officer re possible premises license application for Knaresborough House land/gardens

**RESOLVED:** That KTC would support a premises license application for Knaresborough House land/gardens.

**22/471 ITEM 8- Reports from Committees and Working Groups**

**8.1** To receive a verbal update from Jubilee Working Group.

Cllr Gostlow gave a summary of arrangements to date including the news that HBC have agreed to match fund up to an amount of £5000. The bunting has been ordered and will hopefully be installed soon and not just for the Jubilee weekend.

The next meeting of the group will be on Thursday at 10am in Knaresborough House and all interested parties are welcome.

### **8.2** To receive a verbal update from the Castle Working Group.

In her absence from the meeting the Castle Working group Chair had circulated a summary of 2 projects the groups are currently looking at to all members. Project 1 is to erect 3 flagpoles in the hedge at the Castle, this project had been delayed due to Covid, but in January 2020 the Council had agreed to commission brackets and purchase flags and flagpoles. The original agreed price was £350.50 +VAT, but the most recent price (Oct 2021) is £452.11 +VAT and the group hopes Town Council can still support this.

**RESOLVED:** That KTC is happy to meet the additional cost for this project.

Project 2 is to replace the 8 interpretation boards at the castle and add 2 new boards. The scheme is with the preferred contractor, but the group are warning Council that the agreed amount of up to £9000 may not cover the overall costs.

Members agreed that when the full cost was known the details could be brought back to Council for consideration.

### **22/472 ITEM 9 - Information Exchange**

None for this meeting.

*The Deputy Mayor then moved to take item 6.3:*

### **22/469 ITEM 6 - Reports from the Clerk**

#### **6.3 To consider** Clerk's Report on staff pay scales.

**RESOLVED:** That in view of the confidential nature of the business to be transacted re Item 6.3 pertaining to staff pay, the item be dealt with in private session and, subject to the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 (as amended), the meeting be not open to members of the public.

**RESOLVED:** KTC agree to a 3-point Pay Scale increase for both the Clerk and the Deputy Clerk applied from April 2022. (unanimous)

Confidential session ends.

**Meeting closed at: 9:00 p.m.**

**Signed by the Deputy Mayor:  
Councillor H Gostlow**