

MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL
HELD AT KNARESBOROUGH HOUSE
on Monday 18 July 2022

PRESENT: **Chair:** The Mayor – Councillor Kathryn Davies

Councillors: J Batt, A Bell, M Flood, D Goode, H Gostlow, K Lacey, S Oakes, M Walker and H Westmancoat

Staff Present: The Clerk and Deputy Clerk

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

22/010 ITEM 1 – To receive apologies for inability to attend the meeting

Apologies were received from Councillors Longhurst and Pickard.

22/011 ITEM 2 – Councillors’ Disclosure of an Interest

None for this meeting

22/012 ITEM 3 - KTC Public Speaking Session

None for this meeting

22/013 ITEM 4 – To consider and, if thought fit, approve as a correct record, the Minutes of the Council Meeting held on:

4.1 Monday 27 June 2022

RESOLVED: That the minutes of the meeting of 27 June 2022 be approved as a correct record and signed by the Chair.

22/014 ITEM 5 – Business Remaining

5.1 Artisan Market – verbal update if any response has been received from the Market Manager prior to the meeting.

The Clerk informed members that she had not heard from the Artisan Market Manager following the letter which had been sent regarding future management of road closures. The Clerk will keep Members informed and may need to use the Urgent Decisions procedure to determine an appropriate course of action.

22/015 ITEM 6 - Reports from the Clerk**6.1 To receive** the finance figures for April**RESOLVED:** To receive the finance figures for April**6.2 To approve** the schedule of accounts for June**June 2022 Schedule of Accounts**

	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Notes/ Description
<i>Eventbrite</i>	38	43.09	8.62	51.71	Fighting Climate Change NALC training
<i>Printzone</i>	39	8.00	2.00	10.00	Jubilee flyers
<i>YLCA</i>	40	133.60	0.00	133.60	Cllr Training x 2
<i>Printzone</i>	41	18.96	3.79	22.75	Jubilee posters
<i>Printzone</i>	42	10.00	2.50	12.50	Jubilee posters
<i>Paul Yates</i>	43	55.88	2.79	58.67	Gas for Beacon
<i>Allan Smyth Audio Visual Ltd</i>	44	900.00	0.00	900.00	Jubilee Sound
<i>C Willoughby (reimbursement)</i>	45	14.39	0.00	14.39	Zoom May
<i>BT</i>	46	93.95	18.79	112.74	Broadband
<i>V Rodgers (reimbursement)</i>	47	110.40	0.00	110.40	Jubilee Dog Show
<i>Siemens</i>	48	291.81	58.36	350.17	Copier rental
<i>The Hummingbirds</i>	49	350.00	0.00	350.00	Balance Jubilee entertainment
<i>Knaresborough Lions</i>	50	20.00	0.00	20.00	Traffic donation
<i>Knaresborough Friendship and Leisure</i>	51	20.00	0.00	20.00	Traffic donation
<i>Alwyn Davies</i>	52	25.00	0.00	25.00	Artisan Mkt Expenses
<i>Start Safety</i>	53	441.93	88.39	530.32	Extra and replacement traffic signage
<i>Flying Colours</i>	54	17.50	3.50	21.00	Further Artwork for Castle Flags
<i>Inspire Youth</i>	55	180.00	0.00	180.00	Jubilee event
<i>Roundel</i>	56	350.00	0.00	350.00	Jubilee event
<i>Printzone</i>	57	10.00	2.00	12.00	Jubilee posters
<i>AEN Design</i>	58	130.00	0.00	130.00	Jubilee Graphic design

<i>K Davies</i>	59	800.00	0.00	800.00	Mayoral Allowance Part 1 of 2
<i>Salaries, Tax, NI and pensions</i>	60 - 64	4,549.38	0.00	4,549.38	
Total		8,573.89	190.74	8,764.63	

RESOLVED: To approve the Schedule of Accounts for June 2022 in the sum of £8764.63

6.3 To consider the recommendation for a donation to be given to the local performers that were invited to take part in the Town Council's Jubilee Event (professional performances invoiced and paid).

Members generally agreed with this recommendation and discussed the appropriate amount of any donation to be made.

RESOLVED: KTC to make a donation of £100 to each of the three local performing organisations who had taken part in the Town Council's Jubilee event – Knaresborough Silver Band, Knaresborough Youth Theatre and Meadowside School Choir (Friends of Meadowside School).

FURTHER RESOLVED: That the Bright Friday Working Group formulate a strategy for consideration of making such donations at future events.

6.4 To consider the options for the Community stage following the damage done due to vandalism that occurred prior to the Jubilee Event on Saturday 4 June.

The Clerk explained in detail the history of the Community stage – its purchase (originally by Town Council), its storage and usage and the fact that it had been vandalised prior to the Jubilee event. The cost of repairs is anticipated to be similar to the excess charged by the insurance company.

RESOLVED: That the Clerk liaises with all parties concerned to arrange for repairs to be made to the stage as soon as possible without making a claim on the town council's insurance.

FURTHER RESOLVED: A task and finish working group to be set up to consider the viability of the stage, its use and its storage.

Town Council Members of the working group – Councillors Flood, Lacey, Gostlow and Pickard.

6.5 To receive and note the Internal Audit report and consider the recommendation re increasing the Fidelity Guarantee amount.

RESOLVED: To receive and note the Internal Audit report and look to increase the amount of the Fidelity Guarantee when the insurance is renewed in March 2023.

6.6 To consider future Full Council meetings to start at 7 p.m. rather than 7:30 p.m.

RESOLVED: That future Full Council meetings commence at 7.00 p.m.

22/016 ITEM 7 - Correspondence

7.1 To consider the email re Scriven Road speeding concern and decide if the Town Council wishes to request a new speed survey.

RESOLVED: That KTC contact NYCC to request a speed survey on Scriven Road.

The Clerk to write to Scriven Parish Council to keep them informed that KTC is writing to NYCC to request a new speed survey.

7.2 To complete the 'proposed changes to Fire and Rescue services in North Yorkshire and York' survey, deadline 14 August 2022.

RESOLVED: Councillors to send their individual responses to the Clerk for a co-ordinated response on behalf of Town Council.

22/017 ITEM 8 - Motions from Members

8.1 Councillor H Gostlow:

"That Knaresborough Town Council allows the Clerk to have delegated responsibility to accept or decline offers from the Knaresborough Community to use the two adopted phone boxes in the Market Place, with assured assistance from nominated councillor/s"

The Clerk suggests that a policy for use and Agreement template is set up to assist this process.

RESOLVED: That Knaresborough Town Council allows the Clerk to have delegated responsibility to accept or decline offers from the Knaresborough Community to use the two adopted phone boxes in the Market Place, with assured assistance from nominated councillor/s.

(Councillors Gostlow and Oakes volunteered to give assistance as required).

The Clerk confirmed that the office is currently finalising a Policy with an Agreement template which will be circulated to Councillors.

22/018 ITEM 9 - Information Exchange

- Councillor Goode mentioned that the Town Council working group set up to look into the results of the residents' survey has now integrated with the devolution (unitary authority) working group.

- Councillor Oakes referred to a meeting which had been held at COGS – the Hive Project involving all groups in Knaresborough. An international speaker in attendance had commented that they were impressed with the connecting work which is taking place in Knaresborough.
- Councillor Batt spoke about Knaresborough's Town Twinning with Bebra and that this year is the 50 year celebration which has been postponed due to Covid. 25 Bebrans are visiting Knaresborough; there will full programme of events during the visit 15 – 20 September including a Civic Reception on 16 September. Councillor Batt encouraged all Members to support this celebration.
- The Clerk informed members that she has received an indication from Harrogate Borough Council that they will support Christmas light funding for the next two years.
- Councillor Gostlow mentioned that the Bright Friday Working Group had already met and the Minutes will be circulated in due course.
- The Mayor had provided a detailed summary of her recent mayoral visits.

Meeting closed at: 8.45 p.m.

**Signed by the Mayor:
Councillor K Davies**