

MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL
HELD AT KNARESBOROUGH HOUSE
on Monday 20 February 2023

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

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

Staff Present: The Clerk and Deputy Clerk

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

22/072 **ITEM 1 – To receive apologies and consider approval of inability to attend the meeting**

RESOLVED: To receive apologies and approve reasons for inability to attend from Councillor Pickard.

The Clerk delivered a short training session on the importance of good administrative housekeeping.

23/073 **ITEM 2 – Councillors’ Disclosure of an Interest**

Councillor M Flood	Item 7.1 – Grant Application from Renaissance Knaresborough – is a member of the RK Committee. Will not participate in the voting.
Councillor S Oakes	Item 7.1 - Grant Application from Renaissance Knaresborough – is a member of the RK Committee. Will not participate in the voting.
Councillor H Gostlow	Item 7.5 Grant Application from Knaresborough Connectors – is on the Board of KC. Will not participate in the voting.

23/074 **ITEM 3 - KTC Public Speaking Session**

A) The Chair of the Castle Working Group (CWG) attended the meeting to inform members that the group is keen to carry out a public consultation to determine exactly what residents feel about various initiatives and projects the CWG would like to implement at the castle. She spoke about using a local company to undertake this consultation and asked for Councillor support.

B) A representative from Renaissance Knaresborough attended the meeting to speak in support of their grant application which is to be used to promote a purchase of land project on the outskirts of the town. Members asked questions and the

Mayor moved to take Item **7.1 To consider** the grant application from Renaissance Knaresborough re promoting 'Knaresborough Forest Park'.

The Clerk explained the legalities of granting funds under The Local Government Act 1972 - Section 137.

It was proposed and seconded that KTC awards the grant of £1000 in principle, subject to audit confirmation that Section 137 can be used to grant the funds requested in this Application.

Councillor Davies stated that if Council agreed to award this grant, she would be raising questions of the validity of such an award with the Council's auditor.

RESOLVED: That KTC awards the grant of £1000, in principle, subject to audit confirmation that Section 137 can be used to grant the funds requested in this Application.

C) A representative from Knaresborough Collective attended the meeting to speak in support of their grant application. She explained that costs have increased since the Spring Fayre in 2022 and that for 2023 there are also additional costs. Members asked questions and the Mayor moved to take **Item 7.2 to consider** the grant application from Knaresborough Business Collective re Knaresborough Spring Fayre.

It was proposed and seconded that KTC award the full amount requested of £1500 but would like to see some post event statistical information from businesses within the town comparing trading on the event day to a regular Saturday trading day.

RESOLVED: That KTC award the full amount requested of £1500 but would like to see some post event statistical information from businesses within the town comparing trading on the day of the event to regular Saturday trading.

D) A representative from FEVA attended the meeting to speak in support of their grant application. She thanked Town Council for support in previous years. Members asked questions and the Mayor moved to take Item – **7.3 To consider** the grant application from FEVA re supporting the annual FEVA event.

RESOLVED: That KTC award the full amount requested of £2000.

E) A representative from Knaresborough Connectors attended the meeting to speak in support of their grant application. Members asked questions and the Mayor moved to take **Item 7.5 To consider** the grant application from Knaresborough Connectors.

It was proposed and seconded that KTC supports this grant for a 12 month period, i.e. £3000. The award to be subject to feed back from Knaresborough Connectors, in six months' time, in terms of the overall performance with evidential support of how the money has been used.

Councillor Davies stated that if Council agreed to award this grant she would be raising questions of the validity of such an award with the council's auditor.

RESOLVED: That, using the power granted under LGA 1972, Section 137, KTC supports this grant for a 12 month period, i.e. £3000.

FURTHER RESOLVED: That the award is subject to feed back from Knaresborough Connectors, in six months' time, in terms of the overall performance with evidential support of how the money has been used.

Councillors Batt and Davies asked for their vote against this award be recorded in the minutes.

23/075 **ITEM 4 - To consider and, if thought fit, approve as a correct record, the Minutes of the Council Meeting held on:**

4.1 Monday 16 January 2023

RESOLVED: That the minutes of the meeting on Monday 16 January 2023 be approved as a correct record and signed by the Chair.

23/076 **ITEM 5 - Business Remaining**

5.1 To consider extending Clerk's delegated authority re planning matters or **revision of the** planning consultation system adopted by Council. (*deferred from previous Full Council Meeting*).

The Clerk explained the rationale behind the Clerk's Report regarding KTC's approach to statutory planning consultations.

Councillor Batt left the Chamber - 9.10 p.m.

It was proposed and seconded that Planning Consultation meetings be organised using Option 4 of the Clerk's Report for a trial period.

Councillor Batt returned to the Chamber - 9.20 p.m.

RESOLVED: That, for a trial period, Planning Consultation meetings will be organised prior to full council meetings.

Councillor Batt asked for his abstention on this vote to be recorded.

Councillor Goode indicated his willingness to join the Planning Committee.

23/077 **ITEM 6 - Reports from the Clerk**

6.1 To receive the finance figures for November 2022, December 2022, and January 2023

RESOLVED: To receive the finance figures for November 2022, December 2022 and January 2023.

6.2 To approve the schedule of accounts for January 2023

Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Notes/ Description
Friendship and Leisure	171	20.00	0.00	20.00	Donation
K Davies	172	800.00	0.00	800.00	Mayoral Allowance Part 2 of 2
Kboro Youth Theatre	173	180.00	0.00	180.00	D Goode Mayoral Fund payment
Charlotte Gale Photography	174	95.00	0.00	95.00	Headshots for Website
BT	175	39.88	7.98	47.86	Phone
Clerk	176	20.89	0.00	20.89	Travel expenses
Rialtas	177	114.75	22.95	137.70	Making Tax Digital subscription
LITE	178	6,502.00	1,300.40	7,802.40	Payment 3 of 3
Salaries, tax and pension	179 - 182	5,769.67	0.00	5,769.67	incl payments for lieu hrs
NALC	183	43.09	8.62	51.71	Cllr training (K Davies)
Total		13,585.28	1,339.95	14,925.23	

RESOLVED: To approve the Schedule of Accounts for January in the sum of £14,925.23.

6.3 To consider extending the Christmas light contract for 12 months until 31 May 2024

RESOLVED: That the Christmas light contract be extended for a period of 12 months until 31 May 2024.

6.4 To consider if and what steps to take to correct inaccuracies in various reports in the media regarding Town Council's current involvement with a Land Train project.

The Clerk explained to members the importance of being very careful when speaking to members of the public, or the press, about any potential town council projects. She emphasised the importance of not confusing plans/ideas which might be under consideration with the legal status of a Resolution made by the council as a corporate body.

23/078 ITEM 7 - Correspondence

7.1 To consider the grant application from Renaissance Knaresborough re promoting 'Knaresborough Forest Park'.

See 23/074 above

7.2 To consider the grant application from Knaresborough Business Collective re Knaresborough Spring Fayre

See 23/074 above

7.3 To consider the grant application from FEVA re supporting the annual FEVA event

See 23/074 above

7.4 To consider the grant application from Inspire Youth re Junior Youth group funding for Knaresborough

RESOLVED: To defer this application until the March full council meeting

7.5 To consider the grant application from Knaresborough Connectors

See 23/074 above.

7.6 To consider the email from HBC Senior Project Officer, Parks and Environmental Services re Litter bin review Knaresborough

RESOLVED: That KTC writes to HBC seeking clarification that this review will lead to an additional street cleaner in Knaresborough and request that HBC provide town council with further details.

7.7 To consider the email from HBC Parks and Environmental Services re Litter Pick equipment loan

RESOLVED: To Receive and Note

23/079 **ITEM 8 - Reports from Committees and Working Groups**

8.1 To receive and note the minutes of the King George V field Trustee meeting held on Monday 16 January

RESOLVED: To Receive and Note

8.2 To receive an update from the Coronation Working Group and approve any recommendations; specifically for this meeting to agree payment for a large LED screen at the cost of £3200+VAT that has been provisionally reserved for the event.

Councillor Gostlow gave a short update on the arrangements for the Coronation week-end and reminded Members that there is a budget line for the Coronation and she also mentioned that HBC have agreed to give some match funding.

RESOLVED: To Receive and Note the update and to approve the payment for a large LED screen at a cost of £3200 + VAT.

8.3 To receive and note the minutes of the Climate Change Working Group meeting held on 01 December 2022

RESOLVED: To Receive and Note

23/080 **ITEM 9 - Motions from Members**

9.1 Cllr A Bell (2nd Cllr H Gostlow)

That KTC add standard wording to relevant planning applications to reflect KTC's climate emergency declaration.

RESOLVED: To defer this item to the next meeting

9.2 Cllr H Gostlow (2nd Cllr H Westmancoat)

That KTC writes to the Head of Parks and Environmental Services and the Community Development Manager at HBC to request a change in usage category of the current 'putting green' at Conyngham Hall to 'provision for children and young people', to progress a project to install a children's playground on the site.

In addition to writing to HBC, KTC gives full support to this project for a children's playground and that KTC and the Kiosk Community Working Group be involved in the consultation and planning design/process.

RESOLVED: To defer this item to the next meeting

9.3 Cllr H Gostlow

That KTC holds a stall at the Knaresborough Connectors Community Festival on 22nd April at Meadowside Primary Academy, 10 – 4pm.

RESOLVED: That KTC holds a stall at the Knaresborough Connectors Community Festival on 22 April at Meadowside Primary Academy 10 – 4 p.m.

9.4 Cllr D Goode

To consider submitting an expression of interest to North Yorkshire County Council for taking over markets as part of the NYC unitary authority pilot scheme.

Councillor Goode explained the rationale behind his motion. Members asked questions and debated the motion.

RESOLVED: That KTC submits an expression of interest to North Yorkshire County Council for taking over markets as part of the NYC unitary authority pilot scheme.

Councillor Davies asked for her vote against this Resolution to be recorded.

9.5 Cllr D Goode

To consider inviting Commercial Estates Group to speak to some Councillors about the latest position on elements of the Manse Farm development.

RESOLVED: That KTC invites Commercial Estates Group to provide an update to town council on all outstanding issues.

9.6 Cllr K Lacey (2nd Cllr H Gostlow)

That KTC consider allowing the Climate Change Working Group to manage a process for awarding funding to children's groups within the area as part of the 'Green grants project fund'. Council allocated £5000 in the 23/24 budget under the heading 'green grants', the working group would be responsible for driving this project and assessing funding applications before making recommendations to Council on any award.

RESOLVED: That KTC will allow the Climate Change Working Group to manage a process for awarding funding to children's groups within the area as part of the 'Green grants project fund'. Council allocated £5000 in the 23/24 budget under the heading 'green grants', the working group will be responsible for driving this project and assessing funding applications before making recommendations to Council on any award.

22/081 ITEM 10 - Information Exchange

- The Mayor reminded all Members that Monday 6 March is the Annual Town Meeting and that she would like all Chairs of working groups to be prepared to present a short update of their group's work within that meeting.

Meeting closed at: 10.20 p.m.

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