

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

PRESENT: Chair: The Deputy Mayor - Councillor Mark Flood

Councillors: J Batt, A Bell, 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

23/086 **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 Councillors Davies and Pickard.

23/087 **ITEM 2 – Councillors’ Disclosure of an Interest**

Councillor M Flood	Item 5.3 – attends the meetings of the Kiosk Community Working Group
Councillor M Walker	Is now a member of the Planning Committee at NYC
Councillor Westmancoat	Item 5.3 – attends the meetings of the Kiosk Community Working Group
Councillor J Batt	Items 8.4 and 9.1 is Chair of Knaresborough Town Twinning

23/088 **ITEM 3 - KTC Public Speaking Session**

A) A representative from Knaresborough Flower Club attended to give further information relating to their grant application request. Councillors asked questions and the Mayor moved to take **Item 7.1 – To consider** grant application from Knaresborough Flower Club.

RESOLVED: That KTC supports this grant application and awards funding of £300, to be taken from town council’s grant budget for 2023/24.

B) The Economy and Transport Officer from Harrogate Borough Council attended the meeting to speak re the work which the team has been doing on active travel and EV chargers in Knaresborough. He informed members that there are currently 22 EV points in Knaresborough with another 5 to be added at the new Leisure Centre.

He referred to increased funding to be used for installing charging points at the Waterside car park, where the River Nidd will be used to power these points. He referred to the 'car club' in Harrogate, Ripon and Knaresborough which was launched in 2020 where residents have access to using a borrowed car. It is hoped that access to £1.2M BID funding will help to create net zero mobility hubs.

C) The CEO from Inspire Youth attended the meeting to give further information about their grant application request. Councillors asked questions and the Mayor moved to take Item **5.1 To consider** the grant application from Inspire Youth re Junior Youth group funding for Knaresborough.

It was proposed and seconded that KTC supports Inspire Youth with funding of £4,500 for the first year of the Junior Youth club initiative. Any subsequent funding of the group will be dependent on some kind of evidence-based data showing the success of the project.

RESOLVED: That KTC supports Inspire Youth with funding of £4,500 for the first year of the Junior Youth Group initiative.

Councillor Goode complimented the CEO on the wonderful work which Inspire Youth are doing.

D) A resident attended to speak about the possibility of Knaresborough twinning with the town of Volodymyr in Ukraine. He gave a detailed description of how he had become involved in taking medical equipment, toys and other goods to the hospital in the town. He envisaged that twinning with the town, once peace has been restored, will promote commercial, sporting and social links.

The Mayor moved to take Item - **9.1 Motions from Members;**

Cllr D Goode (2nd Cllr H Gostlow)

"That KTC supports in principle the establishment of a Town Twinning relationship between Knaresborough and Volodymyr in Ukraine and that Council request the Town Clerk to write to the Mayor of Volodymyr to establish a dialogue with a view to an agreement being made at some time in the future".

RESOLVED: That KTC supports in principle the establishment of a Town Twinning relationship between Knaresborough and Volodymyr in Ukraine and that Council request the Town Clerk to write to the Mayor of Volodymyr to establish a dialogue with a view to an agreement being made at some time in the future.

23/089 **ITEM 4 - To consider** and, if thought fit, **approve** as a correct record, **the Minutes of the Council Meeting held on:**

4.1 Monday 20 February 2023

RESOLVED: That the minutes of the meeting on Monday 20 February 2023 be approved as a correct record and signed by the Chair.

23/090 ITEM 5 - Business Remaining

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

See 23/088 above.

5.2 Cllr A Bell (2nd Cllr H Gostlow)

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

RESOLVED: That KTC add standard wording (see below) to relevant planning applications to reflect KTC's climate emergency declaration as appropriate.

Suggested wording may include:

KTC has declared a climate emergency; as such we encourage ways to target Energy Performance Certificate (EPC) A rating. Please consider the following items:

Having draught-proofed, energy-efficient windows and doors. Consider triple glazing.

Insulation of roof and loft

Insulation of both cavity and solid walls

Installation of a low-carbon heating system

Installation of solar panels

5.3 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.

Councillor Gostlow explained that this request had originated from the Kiosk Community Working Group who had been advised by HBC that a 'change of use' request would be required prior to them progressing any initiatives.

RESOLVED: 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

5.4 To consider the Recommendations from the KTC Traffic Survey of January 2023.

RESOLVED: That KTC purchases a single VAS and three sets of mounting to be placed on rotation at Thistle Hill, Boroughbridge Road and a third location which is to be selected using the data captured in the survey.

5.5 To consider letter from Avant Homes (received and noted January 16 meeting) in light of continuing problems. Verbal report from Councillor Bell.

RESOLVED: That KTC writes again to the Managing Director of Avant Homes pointing out that he has not delivered against the commitment made in his letter of 12 December 2022, ask him exactly what the plans are to complete the road, and also pointing out that the road is now in a worse state than when he wrote to us. Letter to include invitation to visit the site, meet with councillors and enquire what compensation Avant is prepared to offer to residents.

FURTHER RESOLVED: That KTC raises the issue with Planning Enforcement at HBC and NYCC and ask them to investigate the situation on this estate.

23/091 ITEM 6 - Reports from the Clerk

6.1 To approve the schedule of accounts for February 2023

Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Notes/ Description
Friendship and Leisure	185	20.00	0.00	20.00	Traffic storage donation
Knaresborough Lions Club	186	6,000.00	0.00	6,000.00	Bed Race grant award
Friends of Meadowside	187	100.00	0.00	100.00	Donation for Bright Friday Performance
Kboro Choral Society	188	100.00	0.00	100.00	Donation for Bright Friday Performance
Silver Band	189	100.00	0.00	100.00	Donation for Bright Friday Performance
North Yorkshire County Council	190	1,320.00	0.00	1,320.00	Speed Survey for VAS research
Weirside Terrace	191	57.28	0.00	57.28	2022-23
Nottingham Jewellers	192	56.00	0.00	56.00	Engraving on Mayoral Chain 2014 to present day
Network Print Design	193	168.00	0.00	168.00	Remembrance Service sheets
A V Matrix	194	3,200.00	640.00	3,840.00	Coronation Big Screen
Arena Group	195	76.02	15.20	91.22	Printing

Vision ICT	196	258.25	51.65	309.90	Website and email hosting and support
Harrogate Borough Council	197	2,613.34	522.67	3,136.01	Flower beds
Information Commissioner	198	40.00	0.00	40.00	Data Protection
Salaries, tax and pension	199 - 202	4,592.19	0.00	4,592.19	
First Aid Skills and Training	203	500.00	0.00	500.00	Coronation Event First Aid Cover
Knaresborough Business Collective	204	1,500.00	0.00	1,500.00	KTC grant - Spring Fayre
FEVA	205	2,000.00	0.00	2,000.00	KTC grant - FEVA 2023
Total		22,701.08	1,229.52	23,930.60	

RESOLVED: To approve the Schedule of Accounts for February 2023 in the sum of £23,930.60.

6.2 To consider using 'Part 12 Development by local authorities' to progress the siting of a small shipping container at the Stockwell allotments following Council's decision to allow such a container on site to improve security and peace of mind for allotment users.

The Clerk explained to members the implications of using 'Part 12 Development by Authorities' in terms of permitted development rights.

It was proposed and seconded that KTC assumes it has permitted development rights and move ahead without submitting planning application to put a shipping container on site.

RESOLVED: That KTC assumes it has permitted development rights and will install the shipping container on site without submitting a formal planning application. KTC recognises that the allotment site provides a sense of well being to the whole community and the safe and secure storage of allotment holders' possessions is paramount.

FURTHER RESOLVED: That the Allotment Association is asked to ensure that steps are taken to discourage access to the flat roof.

Councillor Walker asked for his abstention in this vote to be recorded.

23/092 **ITEM 7 - Correspondence**

7.1 To consider grant application from Knaresborough Flower Club

See 23/088 above.

7.2 To consider email from Business Development Assistant, Parks and Environmental Services, HBC re Knaresborough Castle Performance Space.

RESOLVED: That KTC writes to the Business Development Assistant, Parks and Environmental Services HBC stating that KTC would be happy to support seven bands at £100 each to perform in the castle grounds over the summer.

7.3 To receive and note response from MyLockup re landscaping of Knaresborough premises

RESOLVED: To Receive and note

23/093 **ITEM 8 - Reports from Committees and Working Groups**

8.1 To receive update from the Coronation Working Group

Councillor Gostlow outlined the key points from the Minutes of the Working Group meeting held during the previous week. She informed members that approval for the cost of hiring toilets for the day was urgent and needed immediate consideration. A Press Release had been prepared and was with the office for submission to the press.

RESOLVED: To note the verbal update from the Coronation Working Group and to approve the hire of 4 x single plastic toilets at a cost of £600.

8.2 To receive and note the report from Castle Working Group on the visit to the castle by NYCC Chief Executive and Leader of the Council on February 15

RESOLVED: To receive and note

8.3. To receive and note minutes of the Office Services Committee Meeting held on Tuesday 28th February and consider the Recommendations.

Members discussed the Minutes and the Recommendations included within them. The Clerk spoke about the impact on the office of the suggested re-organisation of committees and associated schedule of meetings. She spoke of the importance of being able to understand council priorities and explained that Terms of Reference for the Committees/Sub Committees and Working Groups (which must be approved by full council) would be key to ensuring any new structure is successful. Members considered a draft organisational chart and draft schedule of meetings for 2023/2024 based on the new committee structure.

RESOLVED: That KTC Receives and Notes the Minutes of the Office Services Committee Meeting and the Recommendations contained in them.

8.4 To approve Town Twinning Committee access, via delegated authority to the Clerk, of £1277.10 remaining in ear marked reserves to host a Reception for visitors from Bebra on Friday 9 June.

RESOLVED: That The Town Twinning Committee is given access, via delegated authority to the Clerk, of the £1277.10 remaining in ear marked reserves to host a Reception for the visitors from Bebra on Friday 9 June.

23/094 **ITEM 9 - Motions from Members**

9.1 Cllr D Goode (2nd Cllr H Gostlow)

“That KTC supports in principle the establishment of a Town Twinning relationship between Knaresborough and Volodymyr in Ukraine and that Council request the Town Clerk to write to the Mayor of Volodymyr to establish a dialogue with a view to an agreement being made at some time in the future”.

See 23/088 above

22/095 **ITEM 10 - Information Exchange**

- Councillor Longhurst informed the meeting that she is now ready to commence her guided walking tours of Knaresborough.
- Councillor Bell informed members about the community litter pick which is on 16 April, based at the Stockwell Wellbeing hub from 10.00 a.m. until 2.00 p.m.
- Councillor Goode reminded members of the meeting of the unitary authority group on March 21.
- Councillor Walker mentioned that the permanently fixed wooden bollard at the entrance to the castle is to be replaced with a removable bollard.

Meeting closed at: 9.25 p.m.

**Signed by the Deputy Mayor:
Councillor Mark Flood:**