

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL HELD AT
KNARESBOROUGH HOUSE, KNARESBOROUGH, ON
Monday 29 January 2018**

PRESENT: **Chair:** The Mayor – Councillor D Goode

Councillors: R Aspin, J Batt, S Batt, M Clemmitt, E Collins,
 E Darling, H Gostlow, H Lyon, J Monaghan, L Powell
 A Willoughby and C Willoughby

Staff Present: The Clerk and the Deputy Clerk (AP)

Also Present: County Councillor Z Metcalfe
 Several members of the public

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

18/754 ITEM 1 – To receive apologies for inability to attend the meeting

Apologies were received from Councillors Bulmer and Rigby.

18/755 ITEM 2 – Councillors’ Disclosure of an Interest

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| Councillor J Batt | Member of HBC – will consider any same item at HBC in the light of new information. Item 6 - 17/05491/REMMAJ – as a planning committee member. |
| Councillor D Goode | Member of HBC – will consider any same item at HBC in the light of new information. Item 8.2 – beneficiary of Mayoral Allowance. |

18/756 - ITEM 3a - KTC Public Speaking Session

A resident spoke to council regarding **Item 7.2 Salt bins**, she explained that she has lived on Manor Drive for 20+ years and up until a couple of years ago there was a salt bin (outside the Brethren meeting hall). The resident has contacted NYCC to be told the area does not meet the Council’s criteria for a bin; however the cul-de-sac that she lives in is particularly steep. She has collected a petition of 49 signatures from people in the area that would like to see a salt bin reinstated.

Councillor Z Metcalfe spoke to inform members that she had met with the resident and had subsequently contacted NYCC Area 6 and was awaiting a response that she would feed back to KTC.

The Mayor moved to take Item 7.2

RESOLVED: That KTC write to NYCC asking for a re-assessment, given the steepness of the cul-de-sac and the inability of residents to get out of the road due to the steep uphill incline, this action is supported by 49 signatures on a local resident’s petition.

ITEM 3b - KTC Open Forum - none

18/757 - ITEM 4 – to consider and, if thought fit, approve as a correct record, the Minutes of:**4.1 Monday 08 January 2018**

Councillor Aspin pointed out that his piece in information exchange had been recorded incorrectly; it will be the 20th Knaresborough Nativity held on Christmas Eve.

RESOLVED: That, with the amendment above, the minutes of the Council Meeting, held on Monday 08 January 2018, be approved as a correct record and signed by the Chair.

18/758 ITEM 5 - Business Remaining – none for this meeting.**Mayor moved to Items 8.9 and 9.5 relating to budget:**

Councillor C Willoughby gave a summary of the work done by the Office Services Committee to reach the budget proposed resulting in an increase to the Band D precept of 4.65%. Councillor Goode made the point that this increase reflected the loss of the grant funding provided over recent years by central government and passed on by HBC, the increase being required to maintain the current budget level in the absence of this grant.

RESOLVED: That KTC accepts the recommendation of the Office Services Committee and sets the budget with an increase of 4.6%.

Councillor J Batt requested a named vote, all Councillors present at the meeting voted in favour – see list of attendees above.

18/759 ITEM 6 – Planning**6.1 To consider the following Planning Applications relating to Knaresborough and make such observations as may be appropriate:**

| Ref: | Applicant: | Details of Application: | KTC Comments: |
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| 17/05240/LB 6.100.40.I.LB | Mr Dean Taylor | Demolition of interior walls; formation of interior walls; installation of load-bearing walls and digging of foundations; installation of seating and toilet and kitchenette facilities; sealing of fireplace and other minor works. Knaresborough Railway Station, Station Road, HG5 9AA. | No objection, however KTC would welcome any efforts to reinstate the fireplaces. |
| 17/05414/LB 6.100.725.E.LB | Mr Christopher Layton | Listed building application for the retention of glazing bars to 4 windows. 4A Castlegate, HG5 8AR. | No objection |
| 17/05491/REMAJ 6.500.273.E.REMAJ | CEP, Taylor Wimpey Ltd, Linden Homes Ltd, Home Group Ltd | Reserved matters application (Layout, scale, appearance and landscaping considered) for erection of 600 dwellings with landscaping, open space and access roads under planning | KTC object to the detailed plans for the following reasons: Not enough lower-priced market houses are shown. There is a demand for smaller houses for local people to buy. Some houses are shown without a |

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| | | <p>permission 13/00535/EIAMAJ. Manse Farm, York Road, HG5 0SP.</p> | <p>pavement to the house. All roads and streets should have pavements leading to every house. No pedestrian crossing islands are shown except at the two roundabouts. Pedestrian crossing facilities need to be provided at various points throughout the development. There is mention of 'pedestrian links'. All such links will get used by cyclists so all routes should be designed as shared use routes for pedestrians and cycles. Shared cycle routes that are shown are not wide enough. At least three metre widths should be surfaced to allow easy use by walkers and cyclists moving in both directions. Not all roads and junctions are wide enough for easy access by buses. Bus routes should give good access from Eastfield to the rail halt and from the rail halt to the roundabout. The tree-lined avenue aligned to give views of the church steeple is not wide enough between the trees. The trees need to be far enough apart to allow for tree growth without obscuring the view.</p> <p>On a separate note, KTC would like to add that it was felt the quality of scans for this application is very poor. On such an important application some members felt it was difficult to access the important details. There were too many pictures of individual house designs and not enough illustration for layout and landscaping – what will a street scene look like.</p> |
| <p>17/05562/FUL 6.100.13449.FUL</p> | <p>Mr and Mrs White</p> | <p>Removal of bay window. Erection of single storey extension. 1 Sterling Chase, HG5 0WF.</p> | <p>KTC object to this application as the proposal removes part of a very old hedge that the original estate was designed around.</p> |
| <p>17/05576/FUL 6.100.892.J.FUL</p> | <p>Mr David Wyvill</p> | <p>Demolition of garage, erection of two-storey extension and alterations to fenestration. Nidd Vale House, Lands Lane, HG5 9DE.</p> | <p>No objection</p> |
| <p>18/00036/TPO 6.100.2123.TPO</p> | <p>Mr Broady</p> | <p>Lateral reduction (by 2.1m) of the lowest branch of 1 Alder tree within Tree Preservation Order 9/2017. 19 Finkle Street, HG5 8AA.</p> | <p>A proposal was made for no objection but failed. Therefore: KTC object on the grounds that the tree is in a TPO area and therefore there should be no reduction or at least less than the requested 2.1m.</p> |

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| 18/00041/FUL 6.100.139.A.FUL | Mr and Mrs Lindsay | Demolition of detached garage. Erection of two storey extension. Erection of single storey extension. Formation and alterations to fenestration. Rydal, 13 Crag Lane, HG5 8EE. | No objection |
| 18/00082/COU 6.100.60.E.COU | Thorpeful Hospitality Ltd | A change of use of ground floor, first floor and rear garden from restaurant (A3) to drinking establishment (A3/A4). 25 Castlegate, HG5 8AR. | No objection |

6.2 Notice of Appeal:

6.100.1987.D.FUL 17/00045/NREFPP

Thistle Hill Stables, HG5 8LS.

Retention of change of use of land from stabling of horses to mixed use for stabling of horses and use as a residential caravan site for one gypsy family to include one static caravan and 2 touring caravans.

Hearing to be held commencing 10am on 30 January 2018 at the Civic Centre, St Luke's Mount, HG1 2AE.

RESOLVED: That Councillor D Goode will attend the hearing and speak on behalf of KTC.

6.3 To determine representation from KTC, if appropriate, at HBC Planning Committee Meeting on Tuesday 30 January 2018, 2pm, Council Chamber, Civic Centre, HG1 2AE: - No applications for Knaresborough.

18/760 ITEM 7 - To consider the following correspondence

7.1 To receive and note the letter from HBC Legal and Governance re Reorganisation Order – Alteration of Ward Pattern.

RESOLVED: To receive and note

7.2 To discuss the email from a resident re salt bins and the current advice on the NYCC webpage in relation to salt bins.

See Item 3a above.

18/761 ITEM 8 – Reports from the Clerk

8.1 To approve the Schedule of Accounts:

January (2) 2018

| Payable to & Description | File Ref No: | Amount excl VAT £'s | VAT | Total Amount £'s | Notes |
|---------------------------|--------------|---------------------|----------|------------------|-------------------------------|
| Harrogate Borough Council | 148 | 3,611.02 | 0.00 | 3,611.02 | Annual service charge K House |
| Acorn Lighting Services | 149 | 13,886.57 | 2,777.31 | 16,663.88 | |

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|----------------------------|-----------|------------------|-----------------|------------------|--|
| Gala Lights | 150 | 9,455.00 | 1,891.00 | 11,346.00 | |
| Interact Computer Services | 151 | 180.00 | 0.00 | 180.00 | |
| Wages, Pension, Tax and NI | 152 - 156 | 5,140.59 | 0.00 | 5,140.59 | |
| | | 32,273.18 | 4,668.31 | 36,941.49 | |

RESOLVED: To approve the schedule of accounts (January 2) as above totalling £36,941.19.

8.2 To receive the finance figures for December

RESOLVED: To receive the finance figures for December.

8.3 To consider the clerk's report re amending minute number C/16/325 to include the information as directed by the clerk

RESOLVED: To amend the minute as directed by the Clerk.

8.4 To consider adding the Deputy Clerk (Angela) to the bank mandate in light of the Clerk's departure from KTC.

RESOLVED: To add the Deputy Clerk (Angela) to the mandate.

8.5 To consider the request from the Deputy Clerk (Angela) to attend a YLCA training course on Friday 16 March.

RESOLVED: To approve the request for training.

8.6 To consider the Terms of Reference for a Working Group

RESOLVED: To take this document off the table as it stands.

A request was made to review guidance for working groups prior to the elections.

8.7 To receive and note the latest GDPR updates from NALC re L08-17, L09-17 and L10-17.

RESOLVED: To receive and note.

8.8 To consider received quotes for a laptop

Members requested that the office provide further information regarding specifications for the next meeting.

8.9 To consider the Budget for 2018/19

See resolution above

18/762 ITEM 9 - Reports from Committees and Working Groups

9.1 To receive and note the minutes from Events Committee meeting held on 11 December 2017 and **consider** the **recommendations**.

Councillor A Willoughby gave a summary of the committee meeting and read out the recommendations in order. It was resolved:

RESOLVED: KTC support the recommendations as follows:

- i) To purchase new Christmas lights for the 2 trees outside Knaresborough House (to be connected to the existing Christmas lights).
- ii) To investigate, with the contractor, installing a separate power supply for the Christmas light at the Police Station.
- iii) To install flags and bunting along the High Street for the 2019 UCI World Championships and to provide continuity also install flags and bunting in 2018.
- iv) To produce event promotion boards to cover the period February to June 2018.

9.2 To receive and note the minutes from the Games in the Park/Conyngham Hall Facilities Working Group held on 8 December 2017 (recommendation previously brought to Council 18/12/2017)

Councillor Hannah Gostlow informed members that the KTC offer to contribute to funding at Conyngham Hall Games in the Park facilities for one year had been turned down. However, HBC have committed to continuing to run the facilities with the current opening hours for this coming season. A joint exercise between KTC and HBC is welcomed to look at the future of this facility.

9.3 To agree the date for the Christmas tree lights switch-on as Friday 23 November 2018.

RESOLVED: That the date of the Christmas tree lights switch-on for 2018 is Friday 23 November.

9.4 To receive and note the minutes of the Office Services Committee meeting held on 15 January 2018.

Councillor C Willoughby informed members that the minutes contained recommendations regarding staffing following the resignation of the Clerk.

RESOLVED: That KTC support all the recommendations regarding staffing made by the Office Services Committee on the 15 January 2018.

9.5 To receive and note the minutes of the Extraordinary Office Services Committee meeting held on 22 January 2018 and **consider** the **recommendation**

See resolution above.

18/763 ITEM 10 - Information Exchange

- Councillor R Aspin complimented the Mayor on the event for charities held at Knaresborough House.

- The Clerk informed members that an internal 'cashing up' audit was being conducted tomorrow to coincide with her last day in the office.
- Councillor D Goode told members that the volunteer event he arranged on the 20 January was attended by representatives from 24 local organisations. The aim of the event was to pull together charities and volunteers and aid communication and support going forward. A co-ordinating group has been set up and will start to implement suggestions made on the day. The wider group intend to meet again in 3 months time.
- Councillor Goode informed councillors that he would be holding an event on the 17/18 March 2018 to raise money for the Mayoral fund. The event will include a model railway and toy exhibition at Knaresborough House. Mr Addyman will also have a display of photos and documents from the time his family lived at the Re House in Knaresborough.

Meeting Closed at 9.00 p.m.

Signed by the Mayor

Councillor D Goode: _____