

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL HELD AT
KNARESBOROUGH HOUSE, KNARESBOROUGH, ON
Wednesday 04 April 2018**

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

Councillors: R Aspin, S Batt, M Clemmitt, E Darling,
 J Monaghan, L Powell, B Rigby, A Willoughby and
 C Willoughby

Staff Present: The Acting Clerk and Deputy Clerk

Also Present: Several members of the public

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

18/786 ITEM 1 – To receive apologies for inability to attend the meeting

Apologies were received from Councillors Batt, Bulmer, Collins, Gostlow and Lyon.

18/787 ITEM 2 – Councillors’ Disclosure of an Interest

Councillor R Aspin	Prejudicial - Item 5.1 Grant Application St Johns Church - known to the applicant. Item 7.2 - Grant Application Churches Together in Knaresborough - has been a previous Chair of Churches Together in Knaresborough and very closely associated with the group.
Councillor M Clemmitt	Non prejudicial - Item 5.1 Grant Application St John’s Church - known to the applicant. Item 9.2 - Chair of Town Twinning Committee
Councillor A Willoughby	Personal - Item 6.1 - 18/00659/LB - well acquainted with the neighbours.

18/788 - ITEM 3a - KTC Public Speaking Session

i) Representatives from Knaresborough Players Ltd and Knaresborough Bowling Club attended to speak on Item 5.2. The spokesperson explained that the Elephant and Castle Yard is home to three organisations - Frazer Theatre, Knaresborough Bowling Club and ORB Community Arts. He spoke about the fact that Knaresborough Players had raised funds to improve the area and he highlighted the Health & Safety issues at both the entry and exit to the yard which result from traffic using it as a ‘rat run’.

The Mayor moved to take Item **5.2 - To consider** the letter from the Chairman, Knaresborough Players Ltd.

Members debated this item highlighting various viewpoints and it was:

RESOLVED: That KTC Receives and Notes the letter from the Chairman of Knaresborough Players Limited, but does not positively support what is being suggested.

ii) A representative from Churches Together Knaresborough attended to speak about Item 7.2.

(Councillor R Aspin left the Chamber)

The Representative spoke about St Robert of Knaresborough, his history and connection with Knaresborough and highlighted that this year marks the 800th anniversary of his birth. He explained that in 2018 there are various events throughout the town, which the group is looking to support through different funding means.

The Mayor moved to take Item **7.2 to consider the Grant Application from Churches Together in Knaresborough** (Event Co-ordinating Group) to celebrate **St Robert of Knaresborough's 800th Anniversary**.

RESOLVED: That KTC supports the St Robert's 800 year celebrations and awards the full grant requested of £1500.

ITEM 3b - KTC Open Forum - none

(Councillor R Aspin returned to the Chamber)

18/789 - ITEM 4 – to consider and, if thought fit, approve as a correct record, the Minutes of:

4.1 Monday 12 March 2018

RESOLVED: That, subject to a minor typing error, the minutes of the Council Meeting, held on Monday 12 March 2018, be approved as a correct record and signed by the Chair.

4.2 To receive and note the draft minutes of the Annual Town Meeting on Monday 5 March 2018.

Members asked for these Minutes to be included on a future Council agenda to consider the Action Points from the town meeting.

RESOLVED: To receive and note the draft minutes of the Annual Town Meeting held on Monday 5th March 2018.

18/790 - ITEM 5 - Business Remaining

5.1 To further consider the Grant Application from The Parish of St John the Baptist, Knaresborough following the response to KTC's request for information at the previous Council meeting held on 12 March 2018.

(Councillor R Aspin left the Chamber)

The Mayor gave a short introduction on the position to date regarding this application and why it had been deferred at the 12 March meeting. Members added their comments. It was proposed and seconded that this application be returned to the applicant and a fresh application be submitted. An amendment to the wording of this proposal was put forward and seconded. The amendment was carried. It was therefore:

RESOLVED: That this application be returned to the applicant, with KTC's decision deferred. Due to the significant amount asked for and the complex information supplied, it would be best that a fresh application be submitted. KTC does not need large amounts of background information, but does need clear answers to its questions.

Councillor R Aspin returned to the Chamber.

5.2 To consider the letter from the Chairman, Knaresborough Players Ltd (deferred from Council meeting held on 12 March 2018 to allow Chairman of Knaresborough Players Ltd to attend)

See 18/788 above.

5.3 To consider the strategy and ideas document put forward for Zero Carbon Knaresborough following KTC's resolution that KTC supports the Zero Carbon Sustainable Transport option for the Harrogate District (taken at the meeting held on 6 November 2017).

The Mayor explained the rationale behind this item being included on the agenda and explained that KTC needs to consider what its Zero Carbon Statement should mean and what the council's aims and policies in this regard should be. Members briefly discussed, but it was felt that the item should be deferred until after the forthcoming elections.

RESOLVED: That this item be deferred until a meeting after the elections on May 3 for the new council to discuss how best to proceed.

5.4 To further consider the purchase of a **Shipping Container** as brought to Council by Cllr C Willoughby at the meeting held on 12 March 2018 and deferred pending further information requested.

Councillor C Willoughby explained that this item had been deferred from 12 March with a request for further information. Councillor Willoughby had provided the information requested and had circulated this to all councillors. Members were invited to ask questions if they so wished.

The issue of ventilation was raised and the possibility of ventilation holes being made when the container is in situ.

RESOLVED: That KTC instructs the clerk to purchase a 40 foot shipping container to be delivered and installed at King George V field. The precise location to be confirmed as soon as possible. The container to be a used container, at a maximum cost of £2000 +VAT, plus up to £200 for site preparations. The expenditure to come from the DPSE budget. The Clerk to draw up a policy for the use of the storage, including details of organisations able to make use of the storage, details of key holders etc as she sees fit'.

The Acting Clerk mentioned that she would appreciate help with this purchase and that the item would be brought back to council if, for any reason, the costs were to exceed those detailed above.

18/791 - ITEM 6 – Planning

6.1 To consider the following Planning Applications relating to Knaresborough and make such observations as may be appropriate:

Ref:	Details of Application:	KTC Comments:
17/05014/LB	Listed building consent for the removal of internal wall, re-roofing of existing single storey lean to and installation of bi-fold doors. 117 High Street.	No objections
18/00525/LB	Listed building consent for the replacement of 4 no. crittal windows and 1 no. timber window, decoration of 1 no. timber window- colour to match existing. Roof refurbishment to include: felt system overlay with insulation, replacement 3 no. wired rooflights, replacement of the asbestos soffit with plywood and painted black to match existing. Internal decorations and reinstatement of partitions following window replacement. Unit 2 Castle Precinct, Castle Yard, HG5 8AS.	No objections
18/00659/LB	Listed building consent for the erection of a single storey extension and previously approved French doors re-located to the new extension. 37 Kirkgate, HG5 8BZ.	No objections
18/00832/TPO	Felling of 1 Beech, 1 Poplar and 1 Elm within A16 of Tree Preservation Order 01/1959. Stepping Stones House, Thistle Hill, HG5 8JW.	No objections
18/00863/FUL	Erection of first floor extension and installation of roof light (revised scheme). 21 Hambleton Terrace, Hambleton Grove, HG5 0DD.	No objections
18/00936/TPO	Crown lift (to 2.5m above lawn and 3m above pavement), crown reduction (by 0.3m) and lateral reduction (by 0.8m) of 1 Yew tree T1 of Tree Preservation Order 53/2010. 1 Victoria Avenue, HG5 9EU.	No objections
18/00940/TPO	Lateral reduction (by 1.5m) to 1 Sycamore tree within G2 of Tree Preservation Order 15/2012. 70 Pasture Crescent, HG5 0PN.	No objections
18/00962/FUL	Erection of single storey garage extension. 3 Appleby Green, HG5 9NE.	No objections
18/01063/FUL	Demolition of dwelling; erection of replacement dwelling; installation of access gates; siting of temporary static caravan. Appledorn, Lands Lane, HG5 9DE.	No objections
18/01202/FUL	Demolition of conservatory. Erection of single storey rear extension. 129 Manor Road, HG5 0BB.	No objections

6.2 Planning Enforcement x 1

RESOLVED: To Receive and Note

6.3 To determine representation from KTC, if appropriate, at HBC Planning Committee Meeting on Thursday 5 April 2018, 2pm, Council Chamber, Civic Centre, HG1 2AE:

17/05491/REMAJ

Manse Farm, York Road, Knaresborough, North Yorkshire, HG5 0SP

Reserved matters application (layout, scale, appearance and landscaping) for erection of 600 dwellings including laying out of open space, landscaping and access roads, approved under outline planning permission Ref 13/00535/EIAMAJ.

HBC Officer RECOMMENDATION: Approve subject to conditions

Knarborough Town Council comments:

KTC objects on the following grounds: 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 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.

This item has been rescheduled for Planning Committee on 24th April 2018.

18/792 ITEM 7 - To consider the following correspondence

7.1 To consider the letter from the Knarborough Civic Society re the **Jubilee Fountain**; its reinstatement and future ownership together with associated costs.

Councillor J Monaghan explained why this proposal had been brought to Council and gave members background information regarding the renovation/reinstatement of the Jubilee Fountain which had originally been made in celebration of Queen Victoria's Golden Jubilee. He explained the costs which Civic Society has already incurred and outlined anticipated costs to erect and maintain the fountain. He read out a draft proposal, which was seconded, for KTC to take full responsibility for the project subject to several conditions. An amendment was proposed and accepted to include the wording 'all costs incurred by town council to be taken from the 2017/2018 small grants fund'.

RESOLVED: That KTC takes full responsibility for the project to reinstate the Jubilee Fountain, subject to receiving at least £3,750 from Knarborough Civic Society. Council also agrees to:

- a. Commit £2000 from the 2017/18 small grants fund to match fund the funds donated by Knarborough Civic Society (KCS).
- b. Take legal responsibility for the lease of the land from HBC
- c. Add the Jubilee Fountain to its insurance policy
- d. Take responsibility for maintenance of the Jubilee Fountain in conjunction with KCS.
- e. Add the Jubilee Fountain to its asset register
- f. Set up a task and finish working group to expedite the restoration of the fountain.

FURTHER RESOLVED: That the Task and Finish Working Group would be Councillors Monaghan, A Willoughby and C Willoughby.

7.2 To consider the Grant Application from Churches Together in Knaresborough (Event Co-ordinating Group) to celebrate St Robert of Knaresborough's 800th Anniversary

See 18/788 above.

7.3 To consider the email from NYCC Property Portfolio Manager re Land at Park Row

RESOLVED: That KTC progresses an interest in acquiring the freehold of the land at Park Row, Knaresborough as detailed in the email from Property Portfolio Manager, NYCC Asset Management.

18/793 ITEM 8 – Reports from the Clerk

8.1 To approve the Schedule of Accounts:

Payable to & Description	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Notes
YLCA (Clerks GDPR Training Seminar)	175	90.00	0.00	90.00	Paid
Salaries, Pension, Tax and NI month of March	176 - 179	3,734.39	0.00	3,734.39	(Salaries element paid)
Mrs M L Richards (lap top and software)	180 - 181	607.44	121.50	728.94	Paid
David Goode (1/4 mayoral allowance)	182	550.00	0.00	550.00	Cheque originally issued 25/9 lost and cancelled
Siemens Financial Sservices Ltd (photocopier lease)	183	291.81	58.36	350.17	
Cllr Lynda Powell (travel expenses as Deputy Mayor)	184	17.10	0.00	17.10	
Mr J Moore	185	45.06	0.00	45.06	18/783 FC 12/03 re Walkers website
Plan Ahead Communities Ltd	186	350.00	0.00	350.00	
D3 Office Group Ltd	187	150.00	30.00	180.00	
		5,835.80	209.86	6,045.66	

RESOLVED: To approve the schedule of accounts March (2) excluding the payments to Councillors Goode and Powell.

FURTHER RESOLVED: To approve the payments to Councillors Goode and Powell of £550 and £17.10 respectively.

(Councillors Goode and Powell did not vote in this Further Resolution).

8.2 To receive the finance figures for **February 2018**.

RESOLVED: To Receive and Note the finance figures for February 2018.

18/794 ITEM 9 - Reports from Committees and Working Groups

9.1 To receive and note the draft minutes of the Office Services Committee meeting held on 19 March 2018 and **consider** the **recommendation**

RESOLVED: To Receive and Note the draft minutes of the OSC Committee meeting held on 19 March 2018 and accept the recommendation to implement the Internet Banking Policy attached to those minutes.

9.2 To receive and note the minutes of the Knaresborough Town Twinning Committee meeting and AGM held on Thursday 15 March 2018

RESOLVED: To Receive and Note.

(Councillor Clemmitt mentioned that she is looking for accommodation for guests from Bebra around the Bed Race week-end)

9.3 To receive and note the minutes of the Renaissance Knaresborough Executive Committee held on Wednesday 7 March 2018

RESOLVED: To Receive and Note.

18/795 - Item 11 - Information Exchange

- Councillor C Willoughby mentioned that on April 10th Knaresborough in Bloom will be welcoming the Yorkshire in Bloom judges at Knaresborough House.
- Councillor J Monaghan informed members that he has been extensively researching to try and find out what wording was on the original inscription plaque when the Jubilee Fountain was first installed. If anyone has any further information which might help in this regard, please contact Councillor Monaghan.
- The Mayor thanked everyone who had supported the toy and train exhibition held at Knaresborough House on the week-end of 17 and 18 March. Over 500 people had attended over the two days.

Meeting Closed at 9.05 p.m.

Signed by the Mayor

Councillor D Goode: _____