

PRESENT: **Chair:** The Mayor – Councillor Phil Ireland

Councillors: M Clemmitt, E Darling, H Gostlow, T Hunter, S Mearns,
 M Wood, A Willoughby, C Willoughby and A Wright

Staff Present: The Acting Clerk and Deputy Clerk

Also Present: Two residents
 Councillor W Sanderson

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

ITEM 3b - KTC Open Forum - none for this meeting

ITEM 3c - Reports from District and County Councillors - none for this meeting.**18/042 ITEM 5 - Business Remaining**

5.1 To consider email from Field's In Trust Development Manager regarding community storage - King George V field, Knaresborough. (See Minute no: 18/031 2 July 2018).

RESOLVED: To defer this item until the site visit by a potential supplier of the shipping container has been completed.

18/043 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:
18/02469/REMAJ	Reserved matters application with Appearance, Landscaping, Layout and Scale considered under application 17/02645/DVCMAJ for the deletion of condition 6 of planning permission 14/03849/OUTMAJ (Outline application for the erection of up to 74 residential units with access considered) to allow a mix of open market and affordable housing to be constructed that is not in accordance with the mix specified in the Council's Strategic Housing market Assessment. Land comprising field at 435533 458250 Beech Grove.	KTC neither objects nor supports this application, but, following information received, KTC has concerns about the type of bricks being used. However, KTC has not been able to check the validity of this information, but if it is proved to be correct, then KTC would oppose on these grounds.
18/02371/ADV	Display of 1 internally illuminated fascia sign and 1 internally illuminated projecting sign. 2 Chain Lane, HG5 0DH.	No objections
18/02519/FUL	Erection of single storey extension and detached double garage. 13 Princess Mount, HG5 0AP.	No objections
18/02822/PIP	Permission in principle for the demolition of existing buildings and erection of between 2 and 5 dwellings on land comprising a coal depot and transport and skip yard. Rear of Victoria Cottage, Thistle Hill, HG5 8LS.	KTC objects to this Permission in Principle on the grounds that it is not sustainable and would change the Green Belt.

18/041 ITEM 4 – to consider and, if thought fit, approve as a correct record, the Minutes of:

4.1 Monday 02 July 2018

RESOLVED: That the minutes of the Council Meeting, held on Monday 02 July 2018, be approved as a correct record and signed by the Chair.

18/043 ITEM 6 – Planning (continued)

6.2 To determine representation from KTC, if appropriate, at HBC Planning Committee Meeting on **Tuesday 24 July 2018**, 2pm, Council Chamber, Civic Centre, HG1 2AE: No applications for Knaresborough.

6.3 Planning Enforcement x 2**Case No. 18/00343/PR15**

Location: Orchard Lea, Thistle Hill, HG5 8LS

Alleged Breach: Erection of 2nd extension.

RESOLVED: To Receive and Note

Case No. 18/00357/BRPC15

Location: Land comprising field at 435514 458430, Bar Lane.

Alleged Breach: Breach of condition 17v, starting at 7 or before and finishing after 6. 17v) no preparatory or construction activity shall take place outside the hours of 08:00 to 18:00 Mondays to Fridays, 08:00 to 13:00 on Saturdays and no activity shall take place at all on Sundays and statutory holidays.

RESOLVED: To Receive and Note

Case No. 18/00371/BRPC15

Location: 36 Boroughbridge Rd, HG5 0NJ.

Alleged Breach: 1. Commencement of works prior to discharge of conditions.
2. Incorrect siting of dwellings.

RESOLVED: To Receive and Note

6.4 Planning Appeal**Appeal Ref: APP/TPO/E2734/6597**

Location: Mother Shiptons Cave, Long Walk, HG5 8DD

Proposal: Felling of 6 Beech (T134, T140, T141, T171, T180, T188) and 2 Sycamore (T116, T137) in Woodland W1 of Tree Preservation Order 01/1959.

Hearing date: 31/07/2018, 10am, Civic Centre.

KTC Comments: KTC object to this application as no good reason has been given for the removal of some of the trees. KTC support the arboriculturalist's report (6/11/2017).

RESOLVED: To Receive and Note

6.5 TPO 54/2018 – Provisional

Scriven Bar House, 84 Boroughbridge Road, HG5 0QF. For information

RESOLVED: To Receive and Note; KTC supports this application.

18/044 ITEM 7 - To consider the following correspondence

7.1 To consider the email from River of Life/Christians Together in Knaresborough requesting KTC add the recently commissioned wood carving of St Robert of Knaresborough to its Asset Register and insurance cover.

RESOLVED: That KTC writes back to the River of Life/Christians Together in Knaresborough agreeing to add the wood carving of St Robert of Knaresborough to its Asset Register and arrange insurance cover; but they must understand that in passing ownership of the statue to KTC, it will then become KTC's property when determining its future.

7.2 To consider the letter from Johnson Mowat Planning and Development Consultants re Public Consultation: Highfield Farm, York Road, Knaresborough. (sent by email 6 July 2018).

It was proposed, but not seconded, that KTC writes to Johnson Mowat stating that in the Emerging Local Plan there is a disproportionate amount of housing in Knaresborough and that Knaresborough should be allocated its fair percentage, but not this larger disproportionate amount.

It was further proposed, and seconded, that KTC writes to Johnson Mowat voicing the opinion that KTC accepts this land is in the Harrogate Draft Plan for development, but KTC feels it is wrong to develop this particular land early in the Plan period, rather than late in the Plan period because of the various other developments which have already been granted planning permission. This proposal was defeated.

RESOLVED: That KTC writes to Johnson Mowat stating that it has been KTC's stance to object to development of any land to the East of Knaresborough; KTC will comment when the application is submitted.

7.3 To consider the letter from NYCC re Footpath No:s 15.73/52, 53, 54, 55, 56, 57, 58. Conyngham Hall and Mackintosh Park, Knaresborough Modification Order 2012.

RESOLVED: To Receive and Note the update.

7.4 To consider the email from Councillor A Willoughby 'to discuss the present proliferation of event advertising banners in town, and the late removal of cross-street banners'.

Councillor A Willoughby spoke about the rationale for requesting this item on the agenda, and asked Members if they had issues with the many banners which are appearing around the town. He mentioned that some overhead banners are still in situ weeks after the event they were advertising has passed. The Clerk explained that in recent years, organisations have not obtained the required permission from KTC to erect a banner. This was discussed and Members felt that KTC's contractor should be reminded that permission from KTC must be sought by the applicant prior to the erection of a banner; KTC's Banner Policy should be amended to reflect this, and also make provision for inclusion of an end date to any permission given to erect a cross street banner.

RESOLVED: That the Clerk amends the current KTC Banner Policy to reflect the points raised above and brings it back to Council for approval.

It was mentioned that HBC has experienced a similar problem, re banners on railings, and it was suggested that the office seek advice from HBC Officers as to how they dealt with this matter.

7.5 To consider request from KASHS to erect a 6' x 6' shed on plot 7C.

RESOLVED: That KTC grants permission to erect a 6' x 6' shed on plot 7C.

18/045 ITEM 8 - Reports from the Clerk

8.1 To approve the **Schedule of Accounts (July)** as below:

The Mayor left the Chamber at this point and took no part in the vote. The Deputy Mayor, Councillor Tim Hunter took the Chair.

KNARESBOROUGH TOWN COUNCIL
July 2018 Schedule of Accounts

Payable to & Description	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Notes
Spa ICT Services	45	200.00	40.00	240.00	Computer security
BT (telephone)	46	59.55	11.91	71.46	
H Gostlow	47	100.00	0.00	100.00	Reimbursement of payment to Questr (18/036 2/7/18)
Vision ICT	48	625.00	125.00	750.00	Initial invoice for upgrade of council website
D3 Office Group Ltd	49	49.89	9.98	59.87	Stationery
P Ireland	50	1,100.00	0.00	1,100.00	Mayoral Allowance - 1st payment
Red Bonsai	51	450.00	90.00	540.00	Castle car park sign - design and artwork
		2,584.44	276.89	2,861.33	

RESOLVED: To approve the schedule of accounts (July) £2,861.33

Councillor Ireland returned to take the Chair.

8.2 To receive and note finance figures for June.

RESOLVED: To Receive and Note the finance figures for June.

8.3 To receive and note the Final Visit Internal Audit of Accounts Report Year Ending 31 March 2018.

RESOLVED: To Receive and Note

8.4 To consider the adoption of the General Privacy Notice, Councillor Privacy Notice and Councillor GDPR checklist as part of the Council's ongoing GDPR compliance.

Members discussed this matter at length, and some felt that they were unable to support the adoption of the GPN, CPN and Councillor GDPR check list as they did not understand the terminology used and how it affected them. The Clerk reminded members that as individual Councillors they make up the corporate body which is the Data Controller for Knaresborough Town Council. As such, that body would be collectively held responsible for any future breaches of Data Protection; not the staff, not the office. She suggested that it might be appropriate for members who are unsure as to how this new Regulation affects them, personally or collectively, to consider taking up the YLCA training, which she and the Deputy Clerk had already attended. She further pointed out that whilst this legislation is proving controversial and time consuming for many organisations, some historic methods of storing personal data and contacting people are no longer acceptable and in this respect KTC must be able to demonstrate that it is making all efforts to comply with the new Regulation.

RESOLVED: That KTC adopts the General Privacy Notice and the Councillor Privacy Notice.

FURTHER RESOLVED: That KTC notes the Councillor GDPR check list.

8.5 To receive and note the White Rose Update July 2018

RESOLVED: To Receive and Note the White Rose Update July 2018.

8.6 To Note the Work In Progress update from 2/7/2018.

It was noted that there were some updates to the progress report which had been circulated at the time of the Agenda.

8.7 To approve Clerks' attendance at training course on 14 September, at The Bridge Walshford - "Training Day for More Experienced Clerks" - total cost £230. (*Budget £750*).

RESOLVED: To approve the Clerks' attendance at the Training Day for More Experienced Clerks at a cost of £230.

18/046 ITEM 9 - Reports from Committees and Working Groups

9.1 To receive and note the minutes of the Events Committee Meeting held on Monday 9 July and **consider** the **recommendation**.

RESOLVED: To Receive and Note the minutes of the Events Committee Meeting held on Monday 9 July and approve the recommendation to replace the Events Board.

9.2 To receive a report (verbal or otherwise) from the **Castle Working Group** and **consider** any recommendations made.

The Chair of the Castle Working Group gave a verbal update and informed members that the group had had a very productive meeting with HBC officers and that she was confident the project for lighting is moving forward.

18/047 ITEM 10 - Information Exchange

- The Mayor informed members that he had received agreement from the Chairman of a local company for a donation of £2000 towards the castle lighting project.
- The Mayor mentioned that he had presented Knaresborough Town United with a cup in recognition of their 2017/2018 season success, which had been very well received. He went on to say that there had been an art competition in the town for year 6 pupils, and whilst their individual prizes had been awarded, there was to be an overall first prize presented on 24 July in the market place - all welcome to attend. The Mayor asked members for their thoughts on utilising the unused budget from the purchase of the KTown cup to fund the year 6 overall prize (£150). Members felt that the prize should be given from the 'Mayor' not the 'Town Council' but generally felt that KTC would be happy to fund this purchase from the unused budget (up to £150). This to be placed on a future agenda for formal approval.
- Councillor Gostlow reminded members that Bright Friday is on 23 November this year; she asked all members to put the date in their diaries and said she would be looking for volunteer marshals on the day.
- Councillor C Willoughby informed members that there had been a very enjoyable Yorkshire in Bloom judging last week. Final results are scheduled for 14 September.
- Councillor A Wright referred to the clearing up process after the Wednesday market, as had been mentioned on 2 July. He asked members if they knew of any change. The Mayor reported that he had nothing further to report and that he had passed on Councillor Wright's concerns to HBC regarding the re-allocation of work for people collecting litter.

Meeting Closed at 10.00 p.m.

Signed by the Mayor

Councillor P Ireland: _____