

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL HELD AT  
KNARESBOROUGH HOUSE, KNARESBOROUGH, ON  
Monday 24 September 2018**

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

**Councillors:**            M Clemmitt, E Darling, J Gair, D Goode, H Gostlow,  
  T Hunter, S Mearns, A Willoughby, C Willoughby,  
  M Wood and A Wright

**Staff Present:**            The Acting Clerk and Deputy Clerk

**Also Present:**            County Councillor Zoe Metcalfe and 2 members of the  
  public

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

Prior to the start of the meeting, the Mayor asked members to observe one minute’s silence in memory of the late Helen McNamara who had been a Knaresborough Councillor from 2011 to 2015.

**18/069    ITEM 1 – To receive apologies for inability to attend the meeting**

None for this meeting

**18/070    ITEM 2 – Councillors’ Disclosure of an Interest**

<b>Councillor T Hunter</b>	Item 6.1 – 18/03793/CLEUD – as the applicant.
<b>Councillor C Willoughby</b>	Item 6.1 – 18/03450/FUL – as a Town Council application.
<b>Councillor A Wright</b>	Item 6.1 – 4 planning items relating to Claro Chambers, 42 High Street.

**18/071    ITEM 3a - KTC Public Speaking Session**

A resident and member of the Civic Society spoke about the planning applications relating to Claro Chambers.

*Councillor A Wright left the room.*

The resident stated the wish for appropriate consideration to be given to such a significant building in the Town and the need to maintain the integrity of the building as much as possible, particularly the ceiling in the main hall.

*Councillor A Wright returned to the Chamber.*

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

**ITEM 3c - Reports from District and County Councillors**

Councillor E Darling mentioned that the Harrogate and District Volunteering Oscars nomination forms were now available and asked members to consider who they may wish to nominate.

He went on to mention the travellers at York Place car park and that HBC were aware and taking steps to move them on.

Councillor D Goode gave a brief summary of some of the projects underway at NYCC, including the Brierly Group, devolution still being strong on the agenda, Catterick being a strategic base for the armed forces, Kex Gill timeframe and J47 improvements planned for early spring 2019.

Councillor Z Metcalfe said the junction improvement works at Bond End were running on time and stated that during the works adjustments were being made by the contractors to improve traffic flow.

Councillor C Willoughby mentioned that the HBC draft local plan had been submitted to the inspectorate and hearing dates should be announced soon.

**18/072 ITEM 4 – to consider and, if thought fit, approve as a correct record, the Minutes of:**

**4.1 Monday 03 September 2018**

**RESOLVED:** That the minutes of the Council Meeting, held on Monday 03 September 2018, be approved as a correct record and signed by the Chair.

**18/073 ITEM 5 - Business Remaining**

**5.1 To consider** the response from HBC Head of Parks and Environmental Services to the proposals from KTC re bedding schemes

**RESOLVED:** That KTC moves forward with a formal agreement (including the reduction by 12 sq. m of the long bed by the Bowling Green) with HBC, pointing out that KTC will discuss the watering when figures regarding the cost are known.

**18/074 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:
<b>18/02882/FULM AJ</b>	Demolition of warehouse; erection of warehouse with associated works to hardstanding and landscaping. Lapidida, Grimbald Crag Close, HG5 8PJ.	No objections
<i>Councillor A Wright left the room and took no part in the vote on the following items:</i>		
<b>18/031763/FUL</b>	Erection of 4 dwellings to include a new pedestrian access point from Berry's passage. Claro Chambers, 42 High Street, HG5 0EQ.	KTC support this application
<b>18/03174/LB</b>	Listed Building Consent for the formation of pedestrian access within boundary wall. Claro Chambers, 42 High Street, HG5 0EQ.	KTC support this application
<b>18/03179/FUL</b>	Change of use to the ground floor and cellar from bank (Use class A2) to shop, restaurant/cafe or drinking establishment (Use class A1/A3/A4). Change of use and	KTC support the change of use but are concerned about

	refurbishment of coach house from bank (Use class A2) to offices (Use class B1). Demolition of rear building attached to Claro Chambers. Claro Chambers, 42 High Street, HG5 0EQ.	preserving the many existing historic aspects of the building.
<b>18/03180/FUL</b>	Listed building consent for the change of use to the ground floor and cellar from bank (use class A2) to shop, restaurant/cafe or drinking establishment (use class A1/A3/A4). Change of use and refurbishment of coach house from bank (Use class A2) to offices (Use class B1) with internal alterations to include removal and insertion of walls, replacement floor and ceiling structures, blocking up and reinstating of doors and windows and installation of glazed panels and doors. Demolition of rear building attached to Claro Chambers. Claro Chambers, 42 High Street, HG5 0EQ.	KTC do not object to this application and fully support the comments from Knaresborough Civic Society regarding the need to preserve the many historic aspects of the building, particularly the ceiling in the old banking hall.
<i>Councillor A Wright returned to the Chamber</i>		
<b>18/03249/FUL</b>	Retention of raised roof. Forge Garage, Park Row, HG5 0BJ.	No objections
<b>18/03280/COU</b>	Change of use of residential institution (use class – C2) to form 1 no. dwelling house (use class – C3). 14 Manor Road, HG5 0BN.	KTC object to losing the existing facility.
<b>18/03404/FUL</b>	Erection of 2 no. single storey extensions and 1 no. first floor extension; raising roof height to include 1 no. additional window, 3 no. dormer windows and 4 no. velux windows. 14 Scotton Grove, HG5 9HQ.	No objections
<b>18/03499/OUTM AJ</b>	Outline Application for erection of 175 dwellings with public open space, landscaping and sustainable drainage system (SuDS) and access considered. All matters reserved except for means of access. Land comprising field at 435924 458529, Bar Lane.	<i>See appendix 1</i>
<b>18/03450/FUL</b>	Installation of lights to illuminate the castle. Knaresborough Castle and Grounds.	KTC application therefore to receive and note.
<b>18/03553/LB</b>	Listed building consent for the installation of cavity drain damp proofing to floor and ventilation grilles, removal of paint finishes from internal masonry walls within the basement of main house. Kirkman Bank, High Bond End, HG5 9BT.	No objections
<b>18/03567/FUL</b>	Single storey extension of kitchen; single storey extension of dining annex; alterations to fenestration; alterations to access and balustrade. The Marigold Cafe, 16 Waterside, HG5 8DE.	No objections
<b>18/03572/FUL</b>	Demolition of existing dwelling, erection of new dwelling and garage, and formation of new access gates (revised scheme). Appledorn, Lands Lane, HG5 9DE.	No objections
<b>18/03584/FUL</b>	Erection of single dwelling. 20 Scriven Road, HG5 9EQ.	No objections
<b>18/03596/FUL</b>	Demolition of conservatory; erection of single storey extension. 58 Appleby Crescent, HG5 9LS.	No objections
<b>18/03687/FUL</b>	Demolition of existing dormer bungalow; erection of 4 no. dwellinghouses; formation of access and parking; alterations to boundary wall and landscaping. Long Cottage, 1 Tentergate Road, HG5 9BG.	No objections
<b>18/03705/TPO</b>	Lateral reduction (by 2.5m) of 1 branch and lateral reduction (by 1.5m) of 1 branch, both overhanging public highway, less than 6ft from road surface of 1Prunus tree (T46) of Tree Preservation Order 5 2008. 6 Appleby Court, HG5 9LU.	No objections
<b>18/03727/FUL</b>	Erection of single and two storey extensions. Fawley, Ripley Road, HG5 9BU.	No objections
<i>Councillor T Hunter left the Chamber</i>		

<b>18/03793/CLEUD</b>	Application for a certificate of legality for the retention of a single storey extension. 38 Farfield Avenue, HG5 8HB.	KTC has no comments to make.
<i>Councillor T Hunter returned to the Chamber.</i>		

**6.2 To determine representation from KTC**, if appropriate, at HBC Planning Committee Meeting on **Tuesday 25 September 2018**, 2pm, Council Chamber, Civic Centre, HG1 2AE.

Included on the agenda:

**18/02469/REMAJ**

Location: Land Adjacent To Orchard Close, Knaresborough, North Yorkshire,

Proposal: Reserved matters application for Appearance, Landscaping, Layout and Scale under outline permission Ref 14/03849/OUTMAJ for up to 74 dwellings (as amended by Ref 17/02645/DVCMAJ).

HBC Officer Recommendation: Approve subject to conditions.

*KTC Comment: Knaresborough Town Council (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.*

No representative from KTC available to attend.

**18/075 ITEM 7 - To consider the following correspondence**

**7.1 To note** Harrogate Borough Council's Consultation on the Statement of Principles for Gambling 2019-2021, closing date for all responses 19 October 2018

It was agreed that Councillors should respond individually should they wish to do so.

**18/076 ITEM 8 - Reports from the Clerk**

**8.1 To approve the Schedule of Accounts**

**September 2018 Schedule of Accounts**

<b>Payable to &amp; Description</b>	<b>File Ref No:</b>	<b>Amount excl VAT £'s</b>	<b>VAT</b>	<b>Total Amount £'s</b>	<b>Notes</b>
Angela Pulman	69	21.00	0.00	21.00	Reimbursement of TEN Licence for Bright Friday
Angela Pulman	70	30.92	0.00	30.92	Reimbursement of travel to training x 3
D3 Office	71	30.52	6.10	36.62	
Acorn Lighting Services Ltd (Advantagede Commercial Finance)	72	2,000.00	400.00	2,400.00	Re-string of cross street Christmas light
BT Internet	73	64.70	12.94	77.64	
North Yorkshire Bat Group	74	30.00	0.00	30.00	Bat record search (castle lighting project)
Salaries, Tax, NI and Pension September	75 - 79	3,816.77	0.00	3,816.77	
		5,993.91	<b>419.04</b>	<b>6,412.95</b>	

**RESOLVED:** To approve the schedule of accounts for payment totalling £6412.95.

**8.2 To receive and note** finance figures for August

**RESOLVED:** To receive and note the finance figures for August

**8.3 To Note** the Work In Progress update from 03 September

**RESOLVED:** To receive and note the Work in Progress update from 03 September

**8.4 To consider** the Clerk's report regarding the current status of the Shipping Container project

The report outlined the difficulties with the storage container and the current proposed site. This included the need for a haulier to drive a vehicle over part of the field and to consider the damage this may cause and the need to complete a detailed Field Change Request Form for Fields in Trust to consider.

**RESOLVED:** That Councillor P Ireland is to explore the possibility, with HBC, of using one of the empty rooms at Knaresborough House for this much needed community storage for at least the period from the end of September to the beginning of June 2019.

**8.5 To receive and note** Councillor T Hunter's decision to withdraw from the Town Team Working Group.

**RESOLVED:** To receive and note

### **18/077 ITEM 9 - Reports from Committees and Working Groups**

**9.1 To receive** the meeting notes (14 August) and **approve the recommendation** from the Battles over 100 years of Remembrance working group.

**RESOLVED:** That KTC approve spend as detailed below from the amount set aside in the 2018/19 budget:

Commemorative stone	£600 circa
Contribution to printing church service leaflets	£100
Gas for beacon	£50 circa
ORB costs for sound on the evening	£200 circa
Contribution to Poppy lamp post display	£100
Contingency	£50
<b>Total</b>	<b>£1100</b>

**9.2 To receive** a report from the **Castle Working Group** and **consider** the recommendations made in relation to Castle signage, Castle lighting and Castle ground works.

**RESOLVED:** That KTC arranges for the manufacture and installation of the castle signage by De-Signs Signs and Graphics Centre Ltd at a total cost of no more than £500 excluding VAT.

**RESOLVED:** That KTC contracts Select Plan Ltd to provide floodlighting at Knaresborough Castle as per the agreed specification at a cost of £28541.27 +VAT.

**RESOLVED:** That KTC contracts S & B Utilities for specified ground works at a cost of £2874.07 +VAT and WYAS Archaeological Services for specified archaeology at £240 per day (3 days max.) and report at £975.

**9.3 To receive and note** the minutes of the Bright Friday Working Group from the meeting held on Monday 27 August 2018 (c.a.)

**RESOLVED:** To receive and note.

**18/078 ITEM 10 - Motions from Members:**

**Councillor H Gostlow**

*“Following last year’s success, KTC supports a ‘Knaresborough at Christmas 2018’ events and activities leaflet, in an attempt to jointly promote the entire programme of festive events in the town over this commercially important and busy period.”*

**RESOLVED:** That KTC supports this motion subject to costing detail to be brought to Council at a later date.

**Councillor P Ireland**

*"That KTC consider taking on the responsibility for maintenance of the five lamp posts within the curtilage of St John's Church after they have been replaced or refurbished by NYCC"*

Councillor P Ireland gave an update to this motion as it is now only 2 lamps that KTC need to consider adopting. Members raised concerns about actual costs of insurance and maintenance and that by adopting 2 lamp posts it may set precedence for adopting other lamps in other areas of the Town.

Several proposals were put forward; Councillor Ireland withdrew his motion and informed members he would come back to the next meeting with more accurate information.

**18/079 ITEM 11 - Information Exchange:**

- Councillor D Goode informed members that the launch of the Knaresborough Community Land Trust was on 19 October 2018 at 7.30pm, Knaresborough House.

**Meeting closed at:** 9.35 p.m.

**Signed by the Mayor**

**Councillor P Ireland:** \_\_\_\_\_