

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL HELD AT  
KNARESBOROUGH HOUSE, KNARESBOROUGH, ON  
Monday 13 May 2019**

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

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

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

**Also Present:**       Three members of the public

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

**19/186   ITEM 1 – To receive apologies for inability to attend the meeting**

None for this meeting

**19/187   ITEM 2 – Councillors' Disclosure of an Interest**

None for this meeting

**19/188   ITEM 3a - KTC Public Speaking Session**

The Honorary Secretary of FEVA attended the meeting to speak in support of their grant application. She gave background information about FEVA and reminded members that the programme is run by volunteers. She spoke about the group's finances, which are now beginning to recover from an unsuccessful event three years ago. 2018 had been a successful year and she highlighted the programme of events for this summer and explained that any grant awarded would help towards the cost of street entertainment. It was proposed and seconded to award the full grant of £1500. An amendment to this proposal was made, and seconded, to award £1000. This amendment failed.

**RESOLVED:** To award FEVA the full grant requested of £1500.

**ITEM 3b - KTC Open Forum**

A representative from Love Sustainable Knaresborough attended the meeting to inform members of a forthcoming meeting on 23<sup>rd</sup> May at St John's Church Hall at 7.30 p.m. She explained that the meeting had been deliberately timed to coincide with the NYCC consultation on traffic congestion and that Zero Carbon Harrogate would be attending. She encouraged as many members as possible to attend.

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

County Councillor David Goode had attended a Briefing which focused primarily on an update from the Chief Constable and the new leader of the fire service who are both facing challenging roles but both are looking to get the most out of the resources that they have.

District Councillor Ed Darling reminded members that as part of NYCC's consultation on congestion there would be a presentation at the Dower House on Tuesday 14<sup>th</sup> May between 3.00 - 5.00 p.m. and 6.00 - 8.00 p.m.

District Councillor Christine Willoughby had attended a very interesting presentation at HBC regarding waste and re-cycling. The important message was the importance of recycling as there is value in the waste that HBC can recycle, whereas any waste in black bins incurs a charge when taken to the incinerator.

**19/189 ITEM 4 – to consider and, if thought fit, approve as a correct record, the Minutes of:**

**4.1 Wednesday 24 April 2019**

**RESOLVED:** That the minutes of the Council Meeting, held on Wednesday 24 April 2019, be approved as a correct record and signed by the Chair.

**19/190 ITEM 5 - Business Remaining**

**5.1 To consider the schedule of meetings** for the 6 month period from June 2019 to November 2019 following discussions that took place at the Council meeting held on 24 April 2019.

Members accepted the schedule of meetings as presented but agreed that the planning meeting planned for 3<sup>rd</sup> June be moved to Tuesday 4<sup>th</sup> June. This amendment was agreed as the Mayor and her Consort, who are both members of this committee, will not be back from their official visit to Bebra where they are representing the town council at the 50<sup>th</sup> anniversary celebrations. It was further agreed that Office Services Committee will carry out a six month review of the new meeting schedule and report back to council.

**RESOLVED:** That KTC adopts the schedule of meetings as attached to these minutes, for a six month period, with the minor amendment of moving the 3<sup>rd</sup> June planning meeting to Tuesday 4<sup>th</sup> June to ensure that everyone can attend.

**5.2 To consider** the further proposals for the 3 BT phone boxes situated in the Market Place following on from the resolution made at the meeting held on 1 April 2019:

*“That KTC apply to BT to enquire about adopting the three phone boxes situated in the Market Place. KTC to also seek to have the phone boxes renovated to original condition and bring them back into public use”*

In detail:

**i) To consider** BT keeping one kiosk, preferably the middle kiosk, and asking them for permission to refurbish this kiosk.

**ii) To consider** adopting the two remaining kiosks (preferably the two outside kiosks).

**iii) To consider** possible future uses for the adopted kiosks.

Councillor Darling spoke about this proposal and informed members that he had applied to Harrogate for a grant funding from the District Improvement Fund to cover the costs associated with this project. Members discussed the idea and sought clarification on several points.

**RESOLVED:** That KTC asks BT to retain ownership of the middle kiosk in the Market Place but asks BT for permission to refurbish it.

**FURTHER RESOLVED:** That KTC adopts the remaining two kiosks and takes appropriate action to have them refurbished.

In regard to point iii) - to consider possible future uses for the adopted kiosks - it was agreed that members would send their ideas to the office for the Clerk to collate and pass to the Town Team for further research. A request for further ideas may also be put out to residents of the town once the boxes have been adopted.

## 19/191 **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>19/01062/FUL</b>	Erection of two and first storey extensions, conversion of garage to form additional living accommodation and alterations to fenestration. 47 Park Way, HG5 9DW.	No objections
<b>19/01243/OUT</b>	Renotification: Outline application for residential development for up to 4 No. dwellings with access considered (revised description). Land at Hazelheads Lane, Knaresborough.	Knaresborough Town Council objects to this application for the following reasons 1. this outline application is too vague and provides no indication of the scale of development proposed on this site 2. the site adjoins the Hay-a-Park Site of Special Scientific Interest with its lake, ponds and grassland of interest to wintering wildfowl and breeding birds, which could be further compromised by additional development 3. there are highways issues both in terms of access on Hazelheads Lane which can be impassable due to overgrown hedgerows and visibility 4. the site does not form part of land earmarked for development
<b>19/01561/LB</b>	Listed building consent for the conversion and alteration of the rear of the pork butchers and floors over to create 2 no.	KTC supports this application

	dwelling, including demolition and rebuilding of the wall to No. 2 and 4 Kirkgate. Alterations to No. 46 Market place to create pork butchers shop with amendments to the scheme approved under application 17/01780/LB. 46 Market Place and 2 and 4 Kirkgate, HG5 8AG.	
<b>19/01629/FUL</b>	Erection of 2 no. single storey extensions and 1 no. two storey extension. 35 Malham Way, HG5 0HQ.	No objections
<b>19/01678/FUL</b>	Erection of two storey with alteration to fenestration. 9A Bond End, HG5 9AW.	No objections
<b>19/01804/FUL</b>	Demolition of conservatory, erection of a single storey extension and alterations to fenestration. 3 Princess Avenue, HG5 0AW.	No objections

**6.2 To determine representation from KTC**, if appropriate, at HBC Planning Committee Meeting on **Tuesday 14 May 2019**, 2pm, Council Chamber, Civic Centre, HG1 2AE  
Highfield Farm, York Road, HG5 0SU (postponed from previous planning committee meeting).

**RESOLVED:** That Councillor David Goode would attend the meeting to represent KTC.

### **6.3 Planning Enforcements**

**19/00234/PR15**

19 Orchard Close, HG5 0NH

Alleged Breach: Use of property for vehicle repairs business.

**RESOLVED:** To Receive and Note

### **19/192 ITEM 7 - To consider the following correspondence**

#### **7.1 To consider the grant application from FEVA**

See 19/188 above.

**7.2 i) To consider** a request from the **Jubilee Allotment Association** to install a shipping container on the allotment site:

Motion from Cllr E Darling, Allotment Liaison –

*“That KTC allow the Jubilee Allotment Association to store a shipping container on allotment land to improve security at the site. The container is to replace the sheds near the entrance to the site and be kept in this location and for a level base to be placed underneath the container to protect the land.”*

Members discussed this motion and were generally in agreement to allow the Association to store a shipping container. However, an amendment was proposed, and seconded, to instruct the Allotment Association to ensure that they ‘soften the appearance of the container, for example by the use of climbers or cladding’ as detailed in their grant application.

**RESOLVED:** That KTC allow the Jubilee Allotment Association to store a shipping container on allotment land to improve security at the site. The container is to replace the sheds near the entrance to the site and be kept in this location and for a level base to be placed underneath the container to protect the land.

**FURTHER RESOLVED:** That the Association ensures softening the appearance of the container, for example, by the use of climbers or cladding.

ii) If the motion above is approved, **to consider** the grant application

**RESOLVED:** That KTC award a grant of £1362 to the Jubilee Allotment Association.

## 19/193 ITEM 8 - Reports from the Clerk

### 8.1 To approve the Schedule of Accounts April (May) 2019

#### KNARESBOROUGH TOWN COUNCIL

##### May 2019 Schedule of Accounts

Payable to & Description	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Notes
BT (telephone)	10	57.36	11.47	68.83	
Came & Co	11	915.69	0.00	915.69	
Advantage (ALS)	12	1,735.00	347.00	2,082.00	Install Bunting
Plan Ahead Communities	13	700.00	0.00	700.00	NDP
<b>Total</b>		<b>3,408.05</b>	<b>358.47</b>	<b>3,766.52</b>	

**RESOLVED:** To approve the schedule of Accounts May totalling £3766.52

### 8.2 To receive the Work in Progress report

**RESOLVED:** To Receive and Note the Work in Progress report

### 8.3 To consider arrangements for Mayor Making:

- a) Order of Proceedings
- b) External Organisations (see item 5.1)

**RESOLVED:** To accept the Order of Proceedings and representation on External Organisations as attached to these minutes.

### 8.4 To consider adding a search facility to the current Town Council website

**RESOLVED:** To add a search facility to the current Town Council website at an initial cost of £75 for year one and £25 per annum thereafter.

**19/194 ITEM 9 - Reports from Committees and Working Groups**

**9.1 To receive and note** the minutes of the **Town Team** meeting on 27 March 2019 and **consider the recommendation**

Councillor Gostlow explained the rationale leading to the Recommendation contained in the Town Team minutes of 27 March.

**RESOLVED:** To Receive and Note the minutes of the town team meeting on 27 March 2019 and approve the Recommendation to proceed with 'Company 1' in the project to redesign the town council's logo.

**9.2 To receive and note** the minutes of the **Knaresborough Castle Working Group** meeting held on 10 April 2019 and **consider the recommendations**. (Please note the first recommendation was considered by Council at its meeting on 24 April 2019)

**RESOLVED:** To Receive and Note the minutes of the Castle Working Group meeting of 10 April 2019 and approve the Recommendations:

To seek a price for a banner across the High Street using the banner design from Red Bonsai and seek a price for erection once per year.

To write to HBC and ask HBC to provide a visitor centre for Knaresborough Forest in the vicinity of the former Home Farm at Conyngham Hall.

**19/195 - ITEM 10 - MOTIONS FROM MEMBERS**

**Councillor C Willoughby:**

"That KTC writes to HBC to ask for a review into the boundary of Knaresborough Parish, the boundary of Knaresborough Eastfield Borough Council ward and the boundary of the Harrogate and Knaresborough Parliamentary Constituency, for the reason in the attached appendix."

Members discussed this motion and put forward differing viewpoints. An amendment was proposed to insert the words 'If HBC Planning Department approves the housing at Highfield Farm' at the beginning of the motion. This amendment was seconded.

**RESOLVED:** If HBC Planning Department approves the housing at Highfield Farm, that KTC writes to HBC to ask for a review into the boundary of Knaresborough Parish, the boundary of Knaresborough Eastfield Borough Council ward and the boundary of the Harrogate and Knaresborough Parliamentary Constituency, for the reason in the attached appendix.

**19/196 ITEM 11 - INFORMATION EXCHANGE**

- Councillor Mavis Clemmitt reminded members that in two weeks time a contingent from Knaresborough, including the new Mayor and her Consort, will be travelling to Bebra to celebrate 50 years of town twinning.

- Councillor A Willoughby brought to everyone's attention the anger and upset caused by the removal of the hedgerows at Manse Farm during the bird nesting season.
- Councillor Mearns informed members that Renaissance Knaresborough is holding an 'engagement' event at Claro Chambers on Wednesday 15<sup>th</sup> May between 9.00 and 5.00. All welcome to drop in.

**Meeting closed at: 9.30 p.m.**

**Signed by the Mayor:  
Councillor P Ireland.**