

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL HELD AT  
KNARESBOROUGH HOUSE, KNARESBOROUGH, ON  
Monday 16 September 2019**

**PRESENT:** **Chair:** The Mayor – Councillor Christine Willoughby

**Councillors:** M Clemmitt, J Gair, D Goode, H Gostlow,  
E Darling, P Ireland, S Mearns,  
A Willoughby and A Wright

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

**Also Present:** One member of the public

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

**19/224 ITEM 1 – To receive apologies for inability to attend the meeting**

Apologies were received from Councillors T Hunter and M Wood.

**19/225 ITEM 2 – Councillors’ Disclosure of an Interest**

<b>Councillor P Ireland</b>	Items 9.2 and 9.3 – The Small Transport Grants Fund is in his portfolio at HBC
<b>Councillor M Clemmitt</b>	Item 8.3 – Chair of Town Twinning

**19/226 ITEM 3a - KTC Public Speaking Session**

The Proprietor of Marigold Café attended the meeting to explain the rationale behind Item 6.1 – Weirside Terrace and KTC’s lease of the land. He explained that the land borders that owned by Marigold Café and is currently unsightly. He outlined possible plans to improve the area in an attempt make that part of the riverside better for everyone.

Councillors then asked questions and the Mayor moved to take Item **6.1 To Consider** the report from Cllr Darling re Weirside Terrace and KTC’s lease of the land.

**RESOLVED:** KTC notes that Weirside Terrace may have potential for development, possibly with Marigold Café, and resolves to speak to all interested parties.

Councillor Darling volunteered to contact interested parties. He will report back to a future meeting when a decision can be made whether or not to set up a Working Group based on his further report.

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

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

County Councillor David Goode updated members with statistics taken from the recent Congestion Study. He mentioned plans being put in place for minimum disruption following Brexit and also that NYCC still needs to implement £40M of savings over the next three years.

District Councillor Sam Mearns informed members that she would be speaking at the Planning Committee Meeting on Tuesday 17<sup>th</sup> September where officers have recommended the application for the development of 175 houses at Bar Lane be refused.

District Councillor Ed Darling referred to the resident from Charlton Drive who had attended the meeting on 19<sup>th</sup> August concerning waste collection and hedge cutting. He had received a communication from the resident thanking him for our efforts – all now settled and the hedges in the vicinity have been cut.

District Councillor Phil Ireland spoke about climate coalition. Officers are working hard with key stakeholders. He also mentioned what he described as ‘mischievous rumours’ circulating throughout the town concerning the operation of the Wednesday market which have resulted in the traders being unsettled and concerned. He assured members that any such rumours are not true.

### **19/227 ITEM 4 – to consider and, if thought fit, approve as a correct record, the Minutes of:**

#### **4.1 Monday 19 August 2019**

It was noted that under Item 19/217 – 3c Reports from District and County Councillors – County Councillor David Goode – Line 2 - ‘how NYCC can contribute to zero carbon by 2020’ – this should read ‘how NYCC can contribute to zero carbon by 2040’.

**RESOLVED:** That, subject to the amendment above, the minutes of the Council Meeting, held on Monday 19 August 2019, be approved as a correct record and signed by the Chair.

It was noted that Members had asked for an item to be included on the next agenda concerning HBC waste collection. This item to be included on agenda for 21<sup>st</sup> October.

### **19/228 ITEM 5 - Business Remaining**

#### **5.1 Update on phone boxes from Councillor Darling (*deferred from KTC meeting 19 August 2019*)**

Councillor Darling explained the up to date position following his previously circulated report. Members discussed various aspects and it was

**RESOLVED:** that KTC goes ahead with the refurbishment of all three boxes, using

L Carr Contractors, based on option 3 of his quotation dated 8 August; the Clerk to establish how much this contractor will charge for the primer and undercoat.

**19/229 ITEM 6 - To consider the following correspondence**

**6.1 To consider** the report from Cllr Darling re Weirside Terrace and KTC's lease of the land.

See 19/226 above.

**19/230 ITEM 7 - Reports from the Clerk**

**7.1 To approve the Schedule of Accounts for September**

**KNARESBOROUGH TOWN COUNCIL**  
**September 2019 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>	<b>Initials</b>
Arena Group Ltd	64	80.42	16.08	96.50	photo-copying	
Tig	65	600.00	0.00	600.00	Updates NDP Master doc	
D Gluck	66	175.00	0.00	175.00	NDP mtngs	
D Gluck	67	525.00	0.00	525.00	Conditions and submission	
Thos Fattorini Ltd	68	1,750.19	350.04	2,100.23	Past mayors badges	
PKF Accountants	69	400.00	80.00	480.00	External auditor	
BT Internet	70	29.70	5.94	35.64		
A Pulman (travel expense)	71	12.15	0.00	12.15	Clerks Briefing M Hill	
A Pulman reimbursement	72	18.00	0.00	18.00	Agenda postage	
Salaries, Tax and NI, Pensions September	73 - 76	3,941.53	0.00	3,941.53		
<b>Total</b>		<b>7,531.99</b>	<b>452.06</b>	<b>7,984.05</b>		

**RESOLVED:** To approve the schedule of accounts (September) totalling £7,984.05

**7.2 To receive** the Work in Progress report

**RESOLVED:** To Receive and Note the Work In Progress Report.

**7.3 To receive and note** the External Auditor Report and Certificate 2018/2019

**RESOLVED:** To Receive and Note the External Auditor Report and Certificate 2018/2019

**19/231 ITEM 8 - Reports from Committees and Working Groups**

**8.1 To receive and note** the minutes of the **Knaresborough Planning Committee** meetings held on 05 August 2019 and the 02 September 2019.

**RESOLVED:** To Receive and Note the minutes of the Knaresborough Planning Committee meetings held on 05 August 2019 and 02 September 2019.

**8.2 To receive and note** the minutes from the **Town Team Working Group** meeting held on Tuesday 09 July 2019 and **to consider** the **recommendation**.

Councillor Gostlow gave members background information surrounding the Recommendation to provide more electric points in the market place as detailed in the group's minutes of 09 July 2019

**RESOLVED:** That KTC writes to HBC asking for the provision of more electrical points in Knaresborough's Market Place, in order to help with the use of this area for events and to eliminate the use of generators.

**8.3 To receive and note** the minutes of the **Knaresborough Town Twinning Committee** meeting held on Thursday 18 July 2019.

**RESOLVED:** To receive and note the minutes of the Knaresborough Town Twinning Committee meeting held on Thursday 18 July 2019.

**8.4 To receive** an update from the Chair of the **Performance Pavilion Working Group**.

Update to be given at the next council meeting.

**8.5 To receive** a report from the **Castle Working Group** and **consider** any recommendations made in relation to Castle lighting Phase 2.

The Chair of the Castle Working Group gave a verbal update and explained that KTC's Consultant has been in discussions with Historic England (HE); when HE have made their comments, a formal planning application will be submitted to HBC.

**8.6 To receive** a verbal report from the Chair of the Emergency Committee re the current Emergency Plan.

The Chair explained that a substantial amount of work had taken place to update the community resilience plan. The document has now been sent back to HBC for publication. He spoke about the intended future use of the App 'What 3 Words'.

**8.7 To receive and note** the minutes of the **Bright Friday Working Group** meeting held on Wednesday 31 July 2019.

The Chair mentioned that volunteers are needed for the evening of 29 November, mainly as Marshalls.

**RESOLVED:** To Receive and Note the minutes of the Bright Friday Working Group meeting held on Wednesday 31 July 2019.

**8.8 To approve** the Terms of Reference for the **Christmas Committee**.

**RESOLVED:** To approve the Terms of Reference for the Christmas Committee as attached to these minutes.

**8.9 To consider the following recommendation** from the **Christmas Committee** re Gracious St and Market Place Christmas tree decoration.

The Chair of the Christmas Committee explained the rationale behind the recommendation.

- a) To agree the proposed change of lighting on the Gracious St Christmas tree as per the quotation (N.B this is not to include the hire or installation of the star which is intended to be in the Market Place)

**RESOLVED:** To agree the proposed change of lighting as outlined above in a)

- b) To agree that (*should a) be approved*) the coloured lights that were on the Gracious St tree be installed on the Market Place tree in addition to the lights previously used in the Market Place and in addition KTC hire and install the star (as mentioned in the Gracious St quote) on the tree in the Market Place.

**RESOLVED:** To agree the proposed change of lighting as outlined above in b)

**FURTHER RESOLVED:** That the Clerk has delegated authority to spend up to £2,000 (quotation £1,435.94) following an instruction to query some items contained in the quotation from our contractor.

**8.10 To consider** the following recommendation from the **Christmas Committee** re: Christmas Events Brochure:

“KTC to agree to the design and production of the Christmas Events Brochure as an additional cost to the budget already allocated to the Christmas Event and to set aside its Financial Regulations so that the brochure can be produced by the same designer and printing company used in previous years.”

Councillor Gostlow explained the rationale behind this recommendation.

**RESOLVED:** KTC agrees to the design and production of the Christmas Events Brochure as an additional cost to the budget already allocated to the Christmas Event and to set aside its Financial Regulations so that the brochure can be produced by the same designer and printing company used in previous years.

**19/232 ITEM 9 - Motions from Members****9.1 Proposed Cllr D Goode**

Seconded Cllr M Clemmitt

*“That this council agrees in principle to fund replacement coloured lights for High Bridge either through direct purchase or leasing. This requirement to form part of the Christmas Lights contract.”*

Councillor Goode explained to members that his motion followed discussions with NYCC regarding the refurbishment of High Bridge. Members discussed this motion and

**RESOLVED:** That KTC agrees in principle to fund replacement lights for High Bridge, either through direct purchase or leasing. This requirement to form part of the Christmas Lights contract.

District Councillor Ireland left the Chamber prior to Item 9.2

**9.2 Proposed Cllr E Darling\***

*“That KTC submit an application to HBC under the Small Transport Grants Fund for new cycle racks to be placed within the car park on Waterside.”*

Members discussed this motion at length and agreed to remove the words ‘car park’ from the Motion.

The meeting then went on to discuss the Motion from Councillor Gostlow 9.3

**9.3 Proposed Cllr H Gostlow\***

*“That KTC submit an application to HBC under the Small Transport Grants Fund for LED signage for the York Place car park, which indicates the number of spaces currently available, therefore promoting the use of this parking facility.”*

Members discussed this motion and then agreed to vote for either the motion at 9.1 or the motion at 9.2

**RESOLVED:** KTC submits an application to HBC under the Small Transport Grants Fund for LED signage for the York Place car park, which indicates the number of spaces currently available, therefore promoting the use of this parking facility.

**19/233 ITEM 10 - INFORMATION EXCHANGE**

- Councillor Goode reminded members that there is an massive event in Knaresborough on Saturday 21<sup>st</sup> surrounding the paracycling passing through the town. He asked members to try and encourage people to attend.
- Councillor Clemmitt confirmed that the dates for the Town Twinning 50 year celebrations have now been confirmed as 4 – 9 September 2020.

- Councillor Mearns reminded members that there is also a big event in Knaresborough – Autumnfest – over the week-end 28 – 29 September.
- Councillor Wright informed members that the Town Economy Working Group had met and he would be producing the minutes very soon.
- Councillor C Willoughby thanked those members who attended her Civic Service. She also mentioned that Knaresborough in Bloom had won Gold in the large town category of Yorkshire in Bloom.

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

**Signed by the Mayor:  
Councillor C Willoughby**