**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL HELD AT KNARESBOROUGH HOUSE, KNARESBOROUGH, ON**

**Monday 18 November 2019**

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

 **Councillors**: M Clemmitt, E Darling, J Gair, D Goode, H Gostlow,

 P Ireland, T Hunter, A Willoughby, Mike Wood

and A Wright

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

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

**Late Arrivals:** J Gair (7.50 p.m.)

**Early Departures:** None

**19/244 ITEM 1 – To receive apologies for inability to attend the meeting**

Apologies were received from Councillor S Mearns.

**19/245 ITEM 2 – Councillors’ Disclosure of an Interest**

|  |  |
| --- | --- |
| **Councillor M Clemmitt** | Item 8.3 – is Chair of Town Twinning Committee |
| **Councillor C Willoughby** | Item 7.1 – payment of Mayoral Allowance |

**19/246 ITEM 3a - KTC Public Speaking Session**

1.

Two members of the public had attended the meeting to apprise councillors of the continued problems which residents of Nidderdale Lodge Caravan Park are experiencing. He explained that footpaths and roads in the area are not being cleaned and are unsafe to use, and that the Park is flooding as a result, he believes, of polluted water from the Manse Lane development. Members asked questions and

**RESOLVED:**

i) To contact Harrogate Borough Council (HBC) Planning Enforcement regarding the mud on the highway and footpaths requesting that the developers are asked to clean them and that the developers have wheel washing facilities on-site that are being used correctly.

ii) To contact HBC street cleansing to get the leaves and other rubbish cleaned from the footpath alongside the carriageway.

iii) To contact North Yorkshire County Council (NYCC), Commercial Estates Group and the Environment Agency regarding the water pollution.

iv) To contact NYCC re implementation of the 40 mph speed limit as soon as possible without waiting for the construction of the planned round-abouts.

2.

A member of the public had also attended to speak in favour of Item 6.1 – to support a road naming proposal. Members thanked the member of the public for all his hard work and it was proposed that KTC supports this initiative as a very fitting recognition for a leading light in the Knaresborough community.

*(Councillor J Gair arrived at this point)*

**RESOLVED:** That KTC supports this initiative.

The resident was advised that he will need to submit a separate application for funding in this regard.

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

County Councillor David Goode updated members on issues concerning Knaresborough, including:

* school exclusions and Grove Road academy; funding formula will result in a very different organisational model.
* Reduction in CO2 figures for Bond End will not be known for one or two years.
* Improvements at Junction 47 are going to cost £5.19M and is going out to tender December 2019.
* NYCC has set up a rural commission to look at rural communities.
* Climate change strategy continues to be developed.
* Preparations for Brexit have been put on hold.
* Flooding in the area has been a point of focus
* Knaresborough library has been awarded ‘library of the month. *(KTC to send a letter of congratulations),*

District Councillor Ed Darling mentioned that HBC is investing £1M in Knaresborough High Street, turning empty properties into retail and residential units. HBC has also agreed to negotiate the renewal of the castle lease.

District Councillor Phil Ireland spoke about carbon reduction and referred to the first climate coalition meeting being held to work with key stakeholders.

**19/247 ITEM 4 – to consider and, if thought fit, approve as a correct record, the**

 **Minutes of:**

**4.1** Monday 21 October 2019

**RESOLVED:** That the minutes of the Council Meeting, held on Monday 21 October 2019, be approved as a correct record and signed by the Chair.

**19/248 ITEM 5 - Business Remaining**

**5.1 To consider response from** Development Management NYCC re A59 York Road junction improvements*.*

Members discussed the response from NYCC and

**RESOLVED:** To receive and note

*It was agreed to copy NYCC Development Management into the correspondence to NYCC detailed at 19/246 (iv) above.*

**5.2 To consider response from** Senior Project Engineer, Highways & Transportation, NYCC re crossing at High Bond End.

Members were unhappy with the response from NYCC regarding the request for a crossing at High Bond End. It was proposed that KTC write to NYCC expressing concern that lack of pedestrian usage is being given as a reason not to improve pedestrian usage on this road and pointing out that KTC is aware that millions of pounds are being spent at Kexgill on road improvements. The results of the recent congestion study carried out by NYCC made it quite clear that people in the district would prefer to walk and cycle rather than see the construction of a relief road. It was felt that NYCC should be more open minded to making it easier for people to walk and to cycle.

**RESOLVED:** To write to NYCC Corporate Director, Business and Environmental Services highlighting the points as detailed in the commentary above.

**19/249 ITEM 6 - To consider the following correspondence**

**6.1 To consider request from resident** to support road naming proposal.

See 19/246 above.

**6.2 To consider KTC** attendance at HBC Parish Consultation Meeting to be held on Wednesday 22 January 2020 and **consider** the request for agenda items (deadline 06 January 2020.

**RESOLVED:** To Receive and Note and not request any agenda items or send a Report.

**6.3 To consider letter** from Executive Officer Economy and Transport HBC re Knaresborough High Street HAZ.

**RESOLVED:** To write to HBC, Executive Officer – Economy and Transport, expressing interest and ask to be kept informed of whatever actions HBC take forward so that we can ensure that the people of Knaresborough are kept informed.

**19/250 ITEM 7 - Reports from the Clerk**

**7.1 To approve** the **Schedule of Accounts for November 2019**

**Knaresborough Town Council**

**November 2019 Schedule of Accounts**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Payable to**  | **File Ref No:** | **Amount excl VAT £'s** | **VAT** | **Total Amount £'s** | **Notes/ Description** |
| A Pulman | 98 | 3.00 | 0.00 | 3.00 | Postage |
| Advantedge (ALS) | 99 | 1,015.00 | 203.00 | 1,218.00 | Remove bunting |
| de signs | 100 | 319.00 | 63.80 | 382.80 | castle banner |
| Royal British Legion | 101 | 50.00 | 0.00 | 50.00 | Poppy Wreath |
| de signs | 102 | 80.00 | 16.00 | 96.00 | A3 signs B Friday |
| (Flying Colours) H Gostlow | 103 |  21.50 | 0.00 | 21.50 | BF Window Comp |
| A Pulman | 104 | 4.50 | 0.00 | 4.50 | Postage |
| Printzone (H Gostlow) | 105 | 22.75 | 0.00 | 22.75 | BF Posters |
| Salaries, Tax, NI and Pension November | 106 -109 | 3,941.53 | 0.00 | 3,941.53 |   |
| C Willoughby Mayoral Allowance | 110 | 1,100.00 | 0.00 | 1,100.00 | 2nd and final instalment |
| **Total** |   | **6,557.28** | **282.80** | **6,840.08** |  |

**RESOLVED:** To approve the schedule of accounts for November, with the exception of Item 110 - Mayoral Allowance, totalling £5,740.08

The Mayor then left the Chamber and the Deputy Mayor, Councillor M Wood, took the Chair.

**FURTHER RESOLVED:** To approve Item 110 of the Schedule of Accounts for November in the sum of £1,100.

The Mayor then returned to the Chamber and the Chair.

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

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

**7.3 To receive** the finance figures for October 2019

**RESOLVED:** To Receive and Note the finance figures for October 2019

**7.4 To consider** request from the Clerk to update the office franking machine

Members discussed the replacement of the office franking machine and

**RESOLVED:** That KTC purchase a new franking machine from Pitney Bowes at a cost of £510.50.

 **19/251 ITEM 8 - Reports from Committees and Working Groups**

Councillor Ed Darling proposed that Items 8.1, 8.3, 8.5 and 8.6 be taken as one item.

**8.1** **To receive and note** the minutes of the **Knaresborough Planning Committee** meeting held on Monday 04 November 2019.

**8.3 To receive and note the** minutes of the Town Twinning Committee meeting held on 10th October

**8.5 To receive and note the** minutes of the Town Centre Economy Working Group held on 5 September 2019 *(ca)*. *(Note: Recommendation approved at council 21 October).*

**8.6 To receive and note the** minutes of the Christmas Committee meetings held on

9 September 2019. *(Note: Recommendations approved at council 16 September)* and Monday 11 November 2019.

**RESOLVED:** To Receive and note reports from Committees and Working Groups – 8.1, 8.3, 8.5, And 8.6

**8.2 To receive** an update from the **Performance Pavilion Working Group.**

No report for this meeting

**8.4 To receive and note the** minutes of the OSC meeting held on 28th October and **consider the** **Recommendations** as follows:

a) That KTC continues with a separate planning committee, meeting on the first Monday of each month, with council and other committee meetings scheduled as per the Appendix to these minutes

b) That KTC adopts the Complaints Procedure with amendments as attached

c) That KTC adopts the NALC policy documents for Disciplinary and Grievance as attached

a) Members discussed the Schedule of Meetings as Recommended by OSC at some length. The Clerk re-iterated again the impact the level of meetings is having on the office staff.

**RESOLVED:** That KTC continues with a separate planning committee, meeting on the first Monday of each month, with council and other committee meetings scheduled as per the appendix to these minutes.

*(It was noted that council’s Schedule of Meetings is reviewed and agreed annually at Mayor Making)*

b) and c)

**RESOLVED:** That KTC adopts the Complaints Procedure, and NALC policy documents for Disciplinary and Grievance as attached to these Minutes.

**19/252 ITEM 10 - INFORMATION EXCHANGE**

* Councillor Goode invited all councillors to attend and bring forward their projects to the OSC budget meeting on Monday 25th November.
* Councillor Goode also mentioned an Emergency Planning meeting to be held on 18th December at Knaresborough House.
* There is also to be training for the community resilience plan, to which all councillors are invited, on Tuesday 7th January 2020.
* Councillor Clemmitt reminded councillors that there is a Town Twinning Meeting on Thursday 21st at Knaresborough House, 7.30 p.m.
* Councillor C Willoughby informed members that she had intended to attend the HBC planning meeting on Tuesday 19th November re Manse Farm, but the item had been withdrawn from the agenda.
* Councillor Willoughby invited all to join her for drinks following the 16th December council meeting.

**Meeting closed at: 9.15 p.m.**

**Signed by the Mayor:**

**Councillor C Willoughby**