

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL HELD AT
KNARESBOROUGH HOUSE, KNARESBOROUGH, ON
Monday 20 January 2020**

- PRESENT: Chair:** The Mayor – Councillor Christine Willoughby
- Councillors:** M Clemmitt, E Darling, J Gair, D Goode, H Gostlow, P Ireland, S Mearns, T Hunter and A Willoughby.
- Staff Present:** The Clerk and Deputy Clerk
- Also Present:** A representative from Knaresborough Town Twinning Committee.
A representative from Knaresborough Men’s Forum.
5 residents/business owners
County Councillor Z Metcalfe
- Late Arrivals:** H Gostlow
- 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 David Tankard who had been a Knaresborough Councillor and Past Mayor.

20/262 ITEM 1 – To receive apologies for inability to attend the meeting

Apologies were received from Councillors A Wright and M Wood.

20/263 ITEM 2 – Councillors’ Disclosure of an Interest

Councillor M Clemmitt	Item 6.1 as Chair of Town Twinning Committee
Councillor A Willoughby	Item 6.1 as a member of Town Twinning Committee
Councillor C Willoughby	Item 6.1 as Mayor and therefore a member of Town Twinning Committee. Item 7.1 as Chair of Knaresborough in Bloom (grant award previously approved by Council Min. No 19/258)

20/264 ITEM 3a - KTC Public Speaking Session

- i) A resident and businessperson from the Town came to speak to Council members about proposed changes that Harrogate Borough Council is considering. The changes being considered will have an impact on the rent charged for stalls at the Wednesday Market and include a condition that a new trader will be expected to erect and dismantle their own stall. The resident believes these considerations will lead to the demise of Knaresborough’s heritage and raised concerns over the manner and lack of transparency employed by HBC when dealing with various planned changes, including this change for Knaresborough Market.

- ii) A resident informed Councillors that she was the new owner of 'Knaresborough Online' and hoped to use this to promote a 'stronger community'. She is organising, with the help and support of other organisations and businesses in the town, an event for VE Day 75 on Friday 8 May 2020. A working group is putting together a wide-ranging programme of events to coincide with National commemorative events. The resident hoped that Council would support, help and advise on the event project.
- iii) A resident spoke to Council about the functionality of the public toilets in Knaresborough. He feels that the current facilities are a disgrace and this issue needs addressing urgently.
- iv) A resident of Nidderdale Lodge thanked Council for its support on the various issues faced by the residents during the extensive building work being undertaken in the area. He informed members that the residents association had recently hired a vibration monitor and produced a graph detailing some of the findings. The local MP has also visited the site to hear residents' concerns. Residents are now awaiting further detail about the proposed Aldi store to better understand the impact this may have on their site.

The Mayor moved on to items on the agenda.

- v) A representative from the Knaresborough Town Twinning Committee came to speak to members about **Item 6.1**, a **grant request** to enable the group to host events for the 50th Anniversary of Town Twinning between the town of Knaresborough and Bebra, Germany. The committee has had some problems due to a late change to the date of arrival of their German visitors and a lack of suitable event space available at the time. The committee has secured a venue but at a higher cost than anticipated.

Councillors M Clemmitt, A Willoughby and C Willoughby left the meeting and took no part in the voting.

RESOLVED: That KTC support the application and award the sum of £3000 to be taken from the next financial year's budget sum set aside for this event.

- vi) A resident spoke to members about **Item 6.2**, a request for **double yellow lines** outside a property on Whincup Avenue. The homeowners wish to put a driveway in the front garden but are concerned that without double yellow lines their car would be trapped by people parking in front of it. The resident also mentioned the fact that the parking outside his house is designed to enable cars to park half on the pavement and half on the road, this can result in access to the current gate being extremely difficult especially when navigating with a pushchair or wheelchair.

Several members expressed their concerns about parking in this area. The NYCC Councillors present said they would look to address the wider parking issues in the area but cautioned on the budget constraints facing authorities.

RESOLVED: That KTC support the resident in approaching NYCC to request double yellow lines adjacent to the property at 20 Whincup Avenue.

- vii) A representative from the Knaresborough Men's Forum talked to members in support of **Item 6.3**, the Men's Forum **grant application**. The Forum has been running for 50 years and its members would like better seating in the Assembly Hall meeting room at Knaresborough House for themselves and other users of the facility. Harrogate Borough Council has been approached regarding the condition of the chairs over the years, but budget has not allowed for the extra spend. Men's Forum has a working group looking after this project and some funding has already been secured.

RESOLVED: That KTC support this application and award £600 to the Men's Forum to go towards providing seating for the Assembly Hall as a facility used by a whole range of community groups.

- viii) A non-council member of the **Castle Working Group** spoke to **Item 8.3** highlighting the 250th Anniversary event to commemorate the 1770 Enclosures Act and works being done across the County that he hoped could be replicated in Knaresborough. It is envisaged that any event would take place on Thursday 13 August 2020.

The Mayor asked that **Item 8.3** be dealt with later in the meeting following the order of the agenda.

ITEM 3b - Reports from District and County Councillors

County Councillor Goode gave members a brief update on NYCC budget recommendations and the timeframe that such recommendations would be finalised.

District Councillor Darling stated that HBC would not be looking to close the paddling pool at Bebra Gardens, nor the similar paddling pools in Ripon and Harrogate. Councillor Darling also mentioned that new cycle racks for the Market place and Castle Yard would be fitted in early February.

District Councillor Ireland mentioned fibre optic connectivity is on its way to Knaresborough. He also advised that the Smart parking scheme in Harrogate was to be extended and HBC would be conducting further studies on interventions following on from the congestion survey 2019.

District Councillor Mearns mentioned a workshop on Harrogate Districts horticultural future and a questionnaire on this subject that could be completed online.

20/265 ITEM 4 – to consider and, if thought fit, approve as a correct record, the Minutes of:

4.1 Monday 16 December 2019

Councillor E Darling mentioned that during information exchange he had informed members that Andrew Jones had been elected as MP for Harrogate and Knaresborough.

RESOLVED: That the minutes of the Council Meeting, held on Monday 16 December 2019, be approved with the amendment as above, as a correct record and signed by the Chair.

20/266 ITEM 5 - Business Remaining

5.1 To consider the actual design graphic for the Interpretation board (as agreed at the meeting on 16 December 2019).

RESOLVED: To defer this item to the next Full Council meeting.

5.2 To consider the response from the NYCC Corporate Director – Business and Environmental Services re Request for pedestrian crossing at High Bond End.

RESOLVED: To receive and note.

Councillor Darling informed members that extra SLOW signage would be painted on the road and signage alerting drivers to pedestrians crossing in this area.

5.3 To consider the response from NYCC Project Engineer regarding double yellow lines adjacent to No. 9 Tentergate Avenue (Meeting date 17/06/19)

RESOLVED: To receive and note.

20/267 ITEM 6 - To consider the following correspondence

6.1 To consider the **grant application** from the **Knaresborough Town Twinning Committee**

See Item 3 above.

6.2 To consider a request from a resident for double yellow lines adjacent to No. 20 Whincup Avenue

See Item 3 above.

6.3 To consider the **grant application** from **Knaresborough Men's Forum**

See Item 3 above.

20/268 ITEM 7 - Reports from the Clerk

7.1 To approve the **Schedule of Accounts December (2) 2019 and January 2020**

December (2) 2019 Schedule of Accounts

Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Notes/ Description
Salaries, pension, tax and NI (DEC)	123-126	3,941.53	0.00	3,941.53	
Grant award Rd naming	127	930.00	0.00	930.00	B Higgins
Total		4,871.53	0.00	4,871.53	

RESOLVED: To approve the schedule of accounts for December (2) 2019, totalling £4,871.53.

**Knarborough Town Council
January 2020 Schedule of Accounts**

Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Notes/ Description
Grant - Kboro in Bloom	128	1,600.00	0.00	1,600.00	19/258
Weirside Terrace Rent (HBC)	129	57.28	0.00	57.28	
Siemens Financial Services	130	291.81	58.36	350.17	Copier Lease
Advantagedge Commercial Finance (Acorn)	131	1,630.00	326.00	1,956.00	Repair/re-rope of Nativity Light
St John Ambulance	132	67.20	13.44	80.64	Bright Friday
Salaries, pension, tax and NI (Jan)	133-136	3,941.53	0.00	3,941.53	
Total		7,587.82	397.80	7,985.62	

RESOLVED: To approve the schedule of accounts for January 2020, totalling £7,985.62.

7.2 To receive the Work in Progress report

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

The Mayor asked for an item on public toilets in Knarborough to be put back on a future agenda following the issues raised earlier by a resident.

7.3 To receive the finance figures for November and December 2019

RESOLVED: To receive and note the finance figures for November and December 2019.

7.4 To consider the Mayoral Points as at January 2020

RESOLVED: To receive and note the Mayoral Points as at January 2020.

Councillor Ireland informed members that, as the current situation dictates that the Conservative party have the right to choose a Mayor for the year 2020-21, its members would be holding a short meeting immediately after the Full Council meeting.

20/269 ITEM 8 - Reports from Committees and Working Groups

8.1 To receive and note the minutes of the **Knaresborough Planning Committee** meeting held on Monday 06 January 2020.

RESOLVED: To receive and note.

8.2 To receive and note the minutes of the **Office Services Committee** meeting held on Monday 09 December 2019 (all recommendations dealt with at full council meeting 16 December 2019).

RESOLVED: To receive and note.

8.3 To receive an update from the **Castle Working Group** following their meeting on 15th January 2020 and **consider** any recommendation(s)

See Item 3 above for more detail.

Councillor C Willoughby summarised the details of the minutes from the Castle Working Group meeting held on 15 January 2020. She mentioned the group's work on obtaining costs to erect three flagpoles with flags representing the Duchy of Lancaster, Harrogate and Knaresborough. The flagpoles would be erected at Knaresborough Castle to aid visibility for visitors to see the Castle area from the 2 car park entrances. The working group has designed a bracket to allow each flagpole to be erected on the car park side of the hedge, butted up to the timber container that the hedge is growing from.

Councillor Willoughby asked members to set aside Financial Regulations to allow a price from a single supplier for the brackets for the flagpoles due to the specialised nature of the work and this being from a local supplier. The working group has obtained prices for flagpoles and flags from various suppliers and details were given to Council members.

RESOLVED: That KTC would set aside its Financial Regulations for the specific work and reasons detailed above.

The full recommendation to Council from the working group is as follows:

“The working group recommends to Town Council that Town Council commission

D Hargreaves to fabricate 3 brackets for 3 flagpoles at Knaresborough Castle as per the agreed specification. Further the working group recommends to Town Council that the Town Council purchases 3 flags and 3 flagpoles as per the specification”.

Councillor C Willoughby answered questions from members regarding the design of the flags and the position of the poles and following this discussion it was

FURTHER RESOLVED: That KTC agree that the working group proceed with the fabrication of 3 brackets at a total cost of £650 +VAT including fitting.

FURTHER RESOLVED: That KTC support the Working Group recommendation to proceed with the purchase of flags and flagpoles from Flagpole Express at a total cost of £380.50 +VAT.

The working group will ensure that Harrogate Borough Council is informed and happy with the scheme.

The working group made a further recommendation to council as follows:

“The working group recommends to Town Council that the Town Council supports in principle the production of a multi-page A4 booklet for Knaresborough Forest and leaflets for the castle and gorge”.

The Clerk reminded Council of the 10000 Forest of Knaresborough leaflets already produced, of which approx. 7500 remain in boxes in the office.

RESOLVED: That KTC supports in principle the production of a booklet as detailed above.

20/270 - ITEM 9 - Motions from Members

Cllr E Darling:

“That KTC investigate a method of conducting online surveys and consultations”

RESOLVED: To add the item of a Town Council Survey to a future Office Services Committee agenda.

Councillors Darling and Ireland volunteered to do some further research to find examples of effective surveys conducted by similar organisations.

Members were invited to submit any thoughts/ideas which they might have to the office for collation on to a future OSC agenda.

The Clerk asked that Councillors consider the purpose for conducting a survey and how any results would be used once collated as part of any future discussion.

20/271 ITEM 10 - INFORMATION EXCHANGE

- The Mayor told members she had attended a Dementia Friendly Knaresborough Event and accepted a certificate on behalf of the Town Council.
- The Mayor informed members that the date of the Annual Town Meeting is Monday 9 March 2020 and asked Chairs of Committees and Working groups if they would be happy to present brief updates on the activities in their relevant group.
- The Mayor announced that her latest Mayoral fundraiser, a display of the model railway based on Knaresborough, had raised £520 for Knaresborough 1st Castle Scouts.
- Councillor Hunter informed the group that a reading about Captain James Cook, for which he has written the music, is on at Leeds Playhouse on 15 February 2020.

Meeting closed at: 9.10 p.m.

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