

**KNARESBOROUGH TOWN COUNCIL (KTC)**

A Pulman  
Clerk of the Council

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30 June 2026

To: **The Members of the Projects, Community and Environment Committee** –  
J Batt, A Bell, M Flood, H Gostlow, K Lacey, S Oakes, J Pickard, M Walker  
and H Westmancoat

Dear Councillors:

I hereby summon you to the following meeting of **KNARESBOROUGH TOWN COUNCIL PROJECTS, COMMUNITY AND ENVIRONMENT COMMITTEE** to be held at Knaresborough House, Knaresborough, HG5 0HW on:

**Monday 6 July 2026**

**7:00 pm**

Please see the Agenda for the meeting below:

Yours faithfully

*A Pulman*

A Pulman  
Clerk of the Council

Any queries regarding this agenda should be addressed to the Clerk at  
[clerk@knaresboroughtowncouncil.gov.uk](mailto:clerk@knaresboroughtowncouncil.gov.uk)

## COUNCIL AGENDA – Monday 06 July 2026

1. **To elect a Chair (and Vice Chair if required) for the Civic Year 2026-27**
2. **To receive apologies and consider approval** of the reasons for inability to attend the meeting.
3. **To receive** declarations of **disclosable pecuniary interests** (not previously declared) on any matters of business and to consider any written requests for **dispensation**.

### **4. KTC Public Speaking Session**

Any member of the public who wishes to speak about an item on this agenda, or any topic they wish to bring to council's attention, does not need to give notice but priority will be given to those who have given prior notice to the Clerk – *please see contact details on the front of this agenda.*

5. **To consider** and, if thought fit, **approve** as a correct record, **the Minutes** of the **Projects, Community and Environment Committee** Meeting held on:

5.1 20 April 2026 (*ca*)

### **6. Reports/Information from the Clerk**

**6.1 To consider**, if Council deems it suitable, to adopt a policy/guidance for the use of brackets for flags and Christmas trees throughout the town. Whilst the brackets are not owned by Council, this might help local organisations co-ordinate their approach and remind them of health and safety requirements. It is also proposed that KTC co-ordinate a 'bracket audit' to log location, owner, condition and last physical safety check etc. (*draft ca*)

**6.2 To note** that the Town Ranger has been asked to quote to make the planter/Hostile Vehicle Mitigation barriers for the town, funding would be through the Combined Authority Mayoral/Eventure Fund. Town Council events such as Remembrance and Bright Friday could benefit from this project.

**6.3 To note**, following the last meeting, the Community Projects Officer will attend the Eventure funded IOSH training to be held from the 15<sup>th</sup> to the 17<sup>th</sup> September 2026.

**6.4 To note** that Blachere will be on site on the 8 July to do a walk through prior to the infrastructure work and to discuss this year's lighting scheme.

**6.5 To consider** the report from the Community Projects Officer regarding permission being sought to apply for funding for further printing of various town maps and the installation of interpretation boards. (*ca*)

**6.6 To consider** the updated agreement around the use of the phone box specifically around insurance requirements (*ca*)

## **7. Correspondence**

**7.1 To consider** a response to the 'Better Bus Services – What do Communities Need?' Survey conducted on behalf of the York and North Yorkshire Combined Authority (*ca and previously emailed to all Cllrs*)

**7.2 To consider** the email regarding the New Fund launched to Improve Access to Banking Across Rural Communities – York and North Yorkshire Combined Authority (*ca*)

## **8. Reports from Full Council, Sub-Committees and Working Groups**

**8.1 To receive** the Town Guide monthly record for May and a report from Cllr Longhurst regarding Coach Friendly Status progress (*ca*)

**8.2 To receive verbal updates** from any or all the following:

- (i) Castle Area Sub-committee
- (ii) Climate Change Emergency Sub-committee
  - Active North Yorkshire - Stockwell Efficiency rating improvement
- (iii) Market Working Group
- (iv) Commuted Sums Working Group
- (v) Stage Working Group
- (vi) Town Ranger
- (vii) Boundary Signage
- (viii) Town of Culture Competition

## **9. Motions from Members:**

### **Councillor A Bell (2<sup>nd</sup> Cllr H Gostlow)**

That KTC recognises the undersupply of allotment capacity in the town and asks the appropriate sub-committee to look at the process needed to identify a suitable way to increase capacity and report back with the aim of adding this information to a future KTC strategy and making provision in a future budget (*ca*)

## **10. Information Exchange**

# **A copy of the agenda in larger print is available on request.**

Following the Local Government Audit and Accountability Act 2014 the right to record, film and to broadcast meetings of the Council, Committees and Sub Committees is established but anyone wishing to do so should advise the Clerk or Chair of the Council to ensure compliance with KTC's adopted policy to effectively and lawfully manage this activity.

### **Emergency Procedures for Meetings – Fire**

Details on fire evacuation procedures are displayed in the Council Chamber. Members and visitors are to familiarise themselves with these and the location of fire exits, in the building.

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL'S  
PROJECTS, COMMUNITY and ENVIRONMENT COMMITTEE  
HELD AT KNARESBOROUGH HOUSE  
on Monday 20 April 2026**

**PRESENT: Chair:** Councillor Pickard

**Councillors:** J Batt, A Bell, H Gostlow, K Lacey, S Oakes,  
M Walker and H Westmancoat

**Staff Present:** The Clerk, Community Projects Officer and Town  
Development Manager

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

**Absent:** M Flood

**26/027**    **ITEM 1 - To receive Apologies and consider approval** of the reasons for inability to attend the meeting – none for this meeting.

**26/028**    **ITEM 2 - receive** declarations of **disclosable pecuniary interests** (not previously declared) on any matters of business and to consider any written requests for **dispensation**

Councillor Gostlow declared that she was the Chair of Knaresborough in Bloom.

**26/029**    **ITEM 3 - KTC Public Speaking Session** - none for this meeting.

**26/030**    **ITEM 4 – To consider** and, if thought fit, **approve** as a correct record, **the Minutes** of the **Projects, Community and Environment Committee** Meeting held on:

**4.1** Monday 02 February 2026

The Community Projects Officer asked if there was any update on the Town Map Shop Window project and Youth Council work on the Dog Fouling Campaign. Councillor Gostlow stated the Map project was ongoing but to ensure the image is of a high standard some rescanning work was needed. The Youth Council are currently extremely busy with their Colour Run project but hope to start work soon.

**RESOLVED:** That the minutes of the Projects, Community and Environment committee meeting held on Monday 02 February 2026 be approved as a correct record and signed by the Chair.

**26/031 ITEM 5 – Reports/Information from the Clerk**

**5.1 To note** the Community Projects Officer and Town Development Manager will be attending a meeting, held by the Knaresborough Lions Club, looking at the future of the Bed Race. Details to be reported back to a future meeting.

**RESOLVED:** To note the above.

**5.2 To note** that the completed form has been submitted as Knaresborough's UK Town of Culture 2028 Competition Expression of Interest and formally thank all members of the community involved in the process.

**RESOLVED:** To note the above and thank those involved in the work undertaken to get to this stage.

**5.3 To note** that there is a potential opportunity for the Community Projects Officer to undertake IOSH/NEBOSH training, funded through Eventure (via the Mayoral High Street Fund). This would be a 4–5-day course so Council need to consider staff resource if it wishes to take up the opportunity.

**RESOLVED:** To note the above and await more details.

**26/032 ITEM 6 - Correspondence**

**6.1 To consider** the request, and motion from Cllr Westmancoat (Seconded by Cllr Pickard), to support the addition of an accessible public toilet facility at The Kiosk, Conyngham Hall by consulting with North Yorkshire Council on the proposed changes required to make this possible.

**RESOLVED:** That KTC support this proposal and ask Knaresborough's 2 North Yorkshire Councillors to request a site visit with NYC Officers to start a conversation as to how this might be achieved.

**6.2 To consider** the request from a local charity shop to make use of a Market Place Phone Box as a free book resource, the shop in question is happy to provide a named person who will be responsible for keeping the phone box tidy.

**RESOLVED:** That KTC support this idea but ask that the library is consulted and that Children's books are particularly highlighted.

Councillor Gostlow asked that the phone box on the right as you face them is reserved for a Knaresborough in Bloom project as this is the box that gets most light for planting, this was noted.

**26/033 ITEM 7 - Reports from Full Council, Sub-Committees and Working Groups**

**7.1 To receive** a verbal update from Councillor Gostlow re: 'Cycling UK's' 150<sup>th</sup> Anniversary and a potential celebration event in 2028.

Councillor Gostlow informed members this potential event was discussed at a recent North Yorkshire ACC meeting and was being brought to both Harrogate Town Council and Knaresborough Town Council at a future date.

**7.2 To receive** a verbal update from Councillor Gostlow re: Knaresborough in Bloom

**RESOLVED:** That KTC support Councillor Gostlow and will look to co-ordinate arrangements with the Cherry Blossom project.

**7.3 To consider** calling an informal meeting (during the summer period) with the Knaresborough Branch of the RBL to discuss to the organisation of the Remembrance Parade and Council's current requirements to fulfil event safety obligations.

**RESOLVED:** That KTC call an informal meeting during the summer to discuss this year's parade and future event organisation.

**7.4 To receive verbal updates** from any or all the following:

(i) Castle Area Sub-committee

Councillor Batt suggested that arrangements for 2030 should be similar to the format used for the 2010 commemoration of the 800<sup>th</sup> Anniversary of the giving of the first Maundy Money.

(ii) Climate Change Emergency Sub-committee

Councillors Oakes and Bell updated the group on the various projects, including the Solar Panel/EV Charger and Spring Clean event.

(iii) Market Working Group

Next meeting with NYC to take place online on Tuesday 21 April.

(iv) Commuted Sums Working Group

The consultation on King George V field is to go live for a 6-week period for the next couple of months. NYC are running the consultation with support from KTC.

(v) Stage Working Group

There is still work to be done regarding hire agreements and equipment storage and this is ongoing.

(vi) Town Ranger

Excellent feedback being received and the Town Ranger continues to be extremely busy throughout the town.

(vii) Community Resilience Plan

Councillor Pickard to look at mapping with the Community Projects Officer.

(viii) Mayoral High Street Fund

Ongoing through Eventure, now looking at capturing footfall and how the group might evolve once this funding has been spent.

(ix) Boundary Signage

The design is being tweaked with the understanding that it must meet highways regulations.

**7.5 To consider** a recommendation to Full Council regarding Sub-Committees and Working Groups for 2026/27

Councillors went through the list and

**RESOLVED:** That the current list of committees and sub-committees reporting to the Projects, Community and Environment Committee should remain the same (see appendix 1) and this recommendation will go to Full Council.

Clerk to circulate the list to all members of Council to allow all councillors the opportunity to join a group should they wish to do so.

**26/034 ITEM 8 - Information Exchange**

- Councillor Pickard mentioned the Knaresborough Connectors Community Festival being held on Saturday 25 April and Councillor Walker asked all members to let him know when they would be available on the day.
- Councillor Oakes stated that the Knaresborough Civic Society's event at Knaresborough House was very well attended and it was hoped more information about the event and its findings would be circulated.

**Meeting closed 8:46 p.m.**

**Signed by the Chair  
Councillor: J Pickard**

**Appendix 1**

<b>Sub Committee Meetings set by Chair</b>	<b>Reporting to:</b>	<b>Current Members</b>	<b>Proposed Membership 2026/2027</b>
Castle Area	PCE	Margy Longhurst Shan Oakes Helen Westmancoat John Batt David Goode Matt Walker	Margy Longhurst Shan Oakes Helen Westmancoat John Batt David Goode Matt Walker
Climate Change Emergency	PCE	Andy Bell Hannah Gostlow Kit Lacey Shan Oakes Mark Flood	Andy Bell Hannah Gostlow Kit Lacey Shan Oakes Mark Flood
Bright Friday	PCE	Hannah Gostlow Kit Lacey James Pickard Mark Flood	Hannah Gostlow Kit Lacey James Pickard Mark Flood

<b>Working Groups Meetings set by Chair</b>	<b>Reporting to:</b>	<b>Current Members</b>	<b>Proposed Membership 2026/2027</b>
Commuted Sums	PCE	Andy Bell Hannah Gostlow James Pickard David Goode	Andy Bell Hannah Gostlow James Pickard David Goode
Enclosures Act	PCE	Margy Longhurst Shan Oakes Helen Westmancoat	Margy Longhurst Shan Oakes Helen Westmancoat
Castle 900	PCE	Helen Westmancoat Shan Oakes John Batt	Helen Westmancoat Shan Oakes John Batt
Stage	PCE	Kit Lacey James Pickard Mark Flood	Kit Lacey James Pickard Mark Flood
Boundary Signs	PCE	Andy Bell Hannah Gostlow	Andy Bell Hannah Gostlow

# Town Council Policy on the Display of Flags Using Flag / Hanging Basket Brackets **DRAFT**

## 1. Purpose of the Policy

This policy sets out the requirements for **flag display** across the town using existing flag or hanging-basket brackets. It ensures that all displays are safe, respectful, legally compliant, and supported by the relevant property owners.

## 2. Scope

This policy applies to:

- **Knaresborough Town Council**
- **Local community organisations**
- **Businesses and building owners**
- **Event organisers**

Any group wishing to install or maintain flags on public streets, buildings, or private premises using brackets must follow this policy.

## 3. Permissions and Approvals

- **Property Owner Consent** Written permission must be obtained from the building or business owner before any flag is installed.
- **Council Notification** Organisations must notify the Town Council of the intended installation, including dates, locations, and responsible persons. This will avoid clashes and allow for a calendar of flag displays to be held centrally by Town Council.
- **Planning and Highways Compliance** Some locations may require additional permissions depending on conservation status, listed buildings, or highway regulations. Any highway related questions and permissions must be directed to North Yorkshire Council – Area 6 / Highways department.
- **Catenary Wires** Any organisation wishing to use the catenary wires to display banners or flags must seek Town Council permission.

## 4. Insurance Requirements

- **Public Liability Insurance** Any organisation installing flags must hold valid Public Liability Insurance with a minimum recommended cover of **£5 million**.
- Proof of insurance must be provided to the Town Council before installation.
- Contractors engaged to install flags must also provide evidence of their insurance.

## 5. Health & Safety Requirements

All installations must comply with relevant **health and safety standards**, including:

### 5.1 Safe Installation Practices

- Work at height must follow **HSE Working at Height Regulations**.
- Only trained and competent individuals may install flags.
- Appropriate equipment (ladders, stabilisers) must be used.
- Installers must ensure pavements and public areas are kept safe and unobstructed.

### 5.2 Condition of Brackets and Fixings

- Brackets must be inspected before use to ensure they are structurally sound.
- Any damaged or loose brackets must be reported to the Town Council and not used.
- Flags must be securely attached to prevent detachment in high winds.

### 5.3 Weather Considerations

- Flags must not be installed or removed during severe weather conditions.
- Organisations must monitor weather forecasts and take action if flags become unsafe.

## 6. Standards for Flags

- **Flag size and weight** must be appropriate for the bracket and location.
- Flags must be clean, well-maintained, and not torn or faded.
- Flags must not obstruct signage, CCTV, emergency exits, or pedestrian routes.
- Flags must comply with national and local regulations regarding imagery and messaging.

## 7. Responsibilities

### 7.1 Town Council

- Maintain an inventory of approved brackets.
- Provide guidance on safe installation.
- Remove or request removal of any unsafe or unauthorised flags.

### 7.2 Organisations / Event Groups

- Obtain permissions and insurance.
- Ensure safe installation and removal.
- Maintain flags during the display period.

### 7.3 Building / Business Owners

- Grant or deny permission for bracket use.
- Report any safety concerns to the building owner / business.

## 8. Removal of Flags

- Flags must be removed by the agreed date.
- Organisations are responsible for ensuring safe removal.
- The Town Council reserves the right to remove flags that pose a risk or breach this policy.

## 9. Non-Compliance

Failure to comply with this policy may result in:

- Removal of flags
- Suspension of permission for future displays
- Recovery of costs for damage or emergency works
- Referral to relevant authorities if safety regulations are breached

## 10. Christmas Trees

This section sets out the requirements for the display of Christmas Trees using existing flag or hanging basket brackets, ensuring installations are safe, appropriate for public spaces, and respectful of property owners and the community.

### 10.1 Permissions and Approvals

- **Property Owner Consent** — Written permission must be obtained from the building or business owner before any Christmas Tree is installed.
- **Council Notification** — Organisations must notify the Town Council of the intended installation, including dates, locations, and responsible persons.

- **Planning and Highways Compliance** — Installations on listed buildings, conservation areas, or near highways may require additional permissions. Any highway-related queries must be directed to North Yorkshire Council – Area 6 / Highways department.

- **Catenary Wires** — Christmas Trees must not be suspended from catenary wires under any circumstances.

#### **10.2 Installation Requirements**

- **Suitability of Brackets** — Only brackets assessed as structurally capable of supporting the weight and size of the Christmas Tree may be used.

- **Tree Size and Weight** — Trees must be of a size and weight appropriate for the bracket and location. Oversized trees must not be installed.

- **Secure Fixing** — Trees must be securely attached to prevent detachment in high winds or adverse weather.

- **Safe Installation Practices** — All installation must follow the same health and safety requirements outlined in Section 5, including safe working at height and maintaining unobstructed pavements.

#### **10.3 Decorations and Electrical Safety**

- **Lighting** — Only low-voltage LED lights may be used. All electrical components must be outdoor-rated and checked for damage before installation.

- **Power Supply** — No trailing cables may obstruct pavements or doorways. Battery-powered lights are recommended.

- **Decorations** — Decorations must be securely attached and made of weather-resistant materials. No glass ornaments may be used.

#### **10.4 Weather and Maintenance**

- **Weather Monitoring** — Organisations must monitor weather conditions and take action if a Christmas Tree becomes unsafe.

- **Maintenance** — Trees must be kept tidy and in good condition throughout the display period.

- **Removal** — Trees must be removed by the agreed date and disposed of responsibly.

#### **10.5 Responsibilities**

- **Town Council** — May inspect installations and request removal of any unsafe or unauthorised Christmas Trees.

- **Organisations / Event Groups** — Responsible for permissions, safe installation, maintenance, and removal.

- **Building / Business Owners** — Must report any safety concerns regarding Christmas Tree installations to the Organisation or Event Group that installed them.

#### **10.6 Non-Compliance**

Failure to comply with this section may result in:

- Removal of Christmas Trees

- Suspension of permission for future displays

- Recovery of costs for damage or emergency works

- Referral to relevant authorities if safety regulations are breached

## **Proposed Joint Funding Application to The Rotary Club of Knaresborough Waugh Trust: Restock of Town Maps and Installation of Interpretation Boards**

### **Purpose of Report**

This report seeks Council approval for a joint funding application submitted on behalf of Knaresborough Town Council and Knaresborough In Bloom. The application would cover the costs of a large-scale restock of 3 popular printed maps and the installation of four new interpretation boards across the town.

### **Background**

Knaresborough benefits from a strong visitor economy, supported in part by high-quality printed materials that help residents, tourists, and coach groups navigate and enjoy the town. Three maps in particular have proven consistently popular:

- **Illustrated Town Map** — widely used by residents and visitors, offering an engaging overview of the town centre.
- **Knaresborough In Bloom Tree Trail Map** — a key asset for environmental education and environmental engagement at Conyngham Hall.
- **Conyngham Hall Folded Map** — supporting footfall to the riverside, parkland, and wider leisure area.

All 3 maps are now running low in stock due to sustained demand from visitors, local businesses in particular Knaresborough Library, and our own the Mayor of Knaresborough's Town Guides.

### **Strategic Importance**

The maps and proposed interpretation boards directly support several ongoing priorities:

- **Visitor Economy Growth** — Clear, attractive mapping encourages longer stays, increased spending, and repeat visits.
- **Coach-Friendly Status Ambition** — High-quality wayfinding materials are essential for meeting national coach-friendly criteria.
- **'Visit Knaresborough' Development** — The maps form part of a wider, integrated approach to promoting the town's heritage, green spaces, and visitor offer.
- **Environmental and Educational Value** — The Tree Trail map and its associated interpretation board enhance public understanding of local biodiversity.

### **Proposal**

The joint application would fund:

- **Large print restocks** of the 3 maps listed above, ensuring adequate supply for the next 12 months.
- **Four interpretation boards**, comprising:
  - Three boards displaying the Illustrated Town Map, to be installed at key arrival or high-footfall points (exact locations to be confirmed following site assessment).
  - One board displaying the Tree Trail Map at Conyngham Hall, complementing existing signage and improving visitor orientation.

These boards would follow the visual style shown in the example image below, ensuring a distinct difference from existing maps (such as the Chamber town maps) and could begin to link with a 'Visit Knaresborough' brand and town development bigger picture.



### **Financial Considerations**

The joint application would seek external funding from the Rotary Club of Knaresborough Waugh Trust to cover:

- Design preparation and print costs for all three maps.
- Design preparation of the existing maps, and manufacture and installation of four durable, weather-resistant interpretation boards.
- Any required permissions or groundworks associated with installation.

No direct financial contribution from Knaresborough Town Council is requested at this stage, beyond officer time and oversight.

### **Governance and Partnership Working**

Knaresborough In Bloom has collaborated closely with Town Council officers on this proposal. A joint application ensures:

- Efficient use of resources
- Consistency of messaging and branding
- Partnership working for the betterment of the town for residents and visitors

Approval from Council is required to proceed with a joint submission in the name of both organisations.

### **Recommendation**

That Knaresborough Town Council grants permission for officers to work with Knaresborough in Bloom to submit a joint funding application covering:

- The restock of the Illustrated Town Map, Tree Trail Map, and Conyngham Hall Map
- The design, production, and installation of four interpretation boards

This approval will enable timely progress and ensure materials are available ahead of peak visitor season.



## **LICENCE AGREEMENT**

### **Community Book Exchange – Knaresborough Market Place Phone Box**

**This Licence Agreement** is made between:

**1. Knaresborough Town Council**, Knaresborough House, High Street, Knaresborough HG5 0HW (“the Council”)

and

**2. Martin House Charity Shop**, 15 Market Place, Knaresborough HG5 8AL (“the Licensee”).

#### **1. Licensed Area & Purpose**

The Council permits the Licensee to use the red phone box (A – closest to Boots) in Knaresborough Market Place solely as a community book exchange / book library, operated and maintained by the Licensee for public benefit. No other use is allowed without written consent.

#### **2. Term**

This Licence begins on the date of signature and continues on a rolling 6-month basis. Either party may end the Licence with one month’s written notice.

#### **3. Licensee Responsibilities**

The Licensee agrees to:

- Maintain the book exchange in a clean, tidy, and safe condition.
- Carry out regular checks and remove damaged or unsuitable items.
- Ensure shelving and books do not obstruct the doorway or create hazards.
- Provide a named responsible person and contact details.
- Hold public liability insurance of at least £5 million and provide evidence on request.
- Not make any structural, electrical installations, or repainting without the Council’s approval.
- Indemnify the Council against any claims arising from the Licensee’s use of the Phone Box.

#### **4. Council Responsibilities**

The Council will:

- Retain ownership of the Phone Box.
- Carry out structural repairs when required.
- Allow reasonable access for the Licensee to operate the book exchange.



**Knaresborough**  
Town Council

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### **5. No Tenancy**

This Licence does not create a tenancy or exclusive possession. The Council may access the Phone Box at any reasonable time.

### **6. Health and Safety**

Both parties will take reasonable steps to ensure the Phone Box remains safe for public use. The Licensee must report any damage or safety concerns to the Council promptly.

### **7. Ending the Licence**

When the Licence ends, the Licensee will remove all books, shelving, and equipment and leave the Phone Box clean and tidy.

### **8. Signatures**

**For Knaresborough Town Council** Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For Martin House Charity Shop, Knaresborough** Name: \_\_\_\_\_ Position: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Subject:** FW: Better Bus Services - What Do Communities Need?

**From:** Philip  
**Sent:** 25 June 2026 16:17  
**Subject:** Better Bus Services - What Do Communities Need?

Dear Parish Council,

York and North Yorkshire Combined Authority has commissioned a Rural Bus Franchising study, funded by the Department for Transport, to explore ways to improve rural bus services across North Yorkshire. The study is being conducted by [ITP](#) on behalf of the Combined Authority.

The work will respond to challenges such as limited bus provision, access to key services, and social inclusion, with a focus on developing practical, locally informed solutions.

As part of this, we are seeking input from Parish Councils to understand local issues, priorities, and opportunities for improvement. Your insight will help ensure that the study reflects the needs of your community.

We would be grateful if your Council could complete the short stakeholder survey available here: [Better bus services – what do communities need?](#)

**The deadline for completion is Sunday 19<sup>th</sup> July 2026.**

To avoid duplication, we kindly ask that each Parish Council submits one coordinated response on behalf of the organisation. If you are unable to complete the survey yourself, please feel free to share it with an appropriate colleague within the Council.

If you are unable to respond to the survey by Sunday 19<sup>th</sup> July, please contact us and we will ensure your feedback and comments are incorporated.

If you have any questions, please do not hesitate to get in touch.

Kind regards,  
Phil



### *Vision-led placemaking*

*Placing sustainable transport at the heart of communities*



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## **York and North Yorkshire Combined Authority Rural Bus Franchising Stakeholder Survey**

Please answer the questions below in a way that reflects the wider views of those within your organisation.

### **Your Organisation**

2. What is the name of your organisation

3. Please provide brief details of who your organisation represents.

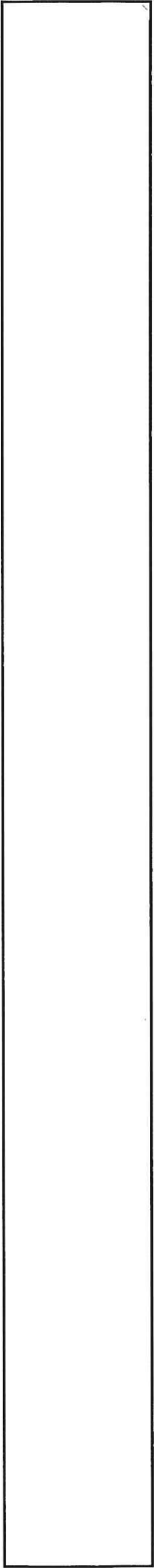
4. Please provide your name, role and email as confirmation that you are able to respond on behalf of your organisation. If we need further information based on your responses, we will use this email address to contact you.

Name:

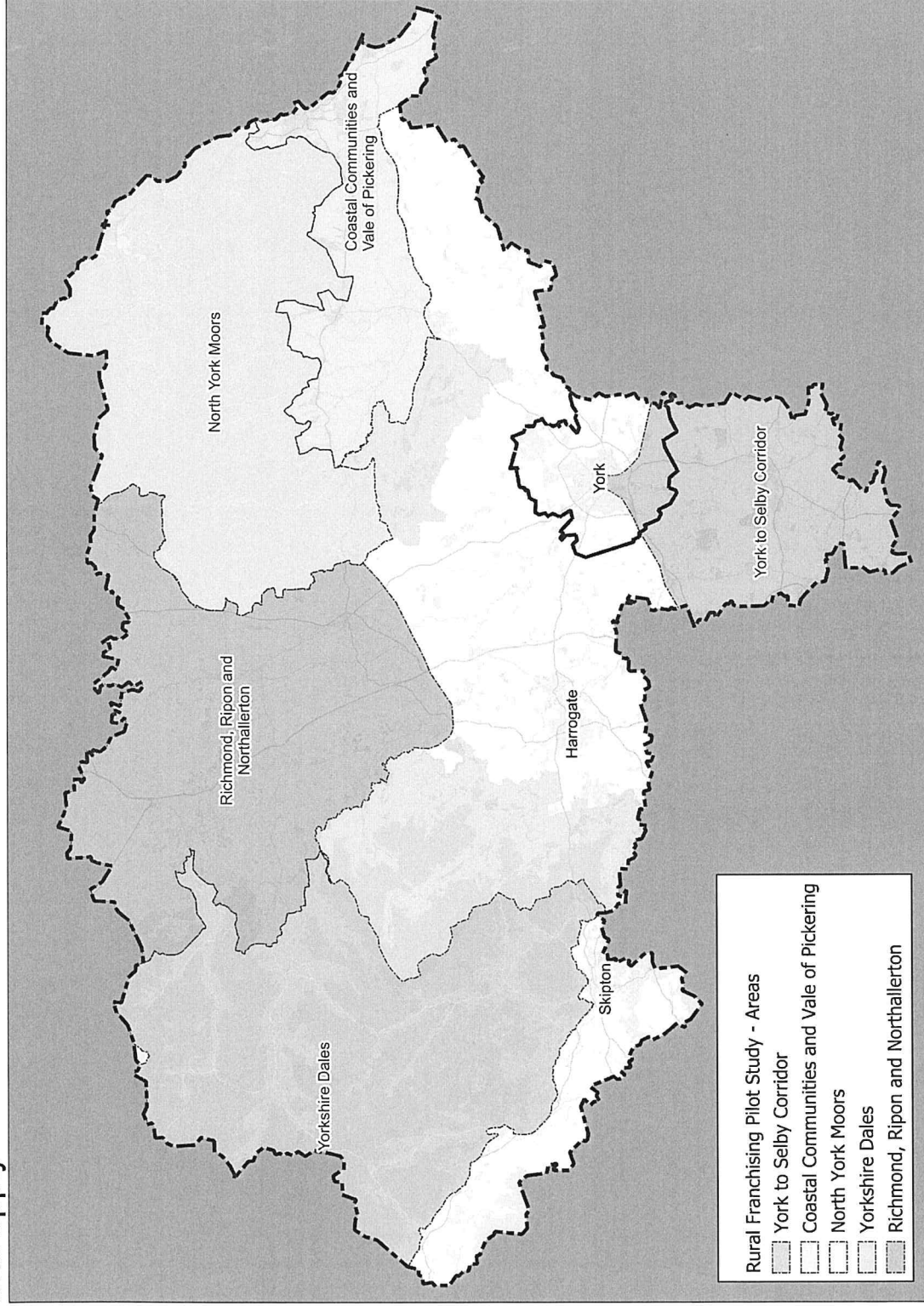
Role:

Email:

5. Can you provide a brief summary of your organisation's purpose / role? (if appropriate, please provide weblink to your organisation)



6. Which geographic area(s) are your responses primarily based on? Please tick all that apply



Area 1 – York - Selby Corridor

Area 2 – Coastal Communities and Vale of Pickering



3- Neither agree nor disagree 5 - Strongly Agree Don't know Not Applicable

1 - Strongly Disagree 2 - Disagree 4 - Agree

service centres, towns and transport hubs such as rail stations)

**B) Frequency** - Buses operate at a reasonable frequency

**C) Coverage** - Buses provide good coverage by time of day (day time, evening, weekend)

**D) Accurate information** - available about bus services for example at bus stops, printed timetables, digital journey planning or real-time updates

**E) Reliable bus services**

**F) Affordable** - Bus travel is affordable and good value for money

**G) Quality** - the bus service (bus stops, vehicle quality, driver friendliness) is good

Other comments (please specify)



1 - Don't meet any needs	2 - Meet very few needs	3 - Neither meet nor don't meet needs	4 - Meet some needs	5 - Meet all needs	Don't know	Not applicable
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**E) Other transport services** - Links to transport hubs / train stations, etc.

**F) Leisure destinations** - Links to amenities such as leisure centres / evening entertainment

**G) Visitor destinations** - Links to visitor attractions, popular countryside destinations

Other (please specify)

10. Are there particular groups of people or communities whose transport needs are currently not well met? Please explain below.

**Improvements**

11. If it were possible to make improvements to bus services, which of the following would have the greatest impact on enabling people to travel more by bus in the area you are commenting on?

**Please identify and rank up to three items.**

Please use the open text box to add any specific additional information

	Priority 1	Priority 2	Priority 3
A) Links to key destinations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B) Frequency improvements	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
C) Better coverage by time of day (day time, evening, weekend).	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
D) More accurate and easy to understand/access information	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
E) Better service reliability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
F) Affordability / value for money	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
G) The overall passenger experience - including aspects such as bus stops, vehicles and customer service.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
H) Improved safety and/or accessibility	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please use the text box below to add further information

### **Continued Involvement in Study**

12. Would you like to continue to be informed about the study progress?  
If so, please provide your name and email address. These will be used solely for the purposes of this study.  
If no, please skip this question.

**Name:**

**Email Address:**

[Prev](#)

[Done](#)

From Chain Lane Community Hub

Knaresborough and District Chamber also informed:

“I would like to make you aware of this new funding stream that we have as part of the Mayoral Investment Fund:

[New Fund Launched to Improve Access to Banking Across Rural Communities > York and North Yorkshire Combined Authority](#)

Would Knaresborough House be an idea? There may be other key locations in Knaresborough. Although Knaresborough is classed as Priority 2, it would be in a good position to apply.

Kind regards

Kasia”



**Kasia Forbes**

(She/Her)

Contracts and Relationships Officer

York and North Yorkshire Combined Authority (YNYCA)

[yorknorthyorks-ca.gov.uk](http://yorknorthyorks-ca.gov.uk)

## KNARESBOROUGH TOWN TOUR GUIDES – MONTHLY RECORD FOR 2026

<u>DATE/MONTH</u>	<u>NAME</u>	<u>DETAILS &amp; Nos.</u>
<b><u>MAY 2026</u></b>		
May 2nd	Alison Sykes & Gerry Fitzmaurice	Sat. Tour-17
May 6th	Neil Muffitt & Alison Sykes	Wed. Tour- 5
May 9 <sup>th</sup>	Margy Longhurst & Helen Sanderson	Sat. Tour - 13
May 13 <sup>th</sup>	Margy Longhurst & Anne Richards	Wed. Tour- 11
May 16 <sup>th</sup>	Alex Bird & Jill Cutter	Sat. Tour- 12
May 20 <sup>th</sup>	Gerry Fitzmaurice & Alison Sykes	Wed Tour- 17
May 23rd	Neil Muffitt & Helen Sanderson	Sat. Tour- 7
May 27 <sup>th</sup>	Jill Cutter & Gerry Fitzmaurice	Wed. Tour- 10
May 30 <sup>th</sup>	Jill Cutter & Alex Bird	Sat. Tour- 4

### Details of each individual No. of regular weekly tours:

ML	2	AB	2	GF	3	AS	3
HS	2	NM	2	AR	1		
JC	3	BF	0	AG	0		

Total Number 96

### Additional Tours & Activities

May 2nd	Jill Cutter	Men's Breakfast Talk at the COG Centre.
May 13th	Neil Muffitt	Private extended tour route - 10
May 14 <sup>th</sup>	Jill Cutter & Alex Bird-	N/T Volunteers private tour- 20

### Details of each individual No. of additional Tours

AB	1	NM	1	Jill	2
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**Total Number of individuals on tours:**

**126**

Although there was colder weather initially, despite that and with the arrival of some sunny days, a trip to Knaresborough has proved a popular spot to visit! We have had visitors from Australia and across the country, as well as residents.

**Special Royal visit by King Charles on Tuesday 26<sup>th</sup> May-** whilst not actually an official visit, or one the Guides were involved in, it was fantastic that one of our Guides, Andy, was on duty at the Castle, and formally met the King!

#### **Feedback on the day-**

Once again, many positive comments received on the days, rounds of applause, laughs and donations! Several entries on Trip Advisor -all 5 stars!

"Thank you for a super walk – most informative and enjoyable".

"Great Walking Tour. Neil very informative and knowledgeable. His enthusiasm and friendly manner made it a fantastic experience".

" Brilliant Tour"- Had a brilliant tour. An excellent way to spend an afternoon and learn a huge amount along the way. Would highly recommend."

"The Knaresborough Walking Tour was excellent. Whilst not planned, we are so glad we joined it. An hour long and full of historical interest about the buildings/castle/river and people. Tour run by 2 local ladies, and their knowledge was excellent- highly recommend!"

#### **Other Activities.**

- a) **CPD event-** An entertaining evening tour was provided by Gerry on Ale Houses of Knaresborough with an appropriate tasting session at the end!
- b) **Media and Film tour-** The Tour Guides have continued to draw up content for this additional Knaresborough Town Tour and are aiming to do a dry-run in early June!
- c) **4 Guides attend the outgoing Mayor's Civic Service** at St. Mary's Church on Sunday 10<sup>th</sup> May.
- d) 4 Tour Guides attended the **Mayor Making Ceremony** at Knaresborough House. on Thursday 21<sup>st</sup> May 2026.
- e) Early preparations for the visit planned for 7<sup>th</sup> July by Retford Civic Society.
- f) Donations continue to be given and have been passed on for the Mayor's Charities.
- g) ROYAL VISIT and wonderful that Andy met the King!

## **Coach Friendly Status Progress Report**

On 17th April, Alistair Timmis, CPT Deputy Regional Manager, visited Knaresborough. Alistair expressed his overall satisfaction with the facilities available for coaches and coach drivers, as well as the activities and refreshments offered to passengers. He provided several recommendations, focusing particularly on improvements to the Coach Drop Off area, and mentioned he would return at a later date with the Regional Manager for the North. Alistair anticipates a successful application for Coach Friendly Status. For more details on his visit, please see the attached report.

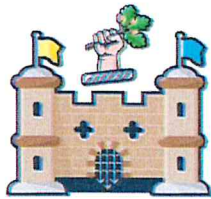
Following the visit, Matt Walker has been liaising with NYC Highways to enhance access at the Chapel Street Coach Drop Off area and is exploring coach washing services with TransDev in Starbeck. Additionally, Knaresborough Chamber of Commerce has been approached regarding lunch provision for coach drivers.

### **Coach 'Meet and Greet' Progress**

The Town Guides have already welcomed coach parties, offering complimentary town tours, with three further visits booked with G-lines coaches in August and October. These bookings resulted from direct outreach by Neil Muffitt and myself via email and phone. After consulting with the guides, Hannah Read has prepared 'Terms and Conditions' for all future coach company bookings.

With Coach Friendly Status set to be achieved and Mark Brayshaw now serving as Town Development Officer, our intention is to significantly expand promotion of our service. Nevertheless, we will ensure it is communicated clearly that the availability of this offer relies on the schedules of our town guides, so bookings may be subject to their availability.

Cllr. Margy Longhurst  
29<sup>th</sup> June 2026



**Knarborough**  
Town Council

### NOTICE OF MOTION TO COUNCIL

AGENDA ITEM	Allotment capacity	AGENDA DATE	Next meeting
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<b>Title of Motion</b>	That KTC recognises the undersupply of allotment capacity in the town.
<b>Proposed by</b>	<b>Andy Bell</b>
<b>Seconded by (If possible at time of submission)</b>	<b>Hannah Gostlow</b>
<b>Detailed background including any financial implications (provided by the proposer)</b>	Waiting lists are hovering in the many dozens. Therefore KTC directs the appropriate committee (Environment since it links to environmental goals around sustainable food production ?) understand the process to identify a suitable way to increase capacity and report back to full council. Once this is understood it can be added to strategy and provision made as needed in a future budget.
Additional Background (provided by the Proper Officer) if appropriate	<i>Comment, attach Report or annotate as "n/a"</i>
Financial implications (anticipated by the Proper Officer)	
Legal implications (comment by the	