**KNARESBOROUGH TOWN COUNCIL (KTC)**

A Pulman Knaresborough House

Clerk of the Council Knaresborough

 North Yorkshire

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 14 February 2023

To: **The Town Mayor and Members of Knaresborough Town Council**

Dear Councillors:

I hereby summon you to the Full Council meeting of **KNARESBOROUGH TOWN COUNCIL** to be held at Knaresborough House

**Monday 20 February 2023**

**7:00 pm**

Please see the Agenda for the meeting below:

Yours faithfully

A Pulman

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Clerk of the Council

Any queries regarding this agenda should be addressed to the **Clerk** at **office@knaresboroughtowncouncil.gov.uk**

**COUNCIL AGENDA – Monday 20 February 2023**

**1.** To receive **Apologies and consider approval** of the reasonsfor inability to attend the meeting.

*Short training session by the Clerk on the importance of good administrative housekeeping*

**2.** To receive declarations of **disclosable pecuniary interests** (not previously declared) on any matters of business and to consider any written requests for **dispensation**.

**3. 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.*

*Chair of Castle Working Group*

*Various representatives from the groups making grant applications.*

**4. To consider** and, if thought fit, **approve** as a correct record, **the Minutes** of the **Council** Meeting held on**:**

**4.1** Monday 16 January 2023 *(ca)*

**5.** **Business Remaining -**

**5.1 To** **consider** extending Clerk’s delegated authority re planning matters or **revision of the** planning consultation system adopted by Council. *(Clerk’s Report attached) (deferred from previous Full Council Meeting)*

**6.** **Reports from the Clerk**

**6.1 To receive the finance** figures for November 2022, December 2022, and January 2023 *(ca)*

**6.2 To approve** the schedule of accounts for January 2023 *(ca)*

**6.3 To consider extending** the Christmas Light contract for 12 months until

31 May 2024 *(previously circulated as contains confidential information pertaining to contracts which must not be shared)*

**6.4 To consider** if and whatsteps to take to correct inaccuracies in various reports in the media regarding Town Council’s current involvement with a Land Train project.

**7. Correspondence**

**7.1 To consider** the grant application from Renaissance Knaresborough re promoting ‘Knaresborough Forest Park’ *(ca)*

**7.2** **To consider** the grant application from Knaresborough Business Collective re Knaresborough Spring Fayre *(ca)*

**7.3** **To consider** the grant application from FEVA re supporting the annual FEVA event *(ca)*

**7.4 To consider** the grant application from Inspire Youth re Junior Youth group funding for Knaresborough *(ca)*

**7.5** **To consider** the grant application from Knaresborough Connectors *(ca)*

**7.6 To consider** the email from HBC Senior Project Officer, Parks and Environmental Services re Litter bin review Knaresborough *(ca)*

**7.7 To consider** the email from HBC Parks and Environmental Services re Litter Pick equipment loan *(ca)*

**8. Reports from Committees and Working Groups**

**8.1 To receive and note** the minutes of the King George V field Trustee meeting held on Monday 16 January *(ca)*

**8.2 To receive** anupdate from the Coronation Working Group and approve any recommendations; specifically for this meeting to agree payment for a large LED screen at the cost of £3200+VAT that has been provisionally reserved for the event.

**8.3 To receive** and note the minutes of the Climate Change Working Group meeting held on 01 December 2022 *(ca)*

**9. Motions from Members**

**9.1 Cllr A Bell (2nd Cllr H Gostlow)**

That KTC add standard wording to relevant planning applications to reflect KTC’s climate emergency declaration *(ca)*

**9.2 Cllr H Gostlow (2nd Cllr H Westmancoat)**

That KTC writes to the Head of Parks and Environmental Services and the Community Development Manager at HBC to request a change in usage category of the current ‘putting green’ at Conyngham Hall to ‘provision for children and young people’, to progress a project to install a children’s playground on the site.

In addition to writing to HBC, KTC gives full support to this project for a children’s playground and that KTC and the Kiosk Community Working Group be involved in the consultation and planning design/process.

**9.3 Cllr H Gostlow**

That KTC holds a stall at the Knaresborough Connectors Community Festival on 22nd April at Meadowside Primary Academy, 10 – 4pm.

**9.4 Cllr D Goode**

To consider submitting an expression of interest to North Yorkshire County Council for taking over markets as part of the NYC unitary authority pilot scheme *(Paper to follow)*

**9.5 Cllr D Goode**

To consider inviting Commercial Estates Group to speak to some Councillors about the latest position on elements of the Manse Farm development.

**9.6 Cllr K Lacey (2nd Cllr H Gostlow)**

That KTC consider allowing the Climate Change Working Group to manage a process for awarding funding to children’s groups within the area as part of the ‘Green grants project fund’. Council allocated £5000 in the 23/24 budget under the heading ‘green grants’, the working group would be responsible for driving this project and assessing funding applications before making recommendations to Council on any award.

**10. Information Exchange**

**Note:** Members of the public and press are invited to attend the meeting as observers. Only Town Councillors are entitled to vote. A list of Councillors is available on the website or notice board at Knaresborough House. Agenda papers may be viewed on the website or purchased at the Town Clerk’s office.

**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.