**KNARESBOROUGH TOWN COUNCIL (KTC)**

A Pulman Knaresborough House

Clerk of the Council Knaresborough

North Yorkshire

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11 March 2025

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

Dear Councillors:

I hereby summon you to the ordinary meeting of **KNARESBOROUGH TOWN COUNCIL** to be held in the **Chamber, Knaresborough House** on:

**Monday 17 March 2025**

**7:00pm**

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**](mailto:office@knaresboroughtowncouncil.gov.uk)

**COUNCIL AGENDA – Monday 17 March 2025**

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

**2.** To receive declarations of **disclosable pecuniary interest** (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.*

*A number of residents/organisations have expressed their intent on attending to address Council.*

**3a** North YorkshireCouncillors to give verbal updating report on unitary authority matters.

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

**4.1 Monday 16 December 2024** *(ca)*

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

**5.1 To consider** the recommendation from the market working group to proceed with the LCC Consultant led Business Plan to further progress consideration of KTC taking over the operation of Knaresborough market (Market working group minutes circulated to all Councillors, - these are confidential due to matters of staffing).

**5.2 To give delegated power to the Clerk** to instigate expressions of interest to better inform the consultant in compiling the business case.

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

**6.1 To receive and note** the Mayoral Points position at 01 January and note who will be the town mayor from May 2025*(ca)***.**

**6.2 To consider KTC** joining the new Knaresborough Together app (created and managed by Chain Lane, funded by rotary) to advertise volunteering opportunities for KTC / town events. (report attached).

**6.3 To consider the Schedule of Meetings for 2025/2026** *(Clerks Report attached)***.**

**6.4 To receive and note** the completed internal checklist for 2024/25 (report to follow).

**6.5 To consider** Council’s insurance renewal (documents to be emailed to Councillors once complete)

**6.6** **To consider** the Clerk’s report re: Donation from Film Company *(ca)***.**

**6.7 To consider** erecting buntingthroughout the town to commemorate the VE day 80 anniversary and giving the Clerk delegated authority to make arrangements for this with KTC’s lighting contractor and a local bunting supplier *(ca)*

**6.8 To receive and note** the Interim Internal Audit Report and note recommendations *(ca)*

**7. Correspondence**

**7.1 To consider KTC** taking up voting rights in the Gouthwaite Board of Management and appointing a representative/s to attend the AGM on 23 April *(ca)*

**7.2 To consider** the email from a resident re: basketball court for Knaresborough *(ca)*

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

**8.1 To Receive and Note** draftminutes of the Projects, Community and Environment Committee Meeting held on Tuesday 04 February *(ca)*

**8.2 To Receive and Note** the draft minutes of the Finance and General Purposes Committee Meeting held on Monday 20 January 2025 *(ca)*

**8.3 To Receive and Note** theminutes of the Planning Committee meetings held on 01 and 29 July 2024, 02 September, 07 October, 04 November, 02 December and 13 January 2025. Please see website for details.

**8.4 To Receive and Note** the minutes of the Knaresborough Castle Sub Committee meeting held on 26 February 2025 *(ca)*

**9. Motions from Council Members**

**9.1 Cllr M Longhurst (Seconder – Cllr H Gostlow):**

“That KTC agrees to support the move to apply for Coach Friendly Town Status for Knaresborough, to encourage coaches to come to Knaresborough and to improve the passenger experience on arrival”.

**9.2 Cllr H Gostlow (Seconder – Cllr A Bell):**

“KTC agrees to take on the responsibility and ownership of the Knaresborough town boundary signs, which currently feature an image of the castle on a pale blue background.

KTC agrees to undertake a programme of work to repair those signs which need immediate attention and a further programme to replace the remainder of the signs over a period of time.”

**9.3 Cllr J Batt:**

“KTC agrees to replacing the 3 flags on the flagpoles adjacent to the car park at Knaresborough Castle. This Council agrees to give delegated authority to the Clerk to procure suitable, quality replacement flags to replace those currently flying”

**9.4 Cllr M Flood (Seconder – Cllr J Pickard, K Lacey)**

“KTC agree to spend £9600 to enhance the trailer stage based on community feedback and safety concerns around the current stage extension. This will in turn enhance KTC’s community event provision.” *(ca)*

**10. Information Exchange**

**10.1 Cllr Batt** information regardingBebra exchange no longer being arranged by King James’s School *(ca)*

**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.