

MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL
HELD AT KNARESBOROUGH HOUSE
on Monday 15 May 2023

PRESENT: **Chair:** Mayor - Councillor Kathryn Davies

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

Staff Present: The Clerk and Deputy Clerk

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

23/106 ITEM 1 – To receive apologies and consider approval of inability to attend the meeting

RESOLVED: To receive apologies and approve reasons for inability to attend from Councillors Goode and Pickard.

23/107 ITEM 2 – Councillors’ Disclosure of an Interest

None for this meeting

23/108 ITEM 3 - KTC Public Speaking Session

None for this meeting

23/109 ITEM 4 - To consider and, if thought fit, approve as a correct record, the Minutes of the Council Meeting held on:

4.1 Monday 17 April 2023

RESOLVED: That the minutes of the meeting held on Monday 17 April 2023 be approved as a correct record and signed by the Chair.

23/110 ITEM 5 - Business Remaining

5.1 To consider Town Council response to the further correspondence from Avant Homes

RESOLVED: To write to Avant Homes expressing thanks for the good progress now being made but with a proviso that if the work is not completed by the end of May, KTC will invite them to attend a progress meeting.

5.2 To consider agreeing to the variation from the Council resolution of March 20 2023 -

“RESOLVED: That KTC purchases a single VAS and three sets of mounting to be placed on rotation at Thistle Hill, Boroughbridge Road and a third location which is to be selected using the data captured in the survey”.

to purchase 2 VAS signs (still within allocated budget).

RESOLVED: That KTC agrees to the variation of council's resolution of March 20, 2023 and purchases two VAS signs.

23/111 ITEM 6 - Reports from the Clerk

6.1 To approve the schedule of accounts for April 2023

Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Notes/ Description
Inspire Youth	1	4,500.00	0.00	4,500.00	KTC grant awarded
Kboro Flower Club	2	300.00	0.00	300.00	KTC grant awarded
LITE	3	5,725.50	1,145.10	6,870.60	Xmas lights 2023 Part 1 of 3
G & S Toilet Hire LTD	4	600.00	120.00	720.00	Coronation event
YLCA	5	1,723.00	0.00	1,723.00	Annual Subscription
Inspire Youth	6	500.00	0.00	500.00	Coronation event
BT	7	39.84	7.97	47.81	Phone
Salaries, Tax and NI, Pensions	8 to 11	4,570.67	0.00	4,570.67	
Total*		17,959.01	1,273.07	19,232.08	

RESOLVED: To approve the schedule of accounts for April in the sum of £19,232.08.

6.2 To receive and note the finance for March 2023

RESOLVED: To receive and note the finance for March 2023.

6.3 To consider the arrangements for Mayor Making

a) Order of Proceedings

RESOLVED: To accept the Order of Proceedings as presented

b) Schedule of Meetings for 2023/2024

RESOLVED: To approve the Schedule of Meetings for 2023/2024 as presented but to be reviewed in six months' time.

c) Membership of Committees and External Organisations

RESOLVED: Membership of standing committees is as detailed in Appendix A attached, with each committee to elect a Chair/Vice Chair at its first meeting.**Sub Committees:**

Castle: Councillors Bell, Batt, Westmancoat, Walker and Longhurst

Emergency Response: Councillors Batt, Goode, Pickard and Davies

Climate Emergency: Councillors Gostlow, Oakes, Flood, Bell, Westmancoat and Lacey

Allotments: Councillors Gostlow and Oakes

Conyngham Hall: Councillors Gostlow, Longhurst, Pickard and Westmancoat

Devolution: Councillors Oakes, Goode, Batt and Westmancoat

Neighbourhood Development: Councillors Goode and Oakes

Bright Friday: Councillors Gostlow, Lacey, Pickard and Flood

Working Groups:

River Nidd Bathing Status: Councillors Gostlow, Flood, Davies, Westmancoat and Oakes

Vinyl Windows: Councillors Gostlow, Longhurst and Lacey

Contracts: Councillors Gostlow and Davies

Stage: Councillors Gostlow, Pickard and Flood

Reorganisation of remaining/non active groups:

Performance Pavilion Remove

Councillor Batt asked for his vote against this to be recorded

Wednesday Market Liaison Keep, pending the need to set up a Markets Committee depending on NYC pilot scheme outcome. Councillor Oakes nominated as Liaison.

Artisan Market Liaison Remove

Farmers Market Liaison Remove

Memorial Forest	Remove but Community Services and Environment Committee to consider
Telephone Boxes	Remove but Community Services and Environment to take responsibility
Land (acquisition)	Remove but Finance and General Purposes Committee to take responsibility
Civility and Respect	Remove but Finance and General Purposes Committee to take responsibility
Commuted Sums	Remove but Finance and General Purposes Committee to take responsibility
King's Coronation	Complete

RESOLVED: That sub committee and working group membership is as detailed above.

It was noted that further sub committees had been suggested which may be required in the future – see Appendix B attached for full details of committees, sub committees and working groups.

External Organisations:

Members agreed by vote to remove the following organisations from its External Organisation membership chart:

Safer Neighbourhoods Group, Nidd Gorge Advisory Partnership, Dementia Friendly Community.

RESOLVED: That KTC representation on external organisations is as detailed in Appendix C attached.

d) Check Asset Register and Inventory of Town Council property

RESOLVED: To approve the Asset Register and Inventory of Town Council property as presented.

e) Adoption of updated Standing Orders

RESOLVED: That, subject to amending the wording to reflect the new committee structure, the updated Standing Orders be adopted.

f) Adoption of updated Financial Regulations

RESOLVED: To adopt the updated Financial Regulations

g) Review and adoption of Code of Conduct

RESOLVED: To adopt the NYC Code of Conduct, with the exception of point 10 – gifts and hospitality – which will be set at £50.

6.4 To review and agree the amendment of the updated Opportunity to Speak Policy

RESOLVED: To agree the amendment to the updated Opportunity to Speak Policy

6.5 To consider, after agreeing KTC's committee structure and following the LGR, allowing Clerk the delegated authority to review all Council policies and procedures and amend to fit the new structure and contact information accordingly.

RESOLVED: To allow Clerk the delegated authority to review all Council policies and procedures and amend to fit the new structure and contact information accordingly

23/112 ITEM 7 - Correspondence

7.1 To approve the request from 1st Knaresborough (Castle) Scout Group to release £1850 of the funds held in KTC's ear-marked reserves.

RESOLVED: To approve the request from 1st Knaresborough (Castle) Scout Group to release £1850 of the Links Charity funds held for them in KTC's ear marked reserve bank account.

7.2 To consider a response to the email from the Secretary of Knaresborough Civic Society re: Promoting Knaresborough as a safe and responsible lifestyle destination

RESOLVED: To reply to the Secretary of the Civic Society, thanking him for his communication, explaining that KTC does not support action groups and enquiring about the survey mentioned in his communication.

7.3 To consider the **grant application** from Henshaw's Arts and Craft Centre

RESOLVED: To award the full amount requested of £800

23/113 ITEM 8 - Reports from Committees and Working Groups

8.1 To receive a verbal update from the Coronation Working Group and **to consider** a request to transfer a donation of £50 made on the day directly to the Community Stars Charity.

Councillor Gostlow offered thanks in particular to Councillor Pickard for all his hard work both leading up to and at the Coronation event.

RESOLVED: To transfer the donation of £50 received on the day directly to the Community Stars Charity.

8.2 To receive a verbal update following the Town Council's stall at the Community Festival held on 22 April 2023

Councillor Bell informed members that the event had been an overall success.

23/114 ITEM 10 - Information Exchange

- Councillor Walker informed members that North Yorkshire Council's Corporate Director and Executive Member for Culture, Arts and Housing will be visiting Knaresborough on 5 June and also a second date later in June and he will circulate details.
- Councillor Walker had taken leaflets to Thirsk tourist office for allocation to various bus companies.
- Councillor Bell informed members that there is to be another litter pick on 18 June by the riverside.
- Councillor Davies informed members that she had been in contact with North Yorkshire Council regarding a drive towards better dog control in the town.

Meeting closed at: 9.00 p.m.

**Signed by the Mayor:
Councillor Kathryn Davies:**