

MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL
HELD AT KNARESBOROUGH HOUSE
on Monday 17 June 2024

PRESENT: **Chair:** Mayor - Councillor Margy Longhurst

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

Staff Present: The Clerk and Deputy Clerk

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

24/164 **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 Davies, Goode, Pickard, Walker and Westmancoat

24/165 **ITEM 2 – Councillors’ Disclosure of an Interest**

Councillor K Lacey	Item 5.1 – Is related to one of the potential Project Manager candidates for the scheme
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24/166 **ITEM 3 - KTC Public Speaking Session**

None for this meeting

24/167 **ITEM 4 - To consider and, if thought fit, approve as a correct record, the Minutes of the Council Meetings held on:**

4.1 Monday 29 April 2024

RESOLVED: That the minutes of the meeting held on Monday 29 April 2024 be approved as a correct record and signed by the Chair.

4.2 Tuesday 07 May 2024

RESOLVED: That the minutes of the meeting held on Tuesday 07 May 2024 be approved as a correct record and signed by the Chair.

4.3 Thursday 23 May 2024 (Annual Meeting of the Town Council)

RESOLVED: That the minutes of the meeting held on Thursday 23 May 2024 be approved as a correct record and signed by the Chair.

24/168 ITEM 5 – Business Remaining

5.1 To consider the next steps regarding the Climate Change Sub-committee project to install photovoltaic energy panels to Knaresborough Wellbeing Hub and **decide** if Council wants to accept one of the quotations received for the next phase.

Councillor Lacey requested that this item be deferred to a future meeting when more information could be made available. He then left the Chamber and took no further part in the debate or voting.

Councillor Gostlow gave members an updated time-line of the work already completed on this project by the Climate Change Emergency Sub-committee. She explained that the committee is in the process of making funding applications to the Government Shared Prosperity Fund (SPF) and also to North Yorkshire Council's Area Constituency Committee (ACC) to cover the cost of this project. The Sub-committee is receiving help from North Yorkshire Council officers relating to both funding applications.

It was proposed and seconded that Climate Change Emergency Sub-committee members, Councillors Gostlow and Bell, attend the Finance & General Purposes Committee meeting on 15th July to share drafts of both the funding applications detailed above prior to their submission to SPF and ACC.

RESOLVED: That Climate Change Emergency Sub-committee members Councillors Gostlow and Bell attend the Finance & General Purposes Committee meeting on 15th July to share drafts of both funding applications detailed above prior to their submission to SPF and ACC.

Councillor Lacey returned to the Chamber.

The Clerk reminded Councillors, particularly those on sub-committees, of the need for transparency and comprehensive minutes to ensure fellow councillors and members of the public could follow progress on projects.

24/169 ITEM 6 – Reports/Information from the Clerk

6.1 To approve the Finance Figures for March 2024

RESOLVED: To approve the Finance Figures for March 2024.

6.2 To consider the Clerk's report to address the Annual Internal Audit Report in relation to internal control objective 'C'.

The Clerk explained the rationale behind her Report following the Internal Audit and the future requirement to complete an internal review check list. She asked for nominations for two Councillors to undertake the review and complete the checklist retrospectively for the 2023/2024 period and report to the Finance Committee.

RESOLVED: Councillors Gostlow and Oakes to undertake the review and complete the checklist retrospectively for the 2023/2024 financial period and report to the Finance Committee.

FURTHER RESOLVED: To receive and note the Clerk's Report.

6.3 To consider the Annual Internal Audit Report 2023/24

RESOLVED: To receive and note the Annual Internal Audit Report 2023/24

6.4 To complete the Annual Governance Statement 2023/24 points 1 – 9

RESOLVED: To agree 'yes' in response to statements 1 to 9 on the Annual Governance Statement.

6.5 To consider the Accounting Statements 2023/24

RESOLVED: To approve the Accounting Statements 2023/2024

6.6 To re-appoint Internal Audit Yorkshire for the financial year ending 31 March 2025.

RESOLVED: To re-appoint Internal Audit Yorkshire for the financial year ending 31 March 2025.

6.7 To adopt the following policies:

i) Freedom of Information Act – New Model Publication Scheme

RESOLVED: To adopt the policy covering Freedom of Information Act – New Model Publication Scheme

ii) Biodiversity Policy

RESOLVED: To adopt the Biodiversity Policy

6.8 To note Councillor K Davies has withdrawn from the Staffing Committee and the Emergency Response sub-committee

RESOLVED: To note that Councillor K Davies has withdrawn from the Staffing Committee and the Emergency Response Sub-committee.

24/170 ITEM 7 – Correspondence

7.1 To consider the email from the Officer Commanding 1953 (Knaresborough) Squadron Air Training Corps requesting extended permission to use an area of the King George V playing field.

RESOLVED: To extend permission for the Knaresborough Squadron Air Training Corps to continue to use an area of the King George V playing field.

7.2 To consider a response to the Local Public Consultation – Knaresborough Post Office change of location.

It was agreed that whilst Members are able to respond as individual Councillors a collective response from Knaresborough Town Council should also be submitted.

RESOLVED: That Knaresborough Town Council submits a response to the Local Public Consultation – Knaresborough Post Office change of location.

Members worked through the questions and the Clerk will submit the responses and/or comments via the consultation portal online.

24/171 ITEM 8 - Reports from Committees and Working Groups

8.1 To receive and note the minutes of the Planning Committee meetings held on 11 March, 8 April, 13 May and 3 June (draft).

RESOLVED: To receive and note the minutes of the Planning Committee meetings held on 11 March, 8 April, 13 May and 3 June (draft).

8.2 To receive and note the minutes of the Staffing Committee meeting held on 8 May (draft)

RESOLVED: To receive and note the draft minutes of the Staffing Committee meeting held on 8 May.

8.3 To receive and note the minutes of the Finance Committee meeting held on 8 April (draft)

RESOLVED: To receive and note the draft minutes of the Finance Committee meeting held on 8 April.

24/172 ITEM 9 - Motions from Council Members**9.1 Councillor H Gostlow:**

“Knaresborough Town Council agrees to the commissioning of the design and print of a double sided A3 map of Knaresborough for visitors to our town”.

Councillor Gostlow explained the rationale behind her Motion.

RESOLVED: That Knaresborough Town Council agrees to the commissioning of the design of a double sided A3 map of Knaresborough, but the draft design is to be circulated to all Councillors and referred back to Full Council or a Standing Committee for approval.

9.2 Councillor J Pickard:

“That KTC ring-fence any underspend from the D-Day 80 budget for future events”

RESOLVED: That any underspend from the D-Day 80 budget is ring fenced for any future events.

24/173 ITEM 10 - Information Exchange

- Councillor Gostlow informed members that the new name for the Community Centre on Stockwell Avenue is to be “Stockwell Well-being Hub”.
- Councillor Bell gave a short update on the play area at Mint Garth, noting that lots of play equipment has been sourced and North Yorkshire Council is currently awaiting designs and quotations.
- Councillor Oakes referred to the success of the visit from representatives from Knaresborough’s twin town of Bebra.
- Councillor Oakes referred to the ‘dangerous’ junction on Boroughbridge Road where the A6055 meets with Stockwell Road and Tentergate Lane. Councillor Gostlow agreed to raise this matter with North Yorkshire Council at the next Strategic Highways meeting.

Meeting closed at: 8.20 p.m.

**Signed by the Mayor:
Councillor M Longhurst**