

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL'S  
PROJECTS, COMMUNITY and ENVIRONMENT COMMITTEE  
HELD AT KNARESBOROUGH HOUSE  
on Tuesday 04 February 2025**

**PRESENT:** **Chair:** Councillor Pickard

**Councillors:** J Batt, M Flood, H Gostlow, K Lacey,  
M Walker and H Westmancoat

**Staff Present:** The Clerk

**Others Present:** 2 Representatives from the North Yorkshire  
Regeneration Team  
A representative from Knaresborough Connectors

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

**Absent:** S Oakes

**25/019    ITEM 1 - To receive Apologies and consider approval** of the reasons for inability to attend the meeting.

**RESOLVED:** To receive apologies and approve the reason for inability to attend the meeting from Councillor A Bell.

**25/020    ITEM 2 - To receive** declarations of **disclosable pecuniary interests** (not previously declared) on any matters of business and to consider any written requests for **dispensation**

Councillor Flood – Item 6.1, provides the sound system for Remembrance (non-pecuniary)

Councillor Lacey – Item 6.3, is related to a director of Knaresborough Community Energy (non-pecuniary)

Councillors Walker and Gostlow – as North Yorkshire Councillors (non-pecuniary)

**25/021    ITEM 3 - KTC Public Speaking Session**

Two representatives from North Yorkshire Council's Regeneration Team (responsible for an area that includes Knaresborough) spoke to councillors about the Vibrant and Sustainable High Streets Fund offered by York and North Yorkshire Combined Authority. The fund is open until the 21 March 2025.

Secondly the Regeneration Team talked about Town Investment Plans and explained they would be talking to Local Stakeholders later in the year to establish what each area's priorities were and to create a vision. This would be led by the NYC team.

A representative from Knaresborough Connectors spoke to Council about his idea for an application to the High Street Fund as mentioned above. This would take the form of a town trail/guide app that would draw together existing offers throughout the town in one place in a user-friendly digital format.

The Chair moved to take Item 8 – motion from Councillor Batt:

**Councillor J Batt:**

*“That Knaresborough Town Council commits to celebrating the 900<sup>th</sup> anniversary of the Castle in 2030, with commemorations to be held around Maundy Thursday 18 April 2030, and will organise such events that are suitable for the occasion”.*

**RESOLVED:** That Knaresborough Town Council commits to celebrating the 900<sup>th</sup> anniversary of the Castle in 2030, with commemorations to be held around Maundy Thursday 18 April 2030, and will organise and/or co-ordinate such events that are suitable for the occasion.

**FURTHER RESOLVED:** To set up a task and finish working group to gather ideas and facilitate arrangements, after Council approval, for the anniversary.

Councillors J Batt and H Westmancoat immediately put themselves forward to be members of the group. The Clerk was asked to circulate the group details to all members of Council to ask for further volunteers.

**25/022 ITEM 4 – To consider** and, if thought fit, **approve** as a correct record, **the Minutes** of the **Projects and Events Committee** Meeting held on:

4.1 Tuesday 08 October 2024

**RESOLVED:** That the minutes of the meeting held on Tuesday 08 October 2024 be approved as a correct record and signed by the Chair.

**25/023 ITEM 5 – Reports/Information from the Clerk**

5.1 **To receive and note** relevant budget v expenditure to date

**RESOLVED:** To receive and note the relevant budget v expenditure documentation.

**FURTHER RESOLVED:** To move the underspend from Bright Friday 2024 budget line to EMR to add to next year’s budget. This is due to the increase in numbers at the event and therefore the increase in associated costs.

5.2 **To formally agree the date** of the next Bright Friday event as Friday 28<sup>th</sup> November 2025

**RESOLVED:** To agree the date of the next Bright Friday event as Friday 28<sup>th</sup> November 2025.

### **5.3 To receive and note** the latest report from KTC's Community Projects Officer

Councillors expressed their thanks to the Officer for the hard work that had gone into the document and for the support she has given to all the groups involved.

**RESOLVED:** To receive and note the latest report from KTC's Community Projects Officer.

## **25/024 ITEM 6 – Correspondence**

**6.1 To consider** the request from the Knaresborough branch of the Royal British Legion for a big screen and/or a better sound system for Remembrance Sunday.

**RESOLVED:** That at this time it was felt that this was too expensive and logistically challenging for KTC to commit to.

**6.2 To consider** the request from Knaresborough and District Chamber to co-opt 2 named members onto the KTC Market Working Group.

**RESOLVED:** That this was not a suitable time to include members of the public in what is a challenging task, given the confidential information that must be dealt with and the Council's ultimate responsibility to the taxpayer.

**6.3 To consider** the report from Knaresborough Community Energy re Knaresborough Community Centre (Stockwell) Solar PV and Battery Energy Storage System and **decide** next steps (including engaging a Health and Safety professional to review the contractor's health and safety documentation). (*Report and recommended contractor details previously circulated to Councillors due to the confidential nature of information pertaining to contracts*).

**RESOLVED:** That KTC moves forward with the recommendation to appoint Yorkshire Energy Systems as the contractor for the project and supports the recommendation to work with the contractor on the points mentioned in 5.0.

**FURTHER RESOLVED:** That the Clerk be given delegated authority to seek out an appropriate Health and Safety advisor to ensure the contractor meets the required standard for the work. The Clerk is also permitted to spend up to the relevant Financial Regs threshold for this service.

## **24/025 ITEM 7 - Reports from Full Council, Sub-Committees and Working Groups**

**7.1 To receive and note** the notes from the VE and VJ Day 80<sup>th</sup> Anniversary working group meeting held on 14 October 2024 and **receive** a verbal report from the working group on next steps

**RESOLVED:** Councillors Pickard and Gostlow stated that initial meetings had been held and that the group were looking to partner other organisations within the town to give a Town wide theme to the celebrations.

**7.2 To note** the meetings of the KTC Climate Emergency Sub Committee held on 10 July 24, 03 September 24 and 14 November 24 (The meeting notes not distributed due to the confidential information that pertains to personal details)

**RESOLVED:** That the meetings are noted.

Councillors Gostlow and Lacey stated that future minutes would be looked at more closely by the group to ensure no confidential or personal information was included.

**7.3 To receive** a verbal update from the Climate Emergency Sub Committee re Urban Highway Grass Cutting and **decide** on next steps

The sub-committee recommended that, due to the fact there would be no benefit to KTC to take on the grass cutting in the specified areas; and that the manpower and equipment required to maintain these areas would cost more than NYC were offering for Parish Councils to take on this service.

**RESOLVED:** That KTC do not take up the Urban Highway Grass Cutting 'offer' made by NYC.

**7.4 To receive and note** the notes from the 2025 Enclosures Act Commemoration working group meetings held on 5 November 2024 and 19 November 2024.

**RESOLVED:** To receive and note.

**7.5 To briefly discuss** the 2024 Christmas lighting scheme and **decide** next steps

**RESOLVED:** To arrange to meet representatives from Blachere in the next couple of months to feedback issues/concerns over the setting up of the 2024 lighting scheme to ensure improvements are made for the 2025 season.

**7.6 To receive** a verbal update on the Bright Friday 2024 event and **decide** next steps

Councillors Gostlow and Pickard told members that the Bright Friday event had grown significantly, and changes would need to be made to improve safety and security. The Bright Friday committee are looking at a change to the layout of the event, but this will not effect road closures.

## **24/026 ITEM 8 – Motions from Councillors**

### **Councillor J Batt:**

*“That Knaresborough Town Council commits to celebrating the 900<sup>th</sup> anniversary of the Castle in 2030, with commemorations to be held around Maundy Thursday 18 April 2023, and will organise such events that are suitable for the occasion”.*

See above, after public speaking.

**Councillor J Pickard:**

*“That Knaresborough Town Council purchase a branded gazebo for use at various community events, to highlight KTC’s presence at events and use to clearly signpost facilities such as First Aid provision. That the Clerk be given the delegated authority to purchase a gazebo up to the value of £1500”.*

**RESOLVED:** That the Clerk be given delegated authority to purchase a gazebo with KTC branding to be decided to ensure maximum impact and versatility at events.

9. Councillors agreed to defer a demonstration of Trello due to the time. Councillor Lacey offered to put together some training videos for staff and councillors to watch and offered one to one training if required. This will be for Projects and Events to trial in the first instance. If successful to take to Full Council for agreement on a potential wider use.

**Meeting closed at: 9:06 p.m.**

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