

MINUTES OF THE MEETING OF THE

MALTON TOWN COUNCIL

HELD IN COMMUNITY HOUSE, ON WEDNESDAY 28 FEBRUARY 2018

PRESENT Councillors P Andrews (Mayor), Mrs J Lawrence (Deputy Mayor), D Lloyd-Williams, Mrs K Ennis and C Turner

IN ATTENDANCE Mrs G Cook (Clerk), Rev J Manchester, Matthew Lishman and Mr P Beanland

APOLOGIES Councillors P Emberley, G Lake, D Townsend, Mrs A Hopkinson, M Dales and Miss J Ward (Assistant Clerk)

144. CODE OF CONDUCT

Members were reminded of their individual responsibility under the Code of Conduct in respect of making declarations of interest. If Members have already identified a situation which would require this, the declaration can be made now.

145. PUBLIC ACCESS

One member of the public was present at the meeting.

Mr Paul Beanland expressed his concern regarding the deterioration of the footpath from Middlecave Road to the plantation and from Braygate Lane and Tara Park, also including paths surrounding these routes.

It was agreed that the Clerk arrange a site visit with the NYCC Public Rights of Way Officer.

146. MINUTES

RESOLVED

That the Minutes of the Council Meeting held on 31 January 2018 be approved and signed as a correct record.

147. MATTERS ARISING

131.(ii) The Lady Spring Wood lease had been signed and work had started on the project.

140.(e) The installation of the heritage lights on County Bridge had been delayed. The Clerk would contact NYCC for further information.

148. FINANCIAL REPORT AND ACCOUNTS

Members noted the financial report showing the position as of 31st January 2018.

Thirty three accounts were submitted for approval.

Swinton Brass Band	Donation from Mayor's Charity Concert	100.00	Chq No 703842
Friends of Malton Hospital	Donation from Mayor's Charity Concert	265.50	Chq No 703982
Acorn Community Care	Donation from Mayor's Charity Concert	365.50	Chq No 703981
Ryedale District Council	Garden Waste Licence Renewal	38.00	Chq No 703979
Paul Andrews	Postage & Printing Reimbursement	45.94	On-line Payment

New Malton PCC	Use of St Michael's Church for Concert	150.00	On-line Payment
Stuart Bainbridge	Additional Manpower	159.00	On-line Payment
JB Motors	Fuel	64.31	On-line Payment
MKM	Materials	58.75	On-line Payment
Streetscape	Play Area Equipment	73084.80	On-line Payment
Pearsons & Ward	Ladyspring Wood Lease - LSW (MNAP)	963.00	On-line Payment
Yorkshire Water	New Malton Cemetery Supply	95.07	On-line Payment
Yorkshire Water	Old Malton Cemetery Supply	2.88	On-line Payment
G&E Automatic Equipment	Drying Cabinet for Cemetery Refs Room	884.40	On-line Payment
R Yates & Sons Ltd	Materials	37.94	On-line Payment
BATA	Materials	39.11	On-line Payment
Harrison Hargreaves	Paint Materials	45.62	On-line Payment
Laycock Electric	Security Lights Cemetery Lodge	183.84	On-line Payment
inPrint Colour	Market Banners	222.00	On-line Payment
Viking	Stationery	187.02	On-line Payment
A J Skeet	Supply of crusher run stone for cemetery	156.00	On-line Payment
Hopkinson & Sons Ltd	Equipment Parts	16.00	On-line Payment
SLCC	Membership Fees - GC	215.00	On-line Payment
North Yorks Pension Fund	Pension Contributions - February	1584.66	On-line Payment
HMRC	Tax/NI - February	1430.39	On-line Payment
Staff Salaries	February Salaries	5422.86	On-line Payment
Mick I'Anson	Reimbursement Glue & Screws	9.99	On-line Payment
TCV	Lady Spring Wood Boardwalk	33292.8	On-line Payment
Acorn Lighting Services	Christmas Lights	3798.92	On-line Payment
Npower	Xmas Lights Supply - Nov/Dec	35.06	Direct Debit
Spoton.net Ltd	MIB Website Subscription	48.00	Direct Debit
EE	Cemetery Mobile Phone	20.48	Direct Debit
XLN	Phone/Internet	54.64	Direct Debit
Total		123077.48	

RESOLVED

That thirty three accounts be approved for payment.

149. MAYORS ANNOUNCEMENTS

The Mayor reported as follows:-

Functions Attended. The Mayor had attended the Pocklington Civic Service on 28th January and the Malton Senior Citizens Old People's Party on 2nd February 2018.

A Mayors Charity Concert had been held at St Michael's Church on 10th February. The concert raised £731 which was donated to Acorn Trust and Friends of Malton Hospital.

The Mayor attended the first Waste & Minerals Plan meeting on 27th February, the next meeting will be held on 13th March.

150. TOWN MAINTENANCE AND CLEANLINESS

Malton Town Councillors and members of the public have raised concerns regarding the general maintenance and cleanliness of the town centre. Issues include lack of road sweeping, removal of weeds, leaf debris causing dangerous footpaths, emptying of the litter bins and general litter picking.

Matthew Lishman, RDC Community Officer for Malton and Norton explained that the road sweeper is on a thirty three day schedule. Matthew confirmed that he would obtain the information requested by Members to be circulated by the clerk.

151. NEIGHBOURHOOD PLAN STEERING GROUP

Cllr Lloyd-Williams reported that the steering group were waiting for the Old Malton Conservation Area appraisal document, this would go to the Steering Group in mid March, unfortunately this had delayed the plan.

Cllr Turner had expressed his concern regarding the time to process the neighbourhood plan.

152. REPRESENTATIVES

None

153. INSPECTIONS

Weekly play area site inspections were carried out by the clerk and daily inspections of the cemetery carried out by cemetery staff, therefore, Members agreed not to carry out any further monthly Members inspections.

Members agreed to report any necessary repairs to the Clerk and request an inspection with the clerk as and when required.

154. PLANNING APPLICATIONS

(a) Five applications to the Local Planning Authority were considered.

Application No	Applicant/Location	Proposal	Decision
18/00055/CAT	Mr Richard Douthwaite Toll Bar Cottage 70 Town Street Old Malton, YO17 7HD	Fell silver birch, fell popular, fell 4 conifers in rear garden of property	RESOLVED Approved
18/00078/HOUSE	Mr & Mrs Richard Wilton/Wray 24 Castle Howard Drive Malton YO17 7BA	Erection of part two storey/part single storey side extension to incorporate integral garage and erection of single storey rear extension.	RESOLVED Approved
18/00119/73M	Broadacre Property Services Land at Rainbow Lane, Malton	Variation of Conditions 19, 20 and 33 of approval 14/00429/MOUTE dated 24.03.2015	RESOLVED Approved
18/00079/LBC	NatWest 27 Yorkerstate Malton, YO17 7AA	Internal installation of wi-fi cabling and 2 no wi-fi access points.	RESOLVED Approved

18/00076/LBC	Crombie Wilkinson Solicitors LLP 3 Market Place Malton, YO17 7LP	Installation of iron handrails on altered entrance steps together with installation of an iron wall bracket with non-illuminated hanging name sign	RESOLVED Approved
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155. **CLERKS REPORT**

(a) **DATA PROTECTION REGULATIONS**

The clerk requested Members **approval** to purchase a General Data Protection Regulations Pack from the Local Council Public Advisory Service at a cost of £30 to enable the town council to comply with the new regulations.

RESOLVED

That the Clerk purchase a General Data Protection Regulation Pack

(b) **PLANNING TRAINING**

The clerk requested Members **approval** to attend a YLCA training seminar along with a Member on Friday 27th April in York at a cost of £115 per person.

RESOLVED

That the Clerk attend the YLCA planning training.

(c) **MALTON TOWN COUNCIL ACTION PLAN 2018-2022**

The clerk requests Members **comments** on the draft 3 year Action Plan (previously circulated).

It was agreed that the Clerk make the recommended amendments and circulate to Members.

(d) **STREET SIGNAGE**

The clerk carried out an audit of street signs in the town. New signs had been ordered from RDC for Horsemarket Road and Mount Crescent. Members were requested to report any badly damaged or decayed signs to the clerk.

(e) **TOWN COUNCIL INSURANCE**

The town council insurance was at the end of the 3 year deal with our current provider Zurich (renewal 1st April 2018).

Four quotes had been obtained, the clerk requested Members **comments** on the quotes below.

1. Zurich £3,226.44 (3 Year Long Term Agreement)
2. Inspire £2,512.48 (3 Year Long Term Agreement)
3. Hiscox £3,343.58
4. Ecclesiastical £3,508.63

RESOLVED

That the Clerk and Mayor be given delegated authority to arrange the insurance policy for the Town Council as they think appropriate.

(f) **OVERNIGHT STAYS FOR MOTORHOMES**

Malton CIC were promoting the ideas of finding a site for overnight stays for motorhomes for which there is a growing demand.

It was agreed to invite Roddy Bushell to attend a Town Council meeting to discuss the ideas further.

(g) **RAINBOW LANE PLAY AREA**

The installation of the new equipment was completed. A press release and photo would be in the local press on 28th February. The clerk had negotiated a free of charge galvanised bow top fence from Streetscape erected near the teqball table to stop stunt bikes from jumping onto the table.

The clerk requested Members **approval** to charge an annual fee of £200 per annum for fitness instructors utilising the adult gym equipment on a regular basis. The fee would assist with increased maintenance costs due to wear on working parts.

The clerk requested Members **comments** on the draft Rainbow Lane Agreement which would be issued and signed by fitness instructors on an annual basis.

RESOLVED

- (i) **That an annual fee be introduced for fitness instructors charging for a class.**
- (ii) **That the Rainbow Lane Agreement be approved including a £1 million insurance cover requirement by instructors.**

(h) **CEMETERY CHAPEL WINDOW**

The full drainage survey would be carried out on Friday 2nd March 2018.

(i) **WAR MEMORIAL**

The Clerk had received notification that the Awards for All Grant for £10,000 had been refused due to lack of community consultation. The outcome of the RDC grant application would be determined in March.

(j) **CEMETERY MANAGER UPDATE**

- Burials New Malton Cemetery (NMC) January & February
2 Re-open, 1 Ashes, 1 Single plot and 1 Double plot
- Burials Old Malton Cemetery (OMC) January & February
1 Re-open and 2 Double plot
- Cemetery Assistant had dug over and planted the garden outside Community House which would create a lovely orange floral display in the spring.
- Yew trees cut back, ivy removed from the east side wall at NMC, road ways edged at OMC, winter maintenance to roads and paths, removal of the Christmas tree, food banner repairs, new cold frame built for spring plants, machine maintenance, repair sunken graves and installation of new bin.

(k) **OFFICE ACCOMMODATION**

The clerk requested Members **approval** to progress one of the options below:-

Option 1

Conversion of the chapel of rest to office accommodation. This would require the submission of an application for conversion and change of use to RDC as soon as possible. Cost approximately £37,000 - £40,000 depending on specification.

Option 2

Moving to the Old Town Hall. This would involve an annual rent of £4,275 exclusive of VAT and rates, with an additional rent of £860 per annum to cover maintenance, repair and decorate the main structure of the demised premises. This would be a five year lease with a one year break clause. The additional rates due to losing the rate relief on the cemetery would be approximately £7,200 per annum (£4,000 New Malton cemetery and £3,200 Old Town Hall. Total approximate cost per annum for the Old Town Hall £12,335.

RESOLVED

- (i) That the Clerk be instructed to progress Option 1 and obtain quotes for architect fees.

(1) **SECTION 106 FUNDING**

At the Town Council meeting held on 30th August 2017, Members recommended refusal for £220,000.00 Section 106 funding for a fitness suite development at Malton Community Sports Centre. Members felt that the project would not provide an additional benefit to the community and offered limited use for residents due to Malton School usage. The application was subsequently deferred by Members of the RDC Grants Working Party for further information.

A revised application had been re-submitted to RDC requesting the same level of Section 106 funding but the total costs had been increased due to confirmed quotes.

The fitness facility was aimed at use by over 14 year olds and would be available throughout the day for residents to use, this would be a separate facility to the sports hall to enable activities to be carried out at the same time as school use. Public classes would take place in the fitness studio rather than the sports hall.

Ryedale District Council are seeking Members **comments** on the revised application for £220,000.00.

RESOLVED

Members approved to fund a maximum of £50,000 and recommended the following conditions:-

1. The confirmed funding package to be submitted to RDC by 1st December 2018, if this has not been confirmed by the deadline, the funding allocated to be made available for other organisations to apply for in the next round of applications.
2. Any profit made to be ring fenced for the Community Sports Centre only.
3. School and club use should be restricted so as to allow as much use as possible by the public.

156. **MEETINGS**

War Memorial Committee Meeting - 1st March 2018, 10am at Community House, Wentworth Street
Civic Service, St Michael's Church, Malton - 14th March, 6.30pm
Ryedale Neighbourhood Watch Annual Meeting - 20th March, 7pm at Ryedale House
Ryedale Five Towns Meeting- 27th March, 7pm at Community House

157. **NEXT MEETING**

The next Town Council meeting:- Wednesday 28th March 2018 at 7.15pm.

158. **STAFF SALARIES**

RESOLVED

- (i) That under the Public Bodies (Admission to Meetings) Act 1960, members of the press and public be excluded for the following item of business as the Council considers that the business to be transacted is of a confidential nature.
- (ii) That the job descriptions and pay review as recommended by the Clerk for two members of staff be approved.

..... TOWN MAYOR. MALTON TOWN COUNCIL