

# MINUTES OF THE MEETING OF THE

## MALTON TOWN COUNCIL

HELD IN COMMUNITY HOUSE, ON WEDNESDAY 31 JANUARY 2018

**PRESENT** Councillors P Andrews (Mayor), Mrs J Lawrence (Deputy Mayor), P Emberley, D Lloyd-Williams, G Lake, Mrs K Ennis, Mrs A Hopkinson, C Turner, D Townsend and M Dales

**IN ATTENDANCE** Mrs G Cook (Clerk), Miss J Ward (Assistant Clerk) and Ray King (Mayor of Norton)

**APOLOGIES** Rev J Manchester

**128. 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.

Cllrs Lake and Emberley declared an interest in planning application No: 17/01512/FUL. Cllr Andrews declared a personal interest, he has attended meetings of Frack Free Ryedale.

**129. PUBLIC ACCESS**

Two members of the public were present at the meeting.

**130. MINUTES**

**RESOLVED**

**That the Minutes of the Council Meeting held on 29 November 2017 be approved and signed as a correct record.**

**131. MATTERS ARISING**

113b98. The laptop for the Assistant Clerk had been purchased. Remote home working to be discussed with Mike Coppins.

113b102. Cllr Emberley formally thanked members of the Malton and Norton community, Malton Town Council and Norton Town Council who gave up their time to assist with the Lady Spring Wood project.

The Mayor informed Members that the lease was now ready to be signed.

**RESOLVED**

(i) Cllr Townsend proposed that MNAP be requested to transfer Malton Town Council £1,000 annually, which will be ring fenced for Lady Spring Wood boardwalk and bridge removal in the future, this was seconded by Cllr Turner.

(ii) Members approved that the Mayor and Clerk sign the lease. Cllr David Lloyd-Williams abstained.

132. **FINANCIAL REPORT AND ACCOUNTS**

Members noted the financial report showing the position as of 31<sup>st</sup> December 2017.

Twenty eight accounts were submitted for approval.

Payee	Description	Amount	Payment Type
Trevor Iles Ltd	Litter Bin for Castlegate	165.60	Chq No 703978
Stuart Bainbridge	Additional Manpower	63.75	On-line Payment
JB Motors	Fuel	111.94	On-line Payment
MKM	Materials	356.64	On-line Payment
Hopkinson & Sons	Chainsaw Service	43.77	On-line Payment
Fitzwilliam Estate	Orchard Fields Rent 6/1 - 5/4	1200.00	On-line Payment
Scarborough Council	Bench for Old Malton	154.80	On-line Payment
Mrs C Brettle	Reimburse Electricity for Messroom	30.41	On-line Payment
R Yates & Sons Ltd	Materials	26.81	On-line Payment
Website Made Easy	Wordpress Website Mnt Package	75.00	On-line Payment
Weldon Mower Services	Service of 2 Strimmers	225.00	On-line Payment
Raymac Signs	Noticeboard MTC Sign	19.14	On-line Payment
ICCM	Rights of Burial Training - JW	198.00	On-line Payment
Viking	Stationary	202.70	On-line Payment
The Conservation Volunteers	Hire of Chainsaw Operator - LSW (MNAP)	210.00	On-line Payment
Rodney Brewis	Reimburse Skip Hire Charges - LSW (MNAP)	498.00	On-line Payment
Gail Cook	Reimburse MTC Christmas Meal & CS Invites	119.55	On-line Payment
Howarth Timber	Materials	29.49	On-line Payment
Jude Ward	Cash Purchases	56.33	On-line Payment
North Yorks Pension Fund	Pension Contributions - December	1584.66	On-line Payment
HMRC	Tax/NI - December	1430.19	On-line Payment
Staff Salaries	December Salaries	5295.73	On-line Payment
Npower	Xmas Lights Supply - Nov/Dec	35.06	Direct Debit
Npower	Cemetery Supply	72.20	Direct Debit
Ryedale District Council	Cemetery Rates	61.00	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

<b>Total</b>		<b>12388.89</b>
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**RESOLVED**

**That twenty eight accounts be approved for payment.**

**133. SECTION 106 APPLICATIONS**

Three applications to Ryedale District Council's Section 106 Grant Scheme were considered.

<b>Project Title</b>	<b>Organisation</b>	<b>Amount Requested</b>
Riverside View Play Area, Norton - Refurbishment	Ryedale District Council - Streetscene Department	£20,000.00
Phase 2 Rainbow Lane Play Area Table Tennis Project	Malton Town Council	£4,960.00
Norton Hive Library New Community Garden	Norton Hive Library and Community Hub	£7,900.00

**RESOLVED TO RECOMMEND TO RYEDALE DISTRICT COUNCIL**

That the above three applications be approved.

**134. MAYORS ANNOUNCEMENTS**

The Mayor reported as follows:-

**Functions Attended.** The Mayor had attended a celebration of the first year at Co-op Funeral directors on 24<sup>th</sup> January, Malton Aladdin pantomime on 25<sup>th</sup> January and the Pocklington Civic Service on Saturday 27<sup>th</sup> January.

**JOINT MINERALS & WASTE PLAN**

- (a) Authority for Mayor to represent Malton Town Council on the Joint Minerals & Waste Plan.
- (b) The Examination Timetable was previously circulated to Members.

**RESOLVED**

Cllr David Lloyd-Williams proposed that Cllr Andrews represent Malton Town Council at the EIP Joint Minerals and Waste Plan, this was seconded by Cllr Ennis. Cllrs Townsend and Dales abstained.

**135. CCTV UPDATE**

Cllr Martin Dales reported that the project is suffering delays due to Ryedale District Council.

Crombie Wilkinson were providing excellent legal support. RDC had requested information from RCIA that is held by them in the archives. Work would continue with RDC to obtain the necessary information.

**136. NEIGHBOURHOOD PLAN STEERING GROUP**

Cllr Lloyd-Williams reported that they are waiting for the completion of the review of the conservation area of Old Malton, this had been commissioned separately and would be available in due course.

**137. REPRESENTATIVES**

**Malton & Norton Area Partnership**

Cllr Emberley reported that the next Steering Group meeting would be held on 13<sup>th</sup> February 2018.

**Milton Rooms**

Cllr Andrews reported that the committee would shortly be re-submitting the Heritage Lottery Bid.

### Malton & Norton Community & Police Meeting

Cllr Lawrence reported that the meeting held at Community House on 18<sup>th</sup> January was well attended by members of the public and agencies. The next meeting was scheduled to be held on 24<sup>th</sup> May 2018, venue to be confirmed in due course.

#### 138. INSPECTIONS

No inspections were carried out in December. Members to discuss inspections at the next meeting.

#### 139. PLANNING APPLICATIONS

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

Application No	Applicant/Location	Proposal	Decision
18/00025/ADV	Malton Town Council	Erection of pole-mounted aluminium town welcome sign (retrospective) at verge off Old Malton Road, Malton	<b>RESOLVED</b> Approved
18/00026/ADV	Malton Town Council	Erection of pole-mounted aluminium town welcome sign (retrospective) at verge off Broughton Road, Malton	<b>RESOLVED</b> Approved
17/01077/ADV	Malton Town Council	Erection of pole-mounted aluminium town welcome sign (retrospective) at verge off Castle Howard Road, Malton	<b>RESOLVED</b> Approved
18/00027/ADV	Malton Town Council	Erection of pole-mounted aluminium town welcome sign (retrospective) at verge off York Road, Malton	<b>RESOLVED</b> Approved
17/01415/HOUSE	Mrs Hilary Pegrum 16 The Mount Malton, YO17 7ND	Erection of detached garage following the demolition of existing outbuilding and unused chimney to north elevation roofslope together with installation of replacement window and door to rear east and south elevations.	<b>RESOLVED</b> Approved
17/01439/FUL	Messrs Abbott & Walsh 6 and 8 York Road, Malton, YO17 6AX	Erection of a building forming one double garage for 6 York Road and one double garage for 8 York Road.	<b>RESOLVED</b> Approved
17/01454/HOUSE	Mr & Mrs Hanagan 18 The Mount Malton, YO17 7ND	To render the south elevation with a lime-based monouche finish render.	<b>RESOLVED</b> Approved
17/01512/FUL	Mr & Mrs J Szkiler West Mede, Castle Howard Road, Malton, YO17 7AY	Conversion of 3 no flats to form 1 no seven bedroom residential dwelling (retrospective application)	<b>RESOLVED</b> Approved
17/01542/FUL	British Telecom PLC Telephone Exchange, Greengate, Malton	Installation of 2 no aluminium weather louvres with security bars to replace existing window panes on the north and east elevations at first floor level together with the formation of an opening to north elevation to allow pipework onto the roof	<b>RESOLVED</b> Approved
18/00045/FUL	Fitzwilliam (Malton) Estate 10 Market Street, Malton, YO17 7LY	Change of use of shop to café (Use Class A3)	<b>RESOLVED</b> Approved
18/00013/LBC	Fitzwilliam (Malton) Estate 10 Market Street, Malton, YO17 7LY	Removal of a section of internal partition wall	<b>RESOLVED</b> Approved
17/01509/MREM	Broadacres Services Ltd Land at Rainbow Lane, Malton	Erection of 18 three bedroom dwellings, 34 two bedroom dwellings and 4 one bedroom dwellings with associated infrastructure and landscaping (outline approval)	<b>RESOLVED</b> Refusal, due to the following:- 1. Inappropriate layout and density of the dwellings. The design, visual appearance and finishing materials

		14/00429/MOUTE dated 24.03.15 refers)	are not in keeping with the local character and history of Malton. 2. Proposed dwellings incompatible with the existing townscape. 3. Highways issues due to traffic generation.
18/00048/CAT	Miss Gemma Charters 8 Town Street, Old Malton, Malton, YO17 7HB	Fell conifer T1, fell willow T4 and fell apple tree T8	<b>RESOLVED</b> Approved
17/01249/FUL	BP Forward Planning, 5 Welham Road, Norton	Erection of petrol filling station with forecourt shop sales building, canopy, car parking, 3no fuel pumps, below ground offset fills, air/water bay, trolley compound, goods in delivery bay, bin storage, site floodlighting, new access road off Springfield Garth (to serve adjacent site) and ancillary arrangements to forecourt and boundary.	<b>RESOLVED</b> Refusal due to inappropriate development for the following reasons:- (1) In relatively close proximity to private dwellings to St Nicholas Street, Welham Road and Springfield Garth, which could be subject to increased noise and light from the shop and site, early mornings/late evenings. (2) The site is part of the floodplain and therefore the proposed use is in direct conflict with the floodplain as any fuel/water mix, leakage or seepage is potentially hazardous. (3) The provision of a new filling station would be better sited on the edge of town on an arterial route, rather than at the centre; the site is already close to traffic pinch points and the problematic Lidl, St Nicholas Street junctions and the already contentious Church Street, Welham Road, level crossing junction. (4) Additional air quality problems for Malton due to increased traffic in Malton
18/00046/HOUSE	Wm Morrisons Castlegate, Malton YO17 7DT	Installation of internally illuminated fascia sign to front entrance of shop, internally illuminated fascia sign to side elevation and free-standing externally illuminated sign to front vehicular entrance – all to replace existing signage.	<b>RESOLVED</b> Approved
18/00046/HOUSE	Mr Lloyd Paley 1 Castle Howard Drive, Malton YO17 7BA	Erection of two storey extension to the south elevation incorporating covered area at ground floor level, single storey rear extension to the south and west elevations, front entrance porch and canopy over side entrance door to north elevation.	<b>RESOLVED</b> Approved
18/000033/LBC	Malton Town Council War Memorial, Yorkersgate, Malton	Installation of an additional stone memorial name plaque	<b>RESOLVED</b> Approved

#### 140. CLERKS REPORT

##### (a) RAINBOW LANE PLAY AREA

The new equipment had been installed by Streetscape, once the installation was totally complete the clerk would produce a press release. The clerk had been invited to give a presentation at Malton Primary School.

The clerk had submitted a Section 106 funding application to Ryedale District Council for an outdoor table tennis table. The funding would be discussed by Members of the Grants Working Party on 5<sup>th</sup> March, following which the final decision would be agreed by Policy and Resources on 15<sup>th</sup> March 2018.

The annual ROSPA inspection would be carried out in February.

**It was agreed to instruct Streetscape to carry out necessary maintenance at a cost of £2,181.**

**(b) FLOOD PUMP**

The new Selwood super silent flood pump had been delivered to the RDC Street Scene. Once the Norton pump had been delivered a joint press release will be submitted.

The Clerk had attended a meeting with Emily Mellalieu (NYCC Flood Risk Management Team Leader) regarding delivery of the flood defence programme for Malton. Emily reported that her team are currently looking at feasibility options for the towns following the 2015 Arup report.

Options included a permanent pump for ground and service water, diverting the Riggs Road drain and improving the Millbeck pumping station. NYCC were applying for £1.8m funding from the Environment Agency to deliver the programme.

Some properties in Castlegate had taken advantage of the Property Level Resilience Grant which offers flood protection for local properties.

**(c) DICKENS HOUSE SIGN**

Malton Fitzwilliam Estate had requested Members comments on the concept and design detail of a painted sign for the end gable wall of the Dickens House. The museum trustees had been consulted and had approved the sign. Despite the closure of the museum, the Estate were minded to continue with the sign on the basis that the connection with the Charles Dickens is interesting to visitors and would be visible from the Market Place.

**It was agreed to advise the Estate that due to the re-location of the Dickens Museum a hanging sign would be considered a more suitable option.**

**(d) MALTON & NORTON EMERGENCY PLAN**

A joint meeting of both Councils was proposed for Monday 5<sup>th</sup> February 2018. This initial meeting was intended to bring Members up to speed before the transition to something more formal. We propose to hold a community event in the spring with a marquee in Malton Market Place to obtain community interest.

**(e) COUNTY BRIDGE LIGHTS**

NYCC had confirmed that the heritage style new columns would be installed by the end of February 2018.

**(f) GRIT BINS**

The clerk had received a request from a resident of Milton Avenue and Chandlers Wharf for grit bins and salt to be provided.

NYCC had provided a reduced number of grit bins in Malton due to austerity measures. NYCC were liable for highways and pavements in the town, furthermore, MTC insurance does not extend to highways and pathways which we do not own.

The Clerk would recommend that residents talk to neighbours and set up a community group, whereby one of the householders could hold a stock of grit for use in such severe conditions. Permission would need to be obtained from County Council to grit their road and pathways.

It was agreed that the Malton Town Council decline provision of this service and advise residents of the above suggestion.

(g) **TOWN NOTICE BOARDS**

The notice board on the Old Town Hall had been renovated and was now back in place, the additional board would be renovated in due course.

(h) **POLICY AND MANAGEMENT DOCUMENTS**

The clerk requested Members' approval to implement the policies/management document below which was tabled. All documents would be available on the website following approval.

1. Equality and Diversity Policy
2. Risk Assessment Management Document 2018
3. Financial Regulations

**RESOLVED**

**Members approved the three policy documents.**

(i) **CEMETERY**

1. The clerk requested Members' approval to purchase a Peko drying cabinet at a cost of £728.00 to be utilised by the cemetery staff. During the bad weather staff had no way of drying wet clothes, therefore, remained in wet clothing all day. Purchase of the drying would comply with Health & Safety Regulations.

**RESOLVED**

**Members approved the purchase of a drying cabinet.**

2. Staff were renovating the illegible Cemetery Rules & Regulations Notice Boards in both cemeteries, both of which have been in place for over 20 years.
3. The Clerk requested Members' approval to implement a £60 administration fee for transference of burial rights. The fee was in line with other Town Councils.

**It was agreed that Malton Town Council implement an administration charge of £60.**

(j) **CHRISTMAS LIGHTS**

The Christmas lights had been removed on Sunday 21<sup>st</sup> January and returned to the chapel of rest. The clerk had arranged a meeting with Acorn on Thursday 22<sup>nd</sup> February to discuss arrangements for Christmas 2018 lights.

The clerk had carried out a site visit with Christmas Plus to obtain an additional quote for installation and supply of Christmas lights.

(k) **CEMETERY CHAPEL WINDOW**

A laser drainage survey had been carried out in December by contractors instructed by Thomason's (Civil & Structural Engineers), this was inconclusive and did not provide the necessary information required, therefore, a further survey would be carried out in January which would consist of four trial bore holes being dug adjacent to the gullies to ascertain whether or not the drains are damaged.

Thomason's had agreed to carry out a full structural survey of the Cemetery Chapel and Chapel of Rest which would be presented to Members in due course.

(l) **STREET FURNITURE**

The new refuse bin had been purchased and had been situated on Castlegate. Further work had been planned to enhance the visual appearance of Castlegate.

(m) **WAR MEMORIAL**

The Clerk had submitted an RDC Community Grant bid for £4,650 and an Awards for All Grant for £10,000. An Additional quote had now been received for the surfacing of the war memorial.

(n) **OFFICE ACCOMMODATION**

The clerk had submitted a pre application to Ryedale District Council for the conversion of the chapel of rest to office accommodation which would include a private meeting room, kitchenette and DDA compliant toilet. The inspection would take place on 14<sup>th</sup> March 2018.

141. **MEETINGS**

The next War Memorial Committee Meeting had been set for 1<sup>st</sup> March 2018, 10am at Community House, Wentworth Street

142. **NEXT MEETING**

The next Town Council meeting:- Wednesday 28<sup>th</sup> February 2018 at 7.15pm.

143. **EXCLUDED ITEM**

The Clerk presented Members with a draft job description and salary review report for three members of staff. This item would be discussed at the next meeting.

..... TOWN MAYOR. MALTON TOWN COUNCIL