

MINUTES OF THE MEETING OF THE

MALTON TOWN COUNCIL

HELD IN THE WESLEY CENTRE ON WEDNESDAY 26 JUNE 2019

PRESENT

Councillors P Emberley (Mayor), G Lake, C Delaney, S Hawes, M Dales, P Andrews, Mrs J Lawrence, E Jowitt and M Brampton

IN ATTENDANCE

Mrs G Cook (Clerk), Mr T Hicks (Deputy Clerk), PC Jane Jones, Helen Barry (Estate Manager Malton Fitzwilliam Estate) and David Lloyd-Williams

APOLOGIES

Councillors C Turner, Mrs K Ennis (Deputy Mayor) and Mrs L Burr

1. 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 could be made now.

2. PUBLIC ACCESS

David Lloyd-Williams, Chair of the Malton & Norton Neighbourhood Plan Steering Group reported that the group had reached a landmark status. The Steering Group agreed the final draft was approved at the last meeting, the document would go forward to the next consultation stage. Alterations were required to the original mapping at a cost of approximately £1,600. Members agreed in principle to allocate 50% of this cost, which would be confirmed formally at the July meeting.

Cllr Paul Andrews reported as a District Councillor and requested that all Members of Malton Town Council use their influence to request an amendment to the Ryedale Plan.

3. MINUTES

RESOLVED

That the Minutes of the Council Meeting held on 22nd May 2019 be approved and signed as a correct record.

4. TRAFFIC & PARKING ISSUES IN MALTON TOWN CENTRE

Cllr Brampton requested Members support to endorse a request to Fitzwilliam Estate for a review of the 2 hour parking limit, due to some motorists not adhering to the parking restrictions.

Cllr Brampton also requested improved pedestrian safety measures to ensure that pedestrians can walk around freely and safely. Members agreed that a balance was required to benefit both vehicles and pedestrians.

Safety of pedestrians on Yorkersgate was also raised as a concern, the issue could be alleviated by the installation of bollards similar to Wheelgate in this area.

Ryedale District Council had instructed WSP to carry out a car parking strategy, in Malton. Helen Barry, Estate Manager reported that Fitzwilliam Estate had initially started work on a parking review, initial finds concluded that most vehicles were on average staying under 1 hour. The Estate intend to form an agreement on parking with Ryedale District Council which would work best for the town.

It was agreed that Members review the results of the WSP Car Parking Review prior to taking any further action. It was agreed to discuss again at the September meeting.

5. FINANCIAL REPORT AND ACCOUNTS

(i) Members noted the financial report showing the position as of 31st May 2019.

(ii) Thirty accounts were submitted for approval.

Plantscape	MIB Planting	12127.20	On-line Payment
Steve's Garden Services	Grass Cutting	2640.00	On-line Payment
T Elsey Ltd	Tractor Tyres	84.60	On-line Payment
TCV	Repair of boardwalk	354.00	On-line Payment
MKM	Materials	239.69	On-line Payment
Yorkshire Audit Services	Final Internal Audit 18/19	320.00	On-line Payment
Wybone	Litter Bin	156.78	On-line Payment
R V Roger Ltd	MIB Plants	170.71	On-line Payment
Vertigrow Ltd	MIB Plants	175.00	On-line Payment
Web Site Made Easy	Web Hosting Home Package	60.00	On-line Payment
Yorkshire Water	Utilities Old Malton Cemetery	11.60	On-line Payment
Howarth Timber	Materials	28.73	On-line Payment
Playdale Playgrounds Ltd	Rainbow Lane Play Equipment	34474.04	On-line Payment
BATA	Fuel	30.74	On-line Payment
R Yates & Sons Ltd	Materials	152.82	On-line Payment
J B Motors	Fuel	222.23	On-line Payment
Clerk	Reimbursement of Garden Waste Licence Payment	38.00	On-line Payment
Rialtas Business Solutions	RBS Accounts Software/Year End	532.80	On-line Payment
Alan Wood & Partners	Consultant Engineering Work - War Memorial	300.00	On-line Payment
AQL	Website Domain Renewal	132.00	On-line Payment
Coppins Systems Services	Computer Maintenance	30.00	On-line Payment
Stuart Bainbridge	Additional Manpower	65.25	On-line Payment
Tim Hicks	Reimbursement of MIB Materials	20.99	On-line Payment
North Yorkshire Pension Fund	Pension Contributions	1970.99	On-line Payment
HMRC	Tax/NI Contributions	1682.84	On-line Payment
Staff Salaries	Salaries	5385.97	On-line Payment
Ryedale District Council	Rates	76.00	Direct Debit
Spoton.net Ltd	MIB Website Subscription	48.00	Direct Debit
EE	Town Council Mobile Phones	52.20	Direct Debit
XLN	Phone/Internet	67.85	Direct Debit
Total		61651.03	

RESOLVED

(i) That thirty accounts be approved for payment.

6. CLERKS REPORT

(a) CEMETERY MANAGER UPDATE

FUNERALS

Old Malton Cemetery

31st May Burial

31st May Ashes

OTHER WORK

- Re-grass seed grass verge on Hospital Road, Malton
- Repairs to fence on the entrance to Malton Cemetery following vandalism
- Strip down cutter deck on tractor and repair
- Plant up and install new hanging baskets for metal trees on roundabouts at Pasture Lane and Broughton Manor
- Install new litter bin on Castlegate
- Install new seat for resident in New Malton cemetery

(b) MALTON IN BLOOM

- The clerk had received approval from Taylor Wimpey to install the horse on the land that would be transferred to Greenacres at Broughton Rise. The clerk was working with a civil engineer to ensure the installation was complete prior to the Malton In Bloom judging date of 4th July. Once the horse has been installed, MIB would plant around the area and launch a horse naming competition in conjunction with local schools.
- David Bayes would be carrying out urgent tree maintenance work to the tree in Sparrows Nest at the top of Newbiggin at a cost of £330.
- The clerk would be opening a community bank account at Barclays specifically to enable Malton In Bloom to apply for external funding. The group would require a constitution, election of a chair, secretary and treasurer and hold regular meetings to meet the legal eligibility of organisations who offer grant aid.

(c) RAINBOW LANE PLAY AREA

The revolutionary project carried out by Playdale was now complete and receiving positive feedback from residents and young people.

A press release would submitted to the Gazette & Herald for the 26th June edition.

(d) WAR MEMORIAL

The Structural and Civil Engineers had approved the revised drawings for the war memorial wall repair. The local builder had been instructed to start work on re-building the wall and work would commence on Monday 23rd July. The clerk would be liaising with NYCC Highways regarding the footpath closure.

(e) WEBSITE

The new website would go live in July. Feedback on the content and style from Members would be appreciated.

(f) LONG SERVICE CELEBRATION EVENING

A celebration evening for David Lloyd-Williams and Ann Hopkinson would be held on Thursday 18th July, 7pm at York House to recognise their long service to Malton Town Council. Please could members RSVP by Monday 8th July 2019.

(g) STREET FURNITURE

The clerk would be purchasing and installing a new bench on Fitzwilliam Drive at a cost of £154 due to several requests from elderly residents.

(h) **PARISH LIAISON**

The next Ryedale Parish Liaison meeting would be held on 18th September, 7pm at Ryedale House.

(i) **MALTON & NORTON CYCLE & WALKING INFRASTRUCTURE**

Ryedale District Council is working in partnership with North Yorkshire County Council and consultants WSP to develop a Local Cycling and Walking Infrastructure Plan (LCWIP) for Malton & Norton.

LCWIPs were a new, strategic approach to identifying cycling and walking improvements required at the local level. They enable a long-term approach to developing local cycling and walking networks, ideally over a 10-year period and form a vital part of the Government's strategy to increase the number of trips made on foot or by cycle.

Key to delivering the LCWIP was to engage with a cross section of external community and business representatives to understand your experiences of walking and cycling throughout Malton & Norton and how they could encourage people to walk and cycle more often. To help with this, they were keen to speak with representatives from community groups, local employers and key local stakeholders (including providers of public transport).

With this in mind, they were arranging a workshop to take place at **Ryedale House, Ryedale District Council, on Friday 5th July (12.30-15.30)**. The workshop would provide an opportunity to:

- Shape the emerging cycling and walking network plan for Malton & Norton; and
- Identify priorities for cycling and walking investment in the local area.

The workshop would focus specifically on ideas and opportunities for walking and cycling in the towns but does form part of a wider package of work being undertaken by Ryedale District Council and North Yorkshire County Council, which aims to improve infrastructure and connectivity more generally.

Please can members confirm their attendance by contacting Howard Wallis, Senior Economy & Infrastructure Officer directly via email:-
howard.wallis@ryedale.gov.uk

(j) **ALLERTON PARK TRIP**

The clerk asked for Members views with regarding to arranging a Members visit to Allerton Waste Recovery Park. Groups of up to 15 people could attend a free 90 minute visit.

The visit would include a presentation, which would give an overview of the work at Allerton Waste Recovery Park, followed by a site tour to view the mechanical treatment hall and energy from the waste control room.

It was agreed that the clerk arrange a trip to be carried out in October.

(k) **RYEDALE PLAN - LOCAL PLAN SITES DOCUMENT**

Following representations made by Malton Town Council as part of the Publication of the Ryedale Plan - Local Plan Sites Document the sites document had been submitted to the Secretary of State for independent examination. The Inspector had published her report into the soundness of the Ryedale Plan - Local Plan Strategy was available to view on the Council's website,
<https://www.ryedaleplan.org.uk/local-plan-sites/submission-and-forthcoming-examination> and at Ryedale House during normal opening hours.

7. **MAYORS ANNOUNCEMENTS**

The Mayor reported as follows:-

- (i) **Functions Attended.** The Mayor had attended the Malton Food Lovers Festival, the grass cutting press release photograph, Rainbow Lane Play Area press release photograph, Ryedale Environment Group Meeting and carried out a video interview for the Malton In Bloom judging day.
- (ii) **Roles and responsibilities.** The Mayor reported that he would like Malton Town Council to look and feel more approachable to members of the public, this would include meetings being more widely advertised. Other considerations included changing the time of the meetings to an earlier time, holding the meetings in the main chapel to ensure adequate space for residents and the submission of a short report to accompany agenda items requested by Members. It was **agreed** to add the suggestions be considered at the July meeting.

8. **APPOINTMENT OF REPRESENTATIVES TO ORGANISATIONS**

RESOLVED

That the Town Council be represented in 2019-20 on organisations, or in connection with topics, as follows:

Organisation	Representative
Yorkshire Local Councils Association	Mayor & Clerk
School Governors Malton School.(Endowment)	Cllr J Lawrence & Cllr S Hawes
Malton & Norton Dispensary Fund	Cllr G Lake
Malton Museum Foundation	Cllr K Ennis & Cllr E Jowitt
Ryedale Cameras in Action	Cllr E Jowitt
Malton In Bloom	Cllr C Turner, Cllr L Burr & Cllr S Hawes
Malton & Norton CAP Group	Cllr J Lawrence
Malton & Norton Area Partnership	Mayor & Cllr M Brampton
Ryedale Five Towns Group	Cllr P Andrews & Clerk
Ryedale Market Towns Working Group	Cllr J Lawrence & Cllr G Lake
Milton Rooms	Cllr K Ennis
Flooding Response Group	Cllr M Dales
Skatepark Steering Group	Cllr C Delaney & Cllr S Hawes
Castle Gardens	Cllr K Ennis & Cllr C Delaney
Internal Audit Controls	Cllr E Jowitt & Cllr G Lake

9. **POLICY & FINANCIAL REGULATIONS REVIEW**

RESOLVED

That the Town Council approve the following documents

- (i) Systems & Terms of Reference for Internal Audit**
- (ii) Financial Regulations with agreed amendments**
- (iii) Risk Assessment Management Document**
- (iv) System of Internal Control**

10. **CYCLE PARKING IN MALTON**

Cllr M Brampton requested that improvements to cycle parking in the town centre be considered by Members. It was **agreed** that the Clerk identify suitable locations and external funding opportunities for the project.

11. **VEHICLE ACTIVATED SIGN**

The clerk presented a report (previously circulated) on the benefits of the Town Council purchasing a VAS (vehicle activated sign) to be installed in the current location in Old Malton.

RESOLVED

That the Town Council purchase a VAS showing the SLOW DOWN and speed limit activated together at a cost of £2,650 + VAT, plus installation and posts

12. **BANDSTAND**

The clerk reported on a possible location and external grant aid available for bandstand. It was **agreed** that the clerk look into other possible locations more central to the town centre

13. **SECTION 106 APPLICATIONS**

Two applications to Ryedale District Council's Section 106 Grant Scheme were considered:-

PROJECT TITLE	ORGANISATION	AMOUNT REQUESTED
Scoreboard, Boundary Rope & Rope Winder	Malton & Old Malton Cricket Club	£6,000.00
Drain Machine	Malton & Norton RUFC	£16,500.00

RESOLVED TO RECOMMEND TO RYEDALE DISTRICT COUNCIL

That the above two applications be approved.

14. **PROPOSED ERECTION OF FILLING STATION & FORECOURT SHOP AT 5 WELHAM ROAD, NORTON**

Cllr P Andrews reported on the progress of the BP appeal against planning application No: 17/01249/FUL. A traffic survey was recently carried out, results of the report would be available in September.

Mayor and Cllr Lawrence to attend the hearing.

15. **REPRESENTATIVES**

Milton Rooms. Cllr P Andrews reported that new Trustees have been appointed to the Milton Rooms Committee.

16. **PLANNING APPLICATIONS**

Four applications to the Local Planning Authority were considered.

19/00626/CAT

Arncliffe, 8 York Road, Malton, YO17 6AX

Removal of group self-seeded sycamores (G1) against the south west boundary fence.

RESOLVED Recommend approval subject to no neighbour concerns

19/00637/HOUSE

12 Castle Howard Drive, Malton, YO17 7BA

Erection of first floor extension.

RESOLVED Recommend approval

19/00666/LBC

14 Saville Street, Malton, YO17 7LL

External and internal alterations to include formation of double entrance doors to rear elevation, removal of first floor suspended timber floor and first floor tiered staging, installation of balustrading along the gallery, gallery seating and mezzanine, structural works to strengthen existing timber members below first floor gallery seating and increase loan capacity, installation of additional

toilets and replacement of existing ground floor timber floor with a limecrete floor (revised details to approval 19/00118/LBC dated 03.04.2019)

RESOLVED **Recommend approval (retrospective application)**

19/00705/FUL

York Motor Factors, 5a Seph Way, Malton, YO17 6YF
Erection of side extension to existing industrial unit

RESOLVED **Recommend approval**

17. **MEMBERS QUESTIONS**

None

18. **NEXT MEETING**

The next Town Council meeting:- **Wednesday 31st July 2019** at The Wesley Centre, Saville Street, Malton.

..... TOWN MAYOR. MALTON TOWN COUNCIL