

**MINUTES OF THE MEETING OF THE
MALTON TOWN COUNCIL**

HELD IN COMMUNITY HOUSE, ON WEDNESDAY 26 JULY 2017

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

IN ATTENDANCE Mrs G Cook (Clerk), Miss J Ward Assistant Clerk) and Rev J Manchester

APOLOGIES Councillor G Lake and County Councillor Mrs L Burr

037. 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.

Cllr Townsend noted a personal interest in Christmas Lights and Ryedale Cameras In Action items.

038. PUBLIC ACCESS

No members of the public were present at the meeting.

039. MINUTES

Amendment to Min No 31. The new maintenance schedule would start in July by Cllrs Mrs Lawrence and Turner.

RESOLVED

That the Minutes of the Council Meeting held on 28 June 2017 be approved and signed as a correct record with the amendment above.

040. MATTERS ARISING

Min 173. Welcome to Malton Signs

The Clerk had received payment from Rotary for one third of the planning fee and CIC had been invoiced.

Min 22. Riverside Walk

The Clerk had sent a letter of support for the project from Malton Town Council which accompanied the Section 106 funding application.

It was agreed that the Clerk in consultation with the Mayor should agree the detail of an agreement between Malton Town Council and Malton & Norton Area Partnership at a meeting on 27 July 2017. The Mayor was given authority to sign the agreement.

Min 33b. Street Lighting Charges

It was agreed that the Clerk and Mayor should continue to press RDC for further information on the changes street lighting.

041. FINANCIAL REPORT

Members agreed the financial report showing the position as of 30th June 2017.

042. MAYORS ANNOUNCEMENTS

The Mayor reported as follows:-

Functions Attended. The Mayor attended the Malton In Bloom judging and a Malton Museum Function on 15th July. The Deputy Mayor attended an Art Exhibition at Malton School and Malton Show.

043. MALTON IN BLOOM

Cllr Turner reported on the progress of Malton In Bloom, it was agreed to consider repeating the project next year at the next Council meeting.

044. CHRISTMAS LIGHTS

Cllr Townsend reported that there was a balance of £1,435.92 in the Business In Action Christmas Lights bank account.

It was agreed that:

1. The funds be returned to Malton Town Council in proportion to the contribution made.
2. The Clerk to arrange a meeting with Acorn and Cllr Turner to discuss the arrangements for the erection of the Christmas lights. Cllr Townsend would also assist.

045. NEIGHBOURHOOD PLAN STEERING GROUP

Cllr Lloyd-Williams reported that the meeting will now take place on 21st September where the group will consider and agree the plan which will go out to consultation.

046. SECTION 137 GRANTS

The Clerk had circulated a Section 137 funding application form and policy for Members comments.

RESOLVED

That the application form and policy be approved.

047. CEMETERY LODGE

Cllr Lloyd-Williams and the Clerk had circulated a maintenance report prior to the meeting for Members consideration.

Members voted in favour of selling the property in principle subject to confirming the correct legal procedure. Cllr Lloyd-Williams and the Mayor Paul Andrews voted against the sale of the property.

It was agreed that the Clerk would formally check the status of the building with Historic England. The Clerk would also speak to the tenant and provide direct assistance where necessary.

048. REPRESENTATIVES

Ryedale Cameras In Action

Cllr Dales as Chairman of RCIA reported on the progress of upgrading the CCTV equipment in Malton, Norton and Pickering.

Bids had been submitted to RDC for £5,000 from the Community Grant Fund and £15,000 from the New Homes Bonus allocation. Other funding would be sourced from the North Yorkshire Police & Crime Commissioner. Any funding received would reduce future costs on the Town Council.

Malton & Norton Area Partnership

Cllr Emberley reported that Partnership members were due to meet the RDC Senior Commissioning Officer on 27th July regarding Section 106 funding. The next full Partnership meeting was due to be held on 5th September 6.30pm at Norton Town Council.

049. INSPECTIONS

The new maintenance schedule would start in August and Cllrs Dales and Andrews would trial the new system.

050. PLANS AND TREES

Six applications to the Local Planning Authority were considered.

Application No	Applicant/Address	Proposal
17/00754/HOUSE	Debbie Smith & Geoff Coe 12 Crabtree Drive, Malton	Erection of a single storey rear and side extension with link to existing detached double garage
17/00736/HOUSE	Mrs Ellen Colquhoun 11 The Mount, Malton	Erection of a single storey extension located at the rear of the property following demolition of existing wall and roof to enable a kitchen extension.
17/00716/FUL	Fitzwilliam (Malton) Estate 1 & 2 Talbot Yard, Yorkersgate, Malton	Change of use and alterations to parts of 1 and 2 Talbot Yard to form an additional unit as a bakery (Use Class B1) to include retail area (Use Class A1)
17/00748/HOUSE	Mr & Mrs Scholefield 7 Middlecave Drive, Malton	Erection of a single storey rear extension to replace existing conservatory
17/00781/LBC	Mr Keith Davies Gannock House, 20 Town Street, Old Malton	Remove redundant external door and infill with handmade clamp bricks and lime mortar
17/00739/HOUSE	Mr & Mrs Hanagan 18 The Mount, Malton	Erection of single storey side extension to replace existing lean-to extension, removal of 2 no. chimney stacks, replacement of all windows with timber double glazed sash windows with enlargement of and addition of a window to the east elevation and alteration of an existing window to form French doors.

RESOLVED TO RECOMMEND TO RYEDALE DISTRICT COUNCIL

1. That the following applications are approved 17/00754/HOUSE, 17/00736/HOUSE, 17/00716/FUL, 17/00748/HOUSE, 17/00781/LBC and 17/00739/HOUSE

051. ACCOUNTS

Twenty seven accounts were submitted for approval.

David Lloyd-Williams	Hanging Baskets Town Hall - MIB	40.00	703966
Malton & District Flower Club	Window Display - MIB	80.00	703967
Sheffield City Council	Yorkshire Day Celebrations	84.00	D Credit
Stuart Bainbridge	Additional Manpower	62.50	D Credit
JB Motors	Fuel	186.12	D Credit
Scarborough Borough Council	Benches x 2	309.60	D Credit

Scarborough Borough Council	Half Barrel for MIB	103.24	D Credit
Hopkinson & Sons	Tools & Materials	82.99	D Credit
Harrison & Hargreaves	Materials	39.48	D Credit
MKM	Materials	50.76	D Credit
InPrint	Food Market Stickers	48.00	D Credit
R Yates & Sons Ltd	Materials	61.33	D Credit
SLCC	Membership Renewal - JW	139.00	D Credit
Fitxwilliam Estate	Orchard Fields Rent 06/07-05/10/17	1200.00	D Credit
Npower	Cemetery Supply	114.54	D Credit
Coppins Systems Services	Computer Maintenance	30.00	D Credit
Mrs C Brettle	Reimburse Electricity Costs - Refs Rm	29.23	D Credit
Shaun Young	Watering & Feed - June/July - MIB	2480.00	D Credit
Yorkshire Water	Cemetery Supply	126.13	D Credit
North Yorks Pension Fund	Contributions - June	1584.66	D Credit
HMRC	Tax/NI -June	911.47	D Credit
Staff Salaries	June Salaries	5306.38	D Credit
Ryedale District Council	Cemetery Rates	61.00	D Debit
Npower	Xmas Lights Supply	162.49	D Debit
Spoton.net Ltd	MIB Website Subscription	48.00	D Debit
EE	Mobile Phones	41.23	D Debit
XLN	Phone/Internet	52.42	D Debit
Total		13434.57	

RESOLVED

1. That twenty seven accounts be approved for payment.

052. CLERKS REPORT

The Clerk reported that:-

(a) RAINBOW LANE PLAY AREA

1. The Clerk had started the application process of protecting Rainbow Lane Play Area as a green space in Malton.
2. The gate had been repaired at the entrance to the play area by Stuart Bainbridge.
3. Richard Sartin, 26 Cherry Avenue, Malton had written to the Council to ask if Members would consider selling a strip of land off Rainbow Lane Park area. Mr Sarton had offered £4,000 for this and up to £1,000 towards legal fees. The Mayor and Clerk had carried out a site visit on 19th July. The Clerk would like to obtain Members approval to obtaining a valuation on this piece of land.

RESOLVED

That the Clerk obtain a valuation for the piece of land in Rainbow Lane Play Area and it was agreed in principle to sell the land subject to agreement of terms with the prospective purchaser.

(b) BUNTING

The Clerk had obtained a quote from Elvington Plant Hire to remove the Tour de Yorkshire bunting from the catenaries at a cost of £308.00. The Clerk would like approval to instruct Elvington Plant Hire to remove the bunting on 2nd August 2017.

RESOLVED

That the Clerk instruct Elvington Plant Hire to remove the bunting on 2nd August 2017.

(c) FOOD MARKET BANNERS

Malton Town Council invoice Malton Fitzwilliam Estate in December annually for the cost of the food market banners. In addition to the banner cost Malton Town Council pay for Stuart Bainbridge specifically to erect the banners at a cost of £300-£360 per annum. The Clerk would like to obtain Members approval to recharge this cost to Malton Fitzwilliam Estate.

RESOLVED

That the Clerk recharge the cost of Stuart Bainbridge to erect the banners to Malton Fitzwilliam Estate annually.

(d) INSPECTIONS

The Clerk is carrying out weekly inspections at Rainbow Lane play area. The August Members inspections are due to be carried out by the Mayor and Councillor Dales.

(e) CEMETERY

- 1. Trees.** Work had begun on the Yew Trees in the cemetery on 22nd July 2017.
- 2. Maintenance Work.** Cemetery staff had re-plastered an inside wall of the cemetery chapel.
- 3. Cemetery Chapel.** The large window in the chapel had been considered dangerous and had been fenced off to the public. The insurance surveyor had carried out a site visit on 18th July and concluded that the damaged window was considered wear and tear and not insured peril.

The Clerk was in the process of obtaining quotes for the work and would report back to Members in due course.

(e) SKATEPARK

The skate park had been suffering from a lack of physical maintenance and it had been difficult to find an operator that would carry out this work. Skate parks were being overtaken by moulded concrete structures but due to the relatively short term nature of the lease this type of equipment would not be permitted on this site.

A site visit had been carried out on 29th June by Chas Hampson of Chesmetalwork, based in Doncaster. Mr Hampson has £5m Public Liability insurance and is ROSPA certified.

There are potentially S106 funds available for new installations but not repairs. In bringing the skate park back up to standard, it would be sensible to look at purchasing new equipment.

RESOLVED

That Members agreed to proceed with Option 2 instructing Mr Hampson to meet the immediate repairs at a cost which was advised to members and proceed with a Section 106 funding application for additional funding in the full knowledge that a residual amount would need funding by Malton & Norton Town Councils if the Section 106 bid is successful.

(f) BENCHES

The Clerk had received payment from Yorkshire Bank Head Office regarding the sponsorship of a replacement bench to be situated in Newgate, Malton.

(g) WEBSITE

The Clerk had attended a meeting with Rob Davies with a view to changing the Town Council website. Due to the current financial position the Clerk would continue to make improvements to the current website which would include links to Malton In Bloom and our Facebook page.

Members agreed to consider investing in a new website in the new financial year.

(h) WAR MEMORIAL

The Heritage Lottery bid had been submitted. It was noted that the appeal regarding the Tree Preservation Order placed on the Sycamore tree was due to be considered by the Planning Committee within six months.

(i) OLD TOWN HALL

The Clerk had contacted the Valuation Office to ascertain the rateable value of Malton Town Council's potential location in The Old Town Hall.

The estimated business rates was £3,200 per annum. The Town Council received small business rate relief on New Malton Cemetery which had a saving of £3,000 per annum, this rate relief would be lost if the Town Council became responsible for paying rates on a new office, incurring an additional cost for the cemetery rates of £3,000 in addition to the rates on the new office. It was noted that whatever premises the Town Council moved into the effect of the loss of rate relief would be the same.

(j) COUNCILLORS AUDIT

The Clerk requested authority to introduce a Councillors Audit process which would take place on a quarterly basis to assist Malton Town Council to improve risk management, control and governance. The procedure would be carried out by two nominated Councillors quarterly and would form part of the Internal Audit report.

The Clerk requested Members approval to start this process at the end of quarter 2 in October.

RESOLVED

That Members approved the introduction of a Councillors quarterly Audit process, two Councillors to be engaged to rotate on an alphabetical basis.

053. MEETINGS

21st September, 7pm - Malton & Norton Neighbourhood Plan Meeting.

054. NEXT MEETING

The next Town Council meeting was set for Wednesday 30th August 2017 at 7.15pm.

..... TOWN MAYOR. MALTON TOWN COUNCIL