

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

HELD IN COMMUNITY HOUSE, ON WEDNESDAY 25 OCTOBER 2017

PRESENT Councillors P Andrews (Mayor), Mrs J Lawrence (Deputy Mayor), D Townsend, P Emberley, D Lloyd-Williams, G Lake and M Dales

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

APOLOGIES Councillors Mrs K Ennis, Mrs A Hopkinson and C Turner

089. 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 Lloyd-Williams and Andrews declared an interest in Malton Museum, Cllr Andrews declared an interest in the Milton Rooms and Cllrs Dales and Townsend declared an interest in Ryedale Cameras In Action.

090. PUBLIC ACCESS

Three members of the public were present at the meeting and made representations against Planning Application No: 17/01113/FUL.

091. PLANNING APPLICATION

One applications to the Local Planning Authority were considered.

17/01113/FUL	Mr B Abbott Derwent Mount, 6 York Road, Malton, YO17 6AX	Erection of 4 no bedroom detached dwelling with detached double garage.	<u>RESOLVED</u> Recommended objection due to the inappropriate over development and size of the proposed property. Members also raised concern regarding the access, removal of trees and protecting the character of this Conservation area of Malton
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092. MINUTES

Members discussed the accuracy of the minutes.

Cllr Townsend left the meeting at 8.45pm.

Amendment to the draft minutes of the meeting held on 27 September 2017 proposed by Cllr Dale and seconded by Cllr Emberley.

082. RESOLVED

That the Clerk obtain quotes for the maintenance work and report them to F&GP meeting which would consider prioritising them and that any sale be deferred.

Mins October 2017

RESOLVED

That the Minutes of the Council Meeting held on 27 September 2017 be approved and signed as a correct record with recommended amendment of 082.

093. MATTERS ARISING

The Clerk reported:-

086(j). Staffing Committee
The Clerk presented the Terms of Reference for a Staffing Committee.

RESOLVED

Members approved the Staffing Committee Terms of Reference commencing May 2018 and agreed that the Clerk review job descriptions for Cemetery Assistant and Assistant Clerk to be considered at the January committee meeting, this was proposed by Cllr Lloyd-Williams and seconded by Cllr Dales.

094. FINANCE AND GENERAL PURPOSES COMMITTEE

RESOLVED

- (i) That the Minutes of the Finance and General Purposes Council Meeting held on 17th October 2017 be approved and signed as a correct record.
- (ii) That the Finance and General Purposes Committee be dissolved and that all Council business is referred to Full Council.
- (iii) That this position be reviewed again before the May 2018

095. FINANCIAL REPORT AND ACCOUNTS

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

Members noted the Clerk's draft budget preparation and Mayors Allowance report.

RESOLVED

Members agreed to increase the Mayors Allowance by £360 to allow the Mayor to have the full annual allowance of £1,200. This was proposed by Cllr Lloyd-Williams and seconded by Cllr Dales.

Thirty accounts were submitted for approval.

Poppy Appeal	Poppy Wreaths x 3	55.00	Chq No 703970
Barnes Nurseries	Cemetery Plants (MIB)	30.00	Chq No 703971
Yorkshire Internal Audit	Mid Year Audit 17/18	320.00	Chq No 703972
Stuart Bainbridge	Additional Manpower	96.50	On-line Payment
JB Motors	Fuel	216.14	On-line Payment
MKM	Materials	57.46	On-line Payment
Pearson & Ward	Legal Advice - Play Area/Cemetery Lodge	78.00	On-line Payment
Oak Tree Landscapes	Chipper x 1 day	150.00	On-line Payment
inPrint	Food Market Stickers	48.00	On-line Payment
R Yates & Sons Ltd	Materials	138.47	On-line Payment
Coppins Systems Services	Computer Maintenance	30.00	On-line Payment

Website Made Easy	Website Changes	30.00	On-line Payment
Fitzwilliam Estate	Orchard Fields Rent 6/10/17 - 5/1/18	1200.00	On-line Payment
Matthias Garn	Chapel Window Condition Report	300.00	On-line Payment
Howarth Timber	Fencing Repairs Play Area	10.73	On-line Payment
Viking	Stationery	123.43	On-line Payment
Scarborough Borough Council	Grass Cutting 2017/18 season	9968.40	On-line Payment
Archbishop Holgate Hospital	Crabtree Lane Allotments 6 months rent	335.76	On-line Payment
Gail Cook	Cash Purchases	49.07	On-line Payment
Hopkinson & Sons	Mower Service & Parts	59.49	On-line Payment
Mrs C Brettle	Reimbursement of Electricity Costs	29.97	On-line Payment
North Yorks Pension Fund	Pension Contributions - October 2017	1584.66	On-line Payment
HMRC	Tax/NI - October	1430.19	On-line Payment
Staff Salaries	October Salaries	5294.03	On-line Payment
Ryedale District Council	Cemetery Rates	61.00	Direct Debit
NPower	Cemetery Supply	92.21	Direct Debit
NPower	Xmas Lights Supply	144.59	Direct Debit
Spoton.net Ltd	MIB Website Subscription	48.00	Direct Debit
EE	Mobile Phones	20.99	Direct Debit
XLN	Phone/Internet	54.64	Direct Debit
Total		22056.73	

RESOLVED

That thirty accounts be approved for payment.

096. FINANCIAL REGULATIONS

The Clerk reported on the revised financial regulations. All agreed that the Clerk amend the regulations to incorporate changes to the F&GP meetings and report to the next meeting.

097. MAYORS ANNOUNCEMENTS

The Mayor reported as follows:-

Functions Attended. The Mayor had attended the P Factor Competition, Malton Book Festival and the Junior Awards Ceremony at Malton School.

Deputy Mayor had attended the Malton Book Festival Prize Giving and Lions Centenary event.

098. CCTV UPDATE

Cllr Dales reported Ryedale District Council had approved £22,000 from the Section 106 and New Homes Bonus towards the replacement of the scheme, which included an additional amount to deal with administration. Cllr Dales did not take part in the voting process of this agenda item.

RESOLVED

1. Members agreed that the Town Council would take on the administration of the new scheme on behalf of Ryedale Cameras In Action, proposed by Cllr Lloyd-Williams, seconded by Cllr Lake.
2. The Clerk to present a report on charging for administration.
3. Members approved the purchase of a laptop for the Assistant Clerk.

099. NEIGHBOURHOOD PLAN STEERING GROUP

Cllr Lloyd-Williams reported that Steering Group meetings had been held on 18th October and 23rd October to work through the draft document, the amended consultation document should be ready in early November. The next meeting was due to take place on 21st November which would agree printing and circulation to Members of the public.

100. SECTION 106 & FLOOD GRANT APPLICATIONS

One application to Ryedale District Council's Flood Grant Scheme and one application to the Ryedale District Council's Section 106 Grant Scheme were considered.

Project Title	Organisation	Amount Requested	Decision
Malton & Norton Skate Park Project	Norton on Derwent Town Council	£6,000.00	Approved
Flood Defences Malton & Norton	Norton on Derwent Town Council	£20,722.20	Approved

RESOLVED TO RECOMMEND TO RYEDALE DISTRICT COUNCIL

That the above two applications be approved.

101. SECTION 137 APPLICATIONS

Seven applications for Section 137 grant funding were considered.

Application No	Project Title	Organisation	Amount Requested	Amount Approved
MTC2017/1	Foodbank	Ryedale Foodbank	£250.00	£200.00
MTC2017/2	Developing Family Audiences	Malton Museum	£250.00	£125.00
MTC2017/3	Old Folks Party	Malton, Norton & District Lions Club	£250.00	£250.00
MTC2017/4	Dickensian Festival	Malton Dickensian Festival	£1,500	£100.00
MTC2017/5	Re-location Project	Woodhams Stone Collection	£250.00	£125.00
MTC2017/6	Singing Sessions	Musical Memories	£250.00	£175.00
MTC2017/7	Chairman's Charity Fund	Ryedale District Council	Not specified	£25.00
TOTAL			£2,750.00	£1,000.00

RESOLVED

That the above Section 137 grant applications were approved, proposed by Cllr Emberley and seconded by Cllr Lake.

102. M&NAP LADY SPRING WOOD AGREEMENT

The Clerk presented the revised Heads of Terms for Lady Spring Wood. Malton & Norton Area Partnership had confirmed that they had made provision for the annual rental cost of £1,000.

RESOLVED

Members approved in principle the Heads of Terms for Lady Spring Wood, proposed by Cllr Emberley, seconded by Lloyd-Williams.

103. STREET LIGHT SPECIAL LEVY

Members noted the letter received from Ryedale District Council and the promise by RDC to provide information on the lights survey to the Town Council and to consult on them. Members appreciated confirmation that the responsibility would remain with the District Council.

104. REPRESENTATIVES

Malton & Norton Area Partnership

Cllr Emberley reported that work was ongoing with regard to the riverside project, a business plan had been drafted and work would start once the Flood Risk Activity Permit was in place.

Milton Rooms

Cllr Andrews reported that the committee had received a grant of £320,000 from RDC which would be used as match funding for the HLF grant application.

105. INSPECTIONS

The Clerk reported that the November inspections would be carried out by Cllrs Townsend and Emberley.

Old Maltongate

The cemetery staff had now refurbished the bench at the seating area near the tennis courts on Old Maltongate and replanted the area with winter planting.

Old Malton

The new bench to replace the broken one had been ordered and would be back in place opposite the Royal Oak week commencing 6th November.

Castle Howard Road

The bench at the bottom of Castle Howard Road near the railings had been refurbished and would be back in place on Monday 23rd October.

Wheelgate

The bench outside the Royal Mail sorting office had been refurbished and was now back in place.

Castlegate

The Clerk requested Members approval to purchase a heritage style bin at the bottom of Castlegate at a cost of £138.54. The previous damaged bin was removed in the summer.

RESOLVED

That the Clerk purchase a heritage style bin to be sited on Castlegate.

106. **PLANNING APPLICATIONS**

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

Application No	Applicant/Address	Proposal	Recommendation
17/01162/CAT	Rockingham House Care Home (Mr Holroyd) Rockingham House 22 The Mount, Malton, YO17 7ND	T1, T2 & T3 Limes, Require removal due to bark inclusions on co-dominant stems, decay and high possibility of failure onto public highway/footpath. T3 Beech; requires the reduction of branches which extend towards the property and are outside the normal crown shape by 3 metres.	<u>RESOLVED</u> Recommend crown reduction as opposed to removal. If removal necessary, tree to be replaced with suitable variety
17/01038/73A	Mrs Sue Milburn The Summerhouse, Middlecave Road, Malton, YO17 7NQ	Variation of condition 12 of approval 14/00522/FUL dated 09.03.15 to replace drawing number 1074_AR50_01B and 1074_AR10_01B with 1074_AR50_01C 1074_AR10_01C - alterations to roof	<u>RESOLVED</u> Recommended approval
17/01156/FUL	GFP II Ltd (Mr James Hartley) Land off Freehold Lane, Old Malton, Malton	Installation of a gas fueled capacity mechanism embedded electricity generation plant to support the National Grid to include formation of vehicular access from Freehold Lane	<u>RESOLVED</u> Recommended approval
17/01133/FUL	Grange Developments Yorkshire Ltd (Mr Andrew Hague) Greens Furniture World, Newgate, Malton, YO17 7LF	Change of use and alteration of former retail premises to 6 No 1 bedroom apartments and 1 no retail unit (Use Class A1) following the demolition of existing rear extensions	<u>RESOLVED</u> Recommended approval, subject to the application having no adverse effect on the outline application for the livestock market development

(b) Members agreed that the Clerk write to Ryedale District Council and Malton Fitzwilliam Estate to raise an objection to the new signage at The Mount Hotel, Yorkersgate, Malton.

(c) Members agreed that the Clerk write to RDC Chief Executive, Julian Rudd, RDC External Partnerships Officer and Carl Les, Leader of NYCC objecting to the relocation of the Eden Camp bus stop on the A169

107. **CLERKS REPORT**

(a) **YORKSHIRE WATER**

Work had begun to build a pipeline under the railway line in Norton to allow Yorkshire Water to deploy their emergency pumps during flood events.

When the pumps were deployed as part of Malton and Norton's emergency flood plan, the pumping had to stop whenever a train goes past. The

new pump would go under the railway track and allow the pump to continue to operate, when certain triggers are met.

(b) **RAINBOW LANE PLAY AREA**

The Clerk requested Members approval to go ahead and place an order for the play equipment from Streetscape following the successful Section 106 funding application.

The cemetery staff had repaired the play area fence which was damaged due to anti social behaviour. The Clerk would attend a school assembly in November with NYP to talk about the new equipment and that anti social behaviour would not be tolerated.

It was agreed that the Clerk place the order for play equipment from Streetscape.

(c) **RAILWAY LEVEL CROSSING**

Ryedale District Council had asked for Members comments on the changes to the road junction priorities on the south side approaches to the level crossing.

This was a retrospective Order that Network Rail were dealing with in order to regularise the junction alterations that NYCC had already done at the Welham Road/Church Street junction.

It was agreed the Clerk would write to RDC objecting to the new scheme and recommend that NYCC revert back to the previous road layout as the new scheme has been unsuccessful.

(d) **CHRISTMAS LIGHTS**

Switch On Event

The Switch on Event was scheduled to take place on Thursday 23rd November, the Clerk is continuing to progress plans.

Lights Installation

The Clerk reported on the current status of the lights to be erected by Acorn on 1st, 2nd and 3rd November. The Clerk requested Members comments with regard to the hiring of a new square curtain type festoon to be erected over Butcher Corner at a total cost of £5,070.99 for a 3 year hire cost including installation and removal.

It was agreed to hire an additional festoon at a cost of £2,890.33 per annum for 3 years.

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

The clerk had attended an Emergency Flooding Community Event at Tadcaster on Sunday 15th October 2017. This was a positive event which would assist the clerks of both towns with the completion of the Malton & Norton Emergency Plan and co-ordination of a Flood Action Group.

(f) **CEMETERY CHAPEL WINDOW**

The clerk had submitted the report from Matthias Garn, Masonry Consultant to our insurance providers. Zurich had initially refused to accept the report as the case had been closed. The clerk had contacted the complaints team who had arranged for an additional site inspection to be carried out. The conclusion was that a full structural report and drainage survey would be carried out by Thomason's of Leeds, independent civil and structural engineering consultants on 24th October at the expense of the insurance company.

(g) **ST MICHAELS CHURCH**

The Clerk had received a letter of thanks from the Vicar, PCC and congregation of St Michael's Church, thanking Malton Town Council for their help and advice regarding Malton In Bloom, bench refurbishment and church lights. They had received some wonderful comments from visitors and local residents.

(h) **WAR MEMORIAL**

The Clerk presented revised costs of work to be completed which included cleaning the stonework, replacing the railings, replacing the paving with resin bound gravel, re-cut the centre plaque and provide additional plaque for new names.

The Clerk requested Members approval to confirm the level of funding Malton Town Council would contribute to this project.

It was agreed that £5,000 towards the original project be approved.

(i) **OFFICE ACCOMMODATION**

The Clerk requested Members approval to obtain estimates to convert the Chapel of Rest into office accommodation as an additional option for Members to consider in the future.

It was agreed that the Clerk obtain estimates to convert the Chapel of rest into office accommodation.

(j) **CEMETERY LODGE**

The Clerk had arranged for the external door and utility room roof to be repaired urgently to avoid weather damage to electrical goods.

108. MEETINGS

Malton In Bloom Coffee Morning on 17 November 2017, 10-1pm at 2 The Beeches, Great Habton, Malton

War Memorial Committee Meeting 2nd November 2017, 10am at Community House, Wentworth Street

109. NEXT MEETING

The next Town Council meeting was set for Wednesday 29th November 2017 at 7.15pm.

..... TOWN MAYOR. MALTON TOWN COUNCIL