

# MINUTES OF THE MEETING OF THE

## MALTON TOWN COUNCIL

HELD IN COMMUNITY HOUSE, ON WEDNESDAY 29 MARCH 2017

**PRESENT**

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

**IN ATTENDANCE**

MP Skehan (Town Clerk) and Gail Cook (Clerk Designate)

**APOLOGIES**

Cllr P Emberley, Canon J Manchester & Miss J Ward (Assistant Clerk)

**161. 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.

**162. MINUTES**

**RESOLVED**

That the Minutes of the Council Meeting of the 22<sup>nd</sup> February 2017 be approved and signed as a correct record.

**163. PUBLIC ACCESS**

1. Cllr L Burr reminded Members that RDC are launching the Flood Grant Project in the near future. £2,500 has been allocated from her NYCC Locality Budget. Malton has two separate flooding areas and would submit two applications to this grant pot as soon as invitations are received.
2. Mrs Claudia Brettle attended the meeting and explained her concerns regarding her tenancy, she referred to Section 11 of the Tenancy Act. Under her Tenancy Agreement she explained that she is entitled to have her property maintained to an adequate standard.
3. Mr John Draper asked Members what improvements Members would like to see in Malton. It was explained that the Malton & Norton Neighbourhood Plan will be available for public consultation shortly. The Clerk explained that Members are dedicated to maintaining public open space and looking to make improvements to areas of Malton. The Mayor confirmed that Members consider improvements at every meeting.

**164. CEMETERY LODGE**

The Clerks and Chairman of FGP met with Andrew Little of Pearson and Ward Solicitors and posed two questions:-

1. Can the ownership of the premises that is Cemetery Lodge by Malton Town Council be confirmed, and
2. Apart from the current status as a tenanted property, what options might be available to the Town Council in terms of usage of the property into the future.

Mr Little has provided written advice in response to the effect:-

1. Malton Town Council does have sole freehold ownership of the property that is Cemetery Lodge.
2. The Town Council has within its power options for future use which range from continuing domestic operation through alternative uses, and, at the other extreme, disposal of the asset.

Following receipt of this report an Estate Agent/Surveyor has been engaged to prepare a report on the property to advise the Council on a broad range of matters to include:

1. What work is required to bring the house up to the latest standards for domestic application, what might it cost to carry out the work, and what would be a reasonable rent for the upgraded property.
2. What other uses other than domestic occupation might the property be suitable for.
3. What value might the property achieve on the open market.

**RESOLVED**

1. That the boiler at Cemetery Lodge is replaced with another oil fired boiler at the earliest opportunity. Domestic Heating Services, Swinton, which had submitted the lowest quote will be commissioned to carry out the work at a cost no greater than £3,000.
2. To defer consideration of the options for the future use of Cemetery Lodge until the agent/surveyor's report is received.

**165. MATTERS ARISING**

Min 154 Orchard Fields - Advised Members that the lease is now signed by both parties.

Min 158 Old Town Hall License Application - As yet no response has been received from RDC.

**166. MAYORS ANNOUNCEMENTS**

The Mayor reported as follows:-

1. **Functions Attended.** The Mayor had attended the opening of the Woodham Stone Collection and had arranged the Civic Service.
2. **Minerals and Waste Plan.** The Mayor had attended the latest meeting of the County Council and promoted Malton Town Council's response to the consultation. The Mayor also reported on the amendment to the plan which had been made with the support of Malton Town Council and other Councils.

**167. FINANCE AND GENERAL PURPOSES COMMITTEE**

Members received the minutes of the 21<sup>st</sup> March 2017 Committee meeting and considered recommendations:-

**RESOLVED**

1. **Clerk Training.** That the Town Council approved payment of the Clerk's SLCC Membership Fee at £215 for year one followed by £200 per annum thereafter.
2. **Office Equipment.** That the purchase of a laptop with MS Office fully installed be approved to a cost of £479.
3. **Bank Mandate.** That the Clerk, Mike Skehan, be removed from the bank mandate with immediate effect and that the Clerk Designate, Gail Cook, be added and effect transactions in that mode.

Members further agreed that Terms of Reference for the F&GP Committee should be investigated.

**168. SECTION 106 PROCESS**

To date we have received the proposed RDC application form and guidance notes. The Clerks of both Malton and Norton have since met with the RDC Lead Officer on this and been advised of the intended process. More recently the Lead Officer

has been advised of some changes that might beneficially be made to the application pack.

**Members agreed**

1. To await feedback from RDC on observations offered on the application form, and training and guidance given to Community Officer responsible for assessment and report on Section 106 applications.
2. To seek from RDC clarification on the status of applications submitted December 2015.
3. On receipt of the observations on the application from RDC the Mayor, Chairman and F&GP and the Clerk would meet and consider this.

**169. NEIGHBOURHOOD PLAN JOINT GROUP**

The Steering Group met on 15<sup>th</sup> & 28<sup>th</sup> March to work through the latest draft of the Plan. The next meeting will be held on 14<sup>th</sup> June to consider and agree the plan to go out to public consultation.

**170. REPRESENTATIVES**

**Milton Rooms.** The Committee continues to work on the application for funding.

**Malton & Norton Area Partnership.** The next meeting, the AGM will take place on 3<sup>rd</sup> April 2017.

**Five Towns Meeting.** Next Steps Mental Health, Mr John Derry, NYCC Emergency Planning Officer and Becky Bennett, RDC Delivery & Frontline Services Lead attended and gave presentations. Mrs Bennett referred to the imminent release of the application procedure for the £50,000 Flood Fund. Members were assured that the Town Council will respond immediately the invitation is received. As referred to in Min. 163 it was again noted that Malton has two separate flooding areas and would consider submitting two applications to this grant pot.

**Ryedale Cameras In Action.** Further information is required regarding the maintenance costs. The preferred contractor has been identified and it is expected that there will be further progress before the end of May.

**Ryedale Market Towns Promotion Partnership.** Cllr Townsend reported on the first meeting of this group in its formal guise. The newly appointed RDC Market Towns Promotion Officer had been introduced. Cllr Mrs Lawrence and the Clerk had also attended.

**171. INSPECTIONS**

It was agreed that a new inspection rota will start in April 2017.

**172. PLANS**

No planning applications had been received.

**173. ACCOUNTS**

Twenty eight accounts were submitted for approval.

Stuart Bainbridge	Casual Assistance	76.50
Laycock Electric	Cem Lodge - Immersion Htr Repairs	42.00
Fitzwilliam Estate	Rent Orchard Field 17 Mar - 5 Jul	1459.73
Fitzwilliam Estate	Repairs/Improvements Orchard Fields	8806.74
J B Motors	Fuel	81.40
Ryedale District Council	Supply of Dog Waste Bins	433.20
Acorn Lighting Services	Removal of Decorations	3429.00
In Print	Civic Service Invites	44.40

Mins March 2017

In Print	TdY & Food Market Banners	300.00
R Yates & Sons Ltd	Materials	186.35
Ryedale Steel Fabrications	Street Sign	69.60
Domestic Heating Services	Boiler Repairs - Cem Lodge	66.00
YLCA	Annual Membership	814.00
Viking	Stationary	72.82
Howarth Timber	Materials	20.16
MKM	Materials	96.87
Maltech	Consultancy Work Cemetery Chapels	462.00
Repair & Restoration	Final Account Cemetery Chapels	3700.56
Mike Skehan	Cash Purchases	71.64
Gail Cook	Cash Purchases	34.49
Handy Mag	Tour de Yorkshire Advert	165.00
Yorkshire In Bloom	Competition Entry Fee	45.00
North Yorks Pension Fund	Contributions - March	1761.51
HMRC	Tax/NI - March	1166.85
Staff Salaries	February Salaries	5842.92
Sponton.net Ltd	MIB Website Subscription	48.00
EE	Mobile Phones	40.24
XLN	Phone/Internet	48.99
<b>Total</b>		<b>29385.97</b>

**RESOLVED**

- (a) That the twenty-eight accounts be approved for payment.
- (b) That a meeting is convened with Cllr Townsend, Clerk and Acorn Lighting regarding the Christmas Lights.

**174. MALTON IN BLOOM**

Cllr Turner updated Members on the progress to date. Members commended the progress and look forward to what is now expected to be a very impressive display. The efforts of Cllr Turner and the volunteers were recognised by the Council.

**RECOMMENDATION**

**The two representatives of the MIB Group to be invited to give a presentation on the project at the May Council meeting.**

**175. TOUR DE YORKSHIRE**

Councillor Townsend gave an update on the preparations for the Welcome to The Tour on 28<sup>th</sup> April. The bunting will go up on 3<sup>rd</sup> April and arrangements are being made for a number of supportive activities on the route as it passes through the town. The Clerk reported the engagement of local group of singers to perform in the period preliminary to the race coming through.

- 176. Councillors would like to formally thank the retiring Clerk, Mike Skehan for his hard work and dedication, and welcome Gail Cook into the Clerk role with all Members best wishes.**

**177. NEXT MEETING**

The next Town Council meeting was set for Wednesday 26<sup>th</sup> April 2017.

..... TOWN MAYOR. MALTON TOWN COUNCIL