

MINUTES OF THE MEETING OF THE

MALTON TOWN COUNCIL

HELD IN COMMUNITY HOUSE, ON WEDNESDAY 25 MAY 2016

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

IN ATTENDANCE MP Skehan (Town Clerk), J Ward (Assistant Town Clerk)

APOLOGIES Cllr Mrs Ennis

001 **CODE OF CONDUCT**

Members were reminded of their individual responsibility under the Code of Conduct to decide whether a declaration of interest is appropriate in respect of any matter to be considered at the meeting.

002. **ELECTION OF TOWN MAYOR**

It was proposed and seconded that Cllr P Andrews be elected Mayor.

RESOLVED

That Cllr Andrews is elected Mayor of Malton for the Council year 2016-2017.

003. **ELECTION OF DEPUTY MAYOR**

It was proposed and seconded that Cllr D Townsend be elected Deputy Mayor.

RESOLVED

That Cllr Townsend is elected Deputy Mayor of Malton for the Council year 2016-2017.

004. **PUBLIC ACCESS**

1. **Ms Nicola Brown** spoke to members expressing her concern at the infrastructure deficiencies that already exist in Malton ahead of the substantial planned housing growth.
2. **Social Housing new-builds.** In discussion following this representation reference was made to a statement made by the Ryedale Council Leader on the proposed tenancy policy for new social housing. The Clerk was directed to seek clarification.
3. **Attendance at meetings of County and District members for Malton.** North Yorkshire County and Ryedale District Councillor Mrs Lindsay Burr and Ryedale District Councillor Ed Jowitt, both elected to represent Malton, were present at the meeting. The Clerk was directed to consult upon the options that might be available to provide a regular opportunity for these members to contribute to Council meetings, and prepare a report for Council to consider at the next meeting.

005. **MINUTES**

RESOLVED

That the Minutes of the Council meeting of 27 April 2016 be confirmed and signed as a correct record.

006. **MATTERS ARISING**

Min 162.2. A process for allocating Section 106 Funds.

Cllr Townsend reported that in discussions with Ryedale District Council it had become evident that Norton Town Council had indicated that it preferred to keep recommendations on the allocation of funds to projects within its own control. Ryedale DC appeared to be accepting of this. Cllr Townsend sought members' support for securing the same arrangement for Malton Town Council.

Members agreed that Malton Town Council should alone make decisions upon the allocation of Section 106 Funds where such decisions are required, such as in the case of the provision of sport, leisure and open space facilities.

Min 162.3. Lease of Orchard Fields. The Town Council had received a Heads of Terms document along with a copy of the standard commercial lease used by Fitzwilliam Malton Estate. This latter document however is clearly directed more to a retail type arrangement and not appropriate to the proposed form of engagement at Orchard Fields. **An amended version is awaited.**

Min 163.1. Contribution from Cllr Lindsay Burr from the NYCC Locality Fund.

It was confirmed that the contribution from the Locality Fund is to be received, and that Malton Town Council had agreed to match the contribution. The Fund, for the purpose of acquiring some essential item of equipment to be permanently available to the Malton Flood Response Plan, now stood at £5,000.

At the invitation of the Chairman Cllr Mrs Burr reported that she had made representations locally with regard to securing further contributions to the Fund and would update members when any progress is made.

Following the update on Min 163.1. Cllr Mrs Burr gave members a further update from a County/District perspective on matters which included fracking, education, the livestock market, housing growth, flooding and traffic.

007. **MAYORS ANNOUNCEMENTS**

Cllr Mrs Lawrence thanked members for attending the Civic Service on the evening of Friday 20th May. Members who had attended commended a very successful event.

008. **FINANCE AND GENERAL PURPOSES COMMITTEE**

Members received the minutes of the Committee which had met on 17th of May and considered the recommendations.

1. RESOLUTIONS. The following resolutions were made

RESOLVED

1. ANNUAL RETURN.

That the Town Council approve the signing of the Annual Returns Statement at Section 1 of the Annual return.

2. ASSETS.

That the Clerk arrange for a professional valuation of all the land and building assets in the Town Council's ownership, to be completed by 31 March 2017.

3. CHAPEL ROOFS.

i) That the Chairman of Committee and the Clerk meet with Repair and Restoration Ltd to arrange for the work to be carried out as per the quote amounting to £23,419, subject to the works being planned for completion in the current calendar year, and to immediate reference to the Council's appointed Surveyor upon the opening of the roof spaces to

allow access for inspection of timbers and other structure.
ii) That notwithstanding the approval at 3.i) above, the Clerk research repairs grant facilities, and seek advice from specialist architects.

4. ASSISTANT CLERK

That subject to successful completion of the probationary period and consequent confirmation of appointment, that the contracted hours for the position be increased from the current sixteen hours per week to 20 hours per week.

5. RETIREMENT OF CLERK.

In anticipation of the Clerk's potential retirement at the end of March 2017, members agreed that a report on the process and timetable for the appointment of a replacement be prepared and presented to the Council by October 2016.

2. MILTON ROOMS. REQUEST FOR FUNDING ASSISTANCE UNDER S137.

Members agreed that the consideration of the request could take place at the June meeting of the Town Council, subject to an update report from the Chairman of the Milton Rooms Committee recording progress on the business plan, and her availability to attend the meeting to answer any questions that members might wish to ask. This matter was deferred from the July 2015 meeting of the Council. The request is for the second element of a two part request for funding. For the first year £5,000 was approved and paid.

009. APPOINTMENTS. COMMITTEES

1. FINANCE AND GENERAL PURPOSES COMMITTEE.

RESOLVED

That Cllrs Townsend, Mrs Lawrence, Dales, and Emberley be reappointed to serve on the Finance and General Purposes Committee for the Council year 2016-17.

NB. A vacancy remains on the Committee. The Clerk was asked to enquire of Cllr Mrs Ennis, not present at this meeting, whether she might accept a nomination to the Committee.

2. NEIGHBOURHOOD PLAN JOINT STEERING GROUP

RESOLVED

That Councillor Lloyd-Williams continue as Chairman representing the two Town Councils, and that Councillors Emberley and Townsend continue to serve on the Steering Group for the year 2016-17.

010. APPOINTMENT OF REPRESENTATIVES TO ORGANISATIONS.

RESOLVED

That the Town Council be represented in 2016-17 on organisations, or in connection with topics, as follows:

Yorks Local Councils Association Cllrs Townsend & Andrews.

School Governors Cllrs Mrs Hopkinson. NB Clerk to enquire as
Malton School. (Endowment) to further positions are available.

Malton & Norton Dispensary Fund	Cllr Townsend
Malton Museum Foundation	Cllr Andrews
Ryedale Cameras in Action	Cllr Townsend Cllr Lloyd-Williams NB. Cllr Dales chairs this group
Safer Ryedale Partnership	Cllr Mrs Lawrence
Malton & Norton CAP Group	Cllr Mrs Lawrence and Lake
Malton & Norton Area Partnership	Cllr Emberley Cllr Lloyd-Williams
Derwent Riverside Group	NB. Clerk to make enquiry.
Ryedale 5 Towns Group	Cllrs Townsend & Andrews. Cllr Lloyd-Williams (substitute)
Ryedale Market Towns Working Group	Cllrs Mrs Lawrence and Townsend
Milton Rooms Management Committee	Cllr Andrews
On Section 106 matters	Cllr Townsend
On Flooding Defence matters	Cllr Dales
Neighbourhood Plan Steering Group	Cllr Lloyd-Williams (Chairman) Cllr Emberley, Cllr Townsend.

011. NEIGHBOURHOOD PLAN STEERING GROUP.

Four Focus Groups are currently covering separately the areas of Forward Planning, Heritage, Environment and Community and Leisure. The objective is to provide reports of findings to the Planning Consultant by the end of July, for assessment and ordering, prior to being presented for public consultation.

012. REPRESENTATIVES

MILTON ROOMS.

Cllr Andrews reported that the Project Officer is in post, and the final drawings have been approved for the planning application.

CAMERAS IN ACTION.

Cllr Dales reported that the group is to invite members of the Malton and Norton Town Councils to visit the Scarborough Control Centre, where there is full-time monitoring by trained staff. The visit is set for 2.00pm Monday 13th of June at Scarborough.

SAVILLE STREET METHODIST CHURCH PROJECT

Cllr Mrs Lawrence had attended the meeting to present the project. Members agreed to receive a presentation on the project at the August meeting of Council.

013. INSPECTIONS

An inspection report compiled by Cllrs Mrs Hopkinson and Lake had been circulated to members. Unresolved matters will be attended to. Many of the observed matters for attention are covered in schedules for repairs. Quotations for repairs and fencing/timber constructions are awaited. The Clerk reported that he will seek to engage Stuart Bainbridge to undertake the metalwork painting.

014. PLANS

Seven applications to the Local Planning Authority were considered.

16/00289/FUL 16/00290/LBC	Fitzwilliam (Malton) Estate 36-38 Market Place Malton	Change of use of retail premises (Use Class A1) to a takeaway fish and chip outlet with café seating for customers (mixed A3/A5 Use) to include external ducting at the rear for the commercial kitchen extractor.
16/00823/LBC	Mr Shaun Fox Derek Fox (Butchers) 25 Market Place Malton	External alterations to include installation of replacement pantiles to front facing roofslope.
16/00833/HOUSE	Mr Richard Fahey Cherry Farm York Road Malton	Erection of a two storey extension to west elevation following demolition of existing single storey extension.
16/00863/HOUSE	Mr Raymond Pollard Barugh House Castle Howard Road Malton	Erection of double garage.
16/00864/LBC	R Yates & Sons Ltd Railway Street Malton	Internal alterations to include installation of staircase to provide access to upper floor and partition wall to form fire lobby.
16/00956/CAT	Mrs S Harrison Copper Beeches York Road Malton	T1 - Yew - Crown reduction by 1m. T2 - Beech - Reduce lower lateral growth by 2.5m.

RESOLVED

That the seven applications be recommended for approval.

NB Cllr Mrs Hopkinson declared an interest in application no 16/00864/LBC and took no part in the discussion.

015. **ACCOUNTS**

Twenty-three accounts were submitted for approval.

		£
Inland Revenue	Tax / NI	727.07
JB Motors	Fuel	96.06
R Yates	Materials	52.67
NPower	Church Clock Supply	157.70
NYCC	Vehicle Activated Signs	1400.40
Laycock Electric Ltd	Cem Lodge - Electrical Works	1436.40
Raymac Signs	Panel/Banners	301.44
Mr B Bushell	Annual Rent Bus Shelter	10.00
Derek Beale	Annual Fee Sign A169	20.00
Clare Jenyns	Annual Fee Sign A64	100.00
Stuart Bainbridge	Casual Assistance	45.50
Website Made Easy	Web Hosting Package	60.00
Ryedale District Council	Community House Rent	925.02
Mike Coppins	Computer Maintenance	30.00
Yorkshire Water	Cemeteries Supplies	124.27
Zurich	Annual Insurance	3250.70
Malton News	Annual Report Distribution	400.00
North Yorks Pension Fund	Contributions	1431.70
Salaries and Wages	Paid by Direct Credit	4656.81
EE	Mobile Phones	39.98
Ryedale District Council	Cemeteries Rates	170.00
Hitachi Capital	Tractor Instalment	90.00
XLN	Phone/Internet	49.92
Total		15575.64

RESOLVED That the twenty-three accounts be approved.

016. **OLD MALTON CLOCK.**

The Clerk together with Cllrs Townsend and Dales met on Tuesday 24 May with the owner of the Old School House, within and on top of which sits the Clock which has been serviced and maintained by the Malton Town Council from 1974. Repairs required both to the clock and the roof were discussed. The proposed work to the clock is quoted at £1,438 and does not include for scaffolding which will be required.

Members agreed that, before any decision is made in respect of commissioning works, the Clerk be directed to research i) whether there is any evidence of a formal written agreement whereby the Town Council, or any preceding public authority has undertaken to service and maintain the clock and ii) the ownership

of the clock, and report back to the Finance and General Purposes Committee

017. VACANCY

The recent resignation of Mrs Ford had led to a vacancy. The Clerk advised of the procedure for filling the vacancy.

Election. Electors will be advised of their right to request an election. The appropriate notice will be posted on 26th of May giving until the 16th of June for the request to be made. Failing this the Town Council will be asked by the principal authority, Ryedale DC, to make an appointment by co-option.

Co-option. In this event a notice will again be posted inviting expressions of interest in being considered for the vacant position, and indicating that the position will be filled by co-option.

Members agreed that if the co-option process is required, the posting of notice should be timed to allow for the co-option to take place at the July meeting of the Council.

018. MEETINGS For information

FOCUS GROUPS

Historic and Environment 26 May 6.30pm Norton Town Council Offices

**Forward Planning,
Community and Leisure 26 May 7.00pm Community House Malton**

Finance & GP Committee 21st June 2.30pm Community House Malton

019. NEXT MEETING

The next Town Council meeting was set for Wednesday 29 June 2016

.....TOWN MAYOR. MALTON TOWN COUNCIL