

**MINUTES OF THE MEETING OF THE**

**MALTON TOWN COUNCIL**

**HELD IN COMMUNITY HOUSE**

**ON WEDNESDAY 26 OCTOBER 2016**

**PRESENT**

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

**IN ATTENDANCE**

MP Skehan (Town Clerk), J Ward (Assistant Town Clerk)  
Canon J Manchester and Cllr E Jowitt (RDC).

**APOLOGIES**

Cllr Mrs L Burr. (NYCC and RDC).

**094. 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.

**095. PUBLIC ACCESS**

No requests were made to address the Council.

**096. MINUTES**

**RESOLVED**

**That the Minutes of the Council meeting of 28 September 2016 be confirmed and signed as a correct record.**

**097. MATTERS ARISING**

**Min 078. Yorkshire in Bloom**

The Clerk gave basic details of how the 'Yorkshire in Bloom', programme operates. Cllr Turner offered to explore the potential for Malton to engage with the programme.

**Members agreed to accept Cllr Turner's offer to investigate and explore the options in respect of the Yorkshire in Bloom programme. He will report his findings to Council.**

**Min 085. Norton Level Crossing. Proposals for HGV weight limit.**

The Council received a copy of a letter on the subject from Helen Gundry. The Clerk advised that the Town Council's response to consultation had been submitted, and that the closing date had now passed. A report on the response will be prepared for submission to a future meeting of the Business and Environmental Services Executive at NYCC. It is understood that respondents will have access to this report prior to the meeting and may apply to have a representative attend.

Members agreed that

1. the Mayor and Deputy Mayor will agree on a representative to attend the meeting, and
2. that in the interim a meeting be arranged to which interested parties will be invited to discuss the potential response to proposals being made. While participation will be limited to invited parties, the meeting will be open to the public.

**Min 090. St Michael's Church Floodlights**

The Clerk advised that as yet no information had been received from Ryedale on the status of the lights. Currently they are not operative.

**098. MAYORS ANNOUNCEMENTS**

The Mayor reported that he had attended

1. the Malton School Award ceremony
2. the Ryedale Book festival Poetry competition, and
3. a RNLI fund-raiser in Malton.

**Drainage and Flooding.**

The Mayor had sought an update on progress of the ARUP scheme. No information had been provided.

The Mayor advised that in his capacity as a District Councillor for the Malton Ward he had sought Ryedale District Council's agreement that developers be consulted on whether they might agree to Section 106 open space funds being used to fund permanent pumps.

In this connection the Mayor made a proposal that Malton Town Council be asked to support the Malton ward District Councillors'; request.

The Clerk advised members to exercise caution when considering supporting an initiative that might reduce the availability of funds to meet the original intentions, by redirecting the same to meet a need which should rightly be met from elsewhere.

Following discussion members resolved as follows:

**RESOLVED**

That Malton Town Council supports the actions of the Malton Ward Ryedale District councillors in seeking to obtain developer agreement to the redirection of some of the Section 106 contributions, earmarked initially for open space projects, to the purchase of flood prevention/response equipment for permanent siting in Malton.

**099. FINANCE AND GENERAL PURPOSES COMMITTEE**

1. **RECRUITMENT OF CLERK.** Members considered the recommendations.

**RESOLVED**

1. That a Panel, comprising four members; Cllrs Andrews, Mrs Ennis, Lloyd-Williams and Dales be delegated to undertake the task of recruiting a Clerk, from establishing terms and conditions other than salary, setting a timetable and agreeing advertising material, through to the drawing up of a shortlist.
2. That three named members of the Panel conduct the interviews and make the appointment. The fourth member of the Panel will act as substitute if required.
3. That any recommendation for change to proposed salary for the post resulting from the Evaluation exercise be presented to the Full Council in November for its decision.

**2. PRESS COVERAGE.** Members noted the observation that the Clerk should endeavour to keep the local Press advised on Council decisions in the circumstances where the Press was not present at meetings, and that Cllr Emberley and the Clerk would report back to a future Committee on how or if this works.

**3. WEBSITE.** The Clerk took note of the comments of members with regard to elements of the website which were not up to date, and undertook to resolve this.

**4. FINANCIAL REPORT.** A receipts and payments report to 30/09/16 had been circulated prior to the meeting.

**5. SECTION 137 APPLICATIONS**

**RESOLVED**

1. That a grant of £750 be made to Malton Norton and District Lions Club to assist the funding of the Malton and Old Malton Old Peoples Christmas Party.
2. That a grant of £500 be made to the Ryedale Foodbank.

**6. SECTION 106 FUND ALLOCATION PROCESS.**

Members agreed with the Committee's recommendation that a letter be written to express the Town Council's concerns regarding the draft proposal from the District Council. The Mayor, together with the Chairman of Committee and the Clerk will compose and submit the letter.

**7. TOWN CREST. MALTON FOOTBALL CLUB.**

Members agreed that the short version condition as proposed be applied in granting the club permission to use the crest for club identity purposes. The condition will explicitly exclude use for commercial purposes.

**RESOLVED**

That Malton Football Club be authorised to use the town crest subject to accepting that

- i) use must not be for commercial purposes,
- ii) the permission does not imply either endorsement or sponsorship, and
- iii) permission to use may be withdrawn at any time and without notice.

**8. BANNERS PROTOCOL.**

Members welcomed the protocol document drafted by Cllr Emberley.

**RESOLVED**

That the draft protocol be adopted, as amended in respect of banner dimension ( to 80cm x 160cm ), subject to confirmation of Highways North Yorkshire approval of the document.

**100. NEIGHBOURHOOD PLAN.**

Cllr Lloyd-Williams reported that the only remaining matter prior to the completion of a draft Policy Intentions Document for the Steering Group to consider, is the completion and analysis of an independent assessment of the Malton and Norton Conservation Area Studies. A further meeting of the Heritage Group will follow this.

**101. VISUALLY IMPORTANT UNDEVELOPED AREAS. CONSULTATION.**

Members agreed to seek an extension to the deadline for responses for 9 November to the end of November.

**The Clerk will contact the appropriate Officer.**

102. **REPRESENTATIVES**

**Milton Rooms Committee.**

The Mayor advised that following Heritage Lottery Fund rule changes, planning permission must now be obtained prior to submission of an application.

103. **INSPECTIONS**

It was agreed that the Inspection Rota would restart in November with Cllr Mrs Hopkinson and Cllr Lake.

The Clerk reported that the general condition of the grounds is very good for the time of year.

There will be a Finance Committee site inspection of the cemetery roads in November which will result in a recommendation to Town Council meeting.

104. **PLANS**

**Eight applications to the Local Planning Authority were considered.**

16/01597/CAT	Fitzwilliam Estate Green Man Hotel 13-17 Market Street	Removal of 1 Conifer
16/01668/CAT	Mrs S Harrison Copper Beeches York Road Malton	T1 Yew - To remove. T2 Birch - Reduce the lateral growth on the garage side to give clearance of garage roof and to encourage a more balanced tree - 1.5m roof clearance required, wounds size will be kept to a minimum.
16/01589/FUL	Setsquare (Harrogate) Limited 49 Wheelgate	Change of use of offices (Use Class B1) to solicitors (Use Class A2).
16/01640/FUL	Hydramotion Ltd 1A-1B Seven Street Malton	Erection of two storey linking extension for office and storage use, replacement of metal cladding on Unit 1 and sections of Unit 3 with a composite panel on the roof and walls to include 10no rooflights to Unit 1,
16/01660/ADV	CDP Ltd Land at Edenhouse Road Old Malton	Erection of 2no non-illuminated timber free standing site information boards at the site roundabout junction with the A169.
16/01676/ADV 16/01677/LBC	HSBC Corporate Real Estate HSBC Bank PLC 27 Market Place Malton	Replacement of existing front and rear elevation signage to include display of 2no non-illuminated fascia signs, 1no non-illuminated hanging sign and 2no pairs of non-illuminated informative signs together with replacement of existing internal entrance signage.
16/01683/HOUSE	Mr & Mrs M Thwaites 9 Wheatlands	Erection of single storey extension to west elevation to form single garage.

**RESOLVED**

1. That the eight applications be recommended for approval.

105. **ACCOUNTS**

Twenty-six accounts were submitted for approval

		£
Inland Revenue	Tax / NI	817.49
JB Motors	Fuel	195.24
Stuart Bainbridge	Casual Assistance	130.50
Garden Care	Rebuild Storage Areas - Cem	730.00
GBL Timber	Tree Maintenance in Cemetery	400.00
R Yates & Sons Ltd	Materials	199.82
Hopkinson & Sons	Materials	69.98
Coppins Systems Service	Computer Maintenance & Meeting	150.00
Mrs C Brettle	Electricity Reimbursement	26.84
inPrint	Banner Stickers	42.00
MKM	Materials	95.59
Viking	Stationery	84.40
Scarborough Borough Council	Verge Cutting	9968.40
Ryedale District Council	Treatment of Wasps Nest	67.80
Npower	Cemetery Supply	62.25
Directions Planning	Neighbourhood Planning Services	6839.90
Paul Freeman	S137 Payment - Clock Tower	1750.00
Repair & Restoration	Chapel Roofs - Interim Payment	12948.60
North Yorks Pension Fund	Contributions	1430.14
Staff Salaries	October Salaries	4819.21
M Skehan	Refund of payment - computers	487.00
Ryedale District Council	Office Rent & Service Charge	916.41
Npower	Xmas Lights Supply	113.87
EE	Mobile Phones	40.24
Ryedale District Council	Cemeteries Rates	170.00
XLN	Phone/Internet	48.30
<b>Total</b>		<b>42603.98</b>

**RESOLVED** That the twenty-six accounts be approved.

106. **CHRISTMAS LIGHTS**

In August 2015 The Council approved an increase in budget for Christmas Lights from the initial £4,000 to £9,000. In that financial year only £4998 was spent and a considerable amount of infrastructure work was left over to the current year. We have received a quotation for 2016 Christmas lighting scheme which includes for improvements to the anchor points etc. The cost for 2016 is £9,705. In the current year budget there is an allocation of £8000 plus there will be a Malton CIC contribution of £1,000. The cost therefore will be £705 over the net budget. However the underspend of 2015 (£4,002) was in part intended to fund some of the work which is being done this year. Members were asked to agree to the underspend being carried forward to meet this and other safety [programme work which remains to be completed.

**RESOLVED**

**That the underspent amount from the 15-16 budget intended for the lights infrastructure work be redirected to the current year to fund the work not completed in 15-16.**

NB The above resolution allows the full programme to be installed. Work is about to commence and will be completed by 24 November, the date set for 'Switch On'.

**107. TOWN ENTRY SIGNS**

Discussions are continuing. The potential partners are agreeable to the inclusion of the Town Council crest. There will be a further meeting on sites to agree appropriate locations. Members agreed that Cllr Townsend will join the discussions.

**108. CHAPEL BELL REFURBISHMENT.**

The Clerk advised that he had not completed investigation of funding options. However it was clear that while there are a variety of potential avenues to explore, a survey of the unit and an estimate of requirement will be necessary before any avenue can be pursued. The Clerk will look at options for survey and report back.

**109. CYCLING WORLD CHAMPIONSHIPS.**

Members welcomed and noted that the 2019 Cycling World Championships are to be staged in Yorkshire. As yet there is no certain answer as to whom or where it might be best to direct exhortations for Malton to be included in the itinerary. When further information is available members will be advised.

**110. TOWN VISITOR INFORMATION SIGNS**

Members were advised of a proposal by Malton Lions that it fund a visitor information board for a location within the Market Place area. It would appear feasible that the Town council could beneficially feed off the production of an up to date sign, to update its own boards at Wentworth St and Water Lane car parks at very little cost. This production is being facilitated by Ryedale DC. **Members agreed that the opportunity be taken to update the existing visitor boards.**

**111. MEETINGS For information**

5 Towns Group. Tuesday 8 November 7.00pm in Pickering Memorial Hall.  
Finance and GP Committee. Tuesday 22 November 2.30pm in Community House

**112. NEXT MEETING**

The next Town Council meeting was set for Wednesday 30 November 2016

.....TOWN MAYOR. MALTON TOWN COUNCIL