



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

HELD REMOTELY VIA CONFERENCE CALL ON WEDNESDAY 29 JULY 2020

PRESENT Councillors P Emberley (Mayor), K Ennis (Deputy Mayor), G Lake, S Hawes, M Dales, L Burr MBE, J Lawrence, C Turner, C Delaney, E Jowitt, P Andrews, and M Brampton

IN ATTENDANCE Mrs G Cook (Clerk), Mr T Hicks ((Deputy Clerk) and Revd P Sheasby (Chaplain)

OTHERS Two members of the public

APOLOGIES Mr D Jeffels (Press)

29. CODE OF CONDUCT

Members were reminded of their individual responsibility under the Code of Conduct in respect of making declarations of interest and that any declarations should be made now.

Cllr P Andrews as Chair of the Milton Rooms and Cllr C Turner as a Member of the Malton & Norton District Lions Club, declared their interests respectively.

30. MAYOR'S REPORT, COVID-19 AND ASSOCIATED TOWN ISSUES

“Thankfully, and whilst there's no reason for complacency, as of 24 July there's been no new cases of Covid in Ryedale since 5 July, which now has one of the lowest such statistics in England. Similarly there's been none in Scarborough since 3 July, and just one case in each of Hambleton and Richmondshire since 14 July.

“Let's hope we can maintain those good figures, continue to encourage everyone in our community to be cautious and vigilant about maintaining all the necessary precautions in our town, including our visitors, and the wearing of face coverings in our shops and other confined spaces. At the same time we want to encourage people to buy local, and to support our local businesses - many of whom have had a torrid time during lock-down.

“During the month, in addition to regular meetings with the Clerk:

- I've attended remote meetings with the YLCA Branch and the YLCA Discussion Forum, both held on Thursday 2 July
- I've attended meetings in connection with the sale of Cemetery Lodge with the Deputy Mayor and the Clerk on Thursday 9, Tuesday 14, and Thursday 16 July
- A remote meeting was held on Wednesday 22 July with Philip Spurr (Programme Director for Economic Development at Ryedale District Council) together with the Clerk and colleagues from Norton Town Council, to discuss the review of the Ryedale Local Plan, and
- A meeting was held with Cllr Paul Andrews, including the Deputy Mayor and the Clerk, on Thursday 23 July to discuss the Milton Rooms

“In August, I'll be attending:

- The steps of the Old Town Hall on Saturday 1 August to hear the Town Crier, David Jackson, and to mark Yorkshire Day

- A meeting and tour of Ryedale on Wednesday 16 August, commencing in Hovingham and including a visit to Malton with the Clerk and members of the North Yorkshire Rural Commission
- A meeting with Cllr Chris Turner and Chris Granger from StreetScene at RDC's depot in Showfield Lane, Malton, on Tuesday 25 August
- A Malton 'walk-around' with the Clerk and Helen Barry from the Fitzwilliam Estate, date TBA
- A further catch-up meeting with senior officers from NYCC Area 4, date TBA.

“The meeting with Phillip Spurr was not unhelpful, although we understand that the Working Party is scheduled to meet again in September, and members will need to press their case for a quicker review of the Plan, rather than the 5 years proposed. Clearly, a quicker review would be beneficial, especially given the plans under discussion for devolution.

“In respect of devolution, the Government's plans for Unitary Authorities in Yorkshire, whilst this is still early, it will be important for our community including both the Town Councils of Malton and Norton and some of the neighbouring parishes, to see how collectively we might exert influence in the consultative process, as together we comprise the largest single centre of populous in Ryedale.

“Our community should continue this close cooperation between our two principal towns, and to see how best we might collectively contribute more directly and efficiently to the delivery of additional front line local services for our residents and businesses - previously or currently the remit of RDC and NYCC. I have consulted with Cllr Antony Croser, Mayor of Norton, and it proposed to establish a joint task group to monitor events closely, and to make recommendations to our respective Councils when appropriate; on this matter it makes sense for us to be a proactive joined-up community - to ensure we can be a strong voice working together in harmony.”

31. **PUBLIC ACCESS**

- Ian Conlan gave a verbal presentation in support of the Hovingham to Malton Multi-User Route for the Encouragement of Cycling.
- Cllr Burr MBE reported as a District and County Councillor, that: “On the back of the pandemic challenges we are facing huge upheaval, regarding devolution. NYCC is putting a bid together to become a huge unitary; this is far too big. RDC has been placed in a shocking position by the Government, which is a blatant takeover of RDC, but that we must not be defeated and aim to get the best for our residents.

“RDC has served residents well and a unitary would not. This seems crazy on the back of the pandemic. The proposed timeline was: new elections in 2020, with a new mayor to be elected in 2023.” Cllr Burr also commented that she wanted to keep local democracy with local representatives who are in touch with local people and issues.

Cllr Burr said she would like to spend all of Ryedale’s hard earned cash on Ryedale residents and meaningful projects and not have our money compulsorily ‘stolen’ from us. She said: “We must try to find partner authorities to work with and I favour working with York and other authorities such as Scarborough.” There will be a debate and resolution coming from RDC elected members.

32. **HOVINGHAM TO MALTON MULTI-USER ROUTE FOR THE ENCOURAGEMENT OF CYCLING**

As a result of new central Government funding availability the Ryedale Cycling Forum have requested a letter of support from Malton Town Council for a multi-user route for encouragement of cycling from Hovingham to Malton.

RESOLVED

That a letter of support for the Hovingham to Malton Multi-User Route is sent to Ryedale Cycling Forum. Proposed by Cllr C Turner and seconded by Cllr S Hawes. All Members agreed.

33. **MINUTES**

RESOLVED

That the Minutes of the Council Meeting held on 24 June 2020 be approved and signed as a correct record. Proposed by Cllr K Ennis, seconded by Cllr S Hawes, Cllr C Delaney & Cllr M Brampton abstained, all other Members approved.

34. **FINANCIAL REPORT AND ACCOUNTS**

- (i) Members noted the bank reconciliation showing the position as of 30 June 2020
- (ii) Members noted the financial report to 30th June 2020
- (iii) Forty one accounts were submitted for approval
- (v) Members considered the Annual Return for 2019-20 for submission to the external auditor and confirmed the dates for the period of exercise of public rights would be **30th July to 10th September 2020**

		£	Payment Method
Malton & Norton Rotary Club	Young Champions Award	400.00	Cheque 704001
Big Boolies	Artwork	42.00	On-line Payment
R Yates & Sons Ltd	Materials	88.22	On-line Payment
It'seeze	Additional Website Work	24.00	On-line Payment
Square One	Covid-19 Telephone Line	104.83	On-line Payment
Ryedale District Council	Trade Waste	297.70	On-line Payment
MKM	Materials	307.48	On-line Payment
Castle Howard	Plants	1162.03	On-line Payment
R V Roger	Plants	162.21	On-line Payment
Milton Rooms Committee	Section 145b Grant	1250.00	On-line Payment

M Piercy	Additional Manpower	120.00	On-line Payment
A & M Metcalf	Plants	178.86	On-line Payment
Sutcliffe Play	Rainbow Lane Inclusivity Equipment	16483.66	On-line Payment
Elloughton Greenhouses	Greenhouse Installation	426.00	On-line Payment
Zurich Municipal	Utility Vehicle Insurance	272.05	On-line Payment
Barnes Nurseries	Plants	957.00	On-line Payment
S Bainbridge	Additional Manpower	127.50	On-line Payment
Steve's Garden Services	Verge Cutting	4400.00	On-line Payment
Fleming Ecology Ltd	M&N Neighbourhood Plan HRA	3300.00	On-line Payment
J B Motors	Fuel	109.85	On-line Payment
Duncumbe Sawmill	Planter	300.00	On-line Payment
L H Sleightholme	Hanging Basket Brackets	840.00	On-line Payment
N Power	Energy - Church Clock	31.17	On-line Payment
Harrison & Hargreaves	Materials	57.80	On-line Payment
Anti Freeze (York) Ltd	MIB Contract Watering	5040.00	On-line Payment
Fitzwilliam (Malton) Estate	Orchard Fields Rent	600.00	On-line Payment
Business Stream	Water Charges Cemetery	8.49	On-line Payment
ScJ Training Ltd	Chainsaw Training	660.00	On-line Payment
Vertigrow Ltd	Plants	145.60	On-line Payment

Scarborough Borough Council	Qtr 2 CCTV Monitoring	3000.00	On-line Payment
NYnet Ltd	Qtr 2 CCTV Connectivity	2376.00	On-line Payment
North Yorkshire Pension Fund	Pension Contributions	1729.12	On-line Payment
HMRC	Tax/NI Contributions	1670.17	On-line Payment
Staff Salaries	Salaries	4633.43	On-line Payment
N Power	Energy - Christmas Lights	216.08	Direct Debit
N Power	Energy - Cemetery	35.08	Direct Debit
Ryedale District Council	Rates	86.00	Direct Debit
Spoton.net Ltd	MTC Website Subscription	54.00	Direct Debit
Spoton.net Ltd	MIB Website Subscription	50.40	Direct Debit
Brandsby Wilson	Chapel Lane Parking Permit	15.00	Direct Debit
EE	Town Council Mobile Phones	55.07	Direct Debit
Total		51816.80	

RESOLVED

Proposed by Cllr C Turner, seconded by Cllr J Lawrence. All Members agreed.

- (i) That 41 accounts be approved for payment.**
- (ii) That the Annual Return and suggested dates for the period of exercise of public rights for 2019-20 be approved.**

35. REPORT OF THE TOWN CLERK

(a) CEMETERY MANAGER UPDATE

FUNERALS

New Malton Cemetery

Interment	Grave No: 4707	Margery Turner
Interment	Grave No: 6234	Sheila Dunn
Interment	Grave No: 5695	Ivy Wear
Interment	Grave No: 5555	Michael Beal

OTHER WORK

New Benches had been installed outside Hidden Monkey Café in Market Place and the Royal Mail sorting office in Wheelgate.

(b) MALTON IN BLOOM

- The greenhouse has been installed in New Malton Cemetery, the donated greenhouse will be erected in due course.
- The 'racetrack' near the steel horse has been planted up, and the Clerk is continuing to work with Taylor Wimpey to improve the maintenance of the green spaces in this location.

- Work has been undertaken on the Malton Station platform to create a welcoming display for people using the train services.

(c) **TOWN COUNCIL BRANDING**

The staff uniforms are being delivered week commencing 20 July. Quotes are also being obtained for the livery of the agricultural vehicle.

(d) **RAINBOW LANE PLAY AREA**

The play area is now open and users appear to be following the rules. Sutcliffe Play have installed a replacement basket swing seat and replacement trampolines following the fire incident. The inclusive roundabout, re-surfacing, inclusive swing seat and zip wire installation has been delayed due to Covid-19, work which will commence during week beginning 27 July 2020.

(e) **ANNUAL LEAVE**

The Clerk will be on annual leave from Friday 31st July, back into the office Thursday 13 August 2020, the office will be closed on a Monday and Tuesday during this period but the Deputy Clerk will be monitoring emails and telephones.

(f) **VEHICLE ACTIVATED SIGN GRANT APPLICATION**

A funding application has been submitted to the Police & Crime Commissioner for the purchase of an additional vehicle activated sign to be installed on York Road, Malton.

(g) **STREET LIGHTING, MALTON**

The Ryedale District Council contract for the replacement/refurbishment of the RDC owned footway lighting in Malton will be carried out by Altitude Lighting Services between August and October.

The lights will be replaced with LED lighting, in addition to new columns if required which will enable the 'part night lighting' to be deployed, therefore, the lights will turn off between 12 midnight and 5am. It will result in substantial savings both in terms of finance and in green-house gas emissions. The final stage of the street light improvement programme for Malton is to replace the town centre heritage lights.

(h) **PROPERTY LEVEL RESILIENCE GRANTS**

Ryedale District Council has forwarded a list of properties that qualify for property level resilience grants as part of the Malton, Norton and Old Malton Flood Alleviation Scheme.

NYCC colleagues have plans to work in the towns with the objective being to talk to residents and raise awareness of how to get involved and better protect their properties from flooding. Ryedale District Council will continue to provide further updates as work progresses with the Malton, Norton and Old Malton Flood Alleviation Scheme.

(i) **PEASEY HILLS ENHANCEMENT SCHEME**

Three planters have now been installed on Highfield Road.

The Clerk has a site meeting arranged with Jeff from the Art of Protest Gallery in York with regard to providing a quote for artwork in the bus shelter next to the school. Jeff is responsible for street art projects all over the United Kingdom, including Coney Street, York. A quote of £1,500 has been obtained from a local builder to repair the roof.

Once all quotes have been obtained, the Clerk will start the consultation work with the local community, Malton Community Primary School and St Mary's School on the design, following which we will submit a grant application to the Ryedale District Council Arts Grant Scheme.

(j) **CEMETERY CHAPEL BELL**

John Taylor & Co have inspected the bell and installation at New Malton Cemetery and made the following recommendations:

That the bell should be removed from the chapel for restoration, be sand blast cleaned, drilled to remove the cast-in staple and returned to align the harmonic partials as far as the shape will allow.

They recommend that the bell is adapted for stationary chiming, provided with new fittings and equipped with an electro-magnetic clapper and Tempora Control Unit. The new hammer would be well made, with stainless steel pivots and fixings and the main body being very well galvanised to BS EN 1461 (2009) standard. Quotation £7,600.00 plus VAT.

Members **agreed** that the Clerk start the grant aid process for the full cost of the bell refurbishment. A large part of obtaining grant aid is in the consultation stage; this would involve engaging with our schools and the wider community who would learn about the bell founder's history and the art of bell tuning. Once the bell has been lowered, an open week would be arranged, utilising local media, the bell would be on display in the chapel with educational display boards explaining what process the bell will go through to bring it up to current day standards. Staff and volunteers would be in attendance at all times on the bell ringing times to avoid future complaints.

(k) **DIRECTIONAL SIGNAGE TO PAY & DISPLAY PARKING**

Following a request from Malton Independents Members **agreed** to send a letter of support from the Town Council with regard to the lack of clear and adequate directional signage to the pay and display parking locations in the town to be addressed by Ryedale District Council as a priority.

As local businesses focus on encouraging visitors to the town, cafes, restaurants and bars reopen and the regular programme for events resumes, the availability of paid parking is vital to the visitor economy and a source of income for Ryedale District Council. The car parks are there, visitors just need to find them.

(l) **SHOP LOCAL ROUNDEL**

Big Boolies are during the week to ensure the bell remains secure. Nearby residents will be consulted producing artwork for the easy peel roundels to be distributed to local businesses. This will be circulated to Members in due course.

(m) **WENTWORTH STREET**

Following complaints with regard to overhanging greenery, the Deputy Clerk has delivered letters to 15 residents on Newbiggin, kindly asking them to carry out maintenance work to any overgrown hedges at the rear of their properties on Wentworth Street. The letter has been a fantastic success due to the majority of the residents carrying out the work, leaving the walkway free of overhanging debris.

36. **GOVERNMENT PLANS FOR UNITARY AUTHORITIES**

Cllrs M Dales and P Andrews explained the history of Ryedale District Council going back to the 1970's. Members had a preliminary discussion about the impending changes. It was **agreed** that this should be a permanent agenda item going forward and that a Joint Malton & Norton Town Council Task

Group is formed to enable both Town Councils to work together to protect the interests of the residents of our towns and make recommendations to both full Councils.

37. SECTION 137 GRANT ALLOCATION

One new grant application for Section 137 funding was considered.

No	Organisation	Summary	Total Project Cost	Amount Requested
4.2020	Malton & Norton District Lions Club	OAP Christmas Lunch	£2,100	£1,000

RESOLVED

Proposed by Cllr C Turner and seconded by Cllr P Andrews. All Members agreed:

- (i) That the Section 137 application for £1,000 for the Malton OAP Christmas Lunch is approved and that the Section 137 budget be increased by £900 accordingly.
- (ii) That the Town Council Grant Scheme now be closed for 2020-21.

38. CEMETERY CHAPEL CONVERSION & REFURBISHMENT

The Clerk presented a report on the conversion and refurbishment of the cemetery chapels (previously circulated).

RESOLVED

Proposed by Cllr M Dales and seconded by Cllr C Turner. All Members agreed:

- (i) That the council award the contract to Contractor A (C G Building & Restoration) who have confirmed that the work would be carried out September-December 2020.
- (ii) That once the tender contract has been issued, the Clerk request a final invoice from PPIY for the work carried out, with the Clerk taking on the role of Project Managing the project, liaising direct with the principal contractor.

39. FACILITIES OFFICER ROLE

The Clerk presented a report on the conversion and refurbishment of the cemetery chapels (previously circulated).

RESOLVED

Proposed by Cllr L Burr MBE and seconded by Cllr J Lawrence. All Members agreed:

- (i) That recruitment process will be recommence in January 2021.
- (ii) The Clerk's hours to increase from 33 to 37 hours per week in August and September. Clerk to resume usual 33 hours from 1 October 2020.
- (iii) Deputy Clerk's hours to increase from 15 to 17 hours per week in August and September. Deputy Clerk to resume usual 15 hours from 1 October 2020.

40. WEBSITE ACCESSIBILITY STATEMENT

Members reviewed the document (previously circulated):

RESOLVED

That the Town Council approve the Website Accessibility Statement. Proposed by Cllr S Hawes and seconded by Cllr C Turner. All Members agreed.

41. **CEMETERY LODGE**

Proposed by Cllr M Dales and seconded by Cllr E Jowitt. All Members agreed:

- (i) That Willow Green Estate Agents be appointed as the agents to market the property on behalf of the Town Council.
- (ii) That Pearson's & Ward Solicitors be appointed to undertake the conveyancing for the sale.
- (iii) That the name of the property be changed to 'Malton Lodge' on the land registry and the new house name be registered with Royal Mail.
- (iv) That the Council proceeds with the quotation, procurement and installation of double and side [inner] gates, that the inner and outer stone pillars be professionally cleaned, that the existing outer gates be properly re-painted, and quotations sought for a pair of new bronze cemetery nameplates, replacing the existing poor quality single plastic sign.
- (v) That quotations be obtained to replace the timber fence with railings at the front of the property.
- (vi) That quotations be obtained to install a driveway entrance over the existing grassed area [only] to the east side of the property to avoid vehicles being parked at the front of the house.
- (vii) That a local architect/ plans-provider be instructed to draw up plans for the replacement garage and a new site plan – clearly identifying the areas of the property to be marketed for sale.

42. **PLANNING APPLICATIONS**

One application to the Local Planning Authority was considered.

20/00528/TPO

1 & 1a Castle Howard Drive, Malton

Crown reduction of 15%, three metre height reduction and removal of dead branches to 4no. limes of TOP 254a/1999, dated 22.12.1999

RESOLVED Approved

20/00329/LBC

The Basement, The Cornmill, Railway Street, Malton

External and internal alteration of the basement of former mill to allow conversion to form 3no one bedroom flats, a support facility and stores together with new entrance gates for vehicular and pedestrian access.

RESOLVED Approved

20/00552/FUL

The Yard, 11 Market Place, Malton

Change of use of existing pub/bar (use class A4) to gift and bookshop (use class A1) (no external or internal alterations)

RESOLVED Approved

20/00589/ADV &
20/00590/LBC

The Yard, 11 Market Place, Malton

Installation of 1no. externally illuminated hanging sign on existing bracket.

RESOLVED Approved

20/00608/HOUSE

27 Castle Howard Drive, Malton, YO17 7BA

Erection of single storey side extension to form carport and conversion of integral garage to form additional living accommodation.

RESOLVED Approved

20/00617/LBC

83 Town Street, Old Malton, YO17 7HD

Installation of timber double glazed Yorkshire Sliding Sash windows to ground and first floor of front elevation as replacement to existing timber single glazed windows.

RESOLVED Approved

20/00671/FUL

1 Westfold, Old Malton, YO17 7HG

Change of use of detached garden room to commercial beauty treatment studio.

RESOLVED Deferred

20/00167/FUL

Middlecave Yard, Middlecave Road, Malton, YO17 7JH

Change of use, alteration and extension of agricultural buildings to form 3no. food production and processing units (Use Classes A1 and B1) following the demolition of existing buildings together with access and parking (revised scheme to planning approval 18/00514/FUL dated 22.08.2018)

RESOLVED

The Town Council recommended approval in February 2020 but further to a recent site visit, Members have discussed concerns that have arisen from that meeting; we would like to revise our recommendation to refusal. This is based on concerns from residents living nearby with regard to smells generated from the 24/7 operational production units.

Increased vehicle movements and the potential to block the rear lane which is used by residents of Newbiggin is of additional concern.

If approved, Members would like to see strict restrictions on early morning/late evening delivery and operational times.

43. **MEMBERS QUESTIONS**

EXEMPT ITEM

Cllr P Andrews presented a confidential question to Members (previously circulated).

44. **NEXT MEETING**

Date of the next Town Council meeting: **Wednesday 26 August 2020, 6.30pm**