



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

HELD REMOTELY VIA CONFERENCE CALL ON WEDNESDAY 20 MAY 2020

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

IN ATTENDANCE Mrs G Cook (Clerk) and Revd P Sheasby (Chaplain)

OTHERS Councillor A Croser (Mayor of Norton Town Council)

APOLOGIES Councillors P Andrews, E Jowitt, M Brampton, Mr T Hicks ((Deputy Clerk)

1. 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.

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

According to the latest figures, accurate to Tuesday 19 May:

- There have been 1,253 confirmed cases in North Yorkshire (an increase of 389 on the previous month)
- Tragically, there has been a total of approximately 190 deaths in the County at York and Scarborough hospitals (an increase of 40 over the previous month)
- Thankfully the rate of infection continues to decline, however this rate of infection in some parts of the County has plateaued, which remains an ongoing concern – and certainly means we mustn't be complacent.

Once again, as a Town Council, I know you would want me to publicly express our deepest sympathies to each of the families, loved ones and friends of all those who have died, and to extend our thoughts and best wishes to those who remain in hospital, to the elderly and vulnerable in our care homes, and to those that are shielding and remain anxious. In Malton, whilst the impacts of the virus continue to be relatively low, a high proportion of our people do fall into the vulnerable and high risk groups. Our thanks must also be extended to all those who continue to work so hard in our community. In particular, the doctors, nursing staff and support staff at Malton Hospital, Derwent Practice, and those working in our Care Homes.

On your behalf I want to pay a particular tribute too to all the volunteers that are continuing to assist those people in Malton and our wider community, in particular those working at Malton's Free Fridge, Malton Cookery School, the Ryedale House Canteen, and the Food Bank. Currently, around 600 people are being provided with a meal on a regular basis. It's a fantastic effort.

Whilst I refer to the Foodbank, let's record and acknowledge here the work of Jacqui Griffiths – who died recently. She was a tremendous stalwart of the Foodbank and a hard-working, thoroughly community-minded individual. I know she is deeply missed by their team, and our wider community. I want to express the thanks of the Town Council to everyone that has been observing the Government's social distancing guidelines; whilst aspects of these have been relaxed in the last week,

we need to continue to do our utmost to encourage everyone in our community to stay the course – and to prevent further infection – including over this upcoming bank holiday weekend. There'll be a time when we can plan further ahead, and do what we ourselves can to help rebuild the rural economy of Malton. As soon as we're able, I hope we can collectively muster renewed and loyal support for all our local traders – and help to win back our visitors. They are critical for our future success.

On a related Covid issue, I want to thank Sue Hawes for her fantastic sewing efforts. Sue has done a magnificent job creating hundreds of face masks, and I think you've all seen the evidence of Sue's handiwork.

I appreciate everyone's time in giving their views to Gail about the possible recommencement of the monthly food markets. We understand these have been taken on board, and whilst this was ultimately a decision for Visit Malton, I know they also counselled the advice of other stakeholders, including the environmental team at Ryedale House, and Trading Standards, and this is being kept under review pending any changes to the guidelines, and whenever it goes ahead, how these guidelines can be adhered to. Visit Malton has since decided not to proceed with the June market and they will reconsider for July.

Also, members will recall that last month we wrote to the Chief Executive of NYCC, Richard Flinton, asking when the household waste and recycling centre will reopen again in Pasture Lane, and we're pleased that this finally reopened on Tuesday 19th May.

Finally, this is our third such meeting of the Town Council held remotely, and on your behalf I'd also like to thank Gail and Tim, the Clerk and Deputy, and our other employees too. We particularly welcome Jake Liversidge to the team, who started during the month – we wish him well, and I know he's already hit the ground running. Our staff continue to work under challenging conditions at present, and we're very grateful to them all.

3. PUBLIC ACCESS

Cllr Burr reported huge thanks to the Covid 19 volunteer group who are making a huge difference to lives of people in Malton, looking after in excess of 100 people weekly.

The Police presence is good in Malton during pandemic, ensuring social distancing is maintained and no mass gatherings are taking place. RDC officers are backing this up and visiting premises to ensure correct shops are open, visiting work places and our supermarkets, to ensure the social distancing rules are constantly admired to.

It is great news the skips are open and NYCC bowed to pressure to get them reopened. Malton Town Council's letter of support was much appreciated, thank you.

Care home staff in Malton are doing a fantastic job working so hard not to let the virus in to their premises and shielding their residents. Can we all support them, and keep spreading the news to keep alert and do our best to keep our care homes Covid free?

4. MINUTES

RESOLVED

That the Minutes of the Council Meeting held on 29th April 2020 be approved and signed as a correct record. Proposed by Cllr Dales, Seconded by Cllr Hawes, all Members approved, with the exception of Cllr Delaney who abstained.

5. FINANCIAL REPORT AND ACCOUNTS

- (ii) Members noted the bank reconciliation showing the position as of 31 March 2020.
- (iii) Nineteen accounts were submitted for approval.

Bank Accounts Reconciliation as at 30th April 2020

	£	£
Base Rate Account		275,000.00
Active Saver Account		10,000.00
Malton In Bloom		500.00
Current Account		32,365.70
Unpresented cheques/online payments	Nil	
32,365.70		
Sub-total		317,865.70
Less External Funds:		
Ladyspring Wood	6,663.00	
Ryedale Cameras In Action	Nil	
M&N Neighbourhood Plan Grant	6,111.51	
Malton In Bloom	2,630.83	
S106 Inclusivity Project	23,210.00	
Chapel Renovation Funds Remaining	146,807.06	
Total Funds Available		132,443.30

ACCOUNTS PAYABLE MAY 2020

G Lake	Reimbursement Business Cards	35.07	On-line Payment
J B Motors	Fuel	109.05	On-line Payment
Directions Planning Consultancy Ltd	Services undertaken on the M & N Neighbourhood Plan	2302.92	On-line Payment
Business Stream	Water - Cemetery	135.87	On-line Payment
S Bainbridge	Additional Manpower	80.75	On-line Payment
Elloughton Greenhouses	Greenhouse	1382.00	On-line Payment
Harrison & Hargreaves	Materials	19.25	On-line Payment
Hopkinson & Sons Ltd	Materials	36.50	On-line Payment
Square One Network Ltd	Covid-19 Equipment	816.00	On-line Payment
Ryedale District Council	Garden Waste Subscription	38.00	On-line Payment
North Yorkshire Pension Fund	Pension Contributions	1618.02	On-line Payment
HMRC	Tax/NI Contributions	1662.02	On-line Payment
Staff Salaries	Salaries	5631.69	On-line Payment
PWLB	Loan Repayment	7682.56	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		21,810.17	

RESOLVED

That nineteen accounts be approved for payment. Proposed by Cllr Turner, seconded by Cllr Lawrence, all Members approved.

6. **REPORT OF THE TOWN CLERK**

(a) **CEMETERY MANAGER UPDATE** **FUNERALS**

New Malton Cemetery

Burial Interment Grave No: 6360

OTHER WORK

Grass Cutting

Re-seeding grass under yew trees

(b) **FACILITIES OFFICER UPDATE** **FLOWER BED WORK**

War Memorial

PLANTERS

Market Place tubs x 8
Old Malton troughs
Re-locating 2 x troughs in Old Malton

OTHER WORK

Training on Town Council equipment and processes

(c) CHAPEL REFURBISHMENT & RESTORATION PROJECT

Invitations to tender for the restoration of the chapels had been sent to six building companies, the deadline for applications was 10th May 2020. Three tenders had been received, but further information has been requested and further tender submissions are to follow.

(d) MALTON IN BLOOM

The greenhouse has been ordered and contractor instructed to install a concrete base at New Malton Cemetery. The racetrack near the steel horse will be installed and planted up at the end of May.

(e) MEETING DATES

The Clerk would like to ask Members to **consider** the schedule of dates below for the Town Council meetings:-

24 th June	29 th July
26 th August	30 th September
28 th October	25 th November
16 th December 10am	27 th January
24 th February	31 st March
28 th April	19th May (week earlier)

It was agreed that the Clerk book The Talbot Hotel for the December Town Council meeting, followed by the Christmas Lunch.

(f) STAFF TRAINING

Town Council staff are booked on the following courses in a date to be confirmed in June at S C J Training at Driffield:

Facilities Officer & Cemetery Manager

Chainsaw maintenance, cross-cutting, fell and process trees. Five Day Course £1,100

Facilities Officer

City & Guilds NPTC Level 2 Principles of Safe Handling and Application of Pesticides (PA1) & City & Guilds NPTC Level 2 Award in the Safe Application of Pesticides Using Pedestrian Hand Held Equipment (PA6a). Two Day Course £350.

(g) STAFF UNIFORMS

The Clerk requested Members comments on the Cemetery Manager, Facilities Officer and Deputy Clerk being issued with Town Council branded smart polo shirts and casual jackets to enhance the profile of Malton Town Council incorporating Malton in Bloom.

(h) CHURCH CLOCK UTILITY CONTRACT

The Town Council had negotiated a new deal for the church clock lighting. Previously the Town Council were paying a standing charge of £54 per quarter and 25.77p per kWh, this has now been reduced to a standard charge of £5.50 per quarter and 22.35p per kWh. The new charges have also been backdated to October 2018 due to the Clerk following the complaints procedure. The Town Council account is therefore now in credit.

(i) FESTIVE LIGHTING

Lite had completed the additional installation of the festival lighting in the town. Staff and Members have received wonderful feedback, with main regard to the lighting up of the tree at the War Memorial. The Clerk is looking into installing high quality battery powered warm white lights to the Portuguese Laurel trees in the four raised beds in the Market Place, unfortunately, the NYCC Street Lighting department would not give permission for mains supply lighting

Phase three of the festival lighting to be hopefully be installed in April 2021 will include Christmas twinkling festoon on Castlegate from Butcher Corner to Morrison's, festive lighting on St Michael Street and lighting up the tree at Sparrows Nest.

7. COUNCIL POLICY

Members reviewed the following documents (previously circulated):-

- (i) Health & Safety Policy
- (ii) Community Engagement Policy
- (iii) Training & Development Policy

RESOLVED

**That the Malton Town Council approve the three documents above.
Proposed by Cllr Ennis, seconded by Cllr Dales, all Members approved.**

8. LOCAL GOVERNMENT QUALITY AWARD

The clerk presented a report on the Quality Award (previously circulated)

RESOLVED

- (i) That the council confirm that it publishes the documents below online. Proposed by Cllr Turner, seconded by Cllr Hawes, all Members approved.**

- Draft minutes of all council and committee meetings within four weeks of the last meeting
- A Health and Safety policy
- Equality policy
- Councillor profiles

- A community engagement policy involving two-way communication between council and community
- A grant awarding policy
- Evidence showing how electors contribute to the Annual Parish or Town Meeting
- An action plan and related budget responding to community engagement and setting out a timetable for action and review
- Evidence of community engagement, council activities and the promotion of democratic processes in an annual report, online material and at least four news bulletins a year
- Evidence of helping the community plan for its future

(ii) **That the council confirm that it has the criteria below in place:**

- A scheme of delegation (where relevant)
- Addressed complaints received in the last year
- At least two-third of its councillors who stood for election
- A printed annual report that is distributed at locations across the community
- A qualified clerk
- A clerk (and deputy) employed according to nationally or local agreed terms and conditions
- A formal appraisal process for all staff
- A training policy and record for all staff and councillors

9. GENERAL POWER OF COMPETENCE

The clerk presented a report (previously circulated) recommending that the Council confirm their eligibility to use the General Power of Competence.

RESOLVED

That Malton Town Council at the time of this meeting, until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 “The Parish Councils (General Power of Competence)(Prescribed Conditions) Order 2012, adopt the General Power of Competence”. Proposed by Cllr Burr, seconded Cllr Hawes, all Member

10. GRANTS TO VOLUNTARY ORGANISATIONS

Two applications for Section 137 grant funding were considered.

No	Organisation	Summary	Total Project Cost	Amount Requested (Approved Budget £2,000)
1.2020	Ryedale Foodbank	Covid-19 Additional Requirements	£20,000	£500
2.2020	Cookery School Covid-19 Meals	Covid-19 Meals for key workers and vulnerable people one day a week for 3 months	£1,400	£1,400
		TOTAL	£21,400	£1,900

RESOLVED

That the Section 137 grant applications below are approved:

- (i) Ryedale Foodbank - £500. Proposed by Cllr Burr, seconded by Cllr Dales, all Members approved.
- (ii) Cookery School Covid-19 Meals - £1,400. Proposed by Cllr Dales, seconded by Cllr Turner, all Members approved.

11. PLANNING APPLICATIONS

Eight applications to the Local Planning Authority were considered.

20/00353/MFUL

Manor Farm, 37 Town Street, Old Malton, YO17 7HB

Erection of an 80 no. bed care home (Use Class C2) with ancillary facilities, amenity areas, car parking and landscaping. Councillor M Dales abstained and requested that this be recorded..

RESOLVED

Approval, subject to the following conditions:

- (i) **Additional parking provision**
- (ii) **Improved access visibility**

20/00393/FUL

Land To The East Of Town Street, Old Malton

Formation of 1 no. Grasscrete hardstanding on the south side of the Cat Well adjacent to the village green and a second Grasscrete hardstanding placed on the corner of Lascelles Lane within the Allotments, both for the siting of mobile pumps during flood events in relation to the Malton, Norton and Old Malton Flood Alleviation Scheme Infrastructure.

RESOLVED

Approval

20/00394/FUL

Land East Of Sheepfoot Hill, Malton

Erection of a steel platform within the Tate Smith Yard adjacent to the existing mobile flood pump to support the suction pipe and discharge pipe with formation of an adjacent low concrete platform for the pump operatives, all in relation to the Malton, Norton and Old Malton Flood Alleviation Scheme

RESOLVED

Approval

20/00373/CAT

Holgate House, 18 Town Street Old Malton, Malton

T1 - The works will consist of a slight lift on the house side, to approx 4-5m, focussing on the lowest limbs, and some selective thinning and removal of crossing branches, again on the house side.

RESOLVED

Approval

20/00386/FUL

Land South Of Middlecave Road, Malton

Erection of 1 no. three bedroom dormer bungalow with associated access and landscaping.

RESOLVED

Refusal, subject to the following reasons:

- (i) **Inappropriate back land development**
- (ii) **Increased road safety issues due to entrance being located adjacent to secondary school**

- (iii) Access to site not suitable due to the width not meeting the minimum NYCC Highways requirement.

20/00391/FUL

Malton Bridge, Castlegate, Malton

Works to the County Bridge and within the Taylor Brown Yard and Boathouse Yard in relation to the Malton, Norton and Old Malton Flood Alleviation Scheme to include the fixing of brackets onto the Bridge to secure a pipe to serve temporary pumps during a flood event with the pipe discharge over the flood wall to also include a reinforced concrete pad to stop scouring in the Boathouse Yard.

RESOLVED

Approval, subject to the following condition:

- (i) That the fixing brackets are in heritage style, finished in black

20/00362/LBC

11 Town Street Old Malton, Malton

Removal of the existing fire grate, fire bricks, full brick fire surround and wooden mantelpiece within the ground floor sitting room to allow installation of a log burning stove in a recess with wooden beam over together with lining of existing chimney with a stainless steel flue.

RESOLVED

Approval

20/00262/LBC

1A Victoria Road, Malton

Installation of double glazed windows and rear door

RESOLVED

Approval

12. **MEMBERS QUESTIONS**

None.

13. **NEXT MEETING**

Date of the next Town Council meeting: **Wednesday 24 June 2020, 6.30pm (to be held remotely).**