



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

**HELD REMOTELY VIA ZOOM ON WEDNESDAY 25 NOVEMBER 2020**

**PRESENT** Cllrs P Emberley (Mayor), K Ennis (Deputy Mayor), G Lake, J Lawrence, S Hawes, M Dales, C Turner, C Delaney, P Andrews and M Brampton

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

**OTHERS** Cllr A Croser (Mayor of Norton Town Council), Councillor D Lloyd-Williams (Norton Town Council), Cllr R King (Ryedale District Council and Norton Town Council) and D Jeffels (Press)

**APOLOGIES** Councillor L Burr MBE

**94. 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.

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

First, I want to thank Peter for his devotional references to our late member-colleague and friend, Ed Jowitt.

In my experience, Ed was one of life's rare individuals that possessed the quality of genuinely speaking from the heart, without fear or favour. He was a gentleman of conviction, a faithful example to others, and utterly virtuous in his manner and beliefs. I often chatted to him around the town or outside our home in Castle Howard Road, or met him by chance in the strangest of places, including I recall when he was cycling once around Rosedale. He would always stop to put the world to rights and he would often make this relevant to his faith too, and he attended Bethel Methodist Church in Norton. More recently, I'm pleased that Graham and I were able to see him when we unexpectedly bumped into each other at Costa café in York Hospital a few weeks ago.

Moreover, Ed was a great believer in the sense of fairness and 'community', and before joining Malton Town Council in May last year, he spent some years as a district councillor, serving the interests of this town and wider Ryedale. I think I can speak for everyone in saying that we were particularly pleased that Ed felt able to attend our last remote Council meeting at the end of October. Today therefore, we officially record our thanks to Ed, for his friendship and life in service to this community, and it is never more true to say that, in all sincerity, Ed Jowitt will be greatly missed.

Turning to other matters now, just a brief mention of Covid. In the seven days to 19 November, there were 28 new cases from Malton and Norton, although this represented a very slight downward movement from 29 in the previous week, there is no reason at all for complacency. Currently, Malton and Norton sit almost exactly in the mean position for the average of new cases in England per head of population, that is, neither below average, or above average.

In looking ahead beyond 2 December, we await to see in which tier the Government places Ryedale.

Whilst we hope that the vaccination programme will get underway next month, I would still appeal again to everyone to follow the guidelines to the letter, so as to keep our figures as low as possible – and to help protect our way of life and that of our rural economy – for the months to come.

And so to Devolution; the proposals published by both the District and Borough Councils, and North Yorkshire County Council are now in. There'll be an opportunity for members to reflect on these collectively when the Government launches its consultation early next year.

On other issues, it's noteworthy to say that contract matters associated with the sale of Malton Lodge are currently proceeding to schedule, and that completion is expected to take place next month.

- The contractors C G Building & Restoration, continue to make good progress on the restoration of the two chapels at New Malton Cemetery; the electrical first fix has been completed and the Victorian windows are expected to be reinstated imminently. With the key areas of risk now satisfied, such has been the efficiency of the contract, that the Clerk has been able to release £12k from the contingency.
- In addition to other regular meetings with the Clerk during November, I attended a virtual meeting of the Malton & Norton Traffic Steering Group on Monday 2 November, together with the consultants WSP;
- On Sunday 8 November, Remembrance Sunday, I attended the town's commemorative event at our war memorial, together with the Deputy Lieutenant of North Yorkshire, Mrs Venetia Wrigley, our MP, Kevin Hollinrake, the Deputy Mayor and other civic dignitaries, representatives of the Royal British Legion, and with members of the Town's clergy, including our chaplain Revd Peter Sheasby;
- And on Wednesday 11 November I attended the Armistice Day commemorations on the steps of the Old Town Hall, together with a number of other Council member colleagues, Revd Peter Sheasby and others. We're especially grateful to our former councillor Mrs Jane Ford for playing the cornet at both occasions.
- Last Friday, together with the Deputy Mayor, Cllr Turner and the Clerk, we were shown a demo of a pavement sweeper with colleagues from Ryedale District Council. We shall discuss this further at our meeting with Street Scene on Tuesday 1 December.
- And finally, earlier today, the Clerk and I met informally with representatives from the Fitzwilliam Malton Estate to discuss a number of town issues of mutual interest.

On your behalf, I'd especially like to thank the Clerk for the enormous amount of work she's undertaken on the draft 2021/22 budget. The base line data only became available at the beginning of this week; we shall discuss this later, but we've been able to keep the increase to a fraction under the 5.77% increase last year, and given the extent of planned activity and investment we continue to drive ahead for next year, this is a significant achievement.

**96. PUBLIC ACCESS**

Councillor Paul Andrews reported as a District Councillor that Ryedale District Council were proceeding with the revision of the Ryedale Local Plan. The revision will concentrate on the redistribution of the housing allocation, which can be done without revising the whole plan. Ryedale District Council are currently focussing on the potential re-organisation, which if it went ahead would see a large reduction in Members representing the Ryedale District.

Councillor Chris Delaney reported as a District Councillor that Ryedale District Council will hold the next Full Council meeting week commencing 30<sup>th</sup> November, it is hoped that further information will be available following this meeting.

Councillor Ray King (Norton Town Council & Ryedale District Council) reported the lack of care and attention from the contractor installing public available Wi-Fi in the town centre. The wiring installation has raised concerns due to being installed across listed buildings. It was **agreed** that the Clerk and Mayor raise this issue with the responsible officer at Ryedale District Council.

**97. MINUTES**

**RESOLVED**

**That the Minutes of the Council Meeting held on 28<sup>th</sup> October 2020 be approved and signed as a correct record. Proposed by Cllr C Turner, seconded by Cllr S Hawes, all other Members approved.**

**98. FINANCIAL REPORT AND ACCOUNTS**

- (I) Members noted the bank reconciliation showing the position as of 31 October 2020
- (ii) Members noted the financial report to 31 October 2020
- (iii) Thirty one accounts were submitted for approval

**Accounts November 2020**

		£	Payment Method
Poppy Appeal	Remembrance Sunday Wreaths	76.00	Chq No: 704004
John Wright	Outside Tap Box - Chapel	194.35	On-line Payment
Noble	Skip Hire - Malton Lodge	252.00	On-line Payment
Harrison & Hargreaves	Street Furniture Paint	90.85	On-line Payment
Duncombe Sawmill	MIB planters & benches	747.00	On-line Payment
Cundalls	Land Registry Compliant Plans	240.00	On-line Payment
Castle Howard	Winter Planting	72.87	On-line Payment
J B Motors	Fuel	148.65	On-line Payment
M Piercy	Additional Manpower	299.16	On-line Payment
Business Stream	Old Malton Cemetery Water Charges	16.19	On-line Payment
Business Stream	New Malton Cemetery Water Charges	121.80	On-line Payment
Dring Stone Ltd	Stone for Malton Lodge Entrance Pillars	798.00	On-line Payment
Rawcliffe Associates	Structural Engineer Site Inspection	226.80	On-line Payment

MKM	Window Box Materials	299.56	On-line Payment
MKM	Building Materials for Malton Lodge Entrance Pillars	158.63	On-line Payment
Modicum Planning	Environmental Report - M&N Neighbourhood Plan	1000.00	On-line Payment
In Print	Covid-19 Town Signage	1134.00	On-line Payment
Mayfield Nursery (York) Ltd	Winter Planting	120.00	On-line Payment
Big Boolies	Kawasaki Mule Livery	594.00	On-line Payment
R Yates & Sons Ltd	Winter Planting, Grass Seed, Keys & Hardware	108.32	On-line Payment
C & G Building & Restoration	Chapel Conversion & Restoration 2nd Payment	67888.26	On-line Payment
Emma Howard Foundation	Donation in exchange for commissioning Market Place window boxes	250.00	On-line Payment
North Yorkshire Pension Fund	Pension Contributions	1662.51	On-line Payment
HMRC	Tax/NI Contributions	1585.70	On-line Payment
Staff Salaries	Salaries	4457.29	On-line Payment
Public Works Loan Board	Chapel Renovation Loan Repayment	7629.13	Direct Debit
Ryedale District Council	New Malton Cemetery Rates	86.00	Direct Debit
Ryedale District Council	Cemetery Lodge Rates	147.00	Direct Debit
Spoton.net Ltd	MTC Website Subscription	56.40	Direct Debit
Brandsby Wilson	Chapel Lane Parking Permit	15.00	Direct Debit
EE	Town Council Mobile Phones	54.71	Direct Debit
<b>Total</b>		<b>90530.18</b>	

**RESOLVED**

**That thirty one accounts be approved for payment. Proposed by Cllr M Dales, seconded by Cllr C Turner; all other Members approved.**

**99. REVENUE BUDGET**

The clerk presented the draft 2021/22 budget which was noted by Members. This would be debated at the December meeting.

**100. REPORT OF THE TOWN CLERK**

**(a) CEMETERY MANAGER UPDATE**

**FUNERALS**

**New Malton Cemetery**

Interment Burial      Grave No 5463

Helen Davidson

## **OTHER WORK**

Remove leaf compounds near Pasture Lane  
Dug out step and laid paving slab  
Positioned new dog bin near Equine Centre  
Filled new planters with top soil Milton Rooms

### **(b) CHAPEL RESTORATION AND CONVERSION**

C G Building & Restoration are progressing well with the conversion and restoration work at the chapels. The drainage and external stone work is now complete and work on the large windows is well underway. Internal works have started with first fix electrical and mechanical work complete and the kitchen has been fitted.

Due to prudent financial management and the Clerk working closely with the contractor, overseeing the whole of the project, it is anticipated that the majority of the £12,000 contingency will not be required. The project budget has been scrutinised and managed to allow for additional external lighting comprising of ground level lighting on the eastern elevation of both chapels and lanterns being installed in both chapel. The budget has also had to accommodate the hire of an external site cabin to due to Covid-19 health and safety restrictions.

This positive financial position allows Members to consider the purchase of new furniture for the chapel (see agenda item 9). What remained of the former furniture was not fit for purpose in the chapel's new setting and this will be re-purposed in the reconfigured chapel of rest.

### **(c) MALTON TO PICKERING CYCLE ROUTE**

Ryedale District Council has now secured all the funding for the project, the tender documents have been prepared and once signed off will go out to tender in November. The time scale is for the work to commence in February 2021 for completion before June.

### **(d) REOPENING HIGH STREETS SAFETLY FUND**

The Fund is providing £50 million from the European Regional Development Fund (ERDF) to Council's across England to support the safe reopening of high streets and other commercial areas. Ryedale District Council's allocation is £49,266. RDC is awaiting confirmation that their action plan can be implemented. This includes the following activity to be undertaken by 31 March 2021:

- Part time contract staff member (Town Centre Ambassador) assigned to Economic Development Team, to support team with providing small and medium sized enterprises with advice and disseminating 'best practice' related to safe reopening.
- Out of Home advertising campaign (including Winter/Christmas and Spring seasonal components), including banners, billboards, leaflets, digital advertising van presence, social media and website content throughout the district.
- Signage campaign to increase public and out of town visitor awareness of what safety measures are in place to protect public from the virus, to promote our district as a safe place to visit and shop.
- Business seminars, delivered virtually, focused on each market sector, covering making workplace & public areas Covid19 –safe, sharing 'best practice', promotion of business via digital and non-digital channels, discovering different ways to trade, assistance with staffing issues relating to furlough.

- Provision of sanitiser stations (with replenished supplies) at prominent locations in key, highly trafficked, areas around public shopping spaces on High Streets and Market Places.
- Stencilling of queue locations to enforce social distancing (covers cost of stencils and spray chalk).
- Road closure changes on outdoor market days, including provision of safety barriers between stallholders and road.

Some of the above activity (stencilling for example) has already been carried out however the fund will allow RDC to maintain and improve this activity. The other activity will commence as soon as they receive final approval from the funding provider, which is anticipated during mid-November.

A proposed list of business locations has been put together to site portable hand sanitiser stations, RDC will be corresponding with these businesses to confirm they are happy to manage the provision of each unit.

(e) **MALTON IN BLOOM**

The newly commissioned window boxes in the Market Place are being rolled out and planted with winter planting, these are being installed outside Star Child Nursery, Malton Relish, The New Malton and opposite HSBC.

The Town Council previously purchased 12 of their own self watering hanging baskets, these have now been planted with winter plants by Council staff and installed on the Broughton Road and Pasture Lane roundabouts.

The greenhouses installed at New Malton Cemetery have been extremely useful, staff will shortly be planting seeds and plugs ready for the summer season.

(f) **HIGHFIELD ROAD SHELTER ART PROJECT**

The Clerk has received confirmation from the Police & Crime Commissioners AJ1 Road Safety Fund that the Town Council has been successful with its grant application for the repair and renovation of the Highfield Road Shelter, match funding has been secured from Ryedale District Council and Councillor Burr's Locality Fund.

A local builder will shortly be repairing the roof, following which Jeff Clark, Director of Art of Protest (York) and the Clerk will be consulting Members, Highfield Road residents and both primary schools with the artwork design.

Once the roof has been repaired, the Clerk and Deputy Clerk will be preparing the shelter ready for the artists' work by painting the shelter with white masonry paint to keep cost to a minimum. If a Member would like to help with this, please inform the Clerk.

(g) **VEHICLE ACTIVATED SIGN**

The Clerk has received confirmation from the Police & Crime Commissioners AJ1 Road Safety Fund that we have been successful with the grant application for the purchase of an additional Vehicle Activated Sign (VAS) for York Road, Malton. The Clerk will liaise with NYCC with regard to installing the infrastructure prior to ordering the VAS in the New Year.

(h) **MALTON LODGE**

The sale of Malton Lodge is moving forward and nearing closer to the completion date. Work has commenced with the building of the stone pillars to create a drive opening. Andrew Brind Ltd, the gates manufacturer has commenced work on the railings to be installed at the front of Malton Lodge, replacing the broken fencing.

(i) **STREET CLEANING**

The Clerk and Deputy Clerk have contacted York City Council, Scarborough Borough Council and various private contractors to obtain quotes for street cleaning in Malton. Unfortunately, no quotes have come forward to date but we will endeavour to have some figures available for the December meeting.

(j) **SPEED SURVEYS**

Following the road safety issues highlighted at the October Town Council meeting, and following the meeting with the Mayor, Cllr Burr and the Clerk with NYCC Area 4, speed surveys have been requested from the North Yorkshire Road Safety Partnership for Wentworth Street, Princess Road, Peasey Hills Road and East Mount. The Clerk will report the outcome of the surveys in due course.

(k) **NEW MALTON CEMETERY IMPROVEMENT WORKS**

Andrew Brind Ltd has now removed the existing gates from the Princess Road entrance to start work on their repair and restoration, and work has started on the fabrication of the new gates at the inner entrance to New Malton Cemetery.

101. **NEW MALTON CEMETERY CHAPEL FIT OUT**

The Mayor presented a report on the proposed New Malton Chapel Fit out (previously circulated)

**RESOLVED**

Proposed by Cllr M Dales and seconded by Cllr P Andrews, all other Members agreed

- (i) That the Council procure the carpet, underlay and fitting of the Chapel floorcovering from the best of three suppliers, at a cost of £6,500.
- (ii) That the Council a), commissions Treske Ltd to supply 30 upholstered seats, two matching upholstered seats with arms, one altar table and two ambos, at a total cost of £16,322.50, utilising i) the unspent £12,000 contingency arising from the Chapel restoration project, and that it commissions Vanpoules Ltd. to supply the altar table accessories amounting to £1,450, offset by £362.50 (being a 25% funding contribution from the Mayor's allowance), with the total residual balance of **£11,910** to be taken from the sale proceeds of Malton Lodge.
- (iii) That the Council introduces a Chapel Chair/ Furniture 'Memorial Sponsorship Scheme'.

102. **CODE OF CONDUCT REVIEW**

**RESOLVED**

**That Malton Town Council approve the Code of Conduct. Proposed by Cllr Sue Hawes, seconded by Cllr Kerry Ennis, all other Members agreed**

103. **REPRESENTATIVES**

Cllr S Hawes reported on the Malton and Norton Skate park upgrades (previously circulated).

104. **PLANNING APPLICATIONS**

Five applications to the Local Planning Authority was considered.

20/01008/CAT

**The Old Vicarage, York Road, Malton, YO17 6AU**

Removal of 1no. Norway Maple and 1 no. Cherry.

**RESOLVED Approval**

20/01019/LBC

**16 Market Street, Malton, YO17 7LY**

Installation of replacement front door, repainting of the exterior of the building to include the shop signage and display of 1no. non-illuminated hanging sign.

**RESOLVED Approval**

20/01025/FUL

**Outbuilding at Princess Road, Malton**

Erection of garage/equipment store as replacement to existing 2 no. garages.

**RESOLVED Approval**

20/01038/LBC

**2 The Shambles, Malton, YO17 7LZ**

Display of a no illuminated hand painted sign.

**RESOLVED Approval**

20/01063/CAT

**20 The Mount, Malton, YO17 7ND**

T21 Silver Birch Fell, T2 Norway Maple, crown lift to 4 metres, within the garden of Rockingham House, 22 The Mount, Malton

**RESOLVED Approval**

20/00803/HOUSE

**The Firs, 64 Middlecave Road, Malton, YO17 7NE**

Erection of single storey rear extension and upper floor 'picture window' following demolition of existing single storey utility room and garages

**RESOLVED Approval. Councillors J Lawrence and P Andrews Abstained**

105. **MEMBERS QUESTIONS**

Members **agreed** to send a letter of thanks to Michael Payley for the donation of the Town Christmas tree which has been installed in the Market Place.

It was also **agreed** to send a formal letter to the head teacher of Malton School, Rob Williams congratulating him for his success winning the Silver award in the Head teacher of the Year in the Secondary School category of the Pearson National Teaching Awards. This is such a well-deserved, fantastic achievement for Malton School and the community of Malton.

106. **NEXT MEETING**

Date of the next Town Council meeting: **Wednesday 16<sup>th</sup> December 2020, 10am**