



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

**HELD AT THE NEW MALTON CEMETERY CHAPEL ON WEDNESDAY 29<sup>th</sup> SEPTEMBER  
2021 at 6.30PM**

**PRESENT** Cllrs K Ennis (Mayor), P Andrews, G Boler, M Brampton, I Conlan, P  
Emberley, S Hawes (Deputy Mayor), G Lake and J Lawrence

**IN ATTENDANCE** Mrs G Cook (Clerk), Mr T Hicks (Deputy Clerk), Rebecca Wilkin (Head of  
Estate) and Mark Thompson (Estate Surveyor) Malton Fitzwilliam Estate

**OTHERS** No members of the public were present

**APOLOGIES** Councillors L Burr MBE, M Dales, C Delaney & Revd P Sheasby

**60. PRESENTATION**

The Mayor thanked Rebecca Wilkin, Head of Estate at Fitzwilliam Estate for the presentation on Middlecave Yard.

**61. 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 Conlan declared an interest in agenda item 9 as a Member of the Malton Residents Group

Cllr Andrews declared an interest in agenda item 19 as Chairman of the Ryedale District Council Planning Committee.

**62. PUBLIC ACCESS**

Members noted that they had received a letter from Hendrick Klaver which was circulated to the Clerk and all Members of Malton Town Council with regard to the Rainbow Park Enhancement Scheme public engagement programme.

**63. MAYOR'S ANNOUNCEMENTS**

Cllr K Ennis, Mayor of Malton reported "The food festival over the August bank holiday weekend was well attended especially on the Saturday which was the best day weather wise. It wasn't as overcrowded as previous years which was either due to it being spread out over three days, other large events in the area at the same time and possibly some people still being cautious about mixing in large crowds.

On the Friday evening before the festival started I joined the Malton Tidy Group for a last minute litter picking session to ensure the town was looking it's best for visitors, concentrating on areas where people were walking to and from car parks.

Speaking to visitors from away that had travelled to the food festival the feedback was how lovely Malton and in particular the centre of the town looked with all the flowers, and quite a number favourably comparing it from previous visits in the past before the MiB initiative started.

**31st August:** The clerk, deputy mayor and I attended a meeting with Art of Protest in regard to Rainbow Lane Play park enhancement scheme and how we could move forward with the public consultation

process. This was followed by the MTC working party meeting on the 15th September to discuss and approve the proposals that were then subsequently put forward for the Agenda this evening.

**7th September:** I attended the staff meeting at the cemetery and discussed works to be done both immediate and in the long term.

**8th September:** I joined the clerk and members of MNAP to walk around Ladyspring wood to discuss possible upgrades to access and other future works to be done.

**9th September:** The clerk and I attended a very cordial meeting with Rebecca Wilkin, Mark Thompson and Mark Brayshaw from Fitzwilliam Estate. A number of issues relating to Malton and the market place were discussed.

**14th September:** I attended the Milton Rooms AGM.

I am pleased to say that work finally commenced on the renovation work on the 20th September and this first phase from the grant monies received from RDC is expected to be completed by March.

The building will not be completely closed except for a couple of weeks in the New Year.

**15th September:** The deputy mayor and I were invited to represent MTC by Carers Plus Yorkshire at a garden party held by the High Sheriff of North Yorkshire, Venetia Wrigley at Ganton Hall. The event was held to thank all the volunteers particularly those from the Free Fridge, Food banks, delivery services etc, who had worked especially hard during the last 18 months of the pandemic to support vulnerable residents of Ryedale.

Earlier on the same day I did a meet and greet on request from a tour manager from Great Rail Journeys who brought a small group to the town for a food tasting tour after a visit to Eden Camp. Again all the guests were complementary about Malton and the surrounding area and were impressed with the floral displays.

Coincidentally, the same week I also saw for the first time a group of Chinese tourists that were on a coach tour in Malton. Whether this has something to do with Castle Howard being closed due to filming and itineraries being changed I am unsure, but it is a good sign that Malton is considered a viable alternative stop and is very good for the local economy.

**18th September:** I attended the Milton Rooms and listened to the MNAP AGM which was interesting and informative.

**Sunday 19th September** the Marathon du Malton event was held and I attended for the start of the elite run at 10.30 am. I also passed by several times later in the day to watch the fun runs which were well subscribed to and appeared to be enjoyed by all.

**27th September:** The town clerk and other officers from Driffield and East riding council visited Malton and were shown around by the clerk and myself. They requested a visit as they hold MTC in esteem as a council of 'best practice' and were particularly interested in looking at the market place, the cinema and the Milton Rooms and we look forward to collaborating on ideas in the future.

**28th September:** The clerk, deputy clerk, cemetery manger and I, ably helped by my husband, planted the first 3 trees on Milton Avenue, which is another step forward in our carbon capture and environmental initiative.

**29th September:** This morning I attended the MTC drop in session at the Wesley Centre along with both the deputy mayor and Cllr Joan Lawrence.

Finally, earlier this month I was dismayed to hear that a person/people had vandalised one of the walls in the Orchard Fields with racist graffiti. I am sure you will agree that it is deeply disappointing that we still have people with this kind of appalling mentality. I would like it down on record that MTC as a whole abhor any kind of racist behaviour or attitude.

64. MINUTES

**RESOLVED**

**That the Minutes of the Council Meeting held on 25<sup>th</sup> August 2021 be approved and signed as a correct record. Proposed by Cllr Lake, seconded by Cllr Boler, Cllr Hawes abstained. All other Members approved.**

65. FINANCIAL REPORT AND ACCOUNTS

- (i) Members noted the bank reconciliation showing the position as of 31 August 2021
- (ii) Twenty five accounts were submitted for approval

Yorkshire Water	Water Charges - Malton Cemetery	113.50	On-line Payment
National Association of Local Councils	Registration Fee - Quality Award	60.00	On-line Payment
Videcom	Qtr 3 CCTV Maintenance	953.80	On-line Payment
Art of Protest	Preliminary Research	480.00	On-line Payment
S Bainbridge	Additional Manpower	50.00	On-line Payment
J B Motors	Fuel	119.80	On-line Payment
Wernick Hire	Shipping Container Collection	283.37	On-line Payment
A Wright	Chapel Cleaning	80.00	On-line Payment
MKM	New Workshop Materials	200.20	On-line Payment
Streetscape	Zip Wire Seat & Suspension Chain	222.00	On-line Payment
Streetscape	Annual Rospa Inspection - Rainbow Lane Play Area	240.00	On-line Payment
Big Boolies	Happy To Chat Bench Sign	42.00	On-line Payment
M I'Anson	Market Place Wall Repair	60.00	Cheque 704011
Vertigrow	Plants	41.60	On-line Payment
R Yates & Sons	Tools, Safety Equipment, Dust Pan & Brush	90.49	On-line Payment
A & M Metcalfe	Plants	253.96	On-line Payment
Eazy	Two additional Chapel Tables	355.20	On-line Payment
North Yorkshire Pension Fund	Pension Contributions	1692.14	On-line Payment
HMRC	Tax/NI Contributions	1722.38	On-line Payment
Staff Salaries	Salaries	4970.80	On-line Payment
Ryedale District Council	Rates	86.00	Direct Debit
Spoton.net Ltd	MTC Website Subscription	56.40	Direct Debit
Brandsby Wilson	Chapel Lane Parking Permit	20.00	Direct Debit
EE	Town Council Mobile Phones	58.55	Direct Debit
Opus Energy	New Malton Cemetery Energy	11.88	Direct Debit
<b>Total</b>		<b>12264.07</b>	

**RESOLVED**

That twenty five accounts be approved for payment. Proposed by Cllr Lake, seconded by Cllr Hawes. All other Members approved.

66. **REPORT OF THE TOWN CLERK**

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

**New Malton Cemetery**

Interment	Grave No: 5279	Nancy Long
Ashes Interment	Grave No: 5959E	Cyril Fawcett
Ashes Interment	Grave No: 5467	Betty Baines

**Old Malton Cemetery**

Interment	Grave No: 1304	Rita Weatherill
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**OTHER WORK**

Assisted builder with the repair of the wall near Hidden Monkey, Market Place

Sprayed seating area and perimeter at the top of Newbiggin

Attended the staff meeting on 7<sup>th</sup> September at the Chapel

(b) **MAINTENANCE CONTRACTOR UPDATE**

Shaun has been focussing on Highfield Road recently, he has cleaned and painted the bollards outside Malton Community Primary School, cleared away debris from around the railings and painted green to match the school fence. Newbiggin has been sprayed and the weeds will be cleared next week.







(c) **CEMETERY IMPROVEMENTS**

Invitations have now gone out for the Chapels open afternoon which will be held on **Tuesday 5<sup>th</sup> October 2021 from 1pm – 4pm**. Please can Members inform the clerk if they would like to attend the event.

Due to a back log of work due to the pandemic, the contractor has confirmed that the cemetery resurfacing work will now take place in October.

(d) **MALTON IN BLOOM**

Preliminary work will begin on the Broughton Rise Sensory Garden on 28<sup>th</sup> September following a call to action for Malton In Bloom volunteers. The area will be cleared of stones and debris and prepared ready for planting in the spring.

Staff and volunteers will be removing the summer planting around the town during the next two weeks.

(e) **REMEMBRANCE SUNDAY**

The 2021 Remembrance Service will be held on Sunday 14<sup>th</sup> November at the War Memorial. The Clerk has attend the first Steering Group meeting and will be assisting with the delivery of the event. The road closure on Yorkersgate will take place from 10.30-11.30am. All Members are welcome to attend.

(f) **CHRISTMAS TREE SWITCH ON**

The Christmas Tree Switch on will be held on Friday 26<sup>th</sup> November outside Stew & Oyster in the Market Place. Please see below the event timeline:-

3.50pm	Charity Brass Band	Play 2-3 items
4.00pm	Welcome and intro to Carols	Rev Peter Shearsby
4.05pm	Charity Brass Band	Carols 1 & 2
4.15pm	Malton School	Poems by Head Boy & Head Girl
4.20pm	Band	Carols 3 & 4
4.30pm	Mayor of Malton	Speech
4.30pm	Switch On	Mayor to switch tree on
4.35pm	Father Christmas	Lions Sleigh arrives
4.45pm	Father Christmas	Lions Sleigh departs

(g) **RAINBOW LANE PLAY AREA**

The annual ROSPA inspection has been carried out at Rainbow Lane Play Area. The Cemetery Manager has rectified some of works required:-

- Zip wire tightened to lift the seat and cable to the compliance height
- Repairs to gates and fencing
- Removal of exposed bolt thread on two pieces of equipment

The Clerk is in the process of obtaining a quotes for the remaining work highlighted and will present this to Members at the next meeting.

**(h) NYCC HIGHWAYS UPDATE**

The Clerk has received notification that the planned re-surface maintenance work from the entrance to the rugby club on Old Maltongate to The Talbot on Yorkersgate will take place from 4<sup>th</sup> – 25<sup>th</sup> October 2021.

**67. MALTON & NORTON NEIGHBOURHOOD PLAN SUBMISSION**

Cllr Conlan raised concerns with regard to the lack of Green Space designation for High Malton, due to this, Members **agreed** to defer the decision to the October meeting. Cllr Conlan will make representation to the Clerk who will forward to the Malton & Norton Neighbourhood Plan Steering Group for consideration.

**68. SECTION 137 SMALL GRANT APPLICATIONS**

Nine applications for Section 137 grant funding were considered.

No	Organisation	Project	Total Project Cost	2021 Amount Requested (Budget £2,408)	Approved
1.2021	Malton Museum	Re-engagement with the Community	£900.00	£500.00	269.75
2.2021	Community Counselling NY Ltd	Eight Week Mindfulness Courses	£887.50	£500.00	269.75
3.2021	Sight Support Ryedale	Restoring the confidence of people living with sight loss	£5010.00	£1000.00	269.75
4.2021	Next Steps Mental Health Resource	Support for people experiencing mental health issues	£9430.00	£250.00	250.00
5.2021	Musical Memories	Inclusive Community Singing & Chat Sessions	£13,500.00	£300.00	269.75
6.2021	Moorsbus CIC	Summer 2022 Service	£60,000.00	£500.00	269.75
7.2021	Malton, Norton & District Lions Club	Weekly subsidised fish & chip deliveries	£450.00	£400.00	269.75
8.2021	Charity Brass	Uniforms, rent, converter, music books and stands and printing	£477.76	Not Specified	269.75
9.2021	Derwent Riverside Project – Malton Castle Garden	Creation of a Labyrinth in Castle Garden	£2,500.00	£1,250.00	269.75
<b>TOTAL</b>			<b>£93,155.26</b>	<b>£4,700.00</b>	<b>£2,408</b>

**RESOLVED**

That the Nine Section 137 grant applications above were approved.  
Proposed by Cllr Andrews, seconded by Cllr Conlan. All other Members approved.

69. **TOWN COUNCIL BIKE TO WORK SCHEME**

The Clerk presented a report (previously circulated)

**RESOLVED**

That the Council launch the Bike2Work Scheme scheme for employees of Malton Town Council. Proposed by Cllr Conlan, seconded by Cllr Andrews. All other Members approved. The financial recovery period to be agreed at the discretion of the Clerk, Mayor and Deputy Mayor.

70. **RAINBOW LANE WORKING PARTY**

The minutes of the Committee meeting held on 15<sup>th</sup> September had been circulated prior to the meeting and the following resolution was made:-

**RESOLVED**

That the Town Council formally instruct Art of Protest to work with the Clerk and Members of the Rainbow Lane Working Party to carry out a full public engagement programme on the Rainbow Park Enhancement Scheme at a cost of £3,950. This cost is a non-budget item, therefore, would be allocated from available reserves. This initial cost will form part of the Town Council's match funding when submitting large funding applications in due course. Proposed by Cllr Lake, seconded by Cllr Conlan, Cllr Brampton Abstained. All other Members approved.

71. **PERMANENT CHRISTMAS TREE BASE**

The Clerk presented a report (previously circulated)

**RESOLVED**

That the Council instruct Ryedale Landscapes Ltd to install a permanent Christmas tree base at a cost of £1,100.00 + VAT. The cost is a non-budget item, therefore, would be allocated from available reserves. Proposed by Cllr Andrews, seconded by Cllr Hawes. All other Members approved.

72. **COMMUNITY INFRASTRUCTURE LEVY**

The Clerk presented the criteria and application form (previously circulated)

**RESOLVED**

That the Council approve the Community Infrastructure Levy Criteria and Application form. Proposed by Cllr Andrews, seconded by Cllr Emberley. All other Members approved.

73. **THE QUEENS PLATINUM JUBILEE**

The Clerk to liaise with Visit Malton CIC and Ryedale District Council to ascertain any available funding and plans for the town. Cllr Emberley suggested that Wheelgate and Railway Street would benefit from bunting. It was **agreed** that the Clerk look at costs for bunting and installation and report back to Members at the October meeting.

74. **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 Hawes, seconded by Cllr Andrews, 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

75. **ENVIRONMENTAL POLICY**

Councillor Conlan presented a draft Environmental Policy for discussion. Members discussed this at length and agreed to discuss this again at a dedicated meeting.

76. **REPRESENTATIVES**

None

77. **PLANNING APPLICATIONS**

Three applications to the Local Planning Authority were considered.

21/01089/HOUSE

Erection of single-storey extension to side following removal of existing detached single garage and erection of a detached double garage  
19 Dickens Road, Malton, North Yorkshire, YO17 7FE

**RESOLVED**

**Approval of the proposed single-storey extension**

**Refusal of the proposed garage due to the unsuitable siting**



21/01156/FUL

Erection of 2no. three bedroom semi-detached dwellings following the removal of the existing house, change of use, conversion and alterations to existing barn including erection of single storey rear extension to form 1no. two bedroom dwelling

**Pasture House Farm, Outgang Road, Malton, YO17 7BR**

**RESOLVED**

**Approval**

**Cllr Andrews abstained**

21/01297/HOUSE

Erection of single-storey extension to the rear elevation including 2no roof lanterns following the demolition of existing outbuildings

**63 Town Street, Old Malton, Malton, YO17 7HB**

**RESOLVED**

**Approval**

**Cllr Andrews abstained**

**78. MEMBERS QUESTIONS**

None

**79. NEXT MEETING**

Date of the next Town Council meeting: **Wednesday 27<sup>th</sup> October 2021, 6.30pm**