



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

**HELD AT RYEDALE HOUSE, MALTON, YO17 7HH
ON WEDNESDAY 20th DECEMBER 2023 AT 6.30PM**

PRESENT Councillors I Conlan (Mayor), L Burr MBE (Deputy Mayor), J Aldrich, P Andrews, M Brampton, M Carpenter, K Ennis, S Thackray and W Oxley

IN ATTENDANCE Mrs G Cook (Clerk), Mr T Hicks (Deputy Clerk)

OTHERS Rebecca Wilkin (Head of Fitzwilliam Malton Estate)

APOLOGIES Cllrs S Hawes, S Pritchard and Bishop G Cray

PRESENTATION Rebecca Wilkin, Head of Fitzwilliam Malton Estate

Following a short question and answer session by Member, the The Mayor thanked Rebecca Wilkin for her extremely interesting presentation which covered both their commercial and residential property portfolios, as well as events and other investments into the town.

115. CODE OF CONDUCT

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

Cllrs Conlan declared an interest as a Member of Norton Town Council

116. MAYOR'S REPORT

None

117. PUBLIC ACCESS

None

118. NORTH YORKSHIRE COUNCIL MEMBER REPORT – COUNCILLOR LINDSAY BURR

Flooding

“Recently the flooding has taken up a lot of time dealing with emails, calls, updates from officers, zoom meetings, visits daily to Old Malton and County Bridge and visiting vulnerable residents. I am calling for permanent pumps and other works to be implemented to stop this unnecessary chaos for our residents and businesses to endure. Nothing is being done constructively other than talk talk talk! We need investment and it needs to come in 2024 to be ready for the next high rains. One thing we can be sure about, if we don't do something County Bridge will close yet again and Old Malton will be inundated with pumps which are horrendously bad for the environment and bad for our local economy

St Clements Event

I attended the St Clements event which was extremely successful and had huge compliments.

Road Repairs

I have had a conversation with Highways and although a lot of our road repairs have been done in Malton, there are still roads that need repairing. I was informed that the budget was cut for all road repairs in Malton, be assured these repairs will be on the next works plan. Milton Avenue is in a desperate state along with certain other roads

North Yorkshire Committee Meetings

I attended Full Council on 15th November. I also attended The Area Committee on 1st December at this meeting I asked our MP about desperate need to dualling of the A64. He said this has slipped now to 2030 will hopefully be implemented post 2030. I also asked for a VAT cut for our small businesses, but our MP disagreed with my suggestion. I am attending the area Planning Committee meeting on 21st December.

119. MINUTES

RESOLVED

That the Minutes of the Full Council Meeting held on 29th November 2023 be approved. Proposed by Cllr Conlan seconded by Cllr Carpenter. Cllr Burr abstained. All other Members approved.

120. FINANCIAL REPORT AND ACCOUNTS

- (i) Members noted the bank reconciliation, financial report showing the position as of 30th November 2023.
- (ii) Twenty six accounts were submitted for approval.

Angela Wright	Chapel Cleaning	100.00	On-line Payment
Groundserve	Maintenance Contract	1250.00	On-line Payment
J B Motors	Fuel	123.98	On-line Payment
R Yates & Sons	Tools & Materials	101.60	On-line Payment
A&M Metcalf	Summer Planting	237.00	On-line Payment
Videcom	Qtr 4 - CCTV Maintenance	1356.00	On-line Payment
Be Amazing Arts	Creativity Tent - St Clements Event	560.05	On-line Payment
North Yorkshire Council	CCTV Qtr 4 Monitoring	3250.00	On-line Payment
Streetscape	Rainbow Lane Play Area Repairs as per ROSPA report	744.00	On-line Payment
Clerk	Reimbursement of Keys & Grave Webbing Strap	47.58	On-line Payment
The Milton Rooms	St Clements Room Hire	80.00	On-line Payment
Tom James	St Clements Son et Lumiere	258.00	On-line Payment
Harrison & Hargreaves	Street Furniture Paint	112.45	On-line Payment
PC Jane Jones	Police Cadets - Grant Aid Items	62.19	On-line Payment
G Burley & Sons Ltd	Solar Christmas Trees - Roundabouts	1651.20	On-line Payment
BATA	Calor Butane	56.50	On-line Payment
In Print	Remembrance Service Sheets	207.00	On-line Payment
North Yorkshire Pension Fund	Pension Contributions	2448.87	On-line Payment
HMRC	Tax/NI Contributions	2796.18	On-line Payment
Staff Salaries	Salaries	6943.61	On-line Payment

North Yorkshire Council	Cemetery Rates	90.00	Direct Debit
Square One	Chapel Broadband	48.75	Direct Debit
Spoton.net Ltd	MTC Website & Email Subscription	67.20	Direct Debit
Brandsby Wilson	Chapel Lane Parking Permit	30.00	Direct Debit
Wirehouse	Employment Services	102.00	Direct Debit
EE	Town Council Mobile Phones	87.59	Direct Debit
Total		22811.75	

RESOLVED

That twenty six accounts be approved for payment. Proposed by Cllr Andrews, seconded by Cllr Burr. All other Members approved.

121. BUDGET 2023-24

The Clerk presented the draft 2023-2024 revenue budget, precept and earmarked capital receipts & CIL Forecast 2022-26 (previously circulated). Cllr Oxley left the meeting at 7.30pm.

RESOLVED

- (i) REVENUE BUDGET.** Cllr Burr proposed that the Town Council approves the revenue budget of £275,820 for the financial year 2024-25, this was seconded by Cllr Conlan. Cllrs Brampton & Andrews abstained, all other Members approved.
- (ii) PRECEPT.** Cllr Burr proposed that the Town Council sets a precept of £252,141 for the year 2024-25 which represents an increase of 5.68%, this was seconded by Cllr Conlan. Cllrs Brampton & Andrews abstained, all other Members approved.
- (iii) EARMARKED CAPITAL RECEIPTS & CIL FORECAST 2022-26**
Cllr Conlan proposed that the Town Council approves the Earmarked Capital Receipts budget of £50,000 and the CIL budget of £43,600 for 2022-26, this was seconded by Cllr Burr, all other Members approved.

122. CLERKS REPORT

(a) CEMETERY MANAGER UPDATE
FUNERALS

New Malton Cemetery

Interment

Grave No: 5959A

Michael John Dawson

Ashes Interment

Grave No: 7058A

Brian Albert Saul

Old Malton Cemetery

Interment

Grave No: 984

Jean Mary Douthwaite

New Headstones

New Malton Cemetery

Phoebe Doyle and Evelyn Thompson

(b) COMMUNITY ENGAGEMENT

Multi-Agency Drop In Sessions

The events are held at the Wells Lane Community Centre, Malton 10-11.30am and Malton Secondary School 12.30pm-2pm - 22nd November.

Market Place MTC Gazebo Events

Saturday 11th November

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Monthly Food Market

(c) **MEETINGS/EVENTS ATTENDED**

- 22 November - St Clements Event Meeting
- 23 November - Multi Agency Problem Solving (MAPS) virtual meeting
 - Hate Crime Event, Malton Secondary School with Cllr Hawes
 - Training Clerk NTC
- 25 November - St Clements Event
- 27 November - Meeting with Claire Garton, North Yorkshire Youth with regard to youth provision in Malton
- 29 November - Malton Town Council Full Council
 - NTC Clerk Training
- 30 November - Meeting with Rachel Joyce, Assistant Chief Executive NYC at County Hall with Cllr Oxley with regard to the Double Devolution toilets project
- 6 December - Staffing Committee Meeting
- 7 December - Ryedale Clerks Meeting, NYMNP Helmsley

Weekly meetings with the Mayor and Deputy Mayor

(d) **ST CLEMENTS EVENT**

The event was held on Saturday 25th November and well attended by local residents. The debrief meeting will be held on 11th December where team will discuss improvements which can be made for another year following the feedback received.

(e) **CONSULTATION: PROPOSED LIMITED WAITING AT WHEELGATE, MALTON**

Please find attached a plan showing a proposed limited waiting for disabled badge holders only (parking restricted to 1 hour with no return within 60 minutes) in 1 parking bay on Wheelgate, Malton.

The bay currently has time limit restrictions, but no space designated for disabled users. To enable the proposal to be progressed NYC would be grateful to receive your comments.



(f) **MALTON FINGER POST SIGNS**

North Yorkshire Council have instructed Tom Willoughby Ltd to remove the signs on 7th December and deliver to Andy Bluck for re-painting.

They all need repainting and where possible, this will be done in situ. As the majority now have redundant signage on them i.e. tourist info they will need to be taken down in order to get them off as they are now seized in place.

In two locations - Corner of Saville Street and directly opposite Princess Rd there are two on the walls fixed with brackets. The only way for them to be able to replace these is to remove them entirely (brackets included) then re-fix them at a later date with the new signs. There will be a period where there won't be any fingerposts in the two latter locations. This is while we await the assessment of the brackets, then the arrival of the new arms, this is because they have to go off to the foundry this can take up to 6 weeks.

(g) LADY SPRING WOOD

Following the approval for the Town Council to take over the management of Lady Spring Wood, the Clerk, Deputy Clerk and Cllr Brampton will carry out the first site visit to confirm the boundaries and prepare a schedule of the required maintenance works.

(h) PUMP TRACK

The Clerk has submitted a grant application to the UK Shared Prosperity Fund (Sport & Active Travel) for £20,000. The total cost of the pump track is £77,500 + VAT. Funding status below:-

£5,000	Cllr Burr NYC Locality Fund (approved and funds received)
£5,000	NYC Community Fund (approval received 7 th December, funds to be transferred 15 th December)
£20,000	MTC CIL (Subject to budget approval by Members on 20 th December)

This would leave £27,500 further external funding to find before the Town Council can place the order with Clark & Kent to install the pump track. The Clerk will be applying to North Yorkshire Sport Rural Capital Fund for the balance outstanding.

(i) WORK EXPERIENCE

The Town Council will have a work experience student from Ryedale School for five days, week commencing 24th June 2023.

(j) TRAFFIC STRATEGY MEETING

A strategic traffic meeting has been convened on Wednesday 24th January, 6.30pm at Ryedale House, Malton. All Members are invited to attend.

RESOLVED

That Members approve the Clerks report and support the disabled badge holders bay. Proposed by Cllr Conlan, seconded by Cllr Burr. All other Members approved.

123. PLANNING APPLICATIONS

ZE23/06865/TPO T4 (on sketch map tree1) Lime - Removal of small lower branches (crown lift), and 25% max crown reduction, T3 (on sketch map tree 2) - removal of dead wood and 20% max crown reduction - both part of TPO 240/1999
78 Newbiggin, Malton

RESOLVED

Pollard Approval

Proposed by Cllr Conlan, seconded by Cllr Aldrich. Cllr Burr abstained. All other Members approved.

ZE23/06861/HOUSE Erection of 3 bay oak framed garage with 21no. solar panels on the south roof slope at Chestnut House Castle Howard Road, Malton

RESOLVED

Approval

Proposed by Cllr Andrews, seconded by Cllr Carpenter. Cllr Burr abstained. All other Members approved.

ZE23/06902/HOUSE Erection of porch to front elevation and installation of dormer to side elevation Beech Lodge Middlecave Close, Malton

RESOLVED

Approval

Proposed by Cllr Andrews, seconded by Cllr Conlan. Cllr Burr abstained. All other Members approved.

ZE23/06929/HOUSE

Erection of single storey rear extension following demolition of existing extension and conservatory (revised details to withdrawn application 23/00067/HOUSE dated 27.03.2023) at 69A Newbiggin Malton (*Revision to withdrawn application in February 2023*)

RESOLVED

Approval, subject to neighbour satisfaction

Proposed by Cllr Andrews, seconded by Cllr Carpenter. Cllr Burr abstained. All other Members approved.

ZE23/06937/FUL

Installation of air conditioning (AC) and refrigeration plant and associated enclosure, installation of 4no. windows and louvres to the south-west elevation and the replacement of windows with new fenestration arrangement to the north-east elevation at 21 - 33 Newbiggin, Malton

RESOLVED

Approval

Proposed by Cllr Conlan, seconded by Cllr Aldrich. Cllr Burr abstained. All other Members approved.

124. **REPRESENTATIVES**

It was **agreed** that Cllr Vale would replace Cllr Aldrich as the representative on the Malton & Norton Area Partnership.

Organisation	Representative
Yorkshire Local Councils Association	Mayor & Clerk No meeting
School Governors Malton School.(Endowment)	Cllrs Hawes & Andrews No meeting
Malton Museum Foundation	Cllr Conlan No update
Ryedale Cameras in Action	Cllr Thackray Meeting was held on 5 th October, 1pm at The Black Swan, Pickering. Next meeting to be held will be the AGM in April/May.
Malton In Bloom	Cllrs Burr & Ennis No update
Malton & Norton Area Partnership	Cllrs Brampton & Cllr Vale A meeting was held on 12 th December

Ryedale Five Towns Group	Mayor & Clerk No meeting
Milton Rooms	Cllr Ennis
Flooding Response Group	Cllr Aldrich (Cllr Andrews to attend meetings as an observer)
Rainbow Lane Play Area	Cllrs Hawes, Burr, Ennis & Carpenter Full planning permission obtained. Clerk to apply for grant aid to match fund the MTC CIL funds.
Castle Gardens	Councillor Vale No meeting
Internal Audit Controls	Cllrs Hawes & Ennis Quarter 2 internal control audit took place on 8 th November
Malton & Norton Traffic Study Steering Group	Cllrs Thackray & Aldrich Dealing with ongoing issues
Malton & Norton Neighbourhood Plan Steering Group	Cllr Pritchard
Staffing Committee	Cllrs Ennis, Carpenter, Aldrich & Andrews A meeting took place on 6 th December
Grants Steering Group	Cllrs Aldrich, Brampton, Oxley & Thackray Complete for financial year
Acorn Community Care	Cllr Hawes Cllr Hawes has been invited to attend the next meeting on 8 th February
Riverside Walk Steering Group	Cllrs Aldrich & Andrews Meeting to be convened

125. **MEMBERS QUESTIONS**

None

126. **DATE OF THE NEXT TOWN COUNCIL MEETING**

Wednesday 31st January 2024, 6.30pm to be held at Ryedale House, Malton, YO17 7HH

EXCLUDED ITEM

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council resolve to exclude the public and press by reason of the confidential nature of the business about to be transacted.

RESOLVED

Proposed by Cllr Conlan, seconded by Cllr Burr. All other Members approved.

127. **STAFFING COMMITTEE**

The minutes of the Staffing Committee meeting held on 6th December had been circulated prior to the meeting and Members agreed to recommend approval of the items below:-

RESOLVED

Proposed by Cllr Andrews, seconded by Cllr Carpenter. All other Members approved.

- (i) Approval of the Wirehouse Employer Services Documents
- (ii) Implementation of Shared Staff Provision with Norton Town Council
- (iii) Creation of an additional desk space in the meeting room

The Mayor reminded Members to familiarise themselves with the contents of our Civility and Respect Pledge, which can be found on the Council website. The Mayor read out a quote from it:-

“Councillors should not involve themselves in the day to day running of the Council.”

“Officer can expect Councillors:

- To recognise that officers do not work under the instruction of individual Councillors or groups
- Respect the impartiality of officers and do not undermine their role in carrying out their duties
- Not to be bullied or to be put under undue pressure”

The Mayor added that this applies equality to email as well as other forms of communication.

Our staff work incredibly hard and deserve our full support. If any Councillor ever has any concerns about any member of staff, this should be addressed to myself, or whoever is the Chair, in the first instance, privately, in accordance with the Civility and Respect Protocol.

The meeting closed at 8.25pm

Chair: _____ Date: _____