



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

**HELD AT RYEDALE HOUSE, MALTON, YO17 7HH  
ON WEDNESDAY 29<sup>th</sup> NOVEMBER 2023 AT 6.30PM**

**PRESENT** Councillors I Conlan (Mayor), J Aldrich, P Andrews, M Brampton, M Carpenter, K Ennis, S Pritchard, S Thackray and W Oxley

**IN ATTENDANCE** Mrs G Cook (Clerk), Mr T Hicks (Deputy Clerk) and Rev C Turner

**OTHERS** Mr D Jeffels (Press)

**APOLOGIES** Cllrs L Burr MBE (Deputy Mayor), S Hawes & Bishop G Cray

**99. 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, Brampton & Vale declared an interest as a Member of Norton Town Council

Cllr Conlan declared an interest as a Member of the 20s Plenty Campaign

Cllr Oxley declared an interest as the Vice President of the John Cracknell Youth Enterprise Bank

**100. MAYOR'S REPORT**

“I attended the Outdoor Remembrance Sunday Service in Malton on Sunday 12<sup>th</sup> November. This was very well attended this year, including a substantial number from the Guide and Scouts. Cllr Burr was there as Malton’s County Member to lay a wreath. This was the first year that Malton Town Council has been solely responsible for the Road Closure and traffic management, which was more work for Gail our clerk, and I am sure we would like to extend thanks to her, and to Cllr Hawes on traffic duty, and to all the other volunteers for all the work they did to make everything run smoothly on the day. I also took a wreath for Old Malton Church, and my thanks to Cllr Burr for laying a wreath at St Peter’s Norton for the Council. As Remembrance Day itself fell on a Saturday this year, I was able to also attend the silence at 11am outside the Town Hall.

On Monday 20<sup>th</sup> November I attended the burial of a 100-year Time Capsule at the Wesley Centre, where the most recent editions of the Yorkshire Post and Ryedale Gazette and Herald were buried along with letters from pupils at Settrington Church of England Primary School, 3 of whom did amazingly well posing for the best part of an hour for the press photographers. This was also my second invitation to see inside what is still a building site, but I was able to see the substantial progress that has been made, including structural and roof work, a modern green efficient heating system, and internal decoration, whilst retaining key original features such as the stained glass and upper gallery pews.”

**101. PUBLIC ACCESS**

None

**102. NORTH YORKSHIRE COUNCIL MEMBER REPORT – COUNCILLOR LINDSAY BURR**

None

**103. MINUTES****RESOLVED**

**That the Minutes of the Full Council Meeting held on 25<sup>th</sup> October 2023 be approved. Proposed by Cllr Conlan seconded by Cllr Andrews. Cllrs Carpenter & Thackray abstained. All other Members approved.**

**104. FINANCIAL REPORT AND ACCOUNTS**

- (i) Members noted the bank reconciliation, financial report showing the position as of 31<sup>st</sup> October 2023.
- (ii) Thirty two accounts were submitted for approval.
- (ii) Members noted that the National Joint Council pay award has been approved.

Angela Wright	Chapel Cleaning	100.00	On-line Payment
Groundserve	Maintenance Contract	1250.00	On-line Payment
Community TM Ltd	Traffic Management - St Clements Festival	1182.00	On-line Payment
Business Stream	Water Charges - Old Malton Cemetery	15.43	On-line Payment
Business Stream	Water Charges - New Malton Cemetery	84.46	On-line Payment
Payley's	Winter Planting Compost	56.00	On-line Payment
LITE	Christmas Tree	8490.00	On-line Payment
Harrison & Hargreaves	Street Furniture Paint	283.53	On-line Payment
J B Motors	Fuel	221.43	On-line Payment
BATA	Calor Butane	98.60	On-line Payment
Castle Howard	Plants	35.93	On-line Payment
YLCA	Talking Tables Training Day	70.00	On-line Payment
Eazy Office Supplies	Toner Cartridges	877.30	On-line Payment
Rural Services Partnership Ltd	Membership	15.00	On-line Payment
Big Boolies	MIB Signage	48.00	On-line Payment
The Royal British Legion	Poppy Wreaths	117.50	Cheque 704027
R Yates & Sons Ltd	Tools & Materials	185.99	On-line Payment
North Yorkshire Council	Meeting Room Hire Aug/Sept/Oct	210.93	On-line Payment
Olive Countess Fitzwilliam Trust	Orchard Fields Rent	500.00	On-line Payment
Playdale Playgrounds Ltd	Play Equipment Bolts	21.28	On-line Payment
Ripon Farm Services	Tractor Oil	47.94	On-line Payment
North Yorkshire Pension Fund	Pension Contributions	3272.40	On-line Payment
HMRC	Tax/NI Contributions	4099.38	On-line Payment
Staff Salaries	Salaries	9232.00	On-line Payment
North Yorkshire Council	Cemetery Rates	90.00	Direct Debit

Green Energy (UK) Ltd	Cemetery Energy	137.14	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	20.00	Direct Debit
Wirehouse	Employment Services	102.00	Direct Debit
E-On	Energy - Christmas Illuminations	121.95	Direct Debit
EE	Town Council Mobile Phones	95.26	Direct Debit
<b>Total</b>		<b>31197.40</b>	

**RESOLVED**

**That thirty two accounts be approved for payment. Proposed by Cllr Andrews, seconded by Cllr Ennis. All other Members approved.**

**105. REVENUE BUDGET 2024-25**

The clerk presented the draft 2024/25 budget which was discussed at length by Members. Members put forward suggestions to be included in the budget. This would be debated for resolution at the December meeting.

**106. EARMARKED RESERVES & CIL BUDGET 2022-26**

Members discussed one budget item which included exempt information provided by the Clerk.

The clerk presented the draft 2022-26 budget which was discussed at length by Members. Members put forward suggestions to be included in the budget. This would be debated for resolution at the December meeting.

**107. CLERKS REPORT**

**(a) CEMETERY MANAGER UPDATE**

**FUNERALS**

New Malton Cemetery

Interment	Grave No: 5572	Paul Evans
Ashes Interment	Grave No: 5070	Ursula McDonald
Ashes Interment	Grave No: 7042A	Mark Stephen
Dodsworth		

Old Malton Cemetery

Interment	Grave No: 1047	Nancy May
Smurthwaite		
Ashes Interment	Grave No: 1316	Mark Lawson

Other Work

Removed dead trees and planted new trees on Milton Avenue.  
 Replaced damaged bin on Milton Avenue  
 Installed new grass mats under picnic bench in Rainbow Lane Play Area

**(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 - 20<sup>th</sup> September, 25<sup>th</sup> October and 22<sup>nd</sup> November.

#### Market Place MTC Gazebo Events

Saturday 14 <sup>th</sup> October	-	Monthly Food Market (attended by Clerk & Cllr Ennis)
Saturday 11 <sup>th</sup> November	-	Monthly Food Market
Saturday 25 <sup>th</sup> November	-	St Clements Festival

#### (c) **MEETINGS/EVENTS ATTENDED**

12 October	-	Multi Agency Problem Solving (MAPS) virtual meeting
16 October	-	Collect Shepherdess & Collie Dog sculpture from Whitby
16 October	-	NTC Full Council re Ryedale Cameras In Action
17 October	-	NYC Executive Meeting at County Hall re Double Devolution
17 October	-	Hate Crime event Malton Library
17 October	-	St Clements event planning meeting
18 October	-	BP & M&S Store Opening event
19 October	-	Meeting with Rebecca Wilkin (Fitzwilliam Malton Estate Manager), Mayor & Deputy Mayor at The Wesley Centre
19 October	-	YLCA Regional Branch meeting at Ryedale House, Malton
21 October	-	Installation of shepherdess & collie dog at Broughton Rise
23 October	-	Malton & Norton Dispensary Fund Meeting at Nat West re bank account
25 October	-	Multi agency drop in Free Fridge and Malton Secondary School
25 October	-	Full Council
26 October	-	Multi Agency Problem Solving (MAPS) virtual meeting
26 October	-	Ryedale Cameras In Action Meeting at The Black Swan, Pickering
6 <sup>th</sup> November	-	Meeting with Claire Garton, North Yorkshire Youth re new youth provision in Malton
9 <sup>th</sup> November	-	Multi Agency Problem Solving (MAPS) virtual meeting
11 <sup>th</sup> November	-	Remembrance Service – Town Hall steps
12 <sup>th</sup> November	-	Full Remembrance Service – War Memorial
15 <sup>th</sup> November	-	NTC Clerks Training am
16 <sup>th</sup> November	-	Rainbow Lane Play Area NYC Planning Committee site meeting and Area Planning Committee meeting at Ryedale House.

Weekly meetings with the Mayor and Deputy Mayor

#### (d) **MAINTENANCE CONTRACT OCTOBER UPDATE**

Cleaning and maintaining Old Maltongate planters x 2, Castlegate planters x 5, Wheelgate planters x 4, Yorkersgate planters x 5, Near Post Office, Market Place, St Michael's Church, Near New Malton, Stew & Oyster Two Tier planter x 2, Milton Rooms Two Tier planter x 2, The Mount Corner planter x 3 and Top Market Place, From Boulton and Cooper to Toilets

#### (e) **CEMETERY CHAPELS MAINTENANCE**

The Clerk has cleaned out the lower level gutters outside both New Malton Chapels to help alleviate the damp issues inside the chapels. The Clerk has instructed the Cemetery Manager to clean out the higher level gutters. A professional damp survey will need to be carried out in due course.

#### (f) **CHRISTMAS OFFICE OPENING HOURS**

The Town Council office will be closed from Friday 22<sup>nd</sup> December and re-open on 2<sup>nd</sup> January 2024. The Clerk will continue to check emails/telephone messages and dealing with funeral directors throughout the Christmas break.

#### (g) **REVISED FULL COUNCIL MEETING DATES**

The Clerk would like to request changing the meeting dates below to facilitate pre-booked holidays in the school calendar:-

March Full Council  
20<sup>th</sup> March 2024

April Full Council  
24<sup>th</sup> April 2024

May Full Council  
22<sup>nd</sup> May 2024

(h) **INTERNAL CONTROLS**

Councillors Ennis and Hawes carried out the quarter two internal controls on 8<sup>th</sup> November 2023.

(i) **TRAINING**

The Clerk attended the YLCA Talking Tables Day at Wetherby on Friday 10<sup>th</sup> November which was extremely informative.

**RESOLVED**

That Members approve the Clerks report. Proposed by Cllr Andrews, seconded by Cllr Aldrich. All other Members approved.

106. **PLANNING APPLICATIONS**

- 22/01187/FUL Change of use and alteration of part of the vacant retail premises to form 1no. three-bedroom holiday let, to include installation of 1no. window to rear elevation while maintaining commercial/retail use in the remainder of the building at George Woodall And Sons Ltd 35-37 Market Place Malton  
**RESOLVED** Refused. The Council would prefer the premises to be allocated to a permanent domestic residence  
Proposed by Cllr Oxley, seconded by Cllr Ennis  
Cllr Conlan abstained, all other Members approved.
- ZE23/06494/HOUSE Installation of 1no. air source heat pump at 21 Greengate Malton  
**RESOLVED** Approved  
Proposed by Cllr Andrews, seconded by Cllr Aldrich. Cllr Thackray voted against. All other Members approved.
- ZE23/06080/73 Removal of condition 02 of planning approval 18/00995/FUL dated 08.01.2019 to allow the permanent siting of the modular building at Remote Marine Systems Ltd Derwent Road Malton  
**RESOLVED** Approved  
Proposed by Cllr Andrews, seconded by Cllr Aldrich. All other Members approved.
- ZE23/05966/ADV Display of non-illuminated signs to include 1no. door plaque, 1no. replacement post mounted welcome sign and 4no. replacement information signs all constructed from timber at 45-47 Talbot Hotel Yorkersgate Malton  
**RESOLVED** Approved  
Proposed by Cllr Aldrich, seconded by Cllr Andrews. All other Members approved.

ZE23/06529/HOUSE Erection of single-storey extension to rear elevation and lean-to roof canopy and replacement bay window to front elevation with rendering to all elevations  
38 Newbiggin Malton

**RESOLVED**

**Approved**

**Proposed by Cllr Andrews, seconded by Cllr Oxley.  
All other Members approved.**

ZE23/06814/MFUL Erection of 3 no. drive thru units, together with associated landscaping, boundary treatments, car parking, servicing, internal roads, access and associated works at land North Of Edenhouse Avenue Old Malton

**RESOLVED**

**Refusal, due to grounds of change of use,  
impact on town centre and traffic issues**

**Proposed by Cllr Andrews, seconded by Cllr**

**Pritchard. Cllr Ennis Abstained. Cllrs**

**Conlan, Aldrich & Vale voted against. All other  
Members approved.**

ZE23/06876/CAT Removal of 7 self-seeded trees (silver birch, beech, willow and sycamore) and 11 fruit trees (crab apple, apple and plum) and crown lift yew tree  
Barton Cottage, York Road, Malton

**RESOLVED**

**Approved. Subject to a suitable replacement tree  
planting scheme**

**Proposed by Cllr Andrews, seconded by Cllr**

**Brampton. Cllr Ennis abstained. All other**

**Members approved.**

**107. COUNCIL POLICIES**

Members reviewed the Town Council Policies (previously circulated):-

- (i) Code of Conduct
- (ii) Standing Orders

**RESOLVED**

**That the Town Council approve the two policies above with no  
amendments. Proposed by Cllr Andrews, seconded by Cllr  
Oxley. All other Members approved.**

**108. LADY SPRING WOOD**

Cllr Brampton presented a verbal report.

**RESOLVED**

**That Members approve that the Town Council take over the  
management of Lady Spring Wood. Proposed by Cllr Brampton,  
seconded by Cllr Andrews. All other Members approved**

**109. JOHN CRACKNELL YOUTH ENTERPRISE BANK**

Cllr Oxley presented a verbal report (previously circulated).

**RESOLVED**

**That Members approve that the Town Council support and promote the  
JCYEB in the community and schools. Proposed by Cllr Oxley,  
seconded by Cllr Aldrich. All other Members approved**

Unfortunately, since the meeting, due primarily to their funding streams the offer previously extended to young people in our area cannot currently, continue, the situation will be reviewed in November next year.

110. **RIVERSIDE WALK**

The Clerk presented a verbal report

**RESOLVED**

That Members approve that Cllrs Aldrich and Andrews attend the Riverside Walk Steering Group meetings. Proposed by Cllr Carpenter, seconded by Cllr Conlan. All other Members approved

111. **VISION ZERO TARGET OF ZERO KILLED OR SERIOUS ROAD INJURIES BY 2030**

The Mayor presented a verbal report

**RESOLVED**

That Members approve that the Town Council petition City of York Council & N Yorks Combined Authority to reduce traffic harm by adopting the Vision Zero target of zero killed or serious road injuries by 2030, with an intermediate target of 50% fewer vulnerable road user KSI's 2027. We call for Safe Systems and traffic reduction; key is a 20mph default speed limit in built-up areas across the region and speed reduction on all road classes, including arterials where people are. Proposed by Cllr Conlan, seconded by Cllr Brampton. Cllrs Pritchard, Carpenter & Vale approved. Cllrs Aldrich, Andrews, Ennis, Thackray & Oxley voted against. Cllr Conlan utilised his casting vote, therefore, the motion was carried.

112. **REPRESENTATIVES**

<b>Organisation</b>	<b>Representative</b>
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 <sup>th</sup> 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 Aldrich Meeting due to be held on 6 <sup>th</sup> November, 7.30pm
Ryedale Five Towns Group	Mayor & Clerk No meeting
Milton Rooms	Cllr Ennis I attended the monthly trustees meeting followed by the annual AGM. In recent months the studio bar has been redecorated and refurbished along with the Green Room making both a more welcoming space.

Safety stair nosings have been fitted to all steps that are used by members of the public when attending events. Other stairs in the building, including those leading up to the balcony and between the Assembly Rooms down to the museum, will have these fitted when further funding has been sourced. The main objective at the moment is to find funds to upgrade the heating system in the Assembly rooms to make it a useable warm space in winter, and refurbish the kitchen to a commercial standard.

NYC are continuing the long outstanding works to the fabric of the building previously agreed with RDC. This was after much lobbying by the trustees to spend the money they held in reserve for the maintenance and upkeep, which we felt in dereliction of their duty as landlords they had fallen behind with, leaving parts of the building in a shocking state. These included the roof, doors, gutter cleaning, repointing and cleaning the front of the building. Currently, we are still waiting for some of the blown double glazing panels on the windows to be replaced.

The lighting and sound tech team volunteers had training from a specialist London company organised by North Star. We were particularly pleased that our younger volunteers that are still at school, took advantage of the opportunity and we could support them in their ambitions of becoming professional theatre technicians in the future.

We are pleased that MNMT will be putting on the annual pantomime in January to celebrate its 75th Anniversary. Also, RYT will be performing their annual theatrical performance at Easter. There is also a dance extravaganza planned by one of the local dance schools for later in the summer. The amount of young people that get involved in these productions is a joy to see and I believe not only the MR, but MTC should do everything we can to carry on supporting the venue in being able to sustain the ability to hold these performances and encourage the use by a younger generation.

On behalf of the MR as a trustee and the MTC representative, I attended the first NYC Cultural Symposium held at Skipton Town Hall on 13th November. This was by invitation only and included participants from museums, galleries, arts and community venues.

Speakers at the event included Cllr Simon Myers, Pete Massey, Arts Council England and Andy Kelly- National Lottery Heritage Fund.

The aim was to begin the process of developing a collaborative working model and cultural strategy for North Yorkshire and to enable participants to contribute to this, with the objectives being to:

Identify the strengths and assets of the region. Identify ambitions for the region and the activities that needs to take place to realise this. Identify roles, responsibilities, and resources. To agree how the governance would work.

The main message of the day was, that as there will be very little money available from NYC, that moving forward it will be incumbent on the various organisations to collaborate closely together to ensure grants or any kind of lottery funding in future.

I also learned that Craven DC, had the vision to invest in upgrading Skipton Town Hall (a great venue, not too dissimilar to the MR in terms of use, with a multi use hall, bar and museum) the sum of £800,000 over the last few years. And although the MR is grateful to the amount it finally received from RDC, what more could have been achieved with that amount of extra money, to the benefit of



	Malton/Norton and the wider Ryedale community, if we had had, a more visionary and outward looking council in RDC
<b>Flooding Response Group</b>	<p><b>Cllr Aldrich (Cllr Andrews to attend meetings as an observer)</b></p> <p>There have been three named storms over the last few weeks, along with further rainfall outside these dates:-</p> <ul style="list-style-type: none"> <li>• Storm Babet, 18 to 21 October 2023</li> <li>• Storm Ciarán, 1 to 2 November 2023</li> <li>• Storm Debi, 13 November 2023</li> </ul> <p>The first pumps were deployed on the 29<sup>th</sup> October – 2 in Old Malton and 2 in Malton. River levels were at 3m and rising. Ground water was at 18m and also rising.</p> <p>An operational multi-agency meeting was stood up on the 1<sup>st</sup> November to ensure there was coordination of the incident &amp; where pumps were deployed. At the height of the response, there were 6 pumps in operation in Old Malton, and 6 in Malton. These were deployed by North Yorkshire Council, Environment Agency &amp; Yorkshire Water. River levels reached 4.38m and County bridge remained opened.</p> <p>Pumps were switched off on the 9<sup>th</sup> November, however, a number remained in situ in case they were required at a later date. Since the 9<sup>th</sup> November, some pumps have been turned on periodically for a couple of hours to help reduce levels.</p> <p><u>Norton</u></p> <p>There was also two pumps deployed in Norton by Yorkshire Water, and one by the Environment Agency. There were some highways issues due to roadworks taking place where the pumps are usually situated in Church Street.</p> <p><u>Current position</u></p> <p>River levels are still high and responsive to further rainfall. Pumps remain deployed on standby or in the area ready to be switched on if required. The Groundwater levels remain high at 20.53m, and the multi-agency group are monitoring this. Ground water becomes an issue at 21.4m.</p> <p><u>Lessons learnt</u></p> <p>Lessons learnt are on-going. They're mainly around the CCTV cameras we have to monitor levels remotely to ensure they're in the best position. There was an issue with some of the pumps being tampered and turned off with in Malton which was reported to the police.</p> <p>Members of the public can view River levels on the <a href="#">Environment Agency website</a>. And ground water levels can be accessed via <a href="#">Gauge map</a> (select the ground water option on the left hand side). Please note with this website doesn't always update, however, please be reassured we get our information from the Environment Agency.</p>
<b>Rainbow Lane Play Area</b>	<p><b>Cllrs Hawes, Burr, Ennis &amp; Carpenter</b></p> <p>Full planning permission obtained. Clerk to apply for grant aid to match fund the MTC CIL funds.</p>
<b>Castle Gardens</b>	<p><b>Councillor Vale</b></p> <p>No meeting</p>
<b>Internal Audit Controls</b>	<p><b>Cllrs Hawes &amp; Ennis</b></p> <p>Quarter 2 internal control audit took place on 8<sup>th</sup> November</p>
<b>Malton &amp; Norton Traffic Study Steering</b>	<p><b>Cllrs Thackray &amp; Aldrich</b></p> <p>Dealing with ongoing issues</p>

<b>Group</b>	
<b>Malton &amp; Norton Neighbourhood Plan Steering Group</b>	<b>Cllr Pritchard</b> <ul style="list-style-type: none"> <li>• Regulation 16 consultation has now closed</li> <li>• 3 representations have been made</li> <li>• A draft response to these has been prepared in collaboration with the council's consultant, Mike Dando</li> <li>• This will be sent to the examiner when they are appointed</li> <li>• Peter Biggars has now been appointed as the examiner</li> <li>• The next virtual M&amp;N Neighbourhood Plan Meeting will be held on 5<sup>th</sup> December</li> </ul>
<b>Staffing Committee</b>	<b>Cllrs Ennis, Carpenter, Aldrich &amp; Andrews</b> Meeting scheduled to take place on 6 <sup>th</sup> December
<b>Grants Steering Group</b>	<b>Cllrs Aldrich, Brampton, Oxley &amp; Thackray</b> Complete for financial year
<b>Acorn Community Care</b>	<b>Cllr Hawes</b> Cllr Hawes has been invited to attend the next meeting on 8 <sup>th</sup> February
<b>Riverside Walk Steering Group</b>	<b>Cllrs Aldrich &amp; Andrews</b> Meeting to be convened

**Malton & Norton Neighbourhood Plan**

Members **agreed** to give delegated authority to Cllr Pritchard to make any necessary representations on behalf of Malton Town Council during the hearing. The Town Council Planning Advisor will also be encouraged to attend the hearing and advise accordingly.

**113. MEMBERS QUESTIONS**

None

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

Wednesday 20<sup>th</sup> December 2023, 6.30pm to be held at Ryedale House, Malton, YO17 7HH

The meeting closed at 9.30pm

Chair: \_\_\_\_\_ Date: \_\_\_\_\_