



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

**HELD AT RYEDALE HOUSE, MALTON, YO17 7HH
ON WEDNESDAY 28 FEBRUARY 2024 AT 6.30PM**

PRESENT Councillors I Conlan (Mayor), L Burr MBE (Deputy Mayor), J Aldrich, P Andrews, M Brampton, S Hawes, S Pritchard, S Thackray, J Vale & W Oxley

IN ATTENDANCE Mrs G Cook (Clerk), Mr T Hicks (Deputy Clerk) & Revd Cate Turner

OTHERS None

APOLOGIES Cllr K Ennis

149. REASONS FOR ABSENCE

Reasons for absence accepted.

150. 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.

151. MAYOR'S REPORT

No Mayors Report

152. PUBLIC ACCESS

None

153. NORTH YORKSHIRE COUNCIL MEMBER REPORT – COUNCILLOR LINDSAY BURR

Good news to report that the North Yorkshire Council Member locality budget of £10,000 will remain in place, this will be reviewed again in April 2025.

Meetings attended

- 5th February - Budgeting Meeting
- 6th February - Police, Fire & Crime Commissioner Panel Meeting re precept
- 13th February - Meeting with Clerk and Police, Fire & Crime Commissioner, Zoe Metcalf. This was a very productive meeting. It was agreed that more community police is the aspiration. It is sad news that Zoe Metcalf did not secure the North Yorkshire Mayor candidacy, she has been an extremely effective commissioner
- 15th February - Attended planning meeting at Ryedale House, Malton, the workload is averaging two applications per meeting
- 21st February - North Yorkshire Council Full Council Meeting, main topic was the 4.99% Council tax increase.

154. **EXTRAORDINARY PLANNING MINUTES**

RESOLVED

That the Minutes of the Extraordinary Planning Meeting held on 24th January 2024 be approved. Proposed by Cllr Conlan seconded by Cllr Andrews. Cllrs Brampton & Oxley abstained. All other Members approved.

155. **FULL COUNCIL MINUTES**

RESOLVED

That the Minutes of the Meeting held on 31st January 2024 be approved with the addition of the words (and valuation) in Min 139(ii). Proposed by Cllr Conlan seconded by Cllr Andrews. Cllr Oxley abstained. All other Members approved.

156. **FINANCIAL REPORT AND ACCOUNTS**

- (i) Members noted the bank reconciliation, financial report showing the position as of 31st January 2024.
- (ii) Twenty six accounts were submitted for approval.

Angela Wright	Chapel Cleaning	100.00	On-line Payment
Clerk	Reimbursement YLCA Mtg, Cemetery Kettle, Stamps & Vac	119.25	On-line Payment
J B Motors	Fuel	83.96	On-line Payment
R Yates & Sons	Tools & Materials	95.50	On-line Payment
S Bainbridge	Additional Labour	30.00	On-line Payment
Harrison & Hargreaves	Street Furniture Paint	20.48	On-line Payment
Coppins Systems Services	IT Support	85.00	On-line Payment
Hopkinson & Sons Ltd	Leaf Blower - Cemetery	359.00	On-line Payment
Clerk	Reimbursement - 12 month Survey Monkey Subscription	384.00	On-line Payment
Clerk	Reimbursement - Replacement solar lights Cemetery, Sumup Machine & Printer and refuse bin hose clamp	275.79	On-line Payment
GMC	Fire Extinguishers - Chapels	48.00	On-line Payment
Hopkinson & Sons Ltd	Tools & Materials	37.07	On-line Payment
Charters-Reid Surveyors Ltd	Home mover Report - 1 Newgate	595.00	On-line Payment
NYC	Meeting Room Hire	70.31	On-line Payment
Fitzwilliam Malton Estate	Orchard Fields Rent	600.00	On-line Payment
E-On	Malton Christmas Illuminations Energy	69.30	On-line Payment
Britain In Bloom	Yorkshire Golden Rose Awards Application	25.00	On-line Payment
Deputy Clerk	Reimbursement - Phone Contract	72.00	On-line Payment
North Yorkshire Pension Fund	Pension Contributions	2351.61	On-line Payment

HMRC	Tax/NI Contributions	2536.30	On-line Payment
Staff Salaries	Salaries	6755.79	On-line Payment
100 Green	Energy Cemetery	268.50	Direct Debit
Spoton.net Ltd	MTC Website & Email Subscription	67.20	Direct Debit
Wirehouse	Employment Services	102.00	Direct Debit
EE	Town Council Mobile Phones	87.13	Direct Debit
Total		£15238.19	

RESOLVED

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

157. CLERKS REPORT

(a) CEMETERY MANAGER UPDATE

FUNERALS

New Malton Cemetery
Interment

Grave No: 5357

Roy Stockdale

New Headstones

New Malton

Harry Ford

New Malton

Alan Jones

OTHER DUTIES

Make good the fallen tree over the boardwalk in Lady Spring Wood

(b) COMMUNITY ENGAGEMENT

Market Place Food Lovers Market Town Council Gazebo events 9am-1pm:-

9th March

11th May

13^h July

10th August

9th November

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

28th February

27th March

1st May

(c) MEETINGS/EVENTS ATTENDED

4 January - Yorkshire Council Awards Assessor Training Teams

11 January - NTC Clerks Training

16 January - Destination Management, Thirsk Racecourse

16 January - Wilfred Jackson Trustee Meeting

17 January - Police Cadets Pass Out Parade

18 January - Multi-Agency Problem Solving Virtual Meeting

18 January - NTC Clerks Training

24 January - Extraordinary Planning Meeting at NTC

29 January - Area 4 NYC Highways Training

30 January - NYC CCTV Teams Meeting

31 January	-	MTC Full Council Meeting
1 February	-	Multi-Agency Problem Solving Virtual Meeting
2 February	-	CCTV Site Meeting at Eastgate Car Park, Pickering
6 February	-	YLCA Ryedale Branch Meeting Virtual
7 February	-	Meeting with Sheena Spence at YLCA Tadcaster re PWLB application
13 February	-	NTC Clerks Training
13 February	-	Police & Crime Commission meeting at Ryedale House with Cllr Burr
13 February	-	Market Place site meeting with Mark Brayshaw & Cllr Hawes
15 February	-	Multi Agency Problem Solving Virtual Meeting

Weekly meetings with the Mayor and Deputy Mayor held at 8.45am every Thursday

(d) **MALTON & NORTON TIDY GROUP UPDATE**

They have already reached the heady heights of 100 bags of litter collected from across Malton and Norton this year - 105 bags.

They got round most of Norton in January after a bit of overtime due to being a bit light on volunteers at the monthly litter pick at the start of the month.

Last Sunday there was a brilliant turnout of 21 volunteers, including 3 new people. This enabled them to get round a good bit of Malton (and some of Norton):

- 4 people down York Road (including the side of the A64 down to the Huttons Ambo turn off) got 10 bags
- 2 people around the town centre
- 2 people along the riverside and Castlegate
- 2 people down Norton Road and Sheepfoot Hill - 5 bags
- 2 people Old Malton Road, Old Malton and a bit of Peasey Hills (4 bags)
- 2 people did Wentworth Street car park (2 bags)
- 4 people got up near Eden Camp and the roundabout
- 2 people were sent off to do Showfield Lane industrial estate

One person collect on the Pickering road trying to finish off that stretch of the road (4 bags to add to the 18 bags collected in the days before). The real horror story is the fact that 7 bags of litter, a wheel disc, a lump of hard board and several items of clothing were picked on Sunday afternoon from just the stretch along Pasture Lane (from its junction with Showfield Lane) and Highfield Rd to The Croft.

The built up areas of town weren't too bad. Lots of rubbish in the vegetation between the industrial estate and Ringwood Drive, the snicket to the Rainbow Lane playground, along the side of the old sports field, and, shockingly, in the frontage of the Primary school. Some of it, especially the latter, looked like blown recycling and nice to see a freshly dropped plastic bottle on the walk back.

With both Malton and Norton almost fully covered, including a blitz on the Pickering road, the Tidy Group is now up to 116 bags this year. Talking of seeing things, there are various items of temporary traffic signage around the towns that appear to be redundant (even with the never ending road closures):

- Wheelgate, sign propped against the wall near McCoys.
- Wheelgate, sign in the alleyway alongside the Cross Keys.
- Old Malton Road sign and sandbag on the verge between the rugby club and mini-roundabout.
- Welham Road, sign and cone by the litter bin near the BP garage (been there weeks).
- Church Street, traffic cones near the car wash
- Bowling Lane, sign and sandbag on the verge near the entrance to Walnut Green

(e) **POLICE CADETS PASS OUT PARADE**

The Clerk was invited to attend the Ryedale Police Cadets Pass Out Parade held at Malton Secondary School on 17th January 2024.

The cadets meet for two hours on a weekday evening during term time. Cadet nights include:

- learning about policing duties and skills, and basic law
- physical activities
- drill.

Additional events will also be arranged, some in conjunction with our surrounding forces. After completion of the 12-week induction training cadets will attend a passing out parade where they will take the cadet oath. Cadet's family and friends will be invited as guests.

Cadets will also get to meet different departments within the police service such as local policing teams, the Dog Section, Firearms Unit, Roads Policing and Crime Scene Investigation units.

In addition to the weekly training night, cadets are expected to volunteer at least three hours per month contributing towards local community policing objectives such as:

- assisting with local community events such as fairs, town shows, carnivals and other local events
- assisting the local Neighbourhood Policing Teams through leaflet drops, crime prevention initiatives, community safety events and street surveys
- helping as role-play volunteers in the training of student police officers and special constables.



(f) **NEW DISABILITY ACTION PLAN**

On 5 February 2024, the government launched its Disability Action Plan which can be found by clicking on the following link: [Disability Action Plan](https://www.gov.uk/government/consultations/disability-action-plan-2023-to-2024). The Plan sets out 32 steps the government is taking to make the UK accessible for disabled people to live, work and thrive.

<https://www.gov.uk/government/consultations/disability-action-plan-2023-to-2024>

The Disability Action Plan actions include:

- A new fund to support disabled people who want to be elected to public office
- Building an online information hub for councils on creating accessible playgrounds
- A new working group to educate businesses on the legal rights of assistance dog owners and make it simpler to report when they are refused access to a business
- Leading new research into emerging issues affecting disabled people in the UK over the next 20 years

(g) **KING'S PORTRAIT SCHEME**

To celebrate the new reign of His Majesty The King, the Cabinet Office announced a government funded voluntary scheme throughout the United Kingdom to allow public authorities to apply for a free, framed portrait. The scheme launched on 14 November 2023 and is now open for applications from local councils.

You can view the image and apply for one free framed portrait per council using the link supplied. Once your registration has been accepted you can place an order and provide delivery details. The closing date for applications is Thursday 28 March 2024.

(h) **LADY SPRING WOOD**

The Deputy Clerk and I are still unable to make an inspection of Lady Spring Wood as it is still currently under water

(i) **YORKSHIRE IN BLOOM 2024**

Please see below the exciting new initiative from Yorkshire in Bloom.

We are proud to learn from their invitation below that Yorkshire in Bloom consider us a 'strong contender' and, as such, I am sure you will all be delighted to learn that we are entering this year.

Yorkshire in Bloom 2024

As part of the 60th anniversary of the National Britain in Bloom campaign, Yorkshire in Bloom are launching a new simple accreditation scheme for local communities. We have gone back to the original campaign launched in 1964 where Towns and Villages were rewarded for their local pride with three basic threads, Horticultural Impact, Cleanliness and Provision of Public Amenities.

Entrants would be judged by experienced Yorkshire in Bloom assessors in the period late June to early August on a "Mystery Visitor" experience, the assessors will have no requirement to meet anyone from the Town/Village and will not give pre notice of their visit.

The main focus of the assessment will be on the approach roads in, entrance signs and around the town/village centre, the judges will not be taking into account outlying areas, housing/industrial estates, but will concentrate on the core of the entry which often forms the visitor's first impression. Allowances will be made for the location of the Town/Village, rural versus urban and we will not be looking for perfection, just a nice place to live in and visit.

The entry will be judged on the following three criteria. Horticultural impact, provision and maintenance of any hanging baskets, tubs, planted areas, gardens (private and public). Cleanliness, lack of litter, condition of street furniture, including litter bins, public seating, signage, entrance signs etc. Public amenities, provision of shops, pubs, libraries, toilets, defibrillators, mini libraries, play areas/grounds, car parking, church grounds, meeting rooms/village halls, electric charging points and anything else that constitutes a shared public resource.

Assessment will be given in the form of Yorkshire Rose awards 1-5, five being the highest and a simple feedback form will be provided with three positive points and three areas for consideration. None of this will be too onerous and not binding. Certificates of Yorkshire in Bloom accreditation/endorsement will be awarded, with the results being posted out as well as being published on the YINB website in September.

Each year we will be picking the best overall winner in each of the four major regions of the County, North, South, East and West. These nominees will receive an invite for two people to attend the Yorkshire in Bloom annual awards and receive their accolades in person.

Unfortunately, attendance at this would be at the same standard cost that everyone pays which is reflected in the low entry fee.

The following year and each subsequent year thereafter as part of the ongoing development of this initiative we will be inviting the four regional winners to take part in the “Yorkshire in Bloom Golden Rose” Finals 2025 when a senior judge will visit all four entrants and decide on the overall winner for the whole county. To ensure fairness across the county the four sub regional winners will then have to take a step back for a couple of years before they can compete once again for the county title, but they may enter the normal competition to reflect and maintain their very high standard.

Your community has been chosen as it has been identified by our trustees as a potentially strong contender due to the obvious civic pride seen throughout the area and therefore, we would like to invite you to be one of our first entrants into this exciting new campaign. If you however would like to refer this invite to your local “In Bloom”/civic pride team, please forward it on. Or indeed if you know of any other community that might wish to take part in this exciting new initiative please let us know.

RESOLVED

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

158. **PLANNING APPLICATIONS**

ZE24/00175/TPO T62 Silver Birch to fell of group TPO 247A/1999
31 York Road Malton North Yorkshire YO17 6AX

RESOLVED

Approval, subject to planting an equivalent native tree. Proposed by Cllr Andrews, seconded by Cllr Conlan. Cllrs Burr & Oxley abstained. All other Members approved.

159. **PUBLIC WORKS LOAN BOARD LOAN**

To consider and make recommendation.

RESOLVED

That Members agree and seek the approval from the Secretary of State Department for Levelling Up, Housing and Communities to apply for a PWLB loan of £123,865.00 over the borrowing term of 25 years for the Purchase of a Town Council Civic Office within the Parish. The annual loan repayments will come to around £11,422. It is not intended to increase the council tax precept for the purpose of the loan repayments. Proposed by Cllr Andrews, seconded by Cllr Hawes. All other Members approved.

160. **SECRETARY OF STATE DEPARTMENT FOR LEVELLING UP, HOUSING AND COMMUNITIES APPLICATION**

To consider the documents (i)-iv) to accompany the application for borrowing (previously circulated):-

(i) **Business Case**

- Subject to the completion of due diligence, appropriate checks and searches and the advice from the solicitor, the Town Council purchase the property 1 Newgate, Malton for the purpose of creating a civic office/community hub.
- The Town Council requests a PWLB application for a loan £123,865 taken out over 25 years at an interest rate of 5.3% would result in annual repayments of £11,422, based on an EIP Term of Repayment.

- The Clerk/RFO in consultation with the Mayor and Deputy Mayor be authorised to vary the application to reflect any changes in interest rates before borrowing approval is confirmed.
- The Town Council reaffirms the authority of the Clerk/RFO in consultation with the Mayor and Deputy Mayor to continue to receive specialist advice on the proposal.
- The Clerk/RFO in consultation with the Mayor and Deputy Mayor be authorised to provide instruction to solicitors, sign the required documentation to implement this decision.

RESOLVED

That the Town Council approve the Business Case. Proposed by Cllr Andrews, seconded by Cllr Burr. All other Members approved.

(ii) **Loan Affordability Report**

That the Council review and approve the information provided by the Clerk to be submitted along with the borrowing approval application form to the Department for Levelling Up, Housing & Communities at the pertinent time.

RESOLVED

That the Town Council approve the Loan Affordability Report. Proposed by Cllr Andrews, seconded by Cllr Burr. All other Members approved.

(iii) **2024-25 Revenue Budget**

RESOLVED

That the Town Council approve the 2024 Revenue Budget. Proposed by Cllr Andrews, seconded by Cllr Burr. All other Members approved.

(iv) **2022-26 Earmarked Capital Receipts Budget**

RESOLVED

That the Town Council approve the 2022-26 Earmarked Capital Receipts Budget. Proposed by Cllr Andrews, seconded by Cllr Burr. All other Members approved.

161. **EQUALITY & DIVERSITY POLICY REVIEW**

Members reviewed the Policy (previously circulated):-

RESOLVED

That the Town Council approve the Equality & Diversity Policy. Proposed by Cllr Burr, seconded by Cllr Hawes. All other Members approved.

162. **ACTION PLAN REVIEW**

Members reviewed the Action Plan (previously circulated):-

RESOLVED

That the Town Council approve the Action Plan with the addition of a VAS signs and ANPR cameras. Proposed by Cllr Conlan, seconded by Cllr Burr. All other Members approved.

163. MALTON TOWN RANGER

To consider report and make recommendation (previously circulated):-

RESOLVED

That the Town Council approve (i)-(v). Proposed by Cllr Burr, seconded by Cllr Aldrich. Cllrs Brampton & Thackray voted against All other Members approved.

- (i) That the Council employ a Town Ranger on a seasonal basis (March to October) 35 weeks at 22.5 hours per week.
- (ii) That the job description and advert be approved, subject to Wirehouse and YLCA approval
- (iii) That recruitment process will be recommence on 1st March, closing date 31st March 2024
- (iv) Interviews will take place week commencing 15th April 2024
- (v) That the job be advertised on social media, notice boards, Indeed and the Ryedale Gazette & Herald

164. REPRESENTATIVES

Organisation	Representative
Yorkshire Local Councils Association	Mayor & Clerk Clerk attended the virtual meeting held on 6 th February
School Governors Malton School	Cllrs Hawes & Andrews No meeting
Malton Museum Foundation	Cllr Conlan Next meeting 1 st March
Ryedale Cameras in Action	Cllr Thackray Next meeting to be held will be the AGM in April/May.
Malton In Bloom	Cllrs Burr & Ennis Councillor Burr will continue to support Malton In Bloom with funding.
Malton & Norton Area Partnership	Cllrs Brampton & Cllr Vale
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 No meeting
Castle Gardens	Councillor Vale Meeting held 14 February 2024 <ul style="list-style-type: none"> • Work to refresh the steps from Castlegate has started as should now be complete now we're at the end of February. • There have been no vandalism or anti-social behaviour concerns since the end of summer 2023 which is good, but as the weather improves and the evenings stay lighter for longer that may of course change. • There's a York Shakespeare group that's interested in using the gardens for performances. We'll probably discuss this at the next meeting in April once our members have had a chance to discuss specifics with the group. • The bench that was taken is now ready for refixing in the gardens (currently at a temporary home at Malton Fire Station. Gill will see if she can obtain similar fixings to the memorial bench and will help Dale to replace it in position when the weather is more suitable.

	<ul style="list-style-type: none"> • <i>Fallen tree</i> – This is still partially blocking the footpath. This will be removed using a chainsaw to break it up once the weather allows it. • <i>Forest School</i> – Dale has decided (for personal and other reasons) not to hold the forest school this year and is in the process of removing items pertaining to it. He hopes it will allow the area to rejuvenate over the summer and aims to restart the school next April. • Current account balance stands at £3,788.93 as of 14th February 2024.
Internal Audit Controls	Cllrs Hawes & Ennis Quarter 3 internal control audit to take place on 13 March
Malton & Norton Traffic Study Steering Group	Cllrs Thackray & Aldrich Cllr Thackray has recently had a meeting with Kevin Carr, NYC Officer with the responsibility for Air Pollution
Malton & Norton Neighbourhood Plan Steering Group	<p>Cllr Pritchard</p> <p>I wanted to provide an interim update with progress on the Neighbourhood Plan. We have received a draft of the Examiners Report via NYC which has been issued for fact checking. The Neighbourhood Plan Working Group has met with our consultant and has responded to NYC with some comments on factual information, the aim being to ensure that the Plan submitted to the Secretary of State is accurate in all regards. These mainly relate to dates and points of clarification. Members will recall at this stage, subject to fact checking, the Examiners recommendations are binding.</p> <p>We are now expecting to receive the final Examiners report in a couple of weeks and this will be circulated to both councils on receipt. Overall, we consider it to be a very favourable and fair report, leaving the plan largely unscathed. The Examiner has made some policy wording changes, but these do not change the policy intent and should only strengthen policy efficacy. Of particular note at this stage is that the Examiner has accepted the designation of High Malton as a Visually Important Undeveloped Area, although it's proposed designation as Local Green Space has been removed. There has been a detailed and thorough consideration by the Examiner of this issue which the consultant and the Working Group consider to be fair. Overall I hope that both Councils will be pleased with the outcome. We should be in a good position to move on to making the required changes, presenting the Plan to Malton and Norton Town Councils for approval which will enable a local referendum to be held and assuming a majority in favour moving to formal adoption. Members thanked Cllr Pritchard for his hard work carried out on the Neighbourhood Plan</p>
Staffing Committee	Cllrs Ennis, Carpenter, Aldrich & Andrews Meetings to take place when necessary
Grants Steering Group	Cllrs Aldrich, Brampton, Oxley & Thackray Complete for financial year
Acorn Community Care	<p>Cllr Hawes</p> <ul style="list-style-type: none"> • They provide day and residential care for 16yr olds and over adults from the Ryedale area with “Learning Difficulties” of which 65 service users receive day care and 20 service users are in residential care within the areas in Malton & Norton. They have gained a further property in Pickering from the Durham Diocese for 4 more residents which will increase the personnel on their pay roll • It is the biggest private employer in our local area employing 50 staff. The wages are funded by NYC and Social Services. This gives a funding stream of just over a million pounds. 98.5% is spent on wages. 1.5% offers the icing on the cake for site projects. Therefore the organisation is always looking extra funding to expand what they offer to their service users. This is through large bids to, small grants and volunteer fund raising activities two of which take place in the Milton Rooms per year • Their property is on a 10yr lease from the Settrington Estate and has been renewed ever since they opened in 1998. There are two elements which hinder this organisation obtaining large grants a) the income of over 1 million pounds even though this money is almost wholly used on wages and b) their short term lease which they are trying to resolve with the estate • They are regulated by the “Care Quality Commission” which is Ofsted for the care sector
Riverside Walk Steering Group	Cllrs Aldrich & Andrews Meeting to be convened

165. **MEMBERS QUESTIONS**

None

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

Wednesday 20th March 2024, 6.30pm to be held at Ryedale House, Malton, YO17 7HH

167. **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.

The meeting closed at 8.25pm

Chair: _____ Date: _____