

# MINUTES OF THE MEETING OF THE

## MALTON TOWN COUNCIL

HELD IN THE WESLEY CENTRE ON WEDNESDAY 29 JANUARY 2020

**PRESENT** Councillors P Emberley (Mayor), Mrs K Ennis (Deputy Mayor), G Lake, P Andrews, C Turner, Mrs J Lawrence, S Hawes, C Delaney, M Dales, E Jowitt, M Brampton and Rev P Sheasby (Chaplain)

**IN ATTENDANCE** Mrs G Cook (Clerk), Mr T Hicks (Deputy Clerk), D Jeffells, Mrs M Shaw and Dr P Addyman (Malton Museum)

**APOLOGIES** Councillor L Burr

### **PRESENTATION FROM MARGARET SHAW AND DR PETER ADDYMAN, MALTON MUSEUM**

Margaret Shaw and Dr Peter Addyman gave a presentation on the work of Malton Museum. Members found this very informative and thanked them both for their time.

It was **agreed** that Councillor Turner would attend the next Malton Museum Trustee meeting due to be held on 13<sup>th</sup> February, with a view to becoming the Malton Town Council representative Trustee. It was also **agreed** that the Clerk circulate the Malton Museum report presented to Members and add a link from the Town Council website to Malton Museum.

### 105. **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 Mrs J Lawrence declared a personal interest in planning application No: 20/00012/CLEUD

### 106. **PUBLIC ACCESS**

Cllr P Andrews reported as a District Councillor that the car park strategy had moved forward and seems to be going in a positive right direction.

### 107. **MINUTES**

#### **RESOLVED**

**That the Minutes of the Council Meeting held on 18<sup>th</sup> December 2019 be approved and signed as a correct record. Cllrs Jowitt, Andrews and Brampton abstained as they were not in attendance at the previous meeting.**

### 108. **FINANCIAL REPORT AND ACCOUNTS**

- (i) Members noted the financial report
- (ii) Members noted the bank reconciliation showing the position as of 31<sup>st</sup> December 2019.
- (iii) Twenty eight accounts were submitted for approval.

		£	Payment Method
Nynet Ltd	CCTV Qtr 4 Connectivity	2376.00	On-line Payment
Scarborough Borough Council	CCTV Qtr 4 Monitoring	3000.00	On-line Payment
VideCom	CCTV Qtr 4 Maintenance	953.80	On-line Payment
Harrison & Hargreaves	Street Furniture Paint	67.08	On-line Payment
Stuart Bainbridge	Additional Manpower	46.75	On-line Payment
R Yates & Sons Ltd	Materials	65.89	On-line Payment
MKM	Materials	39.52	On-line Payment

The Talbot Malton	Christmas Refreshments	534.60	On-line Payment
PPIY Architects	Chapel Architects Fee	4200.00	On-line Payment
Yorkshire Fixing Solutions	Materials	160.18	On-line Payment
Duncombe Sawmill	Bench Peasey Hills Road	207.00	On-line Payment
YLCA	Accreditation Fee - Foundation Award	50.00	On-line Payment
Direct Imaging	Stationery	120.00	On-line Payment
Scarborough Borough Council	Benches x 3	468.00	On-line Payment
Clive Baxter Building	War Memorial Wall Project	12135.60	On-line Payment
Duncombe Sawmill	MIB Planters	1446.00	On-line Payment
Modicum Planning	M&N Neighbourhood Plan SEA Screening	800.00	On-line Payment
Mrs C Brettle	Energy Cemetery	40.71	On-line Payment
Fitzwilliam (Malton) Estate	Orchard Fields Rent	600.00	On-line Payment
North Yorkshire Pension Fund	Pension Contributions	2059.52	On-line Payment
HMRC	Tax/NI Contributions	1836.36	On-line Payment
Staff Salaries	Salaries	5562.89	On-line Payment
NPower	Christmas Lights Energy	61.27	Direct Debit
NPower	New Malton Cemetery Energy	63.08	Direct Debit
Ryedale District Council	Rates	76.00	Direct Debit
Spoton.net Ltd	MTC Website Subscription	48.00	Direct Debit
Spoton.net Ltd	MIB Website Subscription	48.00	Direct Debit
EE	Town Council Mobile Phones	52.75	Direct Debit
<b>Total</b>		<b>37119.03</b>	

**RESOLVED**

**That twenty eight accounts be approved for payment.**

**109. CLERKS REPORT**

**(a) CEMETERY MANAGERS UPDATE**

**FUNERALS**

**New Malton Cemetery**

Ashes Interment 26<sup>th</sup> November 2019 Plot No: 7062A

**OTHER WORK**

Refurbished town council seats in grey  
 Prepared and sited Christmas tree in Market Place, Malton  
 Installed new base and memorial seat in Malton Cemetery  
 Removed fallen branches in Malton Cemetery  
 Remove cutter deck from tractor for cleaning and service  
 Install additional planter in Old Malton

**(b) DROP IN SESSIONS**

The next Malton Town Council joint RDC/NYP Drop in sessions would be held monthly on a Wednesday at The Wesley Centre, 10.30am - 12noon on the dates below:-

5<sup>th</sup> February  
 11<sup>th</sup> March  
 8<sup>th</sup> April  
 13<sup>th</sup> May

(c) **MALTON IN BLOOM**

The Clerk and Deputy had started visiting businesses in the town, promoting the purchase of Malton In Bloom hanging baskets.

Two new planters had been delivered; once painted they would be installed near The New Globe and at the bottom of Castlegate.

Three planters had been ordered and would be installed on Yorkersgate in due course.

The MIB team were concerned that the Broughton Road/Taylor Wimpey green space area was going to let them down this year in the Yorkshire In Bloom competition. The intention would be to take the judges on this route to visit Sparrows Nest and the steel horse sculpture.

The Clerk had submitted a grant application to the Royal Horticultural Society for £500 towards the Sparrow Nest project.

Members **agreed** to commission a steel sparrow sculpture which would be installed at Sparrows Nest.

(d) **RAINBOW LANE PLAY AREA**

- The Clerk had submitted a National Lottery Awards For All grant application for the final 28% match-funding required for the Inclusivity Project.
- NYCC had installed the supply socket for the CCTV equipment which would be installed viewing Rainbow Lane Play Area. Derwentio Fire & Security would be installing the equipment before the end of January. The footage would be viewed when necessary by North Yorkshire Police.

(e) **PEASEY HILLS IMPROVEMENT SCHEME**

- The three grey planters have been delivered and once painted, they would be installed on Highfield Road near McColls in January with ornamental trees followed by spring planting in due course.
- The Clerk has been working with Esther Graham, Arts and Events Officer at Ryedale District Council with regard to the bus shelter renovation project on Highfield Road. The project would work with the two primary schools and local artists to create artwork with a Malton theme inside the shelter. The Clerk is obtaining quotes from local builders to repair the roof. The Clerk and Esther intend to submit a grant application to the Ryedale District Council Community and Art grant schemes prior to the next deadline.

(f) **LOCAL GOVERNMENT AWARDS SCHEME**

The Clerk has submitted the application for the Foundation Award to Yorkshire Local Council's Association. Assessment of this award may take some time, in the meantime the Clerk will work towards meeting the criteria of the Quality Award.

(g) **EMPLOYMENT LAW/HEALTH AND SAFETY TRAINING**

The Clerk would be attending a free local government training course in her own time on Friday 24<sup>th</sup> January 9.30-12.45pm at Driffield. The course covers managing work-related health problems, practical advice on protecting your workers mental health, how to reduce sick leave, boost morale, increase productivity and performance. Essential employment documents and are available to take away. The training is in preparation for the Good Work Plan being implemented by HM Government which will affect every employer in the UK.

(h) **VEHICLE ACTIVATED SIGNS**

The new vehicle activated signs were installed in Old Malton by TWM on 14<sup>th</sup> January 2020. The Clerk and Cllr Dales will be trained to rotate the equipment in due course.

(i) **WAR MEMORIAL**

The railings were installed on a trial basis week commencing 13<sup>th</sup> January; following this they would be galvanised prior to the final installation by the end of January. The War Memorial Steering Group is liaising with Derwent Training School regarding the painting of the railings on site.

(j) **CHAPEL REFURBISHMENT & RESTORATION PROJECT**

PPIY is currently waiting for the structural report from the engineer which was carried out in December, once this information has been received it will be fed into the tender document and a meeting between the Clerk and PPIY will be arranged.

(k) **ALLERTON PARK TRIP**

The trip to Allerton Park is scheduled to take place on Wednesday 11<sup>th</sup> March 2020, leaving the Market Place at 8.30am. Members already booked on the trip are listed below. Fifteen places available, if any other Members wish to attend, please inform the clerk.

- |                           |                       |
|---------------------------|-----------------------|
| 1. Cllr Turner            | 2. Cllr Dales         |
| 3. Cllr Hawes             | 4. Cllr Emberley      |
| 5. Cllr Lake              | 6. Cllr Brampton      |
| 7. Cllr King (NTC)        | 8. Cllr Mooring (NTC) |
| 9. Cllr John Howard (NTC) | 10. Cllr Cawte (NTC)  |
| 11. Mrs Gail Cook         |                       |

(l) **MINI POLICE**

PC Jane Jones would like to invite Members of Malton Town Council to join the Mini Police at their stand on 22<sup>nd</sup> February 2020 in Malton Market Place, from 9am.

If you are available, please go along to introduce yourself and assist the Mini Police who will be talking to residents and visitors who visit the stand. If any Members attend, it would be helpful if you could forward a photograph of yourself at the event for our website news page.

(m) **MEMBER INTERNAL FINANCIAL CONTROLS**

Councillor Lake carried out the Quarter 3 internal financial control checks on 20<sup>th</sup> January 2020.

(n) **YORKSHIRE LOCAL COUNCILS ASSOCIATION**

Please find below the dates for the 2020 Ryedale Branch meetings, all held at Ryedale House, Malton, 7pm:-

Tuesday, 4 February 2020  
Tuesday, 3 June 2020  
Wednesday, 7 October 2020

110. **MAYOR'S ANNOUNCEMENTS**

To receive details of the Mayor's official engagements in the previous month And planned ahead.

**Mayor's engagements in December 2019:**

Attended the Churches Together in Southern Ryedale Ecumenical Advent Carol Service at St Mary's Priory Church, Old Malton at 6.30pm on Sunday 1 December  
Attended the Neighbourhood Plan Steering Group Meeting at 6.30pm on Monday 2 December at Norton Council Offices  
Attended the NY Police and Malton Town Council Drop-In event at the Wesley Centre on Tuesday 3 December, between 11am and 12.30pm  
Attended the St Catherine's Light-Up-a-Life Service at St Peter's Church, Norton at 6pm on Tuesday 3 December  
Attended the opening of Racing Welfare's Christmas Fair at Jack Berry House, Old Malton at 2pm on Friday 6 December  
Attended Malton's Christmas Tree Light's switch-on event in the Market Place at 15.30pm on Friday 6 December and made a speech  
Attended Malton's Christmas Food Market event on Saturday 7 December

Mins January 2020

Attended the Christmas Show at Malton School on Tuesday 10 December at 7pm  
Attended the Malton District Male Voice Choir Christmas Concert at the Wesley Centre, on Sunday 15 December at 3.30pm  
Attended the Malton Town Council meeting and Christmas lunch at The Talbot Malton on Wednesday 18 December from 10am  
Attended the Malton School Celebration and Review Evening on Wednesday 18 December at 7pm, and made a short speech  
Attended the Royal Shakespeare's Company actor Dominic Gerard's performance of a Christmas Carol at York House, and a reception beforehand on Friday 20 December at 8.30pm  
Attended the main Malton Dickens Festival event with Miriam Margolyes, together with Lucinda Hawksley (the great great great granddaughter of Charles Dickens) at the Wesley Centre on Saturday 21 December at 7pm, and a reception beforehand at The Talbot Malton  
Attended the Candlelit Carol Service at the Wesley Centre on Sunday 22 December at 3.30pm  
Attended the Candlelit Carol Service at St Michael's Church on Sunday 22 December at 6.30pm  
Attended the Malton Auction Market Christmas Carol Service at 10am on Monday 23 December in the Livestock Market

#### **Upcoming Mayor's engagements in January 2020**

Attended a southern Ryedale Churches Together service at St Peter's Church, Norton to mark the start of national week of prayer for Christian unity, on Sunday 19 January at 4pm  
Attended the RDC/NYCC Malton and Norton traffic consultation meeting at Ryedale House on Monday 20 January at 5.30pm  
Attended the performance of Robinson Crusoe and the Pirates by Malton & Norton Musical Theatre Company at the Milton Rooms on Tuesday 21 January at 7pm  
Attended a systematic consultation meeting at 11am on Tuesday 28 January with senior staff from the Malton Fitzwilliam Estate to discuss areas of common interest in the town

#### **Mayor's engagements in February 2020**

Attending a regular consultation meeting with senior officers from NYCC Highways at Area 4 on Tuesday 4 February at 11am  
Attending a branch meeting of the Yorkshire Local Councils Association at Ryedale House on Tuesday 4 February at 7pm  
Attending a meeting of the RDC/NYCC Malton and Norton Traffic Steering Group at Ryedale House on a day between 10<sup>th</sup> and 26<sup>th</sup> February TBA, at 6pm  
Attending the Ryedale District Sports Awards at 6.45pm on Thursday on Thursday 13 February at The Forest & Vale Hotel, Pickering  
Attending the Malton & Norton Lions senior citizens New Year Party at Malton Rugby Club on Friday 14 February at 5.30pm

#### **111. POLICY REVIEW**

Members reviewed the following documents (previously circulated):-

- (i) Financial Regulations
- (ii) Risk Assessment Management Policy
- (iii) System of Internal Audit
- (iv) List of Regular Direct Debit Payments
- (v) Unauthorised Advertising & Promotional Signs Policy

#### **RESOLVED**

That the Malton Town Council approve the five documents above.

#### **112. MALTON & NORTON TIDY GROUP**

The Mayor formally thanked the Malton & Norton Tidy Group members who have worked extremely hard to keep Malton and Norton looking clean and tidy. With 10 years of operating the town owes them a great amount of gratitude; they meet on the first Sunday of every month St Nicholas street car park (Norton) and Water Lane car park (Malton). A small army of public spirited volunteers do an amazing job of keeping our town clean and tidy; 2200 bags of rubbish collected to date, 509 in 2018, and a record 519 bags collected in 2019. Please consider helping.

Mayor to send an official letter of thanks.

113. **MALTON & NORTON AREA PARTNERSHIP**

Councillor Brampton presented a report on the work of the Malton & Norton Partnership (previously circulated).

There are plans to hold a meeting due to the resignation of a key member of the Malton & Norton Partnership.

114. **REPRESENTATIVES**

Councillor Hawes reported on the Malton Mini Police initiative (previously circulated).

115. **PLANNING APPLICATIONS**

Three applications to the Local Planning Authority were considered.

19/01394/HOUSE

**25 Copperfield Close, Malton, YO17 7YN**

Erection of first floor side extension and erection of single storey front extension.

**RESOLVED Approved**

19/01360/FUL

**Land South of Westgate, Old Malton, Malton, North Yorkshire**

Erection of a temporary sales centre, with associated temporary visitor parking and signage.

**RESOLVED Approved**

19/01361/ADV

**Land South of Westgate, Old Malton, Malton, North Yorkshire**

Display of non-illuminated hoarding sign, 1no non illuminated freestanding board advertising the development, 11 no non-illuminated 6ft high flagpoles with flags and non-illuminated welcome and sales signs.

**RESOLVED Approved**

20/00027/CLOPUD

**13-16,27-30, 31-34, 35-38 and 51-54 (20 flats) Ashfield Avenue, Malton, YO17 7LE**

Certificate of lawfulness for a proposed use or development in respect of the replacement with white uPVC windows of the existing white uPVC windows in the same design and style for flats nos 13-16,27-30, 31-34, 35-38 and 51-54 (20 flats) Ashfield Avenue.

**RESOLVED Approved**

20/00012/CLEUD

**Broughton Lodge Cottage, Broughton Road, Malton, YO17 7BP**

Certificate of lawfulness in respect of the residential occupation of Broughton Lodge Cottage as a self-contained residential dwelling, as approved by application 3/83/702/FA dated 07.01.1994 for more than 10 years before the date of this application, in breach of condition 04 of the application.

**RESOLVED Approved**

20/00040/HOUSE

**4 West Lodge Gardens, Malton, YO17 7YJ**

Alterations to utility room link between dwelling and garage by removal of existing lean-to-conservatory and replacement by brickwork walls together with erection of detached greenhouse.

**RESOLVED Approved**

20/00060/HOUSE

**The Stables, 29 York Road, Malton, YO17 6AX**

Erection of single storey rear extension at upper ground level with storage beneath, replacement of staircase up from lower ground level and installation of handrail to existing rear retaining wall.

**RESOLVED                      Approved**

**116. MEMBERS QUESTIONS**

Councillor Lawrence has received a number of complaints from residents of Orchard Road with regard to inconsiderate parking near the junction to Maiden Grieve. It was agreed that the clerk take some photographs to the next Highways meeting.

**117. NEXT MEETING**

The next Town Council meeting: - **Wednesday 26<sup>th</sup> February 2020, 6.30pm at The Wesley Centre, Saville Street, Malton.**

..... TOWN MAYOR.    MALTON TOWN COUNCIL