

# MINUTES OF THE MEETING OF THE

## MALTON TOWN COUNCIL

HELD IN THE WESLEY CENTRE ON WEDNESDAY 31 JULY 2019

**PRESENT** Councillors P Emberley (Mayor), Mrs K Ennis (Deputy Mayor), Mrs L Burr, Mrs J Lawrence, G Lake, C Delaney, S Hawes, P Andrews, E Jowitt and M Brampton

**IN ATTENDANCE** Mrs G Cook (Clerk), Mr T Hicks (Deputy Clerk), Canon John Manchester (Chaplain) and one Member of the Public

**APOLOGIES** Councillors C Turner, M Dales and District Cllr A Raines

### 1. **CODE OF CONDUCT**

Members were reminded of their individual responsibility under the Code of Conduct in respect of making declarations of interest. If Members have already identified a situation which would require this, the declaration could be made now.

Cllr Lawrence declared a personal interest in planning application 19/00773/HOUSE

### 2. **PUBLIC ACCESS**

- Cllr Burr reported as the County Councillor for Malton on the Norton Level Crossing HGV ban will go to the NYCC Executive with the caveat that the issues on Highfield Road are addressed.
- Cllr Burr would continue to lobby NYCC with regard to the poor road surfaces in Malton, unfortunately the funding for this type of work is extremely limited. It was agreed that the Town Council send a letter to Richard Flinton, NYCC Chief Executive with regard to the road condition.
- Cllr Burr had allocated £2,500 towards Malton In Bloom from her NYCC Locality Budget.
- District Council Members had agreed to look at redeveloping the District Council Office on the current location, possibly reducing the footprint of the development.
- RDC Policy & Resources Committee would be looking at reinstating a Dog Warden for the Ryedale area.
- NYCC had secured £326,000 funding for a new flood defence scheme for Malton and Norton.

### 3. **MINUTES**

#### **RESOLVED**

**That the Minutes of the Council Meeting held on 26<sup>th</sup> June 2019 be approved and signed as a correct record.**

### 4. **FINANCIAL REPORT AND ACCOUNTS**

- Members noted the financial report and bank reconciliation showing the position as of 30<sup>th</sup> June 2019.
- Thirty six accounts were submitted for approval.

Steve's Garden Services	Grass Cutting	1760.00	On-line Payment
Mayor	Reimbursement Long Service Award Gifts	250.00	On-line Payment
Angela Hall	Lady Spring Wood Mosaics	2485.00	On-line Payment

TCV	Materials & Labour LSW	1416.00	On-line Payment
Wybone	Litter Bin	156.78	On-line Payment
Chapter Two	MIB Judging Refreshments	97.50	On-line Payment
Vertigrow	MIB Plants	34.40	On-line Payment
Hopkinson & Sons Ltd	MIB Plants	135.86	On-line Payment
Sarah Housden	MIB Plants	22.27	On-line Payment
Anti Freeze (York) Ltd	MIB Watering	1776.00	On-line Payment
Hardcastle France	Payroll Service	636.00	On-line Payment
R Yates & Sons	Materials	17.89	On-line Payment
Malton Flower Club	MIB St Michael's Church	400.00	On-line Payment
Barnes Nurseries	MIB Plants	1554.24	On-line Payment
Britain In Bloom	Awards Ceremony	175.00	On-line Payment
Proline	Cemetery Lodge Windows	2880.00	On-line Payment
Mrs C Brettle	Reimbursement of Energy	20.71	On-line Payment
Lite	Christmas Lights	21972.60	On-line Payment
Direct Imaging	Stationery	54.00	On-line Payment
R V Roger	MIB Plants	35.54	On-line Payment
Fitzwilliam Estate	Orchard Fields Lease	1200.00	On-line Payment
Malcolm Piercy	Additional Manpower	60.00	On-line Payment
Whitby Town Council	Yorkshire Day Tickets	99.00	On-line Payment
J B Motors	Fuel	182.47	On-line Payment
Hudson Plant Ltd	Horse Base & Installation	780.00	On-line Payment
Scarborough Borough Council	Qtr 2 CCTV Monitoring	3000.00	On-line Payment
Nynet Ltd	Qtr 2 CCTV Connectivity	2376.00	On-line Payment
Videcom Security Ltd	Qtr 2 Maintenance	953.80	On-line Payment
Npower	Energy - Wheelgate Christmas Lights	53.04	On-line Payment
North Yorkshire Pension Fund	Pension Contributions	1970.99	On-line Payment
HMRC	Tax/NI Contributions	1683.24	On-line Payment
Staff Salaries	Salaries	5436.87	On-line Payment
Ryedale District Council	Rates	76.00	Direct Debit
Spoton.net Ltd	MIB Website Subscription	48.00	Direct Debit
EE	Town Council Mobile Phones	52.20	Direct Debit

XLN	Phone/Internet	4.25	Direct Debit
<b>Total</b>		<b>53855.65</b>	

**RESOLVED**

(i) That thirty six accounts be approved for payment.

**5. CLERKS REPORT**

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

**New Malton Cemetery**  
1<sup>st</sup> July Ashes

**OTHER WORK**

Straighten up grave stones and re-seed  
Repairs to Malton Cemetery garage roof  
Maintenance work to bench outside J B Motors  
Maintain all garden areas in Market Place  
Remove banners and replace on A63 and Pickering Road  
Install new litter bin at Sparrow Park  
Prepare coping stones and wall ready to point Sparrow Park  
Remove fallen tree branch, tidy up and make safe grave stones

**(b) NYCC AREA 4 HIGHWAYS UPDATE**

- Broughton Road traffic signals - overgrown vegetation blocking view of lights - we wrote to the resident concerned.
- Inconsiderate parking on Chandler's Wharf - request for an extension to the double yellow lines to protect a residents parking place - have advised that they could apply for and fund a white 'H' bar marking.
- Middlecave Road - Boundary wall condition query.

**(c) FESTIVAL & CHRISTMAS LIGHTS**

The new festival lights had been installed in the Market Place, Market Street, Saville Street and Finkle Street and the Christmas lights in Wheelgate and Yorkersgate.

Local businesses are continuing to raise funds for the Christmas trees to be installed around the Market Place, deadline for the funding was scheduled for the end of August.

**(d) CIRCULAR MALTON STEERING GROUP**

The clerk would be attending the next Steering Group due to be held on 23<sup>rd</sup> September. The group looks at ways to rethink how we can make and use the things we need and explores ways ensuring long-term prosperity. Future projects include a fountain and bottle initiative.

**(e) MALTON IN BLOOM**

The Yorkshire In Bloom judging of the town was carried out on 4<sup>th</sup> July. This was an enjoyable day which was well supported by Malton In Bloom volunteers. A lot of hard work was carried out prior to judging from volunteers on the ground to support from RDC Street Scene staff. The results of the competition would be presented at the awards event at York Racecourse on 10<sup>th</sup> September.

**(f) RAINBOW LANE PLAY AREA**

The I Player was continuing to cause issues, Playdale have been responding straight away to failure reports from the clerk. The clerk was working with Playdale to get the issue rectified. Payment would not be issued to Playdale until the clerk is satisfied that the equipment is in full working order.

Serious vandalism had occurred at the play area resulting in the trampoline setting on fire. The Police had interviewed the clerk,

witnesses and the young people involved. The clerk had contacted play companies to obtain quotes for a quadrant trampoline, which comprises of four trampolines enabling users to bounce together or from one to the other, inclusive roundabout and inclusive swing. Section 106 funding (closing date 6<sup>th</sup> September) and National Lottery funding (MTC can apply again from November onwards) could be utilised for this equipment.

It was very important that the vandalised equipment is replaced as soon as possible, this is one of the pieces of equipment which can be used by young people with disabilities. The clerk would want to increase the amount of inclusive equipment, as the park is used regularly by Ryedale Special Families and other users with disabilities.

The clerk had also requested quotes for CCTV equipment from Videcom who supplied and maintain our town system and a local company.

**(g) CHAPEL CONVERSION AND RENOVATION**

PPIY had started initial work on the chapels, the first part of the process had been to instruct the services of Rawcliffe Associates who work with PPIY to carry out a structural survey of the building.

**(h) ALLERTON PARK TRIP**

Following on from the previous meeting the clerk had contacted Allerton Park with regard to availability of visits. Morning tours available on 21<sup>st</sup>, 22<sup>nd</sup> and 23<sup>rd</sup> October. **Members to confirm their availability on these dates to the clerk.**

**(i) RIVERSIDE PLAY AREA**

Following the installation of new equipment at the play area by Ryedale District Council utilising Section 106 funding Members are invited to attend a celebration event which will be held on 7<sup>th</sup> August at 10am at Riverside play area.

**(j) MALTON SEWERAGE SYSTEM UPDATE**

Following a survey of the NYCC gully pots, they identified a number that are very old cast iron units that do not have a trap or stopper. The officer has made a submission for funding in the 20/21 financial year to enable all of these old gully pots to be replaced with modern trapped gullies. NYCC now confirm that at the current time this funding is on the 'draft' 20/21 capital programme.

Please be aware that this would not be a quick or simple task and the expected cost to replace the gully pots is around £25,000. These old units may well date back to Victorian times and are likely to be surrounded with utility services and be very difficult to break out.

There is little else that can be done in the meantime. The smells are coming from the combined sewer that is the responsibility of Yorkshire Water and is obviously exacerbated by the hot weather especially at peak times.

If the gully pot was a more modern trapped unit, smells could still emanate from these when the weather had been dry for a long period and the pot and trap/u-bends were are dry. Often a couple of buckets of water to fill the pot and the trap would help keep unwanted smells at bay.

**(k) COMMUNITY INFRASTRUCTURE LEVY (CIL)**

CIL is a charge on development that came into force in 2010 (and runs in tandem with s.106 contributions). The purpose of the CIL is to fund infrastructure to support local development. Local Administrations can choose whether or not to charge CIL within their Borough/District and the levy is usually collected by the Local Planning Authority who are known as the "Charging Authorities (CA)". The rate of CIL is set by the CA after consulting with their communities and developers (and is tested by Independent Examination).

The Town and Parish Council Share TPCs are entitled to a "Neighbourhood proportion" (NP) (sometimes called the "Meaningful Proportion") of the CIL monies received by the CA. The amount you receive depends on whether or not they have an adopted Neighbourhood Plan in place. No Neighbourhood Plan - they will receive 15% (capped at £100 per existing council tax dwelling in the Council's area). Adopted Neighbourhood Plan in the area (or a development that has been granted permission by a Neighbourhood Development order) - they will receive 25% of CIL receipts (uncapped).

CIL monies can be used to support the development of the local area to fund:

- (a) The provision, improvement, replacement, operation or maintenance of infrastructure; or
- (b) Anything else that is concerned with addressing the demands that development places on an area

"Infrastructure" includes physical, social and green infrastructure e.g. Highways; cycle ways; education facilities; sports and community halls; parks and play areas. CIL monies cannot be used for everyday TPC expenditure or for spending on items or services which fall outside the TPC's remit (whether that be by statute or Power of Competence).

Examples of how CIL monies have been spent include:

- Supporting a Town Bus service
- Ultrafast fibre Broadband
- Installing village gates on a main road verge to slow down traffic

Deciding the spending priorities councils should consult with the local community to create their list of local priorities. To ensure that any consultation is inclusive and meaningful, and that all groups can engage with the CIL process, they should focus on ways of reaching out to all members of the community (particularly those who are less vocal or more vulnerable).

Websites/social media platforms are a useful resource for this, as are community engagement events. CIL can be used to shape the future of your local area. By engaging early with the CA, councils can coordinate spending to leverage CIL monies to maximum effect. For instance, they may wish to contribute to larger infrastructure projects to be undertaken by the District or County Council, which would benefit the area in the long-term.

The CA will pay out CIL monies collected to the TC at regular intervals. The monies should be spent within 5 years of receipt. If they are not, or they are used inappropriately, then the CA can recover the monies.

Councils must prepare a report for any financial year in which they receive CIL receipts. For that year, the report should include details of: - total CIL receipts; - total CIL expenditure; - a summary of what the CIL was spent on.

These reports can be combined with other reports already produced by your TPC. The report should be published on the Town Council and a copy of the report should be sent to the CA no later than 31st December following the relevant financial year.

**(1) PEASEY HILLS IMPROVEMENT SCHEME**

The Mayor, Deputy Mayor and clerk carried out a walk around the Peasey Hills area of Malton which is in much need of a neighbourhood enhancement scheme.

A list of priority areas of concern and issues to be resolved was collated and the clerk is working her way through this list.

Malton Town Council intends to work with other agencies and local authorities to improve this area. Projects and activities such as litter picking, graffiti cleaning, chewing gum removal, sweeping the roads, planting trees, replacing broken and worn signs and street furniture will enhance the local environment and give residents a renewed sense of pride and ownership.

A letter would be delivered to every household in this area explaining the scheme and what we aim to do to improve the area and in turn asking for the help of every resident to look after their own property in addition to volunteering where possible to help improve the look of the place.

The aim was to be flexible and listen to local residents about what they need, then apply for the funding or resources to help make it happen. The Town Council takes pride in our lovely town and this scheme is to encourage residents to look after their local area.

5<sup>th</sup> September 2019 drop in session Rainbow Lane Community Centre 6-9pm

6. **MAYORS ANNOUNCEMENTS**

The Mayor reported as follows:-

**Functions Attended.** The Mayor had attended Malton Show on 30<sup>th</sup> June, NYCC Ryedale Constituency meeting on 3<sup>rd</sup> July, Yorkshire In Bloom judging on 4<sup>th</sup> July, Malton School Annual Art & Design Exhibition on 4<sup>th</sup> July, hosted the Korean delegate on 8<sup>th</sup> July, meeting with Richard Marr & Tim Coyne at NYCC Area 4 on 9<sup>th</sup> July, the stakeholder/long service event at York House on 18<sup>th</sup> July, Meadowfest on 20<sup>th</sup> July, meeting with Fitzwilliam Estate Manager Helen Barry and Mark Thompson on 23<sup>rd</sup> July, the New Malton cemetery visit on 30<sup>th</sup> July and Ryedale Environment Group on 30<sup>th</sup> July

**Functions Planned.** The Mayor is due to attend the Yorkshire Day celebrations on 1<sup>st</sup> August in Whitby and a tour of Scampston Hall by young people from SASH on 28<sup>th</sup> August.

7. **MALTON & NORTON NEIGHBOURHOOD PLANNING**

The final draft of the Neighbourhood Plan would go forward to the next consultation stage. Alterations were required to the original mapping at a cost of approximately £1,600.

**RESOLVED**

That £800 (50%) be allocated to cover the cost of the map necessary map alterations.

8. **CYCLE PARKING IN MALTON**

The clerk presented a report on potential cycle rack provision in Malton (previously circulated)

**RESOLVED**

- (i) That the clerk proceed with the proposed cycle rack/planter provision in Wheelgate.
- (ii) That the clerk continue to work with MFE to look at cycle rack provision in the Market Place.

9. **MEMBER CHAMPIONS**

The Mayor presented a report (previously circulated) asking Members to consider introducing Member Champion roles into the Town Council way of working. It was **agreed** that the clerk devise a draft chart to be discussed further at the next meeting.

10. **MOVING FORWARD**

The Mayor presented a report (previously circulated) on new initiatives to strengthen the ethos and promotion of the Town Council.

**RESOLVED**

- (i) That greater encouragement is carried out for members of the public to attend meetings, through promotion of meetings and council activities in a variety of different ways.
- (ii) That the Town Council meetings will be held in the main body of the Wesley Centre.
- (iii) That monthly Town Council and NYP drop in sessions take place from September onwards
- (v) That the Town Council meetings will take place at 6.30pm.
- (vi) That Town Council meetings do not exceed more than two hours where possible.
- (vii) That formalities at meetings are relaxed when appropriate to permit free and open discussion, with the proviso that members do not speak over each other and are respectful of each other. The Chair would retain the right to direct debate when appropriate.

**11. STAFF HOURS OF WORK AND PAY SCALE REVIEW**

The clerk presented the report (previously circulated) additional hours for the clerk and pay scale review of the Assistant Clerk.

**RESOLVED**

- (i) That the clerks hours be increased to 33 hours per week with effect from 1<sup>st</sup> September 2019.
- (ii) That the Assistant Clerks salary be increased to LC2 24 from 1<sup>st</sup> September 2019.
- (iii) That the Assistant Clerk's job title be formally amended to 'Deputy Clerk' with immediate effect.

**12. HANDY MAG**

The clerk requested approval to place a half page feature at a cost of £115 in the August Malton & Norton summer guide. Deadline for copy is 9<sup>th</sup> August and will go out to letterboxes from 22<sup>nd</sup> August onwards.

**RESOLVED**

That the half page advert in the Handymag be approved.

**13. MALTON MINI POLICE INITIATIVE**

The clerk presented a report (previously circulated) requesting support from the Town Council for a Malton Mini Police initiative.

**RESOLVED**

That the Town Council support the mini police initiative.

**14. PROPOSED ERECTION OF FILLING STATION & FORECOURT SHOP AT 5 WELHAM ROAD, NORTON**

An update was not available at the meeting.

**15. REPRESENTATIVES**

Members noted reports (previously circulated) from the Mayor and Councillor Lake with regard to the Malton & Norton Area Partnership and the Malton & Norton Dispensary Fund.

**16. PLANNING APPLICATIONS**

Four applications to the Local Planning Authority were considered.

**19/00729/HOUSE**

**14 Castle Howard Drive, Malton, YO17 7BA**

Erection of single storey rear extension together with the conversion of existing garage to form additional living accommodation and addition of canopy over front entrance.

**RESOLVED**

**Approval**

**19/00757/FUL**

**Land of Edenhouse Road, Old Malton, Malton**

