

MINUTES OF THE MEETING OF THE

MALTON TOWN COUNCIL

HELD IN THE WESLEY CENTRE ON WEDNESDAY 23 MAY 2019

PRESENT

Councillors P Emberley (Mayor), Mrs K Ennis (Deputy Mayor), M Dales, P Andrews, C Turner, Mrs J Lawrence, E Jowitt, Mrs L Burr and M Brampton

IN ATTENDANCE

Mrs G Cook (Clerk), Mr T Hicks (Assistant Clerk) and no Members of the public

APOLOGIES

Councillors G Lake, C Delaney, S Hawes and Canon J Manchester

1. ELECTION OF TOWN MAYOR

Cllr M Dales proposed that Cllr P Emberley be elected Mayor, this was seconded by Cllr J Lawrence.

RESOLVED

That Cllr Emberley was duly elected Mayor of Malton for the Council year 2019-2020. Cllr Burr abstained and Cllr P Andrews voted against.

2. MAYOR ACCEPTANCE OF OFFICE

The Mayor duly signed the Acceptance of Office.

The Mayor thanked Cllr Andrews and his consort Mrs Andrews, for the dedication and hard work undertaken whilst in office as Mayor of Malton. Thanks also went to the Clerk and Deputy for their hard work during the last year.

3. ELECTION OF DEPUTY MAYOR

Cllr Turner proposed that Cllr Ennis be elected Deputy Mayor, this was seconded by Cllr Jowitt

RESOLVED

That Cllr Ennis was duly elected Deputy Mayor of Malton for the Council year 2019-2020.

4. 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.

The Mayor declared a non-prejudicial interest in The Wesley Centre.

5. PUBLIC ACCESS

Cllr Burr reported as a County Councillor for Malton that Cllr K Duncan had been elected as Leader of Ryedale District Council and that Cllr M Cleary was re-elected as Chairman of Ryedale District Council.

The HGV ban at the level crossing was out for consultation and local people are encouraged to go on line and register their views to NYCC at <https://www.northyorks.gov.uk/hgv-weight-restriction-norton-level-crossing>

Cllr Burr explained that that she had been working with NYCC and Taylor Wimpey to ensure that the green space at the entrance to the Broughton Manor site would be completed to a satisfactory level.

Twenty five percent of young people in Ryedale were continuing to receive poor results in maths and English, Cllr Burr would be focussing on ensuring improvements are made in this area.

6. **MINUTES**

RESOLVED

That the Minutes of the Council Meeting held on 24th April 2019 be approved and signed as a correct record.

7. **MATTERS ARISING**

None

8. **FINANCIAL REPORT AND ACCOUNTS**

- (i) Members noted the financial report showing the position as of 31st March 2019.
- (ii) Thirty six accounts were submitted for approval.
- (ii) Members considered Annual Internal Audit Report for 2017-18.
- (iii) Members considered the Annual Return for 2018-19 for submission to the external auditor and confirmed the dates for the period of exercise of public rights would be 17th June to Friday 26th July 2019.

J B Motors	Fuel	134.33	On-line Payment
C Jenyns	Annual Licence Fee - A64 Sign	100.00	Chq 703993
D Beale	Annual Licence Fee - A169 Sign	20.00	Chq 703994
B Bushell	Annual Old Malton Bus Shelter Rent	10.00	Chq 703995
Direct Imaging	Supplies	40.00	On-line Payment
Coppins Systems Services	IT Maintenance	100.00	On-line Payment
Duncombe Sawmill	MIB Furniture	1492.20	On-line Payment
Duncombe Sawmill	Cemetery Benches	585.00	On-line Payment
Yorkshire Water	Cemetery Utilities	120.60	On-line Payment
Website Made Easy	Website Address Amendment	20.00	On-line Payment
Cordex Hire Ltd	Chipper Hire	96.00	On-line Payment
MKM	Materials	56.69	On-line Payment
It'seeze	Website Design	480.00	On-line Payment
R V Roger	MIB Plants	316.87	On-line Payment
N Power	Christmas Lights Electric	94.85	On-line Payment
N Power	Church Clock Light Electric	370.35	On-line Payment
C Brettle	Reimbursement of Energy	34.32	On-line Payment
S Bainbridge	Additional Manpower	45.50	On-line Payment
T Hicks	Reimbursement of Materials	33.69	On-line Payment
M Piercy	Additional Manpower	45.00	On-line Payment
Hopkinson & Sons	MIB & Leaf Blower	403.82	On-line Payment
G Cook	Reimbursement of stain for benches	114.94	On-line Payment
G Cook	Reimbursement of emergency energy payment	54.85	On-line Payment

Screwfix	Materials	16.00	On-line Payment
Vertigrow Ltd	MIB	228.00	On-line Payment
Harrison & Hargreaves	Furniture Paint	87.21	On-line Payment
R Yates & Sons	Materials	104.30	On-line Payment
BATA	Materials	88.83	On-line Payment
Steve's Garden Services	Verge Cutting	2640.00	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	5386.92	On-line Payment
Ryedale District Council	Rates	74.90	Direct Debit
Spoton.net Ltd	MIB Website Subscription	48.00	Direct Debit
EE	Town Council Mobile Phones	21.31	Direct Debit
XLN	Phone/Internet	67.85	Direct Debit
Total		17186.56	

RESOLVED

- (i) That thirty six accounts be approved for payment.
- (ii) That the Annual Internal Audit Report for 2018-19 be approved
- (iii) That the Annual Return and suggested dates for the period of exercise of public rights for 2018-19 be approved
- (iv) It was agreed that the clerk complete a Barclays change mandate to add Councillors P Andrews and K Ennis as signatories to the bank account.

9. MAYORS ANNOUNCEMENTS

The Mayor reported as follows:-

Functions Attended. In May the Mayor had attended the St Catherine's Starlight Lantern Walk at Scampston Hall, Pocklington Mayor Making Ceremony and the Salvation Army concert.

10. APPOINTMENT OF REPRESENTATIVES TO ORGANISATIONS

It was **agreed** to defer this agenda items until the next meeting, with the exception of appointments required to facilitate attendance at meetings in early June.

RESOLVED

That the Town Council be represented in 2019-20 on organisations, or in connection with topics, as follows:

- (i) Malton & Norton Dispensary Fund - Cllr G Lake
- (ii) Ryedale Cameras In Action - Cllr E Jowitt
- (iii) Flooding Response Group - Cllr M Dales

11. POLICY & FINANCIAL REGULATIONS REVIEW

The clerk presented the Terms of Reference for the Internal Audit, Financial Regulations, Risk Assessment Management Document and System of Internal Control (previously circulated).

It was **agreed** to defer this agenda items until the next meeting to give Members additional time to review the documents.

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

Cllr P Andrews reported on the progress of the BP appeal against planning application No: 17/01249/FUL. Cllr Andrews had submitted the statement which was previously circulated to members and would continue to work with Mike Gwilliam who would be undertaking the expert role in the case.

Cllr P Andrews would not be available to attend the hearing which will take place at Ryedale House in September 2019.

13. **REPRESENTATIVES**

Milton Rooms. Cllr P Andrews reported that he had been appointed as Chair of the Milton Rooms Committee and that two new trustees had been appointed.

Malton & Norton Area Partnership. The Mayor reported the next meeting would be held on 11th June, 6.30pm at Norton Town Council and that he would be stepping down as Chair of the Partnership at the annual meeting. The partnership encourages new members to attend the meeting.

14. **PLANNING APPLICATIONS**

Three applications to the Local Planning Authority were considered.

19/00386/CAT

44 Old Maltongate, Malton, YO17 7EG

To fell sycamore tree.

RESOLVED Recommend Approval

19/00461/FUL

Jack Berry House, Old Malton Road, Malton, YO17 7EY

Removal of 11 No. Grasscrete surfaced parking bays to be resurfaced as 11no. parking spaces in permeable block paving.

RESOLVED Recommend Approval

19/00518/FUL

Play Area, Rainbow Lane, Malton

Alteration to existing multi use games area by increasing the height of the fencing on three sides by installation of Medium Duty Sports Fencing

RESOLVED Recommend Approval

Decision Notice

Approval

19/00284/LBC

29 Market Place, Malton

19/00328/ADV

Display of a non-illuminated hand painted gable end sign

Malton Town Council previously recommended refusal of this application, Members requested clarification on how the decision was determined

15. **REPORT OF THE TOWN CLERK**

(a) **CEMETERY MANAGER UPDATE**

FUNERALS

Old Malton Cemetery

1st May Burial

New Malton Cemetery

25th April Burial

3rd May Burial

14th May Ashes

OTHER WORK

Watering turf around the new equipment at Rainbow Lane

Dig out and source stone from cemetery and deliver to Castlegate for MIB

Cut out tree roots and bushes at Castlegate for MIB

Prep, paint and install street furniture for MIB at paved area at the top of Newbiggin

Re-fit food banner on York Road due to high winds

Make up and paint new benches to be installed in New Malton Cemetery

Repair and re-erect fence at Rainbow Lane Play Area following installation of new equipment.

(b) **MALTON IN BLOOM**

- The new street furniture had been installed, painted and planted by MTC staff at the top of Newbiggin. Additional summer planting would be added in early June.

- The new community garden on Castlegate had been planted up by MIB volunteers and MTC staff. Additional summer planting would be added in early June.
- The judging for Yorkshire in Bloom would be taking place on Thursday 4th July. The MIB team were starting to prepare for the event, staff and Cllr Turner liaising with RDC Street Scene to ensure that the town would be exceptionally clean and tidy on judging day.
- MIB were holding a stall at the Food Festival on Saturday and Sunday 25th and 26th May to raise funds for MIB.

(c) **RAINBOW LANE PLAY AREA**

Playdale were nearing completion of the new equipment installation. The harris fencing and utility unit had been removed and the clerk would be carrying out a full inspection of the site prior to signing off complete.

(d) **LADY SPRING WOOD**

The people counters had now been installed at the bridge over the cut and at the end of the boardwalk. The clerk would be visiting the site to download reports from the counters on a quarterly basis.

(e) **WAR MEMORIAL**

Alan Wood & Partners, Structural and Civil Engineers had checked the drawings for the war memorial wall repair and suggested some changes to the angles in addition to incorporating more steel sufficient for the bearing pressure. The clerk would be liaising with the builder regarding the changes and report back any additional costs.

(f) **WEBSITE**

Work had started on the new town council website which includes new photos and content. It is hoped that the new website will go live in June. The clerk would be asking Members to call into the office to have an updated photo taken for the website.

(g) **DOG WARDEN**

Stacey Burlett, RDC Chief Executive had agreed to look into a shared dog warden project from April 2020 in partnership with the Five Towns. The project would require approval by Members of Ryedale District Council.

RESOLVED

That Malton Town Council fully support the reinstatement of the Ryedale Dog Warden but that the role be fully funded by Ryedale District Council.

(h) **OWNERSHIP OF VEHICLE ACTIVATED SIGNS**

The clerk reported on the process and costs for the installation of a Town Council owned vehicle activated signs (VAS) in Old Malton. Presently the Town Council hire the equipment from NYCC at a cost of £1,167 per annum.

1. Request Received

Town Council to request permission from NYCC to install a privately owned VAS within the highway boundary.

2. Initial Response

NYCC officer assigned to the scheme undertake a desktop assessment. The VAS must be battery powered and temporary and could not be permitted to be fixed in one location permanently. It would be the responsibility of the town council to arrange suitable maintenance and insurance cover.

3. Site Assessment

NYCC would meet the clerk to carry out a site assessment within the 30mph speed limit. Any existing street lighting columns or signposts that could potentially be used will be identified.

4. Legal Agreement

A legal agreement would be issued for signature. The returned signed agreement would have to be accompanied by a proposed

deployment schedule to ensure the VAS would be temporary and rotated.

5. Purchase

NYCC would place orders for the purchase of any retention sockets and signposts required with costs to be paid by the town council. NYCC will have no involvement in buying the VAS and any ongoing maintenance cover. NYCC had worked closely with two manufacturers (TWM and SWARCO) in recent years and both had VAS deployed in North Yorkshire.

Option 1

VAS with an alternating display of the speed limit and SLOW DOWN message. Cost £2,500 + VAT for the small size and £2,750 for the larger display.

Option 2

VAS showing the SLOW DOWN and speed limit activated together. Cost £2,650 + VAT

6. Site Preparation

It would be appropriate to leave the VAS mounting brackets permanently attached to the lighting column or signpost to make ongoing erection and dismantling quicker. When the VAS was not deployed, it would be necessary to attach a temporary educational type poster which could be provided by NYCC to help promote road safety in absence of the VAS.

7. Safety Management

Only trained volunteers or appointed contractors should handle the VAS, training would be provided by the manufacturer as part of the purchase. The community group would be responsible for all operations and a risk assessment should be completed for working on the highway.

8. Installation

NYCC would not be offering a service that covers the installation, dismantling or rotation of the VAS.

9. Site Management

The town council would erect and dismantle the VAS in accordance with the deployment, routine checks would be undertaken by NYCC staff to ensure compliance.

It was **agreed** to instruct the clerk to obtain further information with regard to the maintenance costs.

(i) MALTON INDEPENDENTS

The Clerk and Deputy carried out a presentation on Christmas lights and Malton In Bloom at the Malton Independents meeting on Wednesday 8th May 2019. Malton Independents were a group set up to support, network and promote independent businesses in Malton.

(j) ANNUAL MEETING DATES

Members consider the schedule of dates below for the Town Council meetings:-

26 th June	31 st July
28 th August	25 th September
30 th October	27 th November
18 th December 10am The Talbot, followed by Christmas Lunch	
29 th January	26 th February
25 th March	29 th April
20th May (week earlier)	

RESOLVED

That the meeting dates for 2019-20 be approved.

(k) MALTON & NORTON NEIGHBOURHOOD PLAN

During the last few weeks the Neighbourhood Plan had moved forward considerably. Following consultation, the Steering Group had checked through half of the post consultation draft, the next meeting would be held on 28th May to finalise the draft document.

Under regulation, there may be a requirement to obtain an EU screening opinion of the pre submission plan, in respect of the need, or otherwise, to carry out a full Strategic Environmental Assessment/Habitat Regulation Assessment. If it becomes a requirement, currently, there is a grant available to cover the cost of this. However, the grant does not cover the cost of the initial EU screening opinion.

It was **agreed** to allocate £1,500 (50%), if required to cover the cost of the initial EU screening opinion

(1) **MALTON & NORTON SKATEPARK**

Following the positive feedback on the renovated trial piece of equipment from users of the skatepark, it was agreed to go ahead and place the order for Phase II of the refurbishment of the park (8 pieces of equipment, excluding the large half pipe) by local company Environmental Art. It was intended that work would be complete by late summer.

(m) **NYCC 7.5T EXPERIMENTAL WEIGHT RESTRICTION NORTON LEVEL CROSSING**

On 9th February 2018 an Order was made for the prohibition of heavy commercial vehicles with an operating weight exceeding 7.5 tonnes over Norton Level Crossing for an experimental period of eighteen months. The restriction was sought to reduce the number of large vehicles in the Castlegate area in order to improve the air quality. Castlegate and Butcher Corner area were covered by an Air Quality Management Plan and as such the County Council, as the Local Highway Authority, was working with Ryedale District Council to improve the air quality.

During that period there was a statutory six month period for objecting to the indefinite continuation of the Order. North Yorkshire County Council agreed to take further representations up to 1st May 2019.

Issues raised during this time have included:-

- HGV's still travel through the centre of Malton just by a different route.
- HGV's re-routing along unsuitable roads in the town and villages

NYCC had been undertaking an online public consultation to seek opinion as to whether or not the weight restriction should be made permanent.

RESOLVED

- (i) That the weight restriction should remain in place following improvements to Castlegate and the level crossing.
- (ii) That NYCC Highways take urgent steps to address the traffic issues on Highfield Road, Town Street, Old Maltongate, Pasture Lane and Yorkersgate created by the ban at the crossing, working in conjunction with the Highways Agency.
- (iii) That NYCC Highways undertake a more forward planning approach to alleviate the traffic congestion generally in Malton
- (iv) That a site meeting is arranged with the NYCC Area 4 Highways Area Manager to discuss options available at Highfield Road.

16. **MEMBERS QUESTIONS**

It was **agreed** that the clerk arrange a celebration evening to honour the length of service and work carried out in the community by David Lloyd-Williams and Ann Hopkinson as Members of Malton Town Council.

17. **NEXT MEETING**

The next Town Council meeting:- **Wednesday 26th June 2019** at The Wesley Centre, Saville Street, Malton.

..... TOWN MAYOR. MALTON TOWN COUNCIL