

**HELMSLEY TOWN COUNCIL**  
**AGENDA for the Monthly meeting to be held in the National Park Meeting Room**  
**on Monday 27<sup>th</sup> January 2014 at 6:30pm**

Mr Robin Derry, Environment Agency - Senior Community Engagement Officer - Flash Flood North Project, will address the council on Community Resilience.

**Part One – opening business**

**Apologies**

- 1 To receive apologies and approve reasons for absence.

**Code of Conduct**

- 2 To receive declarations as required by the Code of Conduct.

**Public Comments**

- 3 To receive comments from the public for future consideration.

**Minutes**

- 4 To agree and sign the minutes of the meeting held on the 16<sup>th</sup> December 2013.

**Part Two – For Information**

**5 Exchange of Information and items for next agenda**

- a) **Chairman's Report**  
b) **Councillor Vander Weyer** - Magna Carta 800<sup>th</sup> Anniversary June 2015. (meeting minutes circulated)  
c) **Clerk's Report**  
I. Ryedale Special Families letter – annual report, summary of accounts and thanks for contribution.  
II. Superfast Broadband now available to some properties in Helmsley. [www.superfastnorthyorkshire.com](http://www.superfastnorthyorkshire.com)  
III. Limes Play Area update.  
d) **Caretaker's work**

**6 Planning**

- a) **13/01179/HOUSE** 37 Bridge Street Helmsley YO62 5DX. Erection of first floor extension to the rear and single storey side extension (revised details to approval 13/00462/HOUSE dated 30.07.2013) Applicant Ms J Burns. **Decision: Partial Planning Permission.**  
b) **13/01265/FUL** 2-4 Bondgate, Helmsley YO62 5BR. Change of use and alteration of offices (Use Class B1) to retail use (Use Class A1) on the ground and first floors and to a one bedroom flat on the second floor to include retention of a first and second floor office suite, erection of single storey rear extension and external metal spiral fire escape to second floor with first floor balustraded platform. Applicant M B and J Goodwin **Decision: Approval.**  
c) **13/01266/LBC** 2-4 Bondgate, Helmsley. Conversion and alteration of offices to retail use on the ground and first floors and to a one bedroom flat on the second floor to include retention of a first and second floor office suite, erection of single storey rear extension and external metal spiral fire escape to second floor with first floor balustrade platform and internal alteration to include new stair between first and second floor. Applicant M B and J Goodwin. **Decision: Approval.**

**7 Meetings**

**To receive reports on the following meetings**

- a) NYMNPA Western Area Parish Forum July 2013 (minutes circulated).  
b) Ryedale Market Towns -Visitor Information Points at Helmsley and Malton 14<sup>th</sup> January 2014 at Helmsley. The Council was not informed by RDC about the meeting until the 15<sup>th</sup> January. (RDC pre meeting info and press release circulated)  
c) Meeting with Mr G Ward, NYCC Highways 21<sup>st</sup> January 2014 at 11.30am.

**8 Finance and Governance**

- a) To receive a report of Councillors Audit for September to November inclusive undertaken on the 17<sup>th</sup> December 2013.  
b) To note the Asset Register and Insurance have been updated to include the Feversham monument and that the new play equipment was added and insured in 2013.

**Finance and Governance continued.**

- c) To receive the running budget to the 31 December 2013.
- d) To receive the bank reconciliation to the 31 December 2013.

**Part Three – for determination**

**9 Planning**

**To consider the following application.**

**Application No** NYM/2014/0003/FL **Applicant** Mr R F Otterburn

**Proposal** Siting of a refrigeration storage unit(part retrospective)

**Location** Ryeburn Ice Cream, Church Farm, Cleveland Way, Helmsley

**10 Community Resilience**

To consider further action and to appoint a working group or a council representative to a community group.

**11 Winter Weather Agents**

To consider setting up or piloting a Winter Weather Agent Scheme and applying for grant of £250 from Rural Action Yorkshire.

**12 Trees**

To consider a suggestion to plant trees on the green and verges of Elmslac Road.

**13 Meetings**

**To consider attendance or agenda items for the following meeting.**

a) Western Area Parish Forum Wednesday 19 February 2014 at 7:15pm at the National Park.

**14 Councillor Gmail Accounts**

To consider setting up 'councillor Gmail' accounts for all councillors so that meeting and other documents, and photos, can be loaded onto Google Drive.

**15 Finance**

- a) **Grant application.** To consider a grant application from Carlton Village Hall Committee.
- b) **War Memorial.** To agree to add an additional inscription at a cost of £410 plus VAT.
- c) To agree that the council applies for a grant for the additional War Memorial inscription from the War Memorials Trust – maximum if approved is £250.
- d) To agree the budget for 2014-2015 and to earmark reserves as required.
- e) To set the precept for 2014-2015.
- f) To agree payments and to sign cheques.

**16 Staffing Matters**

**The council needs to decide whether to treat part of this item as exempt and, therefore, exclude the public for that part under The Public Bodies (Admissions to Meetings) Act 1960 s1.**

- a) To consider the NALC contract for the town clerk from the 1 June 2014.
- b) To agree the starting salary (Spinal Column Point) for the town clerk/responsible financial officer from the 1 June 2014.
- c) To consider the NALC contract for the Assistant Clerk and agree the role and salary scale for the assistant clerk.