

HELMSLEY TOWN COUNCIL
AGENDA for the Monthly Meeting of Helmsley Town Council
to be held in the National Park Meeting Room
on Monday 24th November 2014 at 6:30pm

Part One – opening business

1 Apologies

To receive apologies and approve reasons for absence.

2 Code of Conduct

To receive declarations as required by the Code of Conduct.

3 Public Comments

To receive comments from the public for future consideration.

4 Minutes

To agree and sign the minutes of the meeting held on Monday 27th October 2014.

Part Two – Council

5 Resignation

To receive the resignation of Dawn Paton with effect from the 10th November 2014.

6 Co-option

To consider the applications for co-option to the council and to co-opt a councillor.

7 Declaration of Acceptance of Office of Councillor

To receive the Declaration of Acceptance of Office from the successful applicant if present.

Part Three – For Information

8 Exchange of Information and items for next agenda

a) Chairman's Report

- I. Update on Helmsley Recreation Charity.
- II. Helmsley Town Council Newsletter responses.
- III. Helmsley Town Council Google Calendar accessible from Councillor info email.
- IV. Consideration of provisional Dates for the Annual Parish Meeting.

b) Councillor Vander Weyer

- I. Magna Carta.
- II. Library Group Meeting 4th November 2014 at the National Park Committee Room.
- III. NYCC Libraries Consultation 3rd November to 8th February 2015.
- IV. Ryedale Market Towns publication by RDC.

c) Clerk's Report

- I. Streetlights with electrical faults that cannot be quickly repaired –48 Eastgate (out for just over a year) and Stone Garth. Our electrical contractor (Acorn) cannot work on NEDL property. NYCC Streetlighting will try to get NEDL to attend asap. Complaints received about both.
- II. Complaint about streetlights on Elmslac Road – brightness and on at night (email circulated).
- III. Complaint received about faint 'No Parking' markings on Buckingham square, referred to NYCC.
- IV. Complaint reiterated about the volume of water on Pottergate by the dropped kerb. Referred to the head of NYCC Highways, Richard Marr.
- V. The council has been thanked for the work on the lime trees by Church Street.
- VI. The Feversham Monument was damaged by the placing of a cone on the Earl's head – a finial was knocked off. The damage was reported to the police.
- VII. NYMNP *Involving People in Planning: Statement of Community Involvement* August 2014 received.
- VIII. Application to add the blocked footpath between Bridge Street and Pottergate to the Definitive Map RYE/2012/04/DMMO – NYCC has reported that there is no change in the timetable, i.e. the case will be sent to the Secretary of State by the end of March 2015. Further submissions may be made.
- IX. Documents received and sent to councillors: General Incidents, Road Traffic Collision and Crime statistics for October, Northern Ryedale Public Transport Group Minutes - next meeting 18th November at Pickering Memorial Hall at 10.30am, Rural Action Yorkshire Autumn 2014 newsletter (in office/at meeting).

9 Planning: To receive the appeal notices.

- a) **DOE Appeal Ref** APP/Y2736/C/14/3000139 **Appeal Start Date** 28 October 2014
Enforcement No 14/00067/UD **Appellant** Ms Sarah Jane Coxon
Alleged Breach Without planning permission, the material change of use of the Land to a mixed use comprising both a residential use and the operation of a childminding business.
Location 7 Con Owl Close, Helmsley YO62 5DU
- b) **DOE Appeal Ref** APP/Y2736/C/14/2227687 **Appeal Start Date** 30 October 2014
Enforcement No 13/00127/UD **Appellant** Andrew John Lishman, Anne Marie Lishman
Alleged Breach Without planning permission, the material change of use of the Land to a mixed use comprising both a residential use and the operation of a childminding business.
Location 3 Con Owl Close, Helmsley YO62 5DU

10 Meetings and Training: To receive reports

- a) YLCA Chairmanship Training at York. Councillor Duncombe.
b) Ryedale Five Towns 4th November 2014 at Norton. Councillors Parkin, Vander Weyer, Marsden and the clerk. (minutes circulated)

11 Finance, Audit and Governance

- a) To receive the Bank Reconciliation to the 31st October 2014.
b) To receive the Running Budget to the date the agenda was issued.

Part Four – for determination

12 Planning Applications and Tree Protection Order: To consider the following:

- a) **Application No.** 14/00839/HOUSE **Applicant** Miss Sandra Race
Proposal Erection of external flue to gable end.
Address 8 Storey Close, Helmsley YO62 5DP
- b) **Application No.** 14/01122/HOUSE **Applicant** Mr N Jones
Proposal Replacement of front door and replacement of existing UPVC front windows with a mixture of vertical and horizontal sliding sash double glazed timber windows together with erection of front stone wall piers with stone coping and wrought iron railings and erection of rear single storey extension. **Address** 1 Pottergate, Helmsley, YO62 5BU
- c) **Application No.** NYM/2014/0660/FL – amended **Applicant** Mr Michael Metcalfe
Proposal Construction of 1no. dwelling and attached garage.
Address Land off Carlton Road, Helmsley.
- d) **Application No.** NYM/2014/0718/FL **Applicant** Mr Howard Topham
Proposal Construction of replacement conservatory to rear together with re-roofing works.
Address 3 High Street, Helmsley
- e) **Application No.** 14/00898/TPO **Applicant** Mr N Rhodes
Address 38 The Limes, Helmsley, YO62 5DT
Proposal **Tree 1** (sited next to boundary line) Crown lift to 6 metres. North side: Removal of 1 branch with 12cm diameter. East side: Removal of 2 branches with 12-15cm diameter. South side: Removal of 1 branch with 10-12 cam diameter. Removal of 1 small branch less than 5 cm diameter. West side: Removal of 1 branch with 15cm diameter.
Tree 2 (sited in centre of garden). Crown lift to 6 metres. North side: Removal of 1 branch with diameter of 12cm. Removal of 1 small branch less than 5 cm diameter. East side: Removal of 1 branch with 8cn diameter. South side: Removal of 1 branch with 18-20cm diameter with inclusion at branch union. West side: Removal of 2 smaller branches with 5-8cm diameter.

13 Churchyard/ Cemetery

To consider responses to the Newsletter about wild areas in the churchyard or elsewhere.

14 Cemetery

- a) To consider the adoption of the Cemetery Rules.
b) To consider having sheep grazing in the old cemetery.
c) To receive the Parochial Church Council Fees from 1 January 2015 and to consider similar changes to Helmsley Town Council's fees where the fee structure corresponds.

15 Consultation

To consider a response to the NYCC Library Consultation (deadline 8th February 2015)

16 Verges

- a) To note the reduction in funding for verge cutting from NYCC from 1 April 2015. (Actual 2014-2015 was £1587.06). Details and map circulated.

Parish / Town Council	Approx. area cut 2013/14 / SqM	Payment based upon 2013/14 outturn / £	Potential area of cut under proposed standards / SqM	Potential quantum of payment under new regime / £
Helmsley	8817	1481.256	440.85	66.13

- b) To receive NYCC's map showing who is responsible for which verges in Helmsley and to consider making representations about anywhere a visibility cut is required.
- c) To consider the council's policy of looking after verges which are not the responsibility of NYCC and for which either an owner or responsible authority has or has not been identified.
- d) To decide on the specifications for the tenders for verge cutting.

17 Meetings

To consider attendance at the following meetings:

Ryedale Five Towns, Tuesdays at 7:00pm (Chairman, Vice-Chairman, one other councillor if interested in the agenda, and the clerk): 2015 dates – 10th March at Pickering Town Hall, 9th June at RDC, 8th September at Helmsley and the 10th November at Kirkbymoorside.

18 Meeting Calendar 2015 to 30 April 2016

To consider the meeting dates.

19 Helmsley Town Council and Helmsley Recreation Charity, Reg'd No. 523358

To consider the following matters, subject to agreement at a Helmsley Recreation Charity Meeting. That Helmsley Town Council, as sole trustee:

- a) Conducts the weekly inspections of the Charity's Children's Play Area, arranges and pays for its Annual Inspection, and arranges and pays for maintenance and repairs.
- b) Arranges for the inspection of trees on the Charity's land and arranges and pays for any tree work required.

20 Finance and Governance

- a) To receive the Annual Accounts of Helmsley Recreation Charity, Reg'd No. 523358.
- b) To receive and consider RDC's Winter Maintenance rates.
- c) To consider giving the clerk delegated approval to replace out of order streetlight bulbs with LED bulbs/lanterns where practicable.
- d) To approve the clerk's decision to authorise expenditure on the following surveys by Elliott Consultancy Ltd:
- trees within the recreation ground at a cost of £300.00 plus VAT on behalf of Helmsley Recreation Charity.
 - trees within the churchyard at a cost of £100.00 plus VAT.
 - Further investigative inspections of Trees 225, 281, 312 at a cost of £100.00 plus VAT.
- e) To consider the draft budget for 2015-2016 (to be agreed at the January 2015 meeting when the precept is agreed).
- f) To consider writing off the £10,000 loan to Helmsley Recreation Charity as follows, £5,000 on the 1st April 2015 and £5,000 on the 1st April 2016.
- g) To agree payments and to sign cheques.

Staff salaries 2015-2016

Under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media may be excluded from the meeting during the consideration of the following item of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted. Please note: this does not apply during the decision making part of this item.

- h) To consider the SCPs for the office staff and the caretaker's pay.

Signed

Date