

HELMSLEY TOWN COUNCIL

Minutes of the Ordinary Meeting of Helmsley Town Council Meeting held in the National Park Meeting Room on Monday 26th October 2015 at 6:30pm

Present Councillors Swift (Chairman), Fairburn, Hawkins, Marsden, Parkin and Rose
Also Present 14 members of the public, District Councillor Snowden, County Councillor V Arnold, Ms Sharon Fox (NYCC Highways Area 4) Ms V Ellis (Town Clerk) and Mrs L Pryor (Assistant Clerk).

Part One – opening business

1 Apologies

Apologies were received from Councillor Duncombe and the reason for absence was approved.

2 Code of Conduct

Councillor Marsden declared a pecuniary interest in Agenda Items 11 and 12.

3 Public Comments

Members of the public address the council on the following matters:

- Thank you to the council for allowing them to address the council on fracking (shale gas extraction) and for the council for responding to consultations.
- A request for double yellow lines on Canons Garth Lane or at least the repainting of the existing lines.

4 Minutes

The council resolved to agree and sign the minutes of the Ordinary Meeting on the 28th September and the Extraordinary Meeting on the 30th September.

Part Two – For Information

5 NYCC Area 4 Highways, Kirby Misperton This agenda item was brought forward.

Ms Sharon Fox, Highways Customer Communications Officer, NYCC Area 4 Highways attended to address the council and answer questions. Councillor Parkin gave a slideshow and talked about the problems illustrated. The pictures, a map and a report are to be forwarded to NYCC as the council was advised to report all the problems at the same time.

a) NYCC Review of parking in front of the Black Swan. The deadline for a response from the Black Swan is the 13th November 2015. Fixed spaces are being considered.

b) NYCC Traffic Regulation Orders for Helmsley. NYCC apply for a TRO once a year due to cost. Ms Fox acknowledged the problems caused by Blue Badge holders and pointed out that some of the parking problems were obstruction and that the police could be involved.

c) NYCC Winter Grit Bin/Grit Heaps Review. Ryedale missed out on the reviews of other areas in the county 4 years ago. Locations decided by point system. Ms Fox will check the locations where the council queried the removal of grit heaps and bins. Ms Fox suggested a meeting between NYCC engineers and finance and some councillors.

d) The A170 Thirsk to Helmsley - consider a 40 mph speed restriction from the top of the hill. An accident history over the last 3 years influences the scores given by NYCC. Could look at other options such as improved signage and sightlines.

e) Cannons Garth - unrestricted parking on the northern aspect causes issues for emergency vehicles and farm traffic. Parking issues will increase as the houses are completed. Again, this is a TRO issue and Blue Badge parking.

f) Carlton Road/Bondgate Corner – danger of unrestricted parking at busy junction with lights. Some of the parking described was obstruction and a police matter.

g) Outside the old NatWest building and Claridges – the problems caused by Blue Badge holder parking. TRO needed.

h) No other matters with reference to Helmsley were raised.

6 Exchange of Information and items for next agenda

a) Chairman's Report

- The Sports and Social Club had nearly been refurbished and the Cricket Club had worked really hard. New carpet due to be delivered.
- Councillor Swift attended the Town Hall Trustees Meeting in October as the representative of the council and reported that the Trustees are encouraging the library to stay put.

b) Clerk's Report

- I. Annual Parish Assembly on Tuesday 3 May 2016 at 6:30pm, National Park Committee Room. Two Environment Agency officers will talk about the regulatory functions of the EA with reference to Shale Gas or 'fracking'.
- II. NYMNP New Member to be appointed by the Secretary of State for Environment, Food and Rural Affairs. [Applications](#) close 2nd November 2015.
- III. RDC Streetscene about plans for the Market Place. No progress on this project due to resource issues. Plan to look at it later in the year and there would be a consultation.
- IV. Documents received and sent to councillors:
 - a. Helmsley Town Council Autumn 2015 Newsletter.
 - b. [Response about procedure for Shale Gas applications](#) from Policy Analyst, Planning: Infrastructure & Environment Division, Dept. Communities and Local Government.
 - c. Kevin Hollinrake MP's [Report on his Fracking](#) Fact Finding Trip to the USA.
 - d. NY Police September News Update and Statistics.
 - e. The delegated response to [NYM/2015/0294/FL](#) and [NYM/2015/0295/LB](#) - The Crown Hotel, 21 Market Place, Helmsley. Appendix 1 (Ordinary Meeting 28 September 2015) *Appendix 1*
 - f. The delegated response to [NY/2015/0233/ENV](#) – KM8 Wellsite, Alma Farm, off Habton Road, Kirby Misperton, (ExtraOrdinary Meeting 30 September 2015). *Appendix 2*.
 - g. RDC Streetscene – update on plans for the Market Place – there will be a consultation.
 - h. Ryedale Market Towns July Meeting Notes. Next meeting February 2016 tbc.
 - i. NYCC [Bus Subsidy Reduction Report](#) and update.
 - j. YLCA Advice on the Recording of Meetings.

7 Planning and Tree: The council received a decision and notice of withdrawn applications

- a) **NYM MRA/2089** Trees in Conservation Area – Brimstone Cottage, 40 High Street, Helmsley for Mr Dacre. Removal of lower branches up to head height. **Decision** No Objection.(council not consulted)

The following applications have been withdrawn:

- b) **15/00987/HOUSE** Longhouse, Pottergate, Helmsley. Installation of internal staircase to allow access to first floor loft storage area for Mrs Emmy Burdon
- c) **13/01364/73A** Longhouse, Pottergate, Helmsley. Variation of Condition 12 of approval 12/00264/FUL dated 27.06.2012 to state 'The development hereby permitted shall be carried out in accordance with the following approved plan(s): Drawing no.968_AR50_06_' substitution of plan – increase in height of dwelling and alterations to windows and door for Mrs Emmy Burdon

8 Meetings, training and events: The council received reports

- a) SLCC Training Day 1 October at Wetherby. (The clerk, notes circulated).
- b) YLCA Ryedale Branch Meeting 7 October at Malton. (notes circulated)
- c) Meeting with Library Volunteers at the National Park Office 13 October to look around the building. Councillor Parkin and Martin Vander Weyer gave a verbal report
- d) RDC Parish Liaison 21 October at Malton. The clerk gave a verbal report.

9 Finance, Audit and Governance

- a) The council received and noted the [Bank Reconciliation](#) to the 30 September 2015.
- b) The council received and noted the [Running Budget](#) to the 30 September 2015.
- c) The council noted the following payment by Direct Debit to NEST Pension Scheme, £334.84 submitted on 20th October 2015.
- d) The council noted that the Roman Coins, value £600, had been added to the Asset Register and the council's insurance policy.

Part Three – for determination**10 Planning Applications: The council considered the following applications:**

- a) **Application No.** [NYM/2015/0652/FL](#) **Address** 18 Market Place, Helmsley
Proposal Alterations to building to include blocking up of windows, installation of new door, re-rendering works, alterations to fenestration, replacement handrail and installation of drainage channel. **Applicant** Thomas of York Ltd **Decision Support**
- b) **Application No.** [15/01134/LBC](#) **Address** 39 Bridge Street, Helmsley **Applicant** Mr D Boddy
Proposal External and internal alterations to include conversion of store room to form an office, 3no. replacement Yorkshire sliding sash windows to south and east elevations, 3no. replacement casement windows to north elevation and replacement quoins to north elevation.
Decision Support

11 Helmsley Town Council Library Volunteers

Motion from Jeanne Brown, a Helmsley Town Council Library Volunteer
 “The Helmsley Library volunteers are working to keep the town library in its present location in the Town Hall. We are asking for a commitment from the Town Council to assist the Town Hall trustees and the Community Led Library to cover any shortfall that may occur.”
Decision The council resolved that it was not in a position to offer an open-ended financial commitment as it cannot afford to do so and would not be demonstrating best financial practice. A grant application could be made. The council is supporting the library by providing staff time.

12 Helmsley Library

- a) The council considered an Expression of Interest received on the 26th October from Bev Nicholson and resolved to support it in principle but not to commit itself to financial support at this stage. This does not exclude the council from supporting other Expressions of Interest.
- b) The council resolved that it would support a move to the North York Moors National Park Authority if NYCC decide it is feasible, it is their preferred option and on proviso that all avenues have been explored with the Town Hall Trustees. The council would like to see the Town Hall prosper and the library remain where it is but the library location has to be sustainable and it is important not to lose the library service in Helmsley.

13 Streetlights

- a) The council resolved to replace streetlight 23 Ashdale Road, removed by Northern Powergrid when one of their poles was replaced, with a new lantern if possible, or a column. The clerk was asked to contact NP about the siting of their new pole as it is obstructing the pavement.
- b) The council noted that the contract with NYCC is operational, 21 lights with faults have been reported, and that the work will include at least 3 reconnections at a cost of around £1,500.

14 Meetings and Events: To consider attendance

- a) Ryedale Five Towns at Kirkbymoorside on Tuesday 10 November 2015. Councillors Duncombe, Marsden and the clerk.
- b) Kirkbymoorside Police and Community Consultation Group, 19 November at Helmsley (Councillor Swift)

15 Policies

The council resolved to amend Standing Order 9 as recommended by the clerk.

16 Litter Bin

The council considered installing a litterbin near the seat by the bridge and beck by Church Street at a cost of around £300-£400.
 Councillor Parkin informed the council that there may be one at the Recreation Charity that could be used. Councillors are to have a site visit and the item will be reconsidered at the November meeting with a view to adding its purchase to the 2016-2017 budget.

17 Local Council Award Scheme - Foundation Level

- a) **The council resolved that it publishes online:**
- 1 Its standing orders and financial regulations
 - 2 Its Code of Conduct and a link to councillors' registers of interests
 - 3 Its publication scheme
 - 4 Its last annual return
 - 5 Transparent information about council payments

- 6 A calendar of all meetings including the annual meeting of electors
- 7 Minutes for at least one year of full council meetings and (if relevant) all committee and sub-committee meetings
- 8 Current agendas
- 9 The budget and precept information for the current or next financial year
- 10 Its complaints procedure
- 11 Council contact details and councillor information in line with the Transparency Code
- 12 Its action plan for the current year
- 13 Evidence of consulting the community
- 14 Publicity advertising council activities
- 15 Evidence of participating in town and country planning

The council resolves that it has:

- 16 A risk management scheme
- 17 A register of assets
- 18 Contracts for all members of staff
- 19 Disciplinary and grievance procedures
- 20 A policy for training new staff and councillors
- 21 A record of all training undertaken by staff and councillors in the last year
- 22 A clerk who has achieved 12 CPD points in the last year

- b)** The council resolved to apply for Foundation Level Accreditation and resolved to pay the fee of £50 to the YLCA.

18 The Limes Play Area – Grant Application and Consultation

- a)** The council resolved to carry out a consultation at Helmsley School about play equipment for The Limes Play Area for a grant application of up to £10,000.
- b)** The council resolved to appoint Mrs D Farley to make a grant application for play equipment at a cost of £75.

19 Meeting Documents

The council considered if it wished to make as many meeting documents as possible available on its website by printing out where links cannot be provided, redacting where necessary, scanning and putting onto its website and resolved that as this would be time consuming for the staff instead that it would aim to provide a file with copies of documents that were not online for the decision section of the meeting where online links or copies were not available.

20 Working Group - Shale Gas

This item was deferred. Councillor Rose will draft a proposal for the next meeting.

21 Finance, Audit and Governance

Unity Bank and HSBC

- a)** The council resolved that it would have only a Unity Current A/C and not a Deposit Account as no interest is paid.
- b)** The council resolved to leave the HSBC Current A/C open for up to 6 months and to leave a balance of £1,000 in the account.
- c)** The council resolved to write a cheque to transfer £10,000 from the HSBC Current Account to the Unity Current Account.

Recreation Charity (Appendix 4)

- d)** The council noted that a cheque for £601.69 will be received by the council from the Recreation Charity towards the building renovation costs and that this payment together with the balance of a grant from RDC of £2,105.84 will, when added to the 106 funding, balance the expenditure incurred by the Town Council in respect of the Sports facility on Baxtons Road. [Spreadsheet Summary](#)
- e)** The council agreed the final payments of £20,185.20 (Net £16,821, Vat £3,364.20, chq no 101508) to S & GM Clements Ltd and £4,449.41 (Net £3,707.84, Vat £741.57) to D.A. Dowkes Electrical for the second stage of work at the Sports facility and the cheques were signed.

Other

- f) The council agreed to donate £17 for a wreath for Remembrance Day 2015.
- g) The council agreed the purchase of a Voice Recorder for use at meetings for under £70 on sale or return if it did not record adequately.
- h) The council resolved to transfer £500 from two accounts, Travel Expenses and General Maintenance Budgets, into Contingency.
- i) Councillors did not add to the draft budget list and Councillors Duncombe, Parkin and Swift were appointed to help the clerk draft the budget.
- j) The council agreed the following payments and the cheques were signed.

			NET	VAT	TOTAL
101508	S & G M Clements Ltd	Sports clubhouse works	£16,821.00	£3,364.20	£20,185.20
101509	D A Dowkes Electrical Ltd	Sports clubhouse works	£3,707.84	£741.57	£4,449.41
101510	Philip Thompson	Hire of hedgecutter	£19.90	£3.98	£23.88
101511	Ryedale Printing Works Limited	A3 paper	£9.00	£1.80	£10.80
101512	NYMNPA	Office & Room Hire + IT support	£710.22	£24.80	£735.02
101513	Getmapping plc	Parish Online subscription	£28.00	£5.60	£33.60
101514	Keith Sanderson	Helmsley Archive photo printing	£36.14	£5.00	£41.14
101515	Royal British Legion	Remembrance wreath	£17.00		£17.00
101516	Yorkshire Local Councils Associations	Foundation Level of Award Scheme	£50.00		£50.00
101517	Kirby Misperton Parish Council	KM8 documents display work	£25.00		£25.00
101518	V Ellis	Mileage & expenses	£68.69		£68.69
101519/20/21	Staff Salaries x 3	Staff Salaries x 3	£1,503.39		£1,503.39
101522	HMRC	PAYE/NI	£141.78		£141.78
101523	Helmsley Town Council	Transfer of funds HSBC Current A/C to Unity Bank Current A/C	£10,000.00		£10,000.00
		TOTAL	£33,137.96	£4,146.95	£37,284.91

Signed**Date**

Appendix 1

[NYM/2015/0294/FL](#) and [NYM/2015/0295/LB](#) - The Crown Hotel, 21 Market Place, Helmsley

Decision The plans are an improvement but the council has concerns about the provision of parking.

Appendix 2

[NY/2015/0233/ENV](#) - KMA Wellsite, Alma Farm, off Habton Road, Kirby Misperton, North Yorkshire

Decision Helmsley Town Council opposes application [NY/2015/0233/ENV](#) ('the application') on the following grounds.

1.0 The application is inconsistent with the following policies set out in the Ryedale District Council Local Plan Strategy (adopted 05/09/13):

SP6, Delivery and Distribution of Employment/Industrial Land and Premises
 SP12, Heritage
 SP13, Landscapes
 SP14, Biodiversity
 SP16, Design
 SP17, Managing Air Quality, Land and Water Resources
 SP20, Generic Development Management Issues (Character; Design; Amenity and Safety; Access, Parking and Servicing)

2.0 The application is inconsistent with the following 'saved' policies set out in the North Yorkshire Minerals Local Plan, adopted 1997:

3/5, Building Sand, Non-Aggregate & Energy Minerals
 4/1, Determination of Planning Applications
 4/5, Other Areas of Landscape Quality
 4/6, Nature Conservation and Habitat Protection - National/International
 4/10, Water Protection
 4/13, Traffic Impact
 4/14, Local Environment and Amenity
 4/17, Importation of Waste

3.0 Other material considerations:

- Erosion of Ryedale's rural character by industrialisation, and precedent created by approval of this application
- Impact on tourism and consequent loss of income and jobs
- Increase in HGV movements through Helmsley and the surrounding area
- Groundwater pollution risks and insufficient baseline monitoring as required by The Infrastructure Act (2015)
- Minerals and Waste Joint Plan Issues and Options Supplementary Sites Consultation – Summary of Responses (May 2015), comments nos. 0013, 0332, 0016, 0491, 0399, 0018, 0500, 0017, 0015, 0182

Helmsley Town Council would wish to draw the committee's attention to the Eighth Report of the Government's Environmental Audit Committee, Environmental Risks of Fracking, (21st Jan 2015), with specific reference to point 2 of the 'Conclusions and Recommendations' which calls for "a moratorium on the extraction of unconventional gas through fracking", point 4 which questions the efficacy of the existing regulatory regime, and point 17 which states that "public acceptance is critical in determining whether fracking should continue in the UK" - members of the Council contend that Helmsley townspeople would not accept fracking in Ryedale.

Helmsley Town Council, in addition to supporting the Government's Environmental Audit Committee's Recommendations in the above paragraph, would support a five year moratorium as recommended in the report by Medact, Health and Fracking: The impact and Opportunity Costs, (2015), p32, cited below:

“On the basis of our existing knowledge, it would be both prudent and responsible to call for, at the very least, a five year moratorium on all activities related to shale gas development, in order to provide the time to:

- a. Learn from more research that will be published in due course
- b. Debate and correct the deficiencies and uncertainties that have been identified in the current regulatory system
- c. Conduct a comprehensive and holistic health impact assessment that accounts for all the potential risks to health, including their cumulative and compound effects on each other; and be tailored to the specific geological, economic, environmental and social characteristics of the areas targeted for fracking; and be based on projected levels of fracking at an industrial scale.

On top of this, any consideration about the safety of fracking must incorporate an assessment of its impact on GHG emissions and climate change. Global warming is a real phenomenon, and there is virtually complete scientific, public and political consensus that is driven largely by man-made GHG emissions.”

Helmsley Town Council hereby formally opposes the application and recommends that permission for this development is refused.