

**HELMSLEY TOWN COUNCIL**  
**AGENDA for the Monthly Meeting of Helmsley Town Council**  
**to be held in the National Park Meeting Room on Tuesday 29<sup>th</sup> March 2016 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 Ordinary Meeting on the 29<sup>th</sup> February 2016.

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

**a) Chairman's Report**

**b) Clerk's Report**

- I. Update requested from NYCC on Black Swan Car Parking Review on 1<sup>st</sup> and 10<sup>th</sup> March 2016.
- II. Black Swan Yard name agreed by RDC - no sufficient basis to overrule developer's suggestion.
- III. Resident's complaint - horses trampling daffodils on verge between The Limes & Harome Bridge.
- IV. Woodland Trust – free pack of 30 hedgerow trees received for the Old Cemetery.
- V. Streetlights. NYCC has confirmed that the programme of replacements ordered in 2014 and 2015 has been completed, plus the installation of LEDs on Ashdale Road and Station Road (instead of PECs). Invoice will probably be received by the end of April. NYCC's inventory for billing purposes (LEDS using less energy than the old mercury lights) has been updated.
- VI. Churchyard – Cherry Tree No. 199 will not be felled. Planted as a memorial to Mr John Atkinson.
- VII. Helmsley Library. Negotiations about leasing to a Community Group are ongoing between the Town Hall Trustees and NYCC.
- VIII. **Documents received and sent to councillors:**
  - a. Helmsley Post Office decision – move to CostCutter.
  - b. Helmsley and Kirkbymoorside Crime statistics and Newsletter
  - c. Email from Helmsley in Business about the Tour de Yorkshire.
  - d. Email from donor of Golden Jubilee Bench on Carlton Road by entrance to Ashdale Wood about the damaged being caused to the verge around the bench by a vehicle parking.
  - e. NYMNPA Western Area Parish Meeting Notes July 2015.
  - f. FOI request from Russell Scott - contact between the Council and Councillors (optional disclosure for the latter) and Cuadrilla, UKOOG, Ineos (inc. companies appointed by the companies listed above).
  - g. NYCC Changes at Household Waste Recycling Centres.
  - h. NYCC Planned Road Closure Notification Cow House Bank for 5 Days between 1/4/16 – 30/9/17.
  - i. NYCC Highways Capital Programme 2016-2017.
  - j. NYCC Changes to Supported Local Bus Services from 2016.
  - k. Kevin Hollinrake MP and Toby Horton Ukip Candidate at General Election – various EU Debates.
  - l. The Federation of Ryedale, Helmsley, Kirkbymoorside and Sinnington Schools has gone ahead.
  - m. YLCA White Rose Update March 2016.

**Part Two – for determination**

**6 Planning Applications. To consider the following applications:**

- a) Application [16/00292/HOUSE](#) Applicant Mr P Pearce Location 6 Bells Court, Helmsley  
Proposal** Erection of a two storey side extension and first floor rear extension replacing existing attached single garage.
- b) Application [NYM/2016/0149/FL](#) Applicant Mrs D Davenport Location 13 Carlton Road  
Proposal** Construction of stone walls and gate piers together with railing and erection of gates to vehicular access (retrospective).
- c) Application [NYM/2016/0158/FL](#) Applicant Mr S Hall Location 5 Bondgate, Helmsley.  
Proposal** Construction of replacement single storey rear extension.

**7 Tour de Yorkshire**

- a)** To note that at present the only organisation holding an event in Helmsley Market Place is the RNLi with their Pirate Ship.
- b)** To consider arrangements for Helmsley when the Tour de Yorkshire comes through the town on Sunday 1<sup>st</sup> May 2016.

**8 Sport and Recreation**

- a)** To consider suggesting to the NYMNPA that the field immediately north of the Helmsley Recreation Charity Carpark is rented by the Town Council for sport and recreation instead of the 'Hockey Field', where it will be close to the planned Extra Care Unit.

b) To consider getting quotes for professional help for the required planning application and, if required, an application to modify the Helmsley Development Plan.

**9 Feversham Monument**

- a) To note that the cross at the apex of was considered to be too heavy for the larger hydraulic platform and was strapped up instead of being removed.
- b) To consider the appointment of Mr Pace, for continuity, to specify the works, seek tenders and for one visit to oversee installation of the cross and the securing the pinnacle tops, and for certifying the work.
- c) To consider quotations for the repairs as per the Investigative Survey - Mr P Pace, 24/02/16.
- d) To consider applying for grants to fund repair work to the Monument.

**10 Policies**

- a) To consider the draft Memorial Inspection Policies for the Churchyard and Cemeteries.
- b) To consider who inspects the memorials and the timing of the inspection.
- c) Cemetery Policy: To consider amending the size of Memorials in the Cemetery Rules from headstones 27" height x 21" width x 3" depth, plinth 3" height x 24" width x 12" depth to headstone 30" height x 24" width x 4" depth, plinth 4" x 30" x 12".
- d) To consider the draft Grants Policy.

**11 Newsletter**

To suggest items for the Spring Newsletter.

**12 Meetings, Representatives and Personnel Working Group: To consider attendance:**

- a) Western Area Parish Forum - Thursday, 21 April 2016 at 7.15pm at Cold Kirby Village Hall.
- b) NYMNPA Planning Parish Training Event – Tues 26 April 5:45-8pm (2 places, reserves list).
- c) To consider appointing a representative to an outside working group which will aim to encourage NYCC to adopt a policy to mitigate any adverse impact of fracking in the area if and when fracking becomes widespread.
- d) SLCC Regional Conference/Roadshow at Sedgefield on Saturday 6th July, £69.
- e) To appoint a third member of the Personnel Working Group (30/11/15-Minute 22).

**13 Finance, Audit and Governance**

- a) Streetlight: To note that No. 67 Baxton's Road is out and is irreparable. To consider its replacement with either a standard or a decorative light.
- b) To agree to the terms of the NYCC Locality Grant of £700 for two Town Signs and to authorise two councillors to sign the acceptance form.
- c) To receive and consider the Asset Register as of 29<sup>th</sup> March 2016.
- d) To review the Risk Assessment.
- e) To consider if any changes are required to the council's insurance schedule with regard to the reviewed Asset Register and Risk Assessment.
- f) To receive and consider the report of Councillors Audit for December-February inclusive undertaken by Councillors Duncombe and Swift on the 15<sup>th</sup> March.
- g) To consider transfers (virements) from budgets in credit to those overspent by £100 or 15% except for the Helmsley Recreation Charity budget which was reimbursed by the Charity.
- h) To agree payments, to sign cheques and to authorise two councillors to undertake the Unity Bank transactions.

**Part Three – For Information**

**14 Planning: To receive decisions**

No decisions received.

**15 Meetings, training and events: To receive reports**

- a) Ryedale Five Towns at, Malton 8th March 2016 at 7:00pm. Councillors Rose and Parkin.
- b) Ryedale Market Towns Promotion Wed 9<sup>th</sup> March, RDC at 10:00am. The clerk.
- c) Helmsley in Business Meeting Monday 14<sup>th</sup> March at 6:00pm. Councillor Swift.
- d) Fracking Working Group update.
- e) SLCC Training Day Sat 19<sup>th</sup> March at Helmsley attended by Councillors Swift, Marsden & Rose and the clerk.

**16 Finance, Audit and Governance**

- a) To note the payment of £334.84 by Direct Debit to NEST Pension Scheme in March.
- b) To receive and note the [Bank Reconciliation](#) to the 29<sup>th</sup> February 2016.
- c) To receive and note the [Running Budget](#) to the 29<sup>th</sup> February 2016.

**Signed**

**Date**