

HELMSLEY TOWN COUNCIL

Minutes of the Monthly Meeting of Helmsley Town Council

held in the National Park Meeting Room on Tuesday 29th March 2016 at 6:30pm

Councillors Present Councillors Duncombe (chairman), Fairburn, Hawkins (from 7:00pm), Marsden, Parkin, Rose and Swift.

Also Present 4 members of the public, Ms V Ellis (Town Clerk) and Mrs L Pryor (Assistant Clerk).

Part One – opening business

1 Apologies

All councillors were present.

2 Code of Conduct

Councillor Duncombe declared an interest in Items 8a and 8b, and a non-pecuniary interest in 9 as the Estate employs the architect. Councillor Parkin declared an interest in Items 8a & 8b and a non-pecuniary interest in Item 10d.

3 Public Comments

No members of the public wished to speak.

4 Minutes

The council resolved to agree and sign the minutes of the Ordinary Meeting on the 29th 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 1st and 10th 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. Invoice will probably be received by the end of May. NYCC's inventory for billing purposes 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. The council considered the following applications:

- a) **Application** [16/00292/HOUSE](#) **Decision** No objection **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](#) **Decision** No objection **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](#) **Decision** No objection **Applicant** Mr S Hall
Location 5 Bondgate, Helmsley. **Proposal** Construction of replacement single storey rear extension.

7 Tour de Yorkshire

- a) The council noted that at present the only event in Helmsley Market Place is a Pirate Ship.
- b) Helmsley in Business is planning to “dress the town” for when the Tour de Yorkshire comes through the town on Sunday 1st May 2016.

8 Sport and Recreation – ‘Hockey Field’

- a) The council resolved to suggest 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) The council resolved to wait for an answer from the NYMNPA before considering 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) The council noted that the cross at the apex was considered to be too heavy for the larger hydraulic platform and that it was strapped up instead of being removed at this stage.
- b) The council resolved to seek the appointment of Mr Pace, Architect, 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) The council noted that 3 quotations had been sought but only one was received by the deadline. The council resolved to accept the quotation from Ebor Stone Ltd for the repairs as per the Investigative Survey - Mr P Pace, 24/02/16, and noted that additional screening might be required to restrict access to the scaffolding.
- d) The council noted that whilst the NYMNPA might grant up to 50% of the cost, there seem to be no other sources of funding available for repair work to the Monument.
- e) The council noted that Mr P Pace has recommended that the Monument has an Investigative Survey every five years.

10 Policies

- a) The council resolved to adopt the draft Memorial Inspection Policies for the Churchyard and Cemeteries.
- b) The council resolved to carry out a thorough inspection of the memorials on a five-year cycle, with a full visual check made annually. Councillor Fairburn and the Clerk to organise. A churchwarden will be present.
- c) Cemetery Policy: The council resolved to amend 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: headstones 30” height x 24” width x 4” depth, plinth 4” x 30” x 12”.
- d) To consider the draft Grants Policy. This item was deferred pending advice from the YLCA but in the meantime the clerk would write some guidance about the availability of grants.

11 Newsletter

Items suggested for the Spring Newsletter. Grants received (owl boxes), Tour de Yorkshire, Environment Agency talk, Recreation club, streetlights, dog fouling, Roman coins, unsung litter heroes, fracking (info in library), Feversham memorial works. The clerk will research cheaper printing than the current arrangements.

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. Councillors Duncombe, Fairburn and Parkin.
- b) NYMNPA Planning Parish Training Event – Tues 26 April 5:45-8pm (2 places, reserves list). Councillors Duncombe & Swift with Clerk in reserve.
- c) The council resolved to appoint Councillor Rose to act as its representative to an external 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. The Clerk.
- e) The council resolved to appoint Councillor Rose as a third member of the Personnel Working Group (30/11/15-Minute 22).

13 Finance, Audit and Governance

- a) Streetlight: The council noted that LP67 Baxton's Road is out and irreparable, and it resolved to replace it with a standard streetlight.
- b) The council agreed to the terms of the NYCC Locality Grant of £700 for two Town Signs and Councillors Duncombe & Parkin signed the acceptance form.
- c) The council received and reviewed the Asset Register which had a value of £95,497.18 on the 29th March 2016.
- d) The council reviewed the Risk Assessment.
- e) The council considered no changes were required to the council's insurance schedule with regard to the reviewed Asset Register and Risk Assessment.
- f) The council received and considered the report of satisfactory for the Councillors Audit for December-February inclusive undertaken by Councillors Duncombe and Swift on the 15th March.
- g) The council resolved to vire (transfer) from budgets in credit to those overspent except for the Helmsley Recreation Charity budget which was reimbursed by the Charity.
- h) The council agreed to the following payments and authorised Councillors Duncombe and Swift to undertake the Unity Bank transactions.

		NET	VAT	TOTAL
Keith Sanderson	Helmsley Archive photo printing	£11.29	£1.16	£12.45
Yorkshire Local Councils Associations	Membership	£501.00		£501.00
L Pryor	Lever arch files & paint for caretaker	£20.14		£20.14
V Ellis	Mileage & expenses	£194.68		£194.68
V Ellis	Portable recording device	£80.87		£80.87
Staff Salaries x 3	Staff Salaries x 3	£1,341.26		£1,341.26
HMRC	PAYE/NI	£169.22		£169.22
The Helmsley Estate	Wayleaves x 8	£0.40		£0.40
Ebor Stone Co Limited	Feversham monument work	£440.00	£88.00	£528.00
	TOTAL	£2,758.86	£89.16	£2,848.02

Part Three – For Information**14 Planning: To receive decisions**

No decisions received.

15 Meetings, training and events: The council received verbal reports:

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

16 Finance and Governance

- a) The council noted the payment of £334.84 by Direct Debit to NEST Pension Scheme in March.
- b) The council received and noted the [Bank Reconciliation](#) to the 29th February 2016.
- c) The council received and noted the [Running Budget](#) to the 29th February 2016.

Signed

Date