

HELMSLEY TOWN COUNCIL
AGENDA for the Monthly Meeting of Helmsley Town Council
to be held in the National Park Meeting Room on Monday 26th September 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 30th August 2016.

5 Exchange of Information and items for next agenda

- a) **Chairman's Report**
- b) **Clerk's Report**
 - i. **Documents received and sent to councillors:**
 - a. North Yorkshire Police News.
 - b. YLCA Training Events.

Part Two – for determination

6 Planning Applications To consider the following applications

- a) **Application No.** [NYM/2014/0808/FL](#) Amended Details/additional information
Applicant Wharfedale Homes **Proposal** Construction of 61 no. dwellings (37 no. open market and 24 no. affordable) with associated garages, parking, access and landscaping works.
- b) **No.** [16/01468/HOUSE](#) **Applicant** Mr and Mrs Rusling
Proposal Erection of two storey extension and attached outbuilding to rear elevation following demolition of existing single storey extension and attached outbuilding
Location 11 Pottergate, Helmsley YO62 5BX

7 Town Crier

- a) To note that Helmsley In Business Committee has voted unanimously to appoint Mr David Hinde as Helmsley Town Crier and that Mr Hinde has confirmation from the Secretary of The Ancient & Honourable Guild of Town Criers that he can represent Helmsley on a voluntary basis if the council formally recognises the appointment.
- b) To consider confirming that as “‘Helmsley In Business’ would like to appoint David Hinde as Official Town Crier for Helmsley that the appointment by ‘Helmsley In Business’ is formally recognised by Helmsley Town Council”.

8 State of the Market Place – bins and detritus around buildings

To discuss the appearance of the market place, in particular the wheelie bins around the monument, the lack of recycling bins and the litter which when blown around settles at the front of the Town Hall.

9 Community First Responders

To consider inviting Robin Derry, Senior Emergency Planning Officer, NYCC, and a colleague from Yorkshire Ambulance Service to address the council about the Community First Responders scheme.

10 Consultations. To consider a response:

- a) [NYMNPA New Local Plan – First Steps](#)¹. To receive the draft Local Plan and to note that Mr Fellows, Head of Strategic Policy at the National Park, will attend the meeting on the 31 October.
- b) NALC Developing Capacity in Smaller Councils survey.

¹ Please note that the new *Local Plan* will eventually sit alongside the current *Helmsley Local Plan* and policies in both will apply to the town. Nothing in the new *Local Plan* will replace or supersede existing policies in the *Helmsley Plan*.
Paul Fellows, Head of Strategic Policy, NYMNPA

c) [Local government finance settlement 2017 to 2018: technical consultation](#) – referendum principles may be extended to parish council precepts.

11 Tree Survey

To receive the Tree Survey and to consider further action.

12 Meetings and Training: To consider attendance and to arrange Councillors' Audit:

- a) YLCA Ryedale Branch Tuesday 4 October at 7:00pm at Ryedale House.
- b) NYMNPA Western Parish Forum Thursday 13 October at 7.15 pm at Coxwold Village Hall.
- c) To arrange Councillors' Audit.

13 Finance

- a) To consider a grant application from Musical Memories.
- b) To consider a grant application from Ryedale Book Festival.
- c) To agree payments and to appoint two councillors to authorise the Unity transactions.

Part Three – For Information

14 Planning. To receive decisions

None received.

15 Meetings, training and events: To receive reports

- a) NYMNPA 2016 Joint Parish Forum 31 August 2016. Councillor Duncombe.
- b) RDC Helmsley Town Team Pilot 6 September 2016. Councillor Duncombe.

16 Finance, Audit and Governance

Annual Return/External Audit

- a) Year end accounts 2016-2016: the Annual Return and the External Auditor's Report.
 - i) To note that copies of the Notice of conclusion of Audit and right to inspect the Annual Return were posted on the noticeboard on the 20 September and on the website on the 13 September 2016.
 - ii) To note that the External Auditor has issued their certificate and opinion, and stated that the audit of the annual return for the year ended 31 March 2016 was complete, and that "on the basis of our review, in our opinion, the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met."
 - iii) To note that the External Auditor stated that there were no "other matters not affecting our opinion which we draw to the attention of the council"

Other

- b) To note the payment by Direct Debit to the NEST Pension Scheme in September.
- c) To receive and note the [Bank Reconciliation](#) to the 30 September 2016.
- d) To receive and note the [Running Budget](#) to the 30 September 2016.

17 Staffing Matters: Job Evaluations

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 at the time a decision is made by the council.

- a) To receive and note the Job Evaluations for the role of Clerk and Assistant Clerk undertaken by the YLCA in August 2016.
- b) To arrange a meeting of the Staffing Working Group to make recommendations to the council in October.

Signed

Date