

HELMSLEY TOWN COUNCIL

MINUTES of the Helmsley Town Council Meeting held in the National Park Meeting Room on Monday 27th February 2017 at 6:30pm

Present Councillors Duncombe (Chairman), Fairburn, Hawkins, Marsden, Parkin and Rose.

Also present Mr Robin Derry of NYCC, 5 members of the public, Ms V Ellis (Town Clerk) and Mrs L Pryor (Asst. Clerk)

Part One – opening business

1 Apologies

Apologies were received from Councillor Swift and the reason was approved.

2 Code of Conduct

Councillor Duncombe declared a Pecuniary interest in Items 7a) and 7c).

3 Public Comments

There were no comments from the public for future consideration.

4 Minutes

The council resolved to agree and sign the minutes of the Ordinary Meeting on the 30th January 2017 and of the Additional Meeting (Planning) on the 10th February 2017.

Exchange of Information and items for next agenda

5

a) Chairman's Report

b) Clerk's Report.

Information:

I. RDC has agreed to extend the period of notice for the removal of the defibrillator to six months, if should they ever decide to remove it from the public toilets on Borogate.

Documents received and sent to councillors:

II. Black Swan s106 funding. A previously unknown utility supply crossing the site has been discovered. Completion of last unit may be end of February/early March.

III. Email from resident about the planning application by Helmsley Recreation Charity Trustee (the council) to site the gym at the southern end of the field.

IV. Emails from Helmsley in Business about the closure of the Visitor Information Point at the bookshop and possible new arrangements from Welcome to Yorkshire.

V. Copy email from HIB to RDC about traffic wardens issuing tickets between 6pm and 6:30pm, the last half hour, in the Market Place.

VI. Emails from Helmsley in Business and residents about the market and the lack of stalls. A discussion was held, and a member of the public and a representative of Helmsley in Business addressed the council about their concerns for the future of the market and how markets are run and are performing in nearby market towns. A meeting will be arranged with invitations issued to representatives from the stallholders, Helmsley in Business, the Town Hall, Helmsley Town Council (Councillors Duncombe and Hawkins) and Ryedale District Council.

VII. Ryedale Community Transport Wheels to Work - Press Release about funding.

VIII. [NYMNP Tourism Workshop](#) 7th March 2017

IX. Moorsbus update.

X. Rural Action Yorkshire Extraordinary General Meeting, Dishforth Village Hall on 14th March.

XI. Apologies were received from District Councillor Steve Arnold and District/County Councillor Val Arnold.

6 Mr Robin Derry, Senior Emergency Planning Officer, NYCC. This agenda item was brought forward and followed Agenda Item No. 4

Mr Derry addressed the council about Emergency/Community Resilience Planning and answered councillors' questions, before leaving a copy of the Community Emergency Plan template for consideration. A shorter version should be available soon.

If the council decides to go ahead, he will help produce and promote the plan. It will enable residents to be assisted before the 'blue light' services arrive. Maps available on request.

Part Two – For Determination

7 **Planning Applications. The council considered the following applications:**

- a) **Town & Country Planning Act section 257. Proposed diversion of Helmsley Footpath 24 Ashwood Close Helmsley YO62 5AW & YO62 5AP** Grid Reference SE 6115 8432
To divert a short central section of this footpath. The residential development is to extend west to abut footpath 717024 in field No.2327 and north a little way into field 2051.
Decision No objection
- b) **Application No.** [NYM/2017/0027/FL](#) and [NYM/2017/0031/LB](#) (listed building consent)
Applicant Mr & Mrs A Firth **Address** 40 High Street, Helmsley
Proposal installation of replacement double glazed timber Yorkshire sliding sash windows
Decision No objection. The council particularly welcomes the proposed use of timber-framed Yorkshire sliding sash windows.
- c) **Application No.** [NYM/2017/0028/OHL](#) (amended) **Applicant** Northern Powergrid
Proposal diversion of 11000 volts overhead line (approx. route length 580m)
Note: distance of power lines amended, see 2nd application
Address 23 Carlton Road and east of Carlton Road, Helmsley **Decision No objection**

8 **Ryedale District Council – Flood Grant Scheme. Deferred until the March meeting.**

To consider setting up a Community Resilience Group, to undertake a Community Resilience Plan (NYCC template) and to apply to RDC for a grant. The scheme is also open to community groups.

9 **Consultations: The council had read the clerk's draft responses and delegated completion of the consultations to the clerk.**

- a) National Association of Local Councils (NALC). Tree Charter Survey.
b) NYCC. [A new proposed approach to prioritising management and maintenance of public rights of way](#) within North Yorkshire, excluding those managed for NYCC by National Parks.

10 **Mapping**

The council ratified the cost of £22.02/hour by the National Park to digitise the verges and grass cutting maps.

11 **Cemetery**

The council agreed a quote of £2,000 from Allgardens for filling in some of the holes in the cemetery, e.g. where grave surrounds have been removed, subject to a successful grant application to the NYMNPA. The rest of the grant application will cover the restoration of the memorials as previously agreed.

12 **Policies and Helmsley Town Council Action Plan**

- a) The council agreed that the clerk should update the Plan after every council meeting with any projects or grant applications etc. (not routine work and tasks) which involve staff and/or councillors, so that the Plan more accurately reflects the work of the council than it does with six-monthly reviews.
b) The council resolved to adopt the Facebook Use Policy.
c) The council resolved to adopt the Social Media for Councillors Policy.

13 **Meetings**

Ryedale Five Towns Meeting on Tues 7th March at Church House, Kirkbymoorside. Councillors Duncombe and Marsden and the Clerk to attend.

14 **Finance and Councillors' Audit**

- a) The council reviewed the terms of reference and scope of Councillors' Audit and were satisfied that it had been updated to reflect the use of accounting software.
b) The council reviewed the work and effectiveness of Councillors' Audit and were satisfied with the procedures and reports.
c) The council resolved to pay £1,750 plus VAT for Helmsley Recreation Charity's heaters (which are due to be awarded s106 funding of £1,750) before the receipt of the s106 funds by the National Park, as the council will be able to reclaim the grant and the VAT element.
d) The council resolved to issue a grant of £150 to Moorsbus Community Interest Company. The clerk will provide various grant application forms for consideration at the next meeting.

- e) The council agreed the following payments and authorised Councillors Hawkins and Parkin to undertake the Unity transactions.

Payee	Detail	Net	VAT	Total
HMRC	PAYE/NI	£184.68		£184.68
J Toogood (JRT Agricultural Services)	Viking mower service	£115.70	£23.14	£138.84
M J Young Tree Services	Tree works	£680.00		£680.00
Ryedale District Council	Install & power defibrillator	£240.00		£240.00
Salaries	Staff salaries x 3	£1,549.11		£1,549.11
Society Local Council Clerks	2 x attend AGM/training day	£50.00		£50.00
Victoria Ellis	Mileage & expenses	£34.24		£34.24
		£3,298.54	£23.14	£3,321.68

Part Three – For Information

15 Planning. To receive decisions.

None received

16 Meetings. The council received a report.

YLCA Ryedale Branch 31st Jan. Notes by the clerk circulated and information via YLCA about NYCC Highways reporting, RDC Parish Liaison minutes and links and information pages. Minutes from YLCA to follow.

17 Finance

- a) The council received and noted the Bank Reconciliation to the 31 January 2017.
 b) The council received and noted Running Budget to the 31 January 2017.
 c) The council noted the payment by Direct Debit to the NEST Pension Scheme in February.

Signed

Date