

**HELMSLEY TOWN COUNCIL**  
**AGENDA for an Additional Meeting of Helmsley Town Council**  
**to be held in the National Park Meeting Room on Monday 21<sup>st</sup> August 2017 at 2:00pm**  
**Please note the time as it is an additional meeting.**

**Part One – opening business**

**1 Apologies**

To receive apologies and to 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 31<sup>st</sup> July 2017.

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

**a) Chairman's Report**

**b) Clerk's Report**

- i. NYCC Highways – will clear the vegetation off the pavement beyond Ryegate Bridge by the A170.
- ii. Highways will inspect the pavement to south of Linkfoot Lane following a complaint about grass narrowing the pavement making it difficult for mobility scooters and an overgrown hedge.
- iii. Complaint about coach emptying chemical toilet in Cleveland Way Car Park.
- iv. Letter received from Cllr Oxley, Chairman of RDC thanking the council for the donation.

**Documents received and sent to councillors:**

- a. 4 Storey Close (Boulton & Cooper Stephensons) for sale to local person.
- b. Complimentary email from visitor about overnight Motorhome Parking – with Facebook posts.
- c. Complaint about appearance of Old Cemetery.
- d. Visitor complaint about no TIC.
- e. Scarborough BC. Reply from Jane Wilson, Deputy Operations Mngr about the coach that was not allowed to let its passengers off in the Market Place and reply from RDC (Angela Jones) who will consider now or in future if it is possible to find a place. Service bus space cannot be used.
- f. NYMNPA Joint Parish Forum Notes and Presentations.
- g. YLCA White Rose Update August 2017.
- h. YLCA: More information about change to Data Protection laws.
- i. NALC Chief Executive's Bulletin.
- j. Link to NALC [The Good Councillor's Guide to Finance and Transparency 2017](#)
- k. RDC: Minutes of Parish Liaison 27<sup>th</sup> June 2017.
- l. NYCC Community Directory.

**Part Two – for determination**

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

**a) Application [17/00795/HOUSE](#) Applicant Mr M Higham**

**Proposal** Re-roofing of existing flat roof sections to the rear, to include installation of 3no. roof lanterns. **Location** 1 Ryegate, Helmsley.

**b) Application [NYM/2017/0463/FL](#) Applicant Ms R Godfrey**

**Proposal** Installation of replacement Upvc garage windows and door.  
**Location** 9 Villiers Court, Helmsley.

**c) Application [NYM/2017/0513/LB](#) Applicant The Royal Bank of Scotland**

**Proposal** Removal of ATM and reinstatement of glazing  
**Location** 19 Market Place, Helmsley

**d) Application [NYM/2017/0537/NM](#) Applicant Wharfedale Homes**

**Proposal** Amendment to planning approval [NYM/2014/0808/FL](#) to allow alterations to fenestration to west elevation and boundary treatments to Plot 55  
**Location** Land off Carlton Road, Helmsley.

**7 Consultations: To consider a response.**

- a) NYCC Consultation under the Traffic Management Act 2004 and the Streetworks (Registers, Notices, Directions and Designations) (England) Regulations 2007, whereby the County Council can declare roads as "Traffic Sensitive Streets" thereby limiting the times at which roadworks can be carried out in the interest of keeping traffic moving during peak periods.**

- b)** Ryedale District Council. Reference S106-014, Section 106 Grants, Helmsley Recreational Charity, **Open Air Pool Renovation**. Grant request. The response will be copied onto the project appraisal documentation and form part of the decision making process. Please note that only Helmsley Town Council can respond to this consultation but it can pass on the views of members of the public and business.
- c)** To consider holding a consultation continuing to provide dog bags in dispensers.

Invoice Date	Rec. No	Cost (net of Vat) JRB	Number of Bags (for dispensers exc. Riccal Drive)	No. of boxes (800/box)
13 May 2016	34	£375 + carriage £18	16,000	20
23 Nov 2016	116	£468.75 + carriage £18	20,000	25
20 <sup>th</sup> July 2017	227	£468.75 (no carriage)	20,000	25
			<b>56,000 bags</b>	
<b>Glasdon Dispenser</b>		<b>Glasdon Retriever Bags</b>	<b>Riccal Drive</b>	<b>Glasdon 1000/box</b>
23 May 2017	188	£58.36	2,000	2

- Helmsley Community Library will continue to hand them out – about 6 at a time.
- The National Park in Helmsley will hand bags out during opening hours.
- Bags not made for dispensers are about 30% cheaper. Do not bulk buy at present.
- Biodegradable bags will be more expensive but bulk purchases savings will apply.
- Kirkbymoorside TC buys them for the library to hand out about 6 at a time, 2,500 over 4 years.
- No other town council in Ryedale provides bags in dispensers.
- RDC has stopped providing free bags for the libraries.

## 8 Meetings and Training

- a)** To consider attendance at YLCA Training Sessions. Aug-Nov Programme circulated.
- b)** To ratify booking the YLCA Course at York *All Things Digital* on the 14<sup>th</sup> September 2017 for the clerk and assistant clerk, cost £50 each (subsidised by 2Commune).

## 9 Planning Permission for Town Signs

To consider a request from Helmsley Recreational Charity to use the planning permission to erect signs.

## 10 Finance and Assets

- a)** To agree to donate the facsimile of the Magna Carta to Helmsley Community Library and to remove it from the Asset Register.
- b)** To agree payments and to authorise two councillors to undertake the Unity transactions.

## Part Three – For Information

### 11 Finance and External Audit

- a)** To receive and note the [Bank Reconciliation](#) to the 31<sup>st</sup> July 2017.
- b)** To receive and note the [Running Budget](#) to the 31<sup>st</sup> July 2017.
- c)** **Annual Return/External Audit. Year end accounts 2016-2017:** 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 and the website on the 8<sup>th</sup> August 2017.
  - 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 2017 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”

Signed

Date