

HELMSLEY TOWN COUNCIL
AGENDA for the Monthly Meeting of Helmsley Town Council
to be held in the National Park Meeting Room on Monday 27th November 2017 at 6:30pm

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 25th September 2017.

5 Exchange of Information and items for next agenda

a) Chairman's Report

- To thank Keepmoat and Wharfedale Homes, on behalf of the council, for providing and delivering topsoil free of charge for the Old Cemetery work.
- Fireworks Event on 4th November.

b) Clerk's Report. Information

- i. Winter Maintenance of pavement. Borogate is a NYCC Priority 1 pavement.
- ii. Concern expressed by resident about the extent of the tidy up in the cemetery as it is frequented by barn owls and tawny owls. It also has a large vole population.
- iii. Complaints about the Cleveland Way Car Park (benches, tables, leaves, general unkempt state etc) have been referred to RDC.
- iv. A request was made to supply a recording of Agenda Item 7, October Meeting.
- v. Planning. [17/00970/ADV](#) 3 - 4 Market Place Helmsley, Co-op Retail Services - Display Welcome sign etc. Approved by RDC.
- vi. NYCC-Market Place closed 1 day between 2/12/17-6/12/17/ <https://roadworks.org?tm=103595260>

Documents received and sent to councillors:

- a) Letter from Motorhome visitors who stayed overnight in the carpark. Referred to RDC re comments re width of parking spaces.

Part Two – for determination

6 Planning Applications. To consider the following applications

- a) Application [NYM/2017/0734/FL](#) Location 7 Bondgate, Helmsley
Applicant Mr S Denison Proposal Erection of detached garden room building to rear
- b) Application [17/01238/MFUL](#) Location Land at Riccal Drive
Applicant Yorkshire Housing (Mr Jonathan Turner)
Proposal Erection of 8no. four bedroom dwellings, 33no. three bedroom dwellings and 4no. two bedroom dwellings with associated garaging, parking, amenity areas, landscaping, associated infrastructure and formation of vehicular access

7 Consultations. To consider the following

- a) [RDC Local Plan Sites Document and Policies Map](#). (Note: no proposals affect Helmsley. It is mentioned but is already covered by the Helmsley Development Plan 2015).
- b) RDC – is offering free signs to encourage 'smoke free' play areas (Breathe 2025) <https://www.northyorks.gov.uk/news/article/new-fund-helps-make-public-spaces-smoke-free>
- c) Prior consultation to planning application. Arqiva - proposals to install a Smart Metering Radio Mast at the Telephone Exchange, Carlton Road, Helmsley.
- d) NYMNPA. To receive details of future planning applications solely by electronic means.

8 Cemetery

- a) To note that most of the brambles, shrubs, holly and elder etc growing through other trees and those that have self-seeded (mostly holly) by and under larger trees have been removed by the Cemetery Working Group.
- b) To consider a management plan by the Cemetery Working Group.
- c) To note the completion of the £4,500 project work by Allgardens (filling holes and levelling work) and Dales of Thirsk (17 memorials restored upright/mended) that was 70% grant-funded by a Community Grant from the NYMNPA). Extra £1,000 of work by Allgardens to be completed – not grant funded.
- d) To note that an application for a £300 Locality Budget Grant was successful (for work to trees and installation of bird boxes) in 2017/2018. (The council can make an application for

- £500 in 2018/19 – re County Councillor Val Arnold's offer during council meeting)
- e) To consider a quote from Mr D Davies for £170 to construct and erect 7 bird boxes. To consider work to the trees in the Old Cemetery, a quotation, and to agree to the clerk making a Conservation Area application following advice received from the tree surgeon.
 - g) To consider the details of a quote from Allgardens for a second additional £1,000 of work.
 - h) To agree the Cemetery Fees for 2018.

9 Verges and other grass cutting

To consider the tender quotations and to appoint a contractor for 2018-2020.

10 Meetings and training

To consider attendance by the clerk at the SLCC Regional Training Seminar in Darlington, 19th Sept 2018, £75.

11 Budget 2018-2019

- a) To consider the Budget Working Group's draft budget.
- b) To receive the Band D equivalent figure and precept calculations.

12 Streetlights and Christmas Light Fittings

- a) To consider a request from Helmsley in Business to have 4no. Streetlights adapted for Christmas Light fittings at a cost of approximately £250 plus Vat each.
- b) To appoint a councillor to work with Helmsley in Business on locations. HiB to consult.
- c) To consider having 5no. streetlights on Pottergate and 1no. streetlight at southern end of Ashdale Road converted to LED.

13 Town Signs

To consider if the council would like this project to go ahead and to appoint a working group.

14 Finance, Councillors' Audit and Internal Audit

- a) To receive a report of Councillors' Audit for July-Oct 2017 by Cllrs Swift and Sagers.
- b) To consider a quotation for Internal Audit for 2017-2018.
- c) To consider purchasing a pc to replace the 2011 laptop and Office software.
- d) To agree payments and to authorise two councillors to undertake the Unity transactions.

Part Three – For Information

15 Meetings and Training: To receive reports

- a) RDC Parish Liaison 18th October. [Printed draft minutes from RDC.](#)
- b) Ryevitalise Forum 6/11/17. Councillors Swift and Marsden.

16 Finance

- a) To receive and note the [Bank Reconciliation](#) to the 31st October 2017.
- b) To receive and note the [Running Budget](#) to 31st October.
- c) To note that the NEST pension payment was paid by Direct Debit in November.
- d) To note that Councillors Parkin, Swift, and Duncombe authorised the following payments to be settled by BACS by the 23/11/17.

Payee	Details	Net	Vat	Total
Allgardens	Old Cemetery groundworks	£2,000.00	£400.00	£2,400.00
Dales of Thirsk	Old Cemetery memorials	£2,500.00	£300.00	£2,800.00
Duncombe Sawmill	Paling	£6.90	£1.38	£8.28
MJ Young Tree Services.	The Limes Play Area - removal of Rowan	£85.00		£85.00
K Sanderson	3 Photos	£11.25	£2.25	£13.50
NYMNPA	Office/IT/Room hire	£726.72	£24.80	£751.52
V Ellis	Meeting refreshments	£2.13		£2.13
Salaries x 3	Salaries x 3	£2,088.83		£2,088.83
HMRC	NI/PAYE	£413.26		£413.26
		£7,834.09	£728.43	£8,562.52

17 Staffing Matters

Under the Public Bodies (Admission to Meetings) Act 1960, the public & representatives of the press & 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.

To consider a recommendation from the Staffing Working Group about additional hours for the office staff to undertake Helmsley Recreation Charity work.

Signed

Date