

HELMSLEY TOWN COUNCIL

Minutes of the Monthly Meeting of Helmsley Town Council held in the National Park Meeting Room on Monday 29th January 2018 at 6.30pm

Present Councillors Swift (chairman), Duncombe (arrived during item 5), Fairburn, Hawkins (left at 8:05pm) Marsden, Parkin and Sagers

Also present District Councillor S Arnold, County Councillor Val Arnold, Angela Jones (RDC Customer Services Manager), Jane Kitching, RDC Community Officer, one member of the press, 12 members of the public, Ms V Ellis (Town Clerk) and Mrs L Pryor (Asst. Clerk)

Part One – opening business

1 Apologies

Councillor Duncombe – he would be late.

2 Code of Conduct

Councillor Duncombe declared an interest in items 6c as a patron of the Church and 6d.

3 Public Comments

The council was addressed by

- Christopher Stratton and Peter Fox of South Hambleton Shale Gas Advisory Group. Between them they have lots of experience of the law, parish councils and planning. Mr Fox gave a history of fracking. He is looking for legal loopholes to be closed and said that NYCC not robust enough. Easingwold and Villages Forum supports the group. They want to protect the National Park and the AONB from wellpads. The Examination of the Minerals and Waste Plan starts in February. There is no requirement for a financial bond at present. The aim is to get buffer zones as wide as possible. SHSGAG is also liaising with Kevin Hollinrake MP.
- Helen Robinson. She objected to the erection of the fence in front of the houses in the Black Swan Yard, pointing out that to describe it as security fencing was misleading as it is possible to walk around the end of it. Also it is out of proportion at 1.8m high and as it is on an elevated position it dominates the area. It is out of character and she urged the council to object to the retrospective planning application.

4 Minutes

The council resolved to agree and sign the minutes of the Monthly Meeting on the 18th December 2017.

5 Exchange of Information and items for next agenda

a) Chairman's Report

b) Clerk's Report. Information

- i. Date of Helmsley Annual Parish Assembly changed to Tues 10th April 2018 as the speaker Kevin Hollinrake MP can no longer attend on the arranged date.
- ii. Winter – complaints about lack of gritting and ice – Market Place, Pottergate, The Limes, path by play area, Linkfoot Lane, Castle Court, (privately managed – Accent have disposed of it), Station Rd, Ashdale Rd and Elm Green (YH) and Helmsley in general. Reported to NYCC as they contract with RDC to get the Priority 1s done, and to RDC. Staff off sick one of problems at RDC, emails not replied to on the morning of the 23rd and no-one could be contacted by phone to get particularly bad areas done (Streetscene or an RDC Community Officer).
- iii. Complaint about litter/cigarette ends between Elmslac Close and Canons Garth Lane – Swan Lane Area. Referred to RDC. Copied to HiB.
- iv. Complaint about pavement on Linkfoot Lane – hedge causing obstruction and grass growing over the tarmac. Reported to Highways.
- v. Riccal Drive gully blocked. Reported to Highways.
- vi. NYCC (Andrew Hall) has made a temporary repair of the pothole/uneven surface under the archway by the coffee shop.
- vii. Complaint received about the beehives etc on the land between houses 32/34/36 Elmslac Road by a resident who believes it is an Environmental Health problem. It is owned by Yorkshire Housing and managed by RDC who say it is not an issue. RDC has been contacted again.
- viii. Letter and cutting from resident concerned about if RDC actually has usable powers and the costs which would be incurred if travellers stay at the Cleveland Way Car Park.
- ix. RDC. Letter received about the Publication of the Local Plan Sites Document and Sites and Policies Map which will be presented to the Planning Inspection.

- x. NYMNPAs – had no objection to removal of a birch tree at 31 Bondgate.
- xi. Councillors are invited to a public event *Ineos, Fracking and You*, Feathers Hotel, 11th Feb, 7pm presented by Frack Free United.
- xii. Letter from a visitor who would like a group set up to campaign against car parking charges in Helmsley. He received a ticket at 5.55pm.
- xiii. Howardian Hills AONB Potential Rural Watch Scheme.
- xiv. Documents received and sent to councillors**
 - i. YLCA White Rose Update December 2017 (for YLCA members only).
 - ii. DEFRA: poster – Raising Awareness of Bird Flu (on noticeboard).
 - iii. Rialtas (RBS) Newsletter.
 - iv. NALC Chief Executive's Bulletin. (member councils only)
 - v. Fields in Trust: Ryedale Five Town's Meeting follow up email and 2017 research.
 - vi. Northern Ryedale Transport Group agenda and minutes.
 - vii. Briefing by the South Hambleton Shale Gas Advisory Group

Part Two – for determination

6 Planning Applications. The council considered the following applications:

- a) **Application** [NYM/2017/0801/FL](#) **Location** Rear of 10-12A Black Swan Yard, Helmsley
Applicant Bullitt Associates Ltd
Proposal Erection of 1.8 metre close boarded timber security fence (retrospective)
Decision **Objection.** The council considers that the description of the fence as security fencing is misleading as it is not secure and access can be gained by walking round it. It is out of proportion at 1.8m high, is out of character, is not in keeping with other nearby fencing and dominates the area, especially as it is on an elevated position. It is also ugly. A hedge would be more suitable.
- b) **Application** [NYM/2017/0851/FL](#) **Location** The Corner House, Carlton Road, Helmsley
Applicant Mr & Mrs Belsom **Proposal** Construction of single storey side extension
Decision **No comment.**
- c) **Application** [NYM/2017/0747/FL](#) **Location** All Saints Church, Helmsley
Applicant All Saints Church, Helmsley **Proposal** Erection of 5no. lighting columns
Decision **Support.** The provision of lighting by the path is an improvement.
- d) **Application** [NYM/2017/0875/FL](#) **Location** Beckdale House **Applicant** Mr & Mrs Harrison
Proposal Proposed alterations to swimming pool area to form gym with roof top garden.
Decision **No comment.**
- e) **Application** [NYM/2017/0889/FL](#) **Location** 3 Elmslac Road, Helmsley
Applicant Mrs J Snowden **Proposal** Construction of replacement single storey rear extension
Decision **No comment.**
- f) **Application** [NYM/2017/0854/FL](#) **Location** Feversham Arms, High Street, Helmsley
Applicant Hall Gill Associates Ltd **Proposal** Rebuilding of a section of front wall
Decision **Support.** The wall needs the work.
- g) **Application** [17/01490/FUL](#) **Location** Car Park, Market Place **Applicant** Co-op Estates
Proposal Temporary change of use from existing car park to A1 retail for a period of 14 weeks to allow the erection of a 'pop-up' shop for the use of the Co-operative Store together with siting of toilet facilities and a generator.
Decision **Objection.** The council is concerned about noise from a generator, the shop's proximity to the monument, the loss of car parking spaces and the effect that will have on trade in Helmsley, especially over Easter. There may well be rubbish around until it is collected each day which will be unattractive in the Market Place.
There are various empty commercial properties in Helmsley such as the former Help the Aged shop and the NatWest building. The Co-op also have the option to continue working as another shop in the square did, and they are not the only provider of groceries. The council suggests that if parking has to be used then the NYCC car park outside the Black Swan would be a more suitable location.
It is also concerned that a precedent will be set for the use of the Market Place by pop-up shops.

- h) Application [17/01229/FUL](#) Location** Old Gas Compound, Sawmill Lane, Helmsley
Applicant Mr Andrew Richardson **Proposal** Erection of extension to existing workshop and offices to provide additional storage **Decision** No comment.
- i) Application [17/01230/FUL](#) Location** Old Gas Compound, Sawmill Lane, Helmsley
Applicant Mr A Richardson **Proposal** Erection of a building for use as a workshop and for storage **Decision** No comment.

7 Cemetery

- a)** The council agreed to have the large branches growing from the base of a fir tree and the small hawthorn growing directly in front of a memorial removed.
- b)** The Cemetery Working Group's Management Plan was approved.
- c)** The council decided not to have the path sprayed as the Working Group would prefer to remove the moss by hand.
- d)** The council resolved to accept a quote of £2,350 from Dales of Thirsk for work to 20 memorials if the Community Grant application is successful.
- e)** The council agreed to switch the reservation of a cremation plot, A11, recorded in 2004, to a double grave as it appears to be a genuine error.

8 Remembrance Parades

- a)** The council noted that the Helmsley Branch of the British Legion will be disbanding and thanked it for its efforts over the years and Mrs Robinson for organising the Remembrance Parades.
- b)** The Rev'd Tim Robinson kindly volunteered to organise Remembrance Parades.

9 Dog Bags in dispensers

- a)** The council received comments on the trial of not providing dog bags from the public (email and Facebook to 21st January 2018).
- b)** The council resolved to continue with the trial until the end of September 2018.

10 Christmas Lights on Council Streetlights

- a)** The council noted that NYCC has advised that none of the council's streetlights is suitable for hanging framed Christmas lights on.
- b)** The council resolved not to have an electricity supply post installed by the streetlight 57.
- c)** The council resolved to give a grant of £300 to Helmsley in Business to have a socket fitted in Column 18 Bondgate so that lights can be put in the trees. A decision on £300 towards a socket in Column 57, opposite the Feversham Arms, was deferred pending consultation with the residents.

11 Consultation

The council resolved not to comment on RDC's Draft Gambling Policy.

12 Winter Gritting

- a)** A working group was set up to consider whether the council should contract with RDC or any other provider to have the Priority 2 pavements gritted and to look into the provision of grit bins in town. Councillors Fairburn, Hawkins and Saggars were appointed.
- b)** The council did not consider if the number of Priority 2 Pavement Schedule which Helmsley Town Council pays for RDC to grit should be reduced so that RDC can prioritise once the Priority 1 work has been carried out for NYCC.
- c)** It was confirmed at the meeting that Bondgate is a Priority 1 from the National Park Drive to Carlton Road.

13 Meetings, training, Planning Inspector Hearing and trustees to outside bodies. The council considered attendance:

- a)** Ryedale Market Towns Wed 31 Jan, 4:30 tbc, Moorside Room, Kirkbymoorside. No-one.
- b)** YLCA Ryedale Branch 6th February at RDC, Malton at 7:00pm. The clerk.
- c)** Minerals and Waste Joint Plan NYCC, City of York and NYMNP. Independent Examination hearings. The council appointed South Hambleton Shale Gas Advisory Group to represent the council.

- d) YLCA. The council is interested in becoming a Dementia Friendly Council and in attending training sessions presented by the Alzheimer's Society.
- e) Councillor Parkin was appointed as a trustee to Helmsley Town Hall to represent the council. Draft Minutes of meeting on 10th January 2018 were received.

14 Finance

- a) The council resolved to approve a grant application for £150 from Citizens Advice Mid-North Yorkshire - Ryedale Home Visiting Service for work in 2018-2019.
- b) The council resolved to approve a grant application of £250 from Moorsbus CIC towards a Helmsley Sunday bus service.
- c) The council resolved to write to the National Park in support of Helmsley Recreation Charity's application for a Community Grant towards marking out the basketball area.
- d) The council resolved to write to the National Park in support of Helmsley Town Hall's application for a NYMNP Community Grant towards the refurbishment of the lantern on the Town Hall and/or the refurbishment of the kitchen.

15 Budget and Precept

- a) The council noted that the government intends to defer the setting of referendum principles for town and parish councils for three years.
- b) The Limes Play Area. The council resolved to use the 2018-2019 Locality Budget Grant of £700 that Councillor Val Arnold has offered towards a Tunnel Net from Streetscape at a total cost of £4,215, being the cheapest of the 2 quotes received. A Lottery Grant will be applied for.
- c) The council resolved to agree the budget for 2018-2019, estimated income of £11,586 and expenditure of £123,300 and noted the estimated opening balance on the 1 April 2018 of £56,598.
- d) The council resolved to draw £19,214 from reserves to contribute towards the balance between estimated income and expenditure during 2018-2019.
- e) The council resolved not to have any earmarked reserves in 2018-2019 and will use the earmarked amount for the play area if one of the grant applications is unsuccessful.
- f) The council resolved to agree a precept for 2018-2019 of £92,500 to be used to contribute towards meeting the balance between estimated income and expenditure.

16 General Data Protection Regulation (GDPR) from 25th May 2018

- a) The council noted the receipt of the following from NALC:
- LO3-17: The GDPR (general information)
 - LO4-17: Further information in the GDPR
 - LO5-17: Summary of main provisions
 - LO6-17: Application of the GDPR to parish meetings
 - LO7-17: The payment of fees to the Information Commissioner's Office
 - Legal Briefing 10-17 – Data Protection Officer (DPO).
 - Summary information in the December Issue of YLCA White Rose Update.
- b) The council noted that it is the position of NALC that most clerks/RFOs cannot be designated as the Data Protection Officer of the council for whom they work and most councils will need to appoint an external individual or organisation. NALC is currently planning to develop a national DPO service.
- c) The council noted that the YLCA is encouraging all councils to undertake now the required Data Audit of the information that they hold. This includes documenting the personal data held by the council, where it came from and who it is shared with.
- d) The council noted the link to the [Information Commissioners Office](#) with further information and the '12 steps to take now' checklist and '[Getting ready for GDPR](#)'.

17 Staffing Matters

No members of the public were present.

- a) The council considered the recommendations from the Staffing Group following its review of salaries and salary scales of all staff and resolved to increase the pay of the caretaker.
- b) The council resolved to amend the clerk's Employment Contract re the Data Protection Officer role in light of advice from NALC.

Part Three – For Information**18 Planning**

NYM/2017/0824/TN Erection of mast etc at Helmsley BT Exchange. Withdrawn.

19 Meetings and Training: To receive reports

None.

20 Finance

- a) The council received and noted the [Bank Reconciliation](#) to the 31st December 2017.
 b) The council received and noted the [Running Budget](#) to the 31st December 2017.
 c) The council noted that the NEST pension payment was paid by Direct Debit in January.
 d) The council noted that two Councillors authorised the following payments to be settled by BACS by the 29th January 2018 and the reimbursement of V Ellis of £819.94 inc Vat paid to Ebuyer.com in December 2017 for a pc and monitor.

Payee	Details	Net	Vat	Total
Keith Sanderson	Helmsley Archive photos	£29.08	£1.32	£30.40
Vision ICT Ltd	Website hosting & support	£115.00	£23.00	£138.00
Ms V F Ellis	Mileage & expenses	£62.81		£62.81
Salaries	Staff salaries x 3	£2,031.80		£2,031.80
HMRC	PAYE/NI	£478.91		£478.91
NYMNPA	Refund of s106 overpayment	£619:00		£619:00
	TOTAL	£2,717.60	£24.32	£2,741.92

Signed

Date