

HELMSLEY TOWN COUNCIL
MINUTES for the Monthly Meeting of Helmsley Town Council
held in the National Park Meeting Room on Monday 25th June 2018 at 6:30pm

Part One – opening business

1 Apologies

All Councillors were present.

2 Code of Conduct

Councillor Duncombe declared a Pecuniary interest in Items 6c) & 6d) & 6g).
 Councillor Parkin declared a non-Pecuniary interest in Item 6e).

3 Public Comments

There were no public comments.

4 Minutes

It was resolved to agree and sign the minutes of the Annual Meeting on 21st May 2018.

5 Exchange of Information and items for next agenda

Clerk's Report. Information

- i. Complaint about how Ryedale Green was left after a cut. It was redone 2 days later and the contractor will monitor it more closely in future and use suitable equipment.
- ii. Report of numbers of motorhomes staying overnight in the Cleveland Way car-park and thank you email.
- iii. Traffic. Complainants about cars parking inconsiderately and dangerously, and speeding traffic on A170 at weekends in particular – given Speed Concern Report to complete. Can be done online via NYCC – speed concern report form and info posted on Town Council's Facebook Page.
- iv. RDC Don't be a Waster - Man with a van/reminding residents that they are responsible for their rubbish – even if someone fly tips it illegally.
- v. YLCA White Rose Update June 2018 circulated.
- vi. Ryedale Five Towns 3rd July cancelled.
- vii. Letter about planning application circulated.

Part Two – for determination

6 Planning Applications. The council considered following applications and associated matters

- a) **Application** [18/00445/HOUSE](#) **Location** 2 Acres Close, Helmsley
Proposal Erection of single storey extension to west elevation following demolition of existing conservatory **Decision** No Comment.
- b) **Application** [18/00428/ADV](#) **Location** 25 Bridge Street, Helmsley
Proposal Display of replacement externally illuminated fascia sign to front elevation, 2no. non-illuminated projecting signs and 2no. non-illuminated information signs together with display of internal window graphics and display of rear entrance sign.
Decision Helmsley Town Council objects to an illuminated external sign, if this is what is being proposed - otherwise, No Comment.
- c) **Application** [18/00568/HOUSE](#) **Location** 41 Bridge Street, Helmsley
Proposal Erection of a first floor rear extension. **Decision** No Comment
- d) **Application** [18/00569/LBC](#) **Location** 41 Bridge Street, Helmsley
Proposal External and internal alterations to include erection of a first floor rear extension
Decision No Comment
- e) **Application** [NYM/2018/0337/FL](#) **Location** 19 Bondgate, Helmsley
Proposal Installation of rooflight and change of use from shop (Use Class A1) to open market dwelling (use Class C3) together with dropped kerb. **Decision** No Comment
- f) **Application** [NYM/2018/0362/CU](#) **Location** 14 Bridge Street, Helmsley
Proposal change of use from shop (Use Class A1) to tattoo and laser clinic (Use Class Sui Generis) (no external alterations) **Decision** No Comment
- g) **Application** [NYM/2018/0300/FL](#) **Location** 18 Bridge Street, Helmsley
Proposal retention of timber store/cellar building and attached air conditioning unit together with proposed laying of slates to the roof of the building and an increase in height and width of boundary wall **Decision** No Comment
- h) It was resolved that the council moves towards receiving electronic consultations from

RDC before they are compulsory from 30th September 2018. It was noted that the council has already switched to electronic consultations from the National Park.

- i) It was agreed that the councillors will not submit their own responses using the log-ins provided to the council by the planning authorities.

7 **Consultation: To consider a response**

The clerk will respond to the National Association of Local Councils (NALC) Strategic Plan – Shaping our Future.

8 **Litter bins**

The council resolved to affix the stickers 'Bagged dog waste can be disposed of in this litter bin' (supplied by RDC) to some of the litter bins in town.

9 **Policies, council and office procedures and a committee**

- a) Campervans and the Cleveland Way Car Park. The council receives many emails as a result of the promotion of this facility which are reported in the clerk's report. The council resolved that in future, such items are acknowledged by the clerk, the sender is referred to RDC and that the correspondence is not reported to the council. The clerk will continue to report problems directly to RDC and, if appropriate, to the council.
- b) The council resolved to give the clerk the authority to refuse to deal with matters or to put them on the agenda if they are outside the council's remit, areas of interest and/or civil matters but the clerk will continue to inform in the first response to a correspondent/caller where to refer matters if known and if appropriate.
- c) The council resolved to no longer report anonymous letters or calls to the council or any other body (names of correspondents will still be kept private when reported to council).
- d) The council resolved to adopt a Vexatious Complaints and Complainants Policy.
- e) Three councillors will be appointed to a Vexatious Complaints and Complainants Committee as and when there is a need for such a Committee.

10 **Winter Maintenance**

- a) The council resolved to purchase a suitable supply of grit or salt for the paths in the churchyard as maintenance is the council's responsibility and RDC is unable to consider adding gritting of the paths to its winter maintenance schedules.
- b) The council resolved to purchase grit bins and grit for the Old and New Cemeteries for use by the undertakers.

11 **Meetings and Training: to consider attendance and dates**

- a) YLCA Training July to November 2018. Various events.
- b) NYMNPJ Joint Parish Forum at Danby. Tues 17 July 5:15pm. Meeting starts 7pm. Councillors Parkin and Fairburn.
- c) NY Branch SLCC Training Day 5th October 2018 at Nether Poppleton. The clerk and assistant clerk.
- d) RDC Parish Liaison Wed 19th September at 7pm. The clerk.
- e) The Annual Meeting of the Town Council will be on Monday 20th May 2019.

12 **Finance**

- a) The council resolved to purchase a pair of wooden planters to replace two on Yorkshire Housing land on Elmslac Road by the bench & post box, to donate them to Yorkshire Housing (who has agreed to accept them) and to provide soil and plants to start them off with a total budget of £100. A group of residents will then look after the plants.
- b) The clerk and Councillor Fairburn signed the Locality Budget grant acceptance form for the Tunnel Net and the clerk and/or the chairman and vice chairman are duly authorised to sign grant acceptances in future for projects previously agreed by the council.
- c) In addition to those payments listed at Item 14, a further payment to Philip Pearce of £423.00 + VAT was noted in respect of renovation work to the bench in Buckingham Square.

Part Three – For Information

13 **Meetings and Training: To receive reports**

- a) Ryedale Market Towns Promotion Meeting 23 May. Minutes received. Councillor Parkin.

- b) NYMNPA Planning Parish Training 5th June. Councillor Swift and the assistant clerk.
- c) YLCA Ryedale Branch 5th June. The clerk.
- d) RDC Parish Liaison 13th June (Minutes 6 Feb circulated). The clerk. Notes circulated.
- e) RDC - Electric Vehicle Charging 25th June. Councillor Swift.

14 Finance

- a) The council received and noted the [Bank Reconciliation](#) to the 31 May 2018.
- b) The council received and noted the [Running Budget](#) to the 31st May 2018.
- c) The council noted the NEST Pension Payment was paid via Direct Debit in June.
- d) Councillors Swift and Parkin agreed to authorise the following payments to be settled by BACS on or after the 25th June 2018.

Payee	Reason	Net	VAT	Gross
Swinton & District Excelsior Brass Band	Remembrance Parade booking	£110.00		£110.00
Ian Smithson	Internal Audit fee	£155.00		£155.00
Allgardens Ltd	4 th & 5 th & extra grass cut	£1240.00	£248.00	£1488.00
Helmsley Recreation Charity	Pavilion booking fee paid to HTC in error	£500.00		£500.00
Keith Sanderson	Helmsley Archive photos	£25.58	£0.92	£26.50
V Ellis	Mileage expenses	£18.90		£18.90
Staff salaries x 3	Staff salaries	£2200.97		£2200.97
HMRC	PAYE/NI	£463.44		£463.44
	Totals	£4713.89	£248.92	£4962.81

Signed

Date