

HELMSLEY TOWN COUNCIL
AGENDA for the Monthly Meeting of Helmsley Town Council
to be held in the National Park Meeting Room on Monday 25th June 2018 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 Annual Meeting on the 21 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. To consider the 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.
- 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.
- c) Application [18/00568/HOUSE](#) Location 41 Bridge Street, Helmsley
Proposal Erection of a first floor rear extension.
- d) Application [18/00569/LBC](#) Location 41 Bridge Street, Helmsley
Proposal External and internal alterations to include erection of a first floor rear extension
- 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.
- 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)
- 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
- h) To consider switching to electronic consultations from RDC before they are compulsory from 30th September 2018 and to note that the council has switched to electronic consultations from the National Park.
- i) To agree that councillors do not use the log-ins provided to the council by the planning authorities to submit responses.

7 Consultation: To consider a response

National Association of Local Councils (NALC) Strategic Plan – Shaping our Future.

8 Litter bins

To consider putting the stickers 'Bagged dog waste can be disposed of in this litter bin' (supplied by RDC) on 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. To consider in future that they are acknowledged by the clerk, the sender is referred to RDC and that they are not reported to the council. The clerk will continue to report problems directly to RDC and, if appropriate, to the council.
- b) To consider giving 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) To consider no longer reporting anonymous letters or calls to the council or any other body (names of correspondents will still be kept private when reported to council).
- d) To consider the adoption of a Vexatious Complaints and Complainants Policy.
- e) To appoint 3 councillors to a Vexatious Complaints and Complainants Committee.

10 Winter Maintenance

- a) To consider the purchase of grit for the grit boxes (already purchased by the church) 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) To consider the purchase of grit bins and grit for the Old and New Cemeteries for use by the undertakers.

Meetings and Training: to consider attendance and dates

- a) YLCA Training July to November 2018.
- b) NYMNPA Joint Parish Forum at Danby. Tues 17 July 5:15pm. Meeting starts 7pm.
- c) NY Branch SLCC Training Day 5th October 2018 at Nether Poppleton.
- d) RDC Parish Liaison Wed 19th September at 7pm.
- e) To confirm that the Annual Meeting of the Town Council will be Monday 20th May 2019.

Finance

- a) To consider purchasing two planters to replace the 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), to provide soil and plants to start them off and to agree a budget. A group of residents will look after the plants.
- b) To authorise the clerk and a councillor to sign the Locality Budget grant acceptance forms for the Tunnel Net and Memorials Restoration and to authorise the clerk and/or the chairman and vice chairman to sign grant acceptances in future for projects previously agreed by the council.
- c) To agree payments and to authorise two councillors to undertake the Unity transactions.

Part Three – For Information

Meetings and Training: To receive reports

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

Finance

- a) To receive and note the [Bank Reconciliation](#) to the 31 May 2018.
- b) To receive and note the [Running Budget](#) to the 31st May 2018.
- c) To note that the NEST Pension Payment was paid via Direct Debit in June.
- d) To note that two Councillors authorised the following payments to be settled by BACS on 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