

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL HELD AT  
KNARESBOROUGH HOUSE, KNARESBOROUGH ON MONDAY 1 JUNE 2009**

**7.00pm – Presentation by Mr Peter Crossley, HBC – re Knaresborough Signage Mapping Study**

**PRESENT**    **Chair:** Councillor M Clemmitt (Mayor)

**Councillors:** J Burdett, P Godsell, J Hawkins, K Hawkins, L Lever, L Powell, R Hall, A Willoughby, and C Willoughby.

**ALSO PRESENT**    Mr Peter Crossley, HBC, Mr Chris McGonigle, HBC, Mr Mark Flood, Orb Community Enterprise

Mr Peter Crossley described the background to the Knaresborough Signage Mapping Study which was commissioned by Harrogate Borough Council and Renaissance Knaresborough and included consultation with Knaresborough Chamber of Trade, Knaresborough Town Council and Knaresborough Civic Society. Its aim is to improve signage for the whole of Knaresborough and to help visitors navigate their way round the town.

He presented a summary of the main findings of the study to the meeting and asked for KTC's opinion on these and what it felt the top priorities should be. The report proposed changes in the areas of tourist directional signage, car parking signage, pedestrian signage and interpretation boards.

Mr Crossley hopes to produce a final delivery of the paper, including details of resources, by the end of June.

**7.30 pm – COUNCIL**

**PRESENT**    **Chair:** Councillor M Clemmitt (Mayor)

**Councillors:** B Archibald, J Burdett, P Godsell, J Hawkins, K Hawkins, L Lever, L Powell, R Hall, A Willoughby, and C Willoughby.

**ALSO PRESENT**    Mr Peter Crossley, HBC and Mr Chris McGonigle, HBC for Item 5 only  
Mr Mark Flood, Orb Community Enterprise for Item 4 and 9c only

**Late Arrivals:** none                    **Early departures:** none

**C 09/104      ITEM 1 – APOLOGIES**

Apologies were received from Councillors B Asquith, J Batt, B Holbrook and J Walton, and also from the Knaresborough Post.

**C 09/105      ITEM 2 - DECLARATIONS OF INTEREST**

All declarations are personal, unless otherwise stated.

Councillor K Hawkins	Member of HBC – will consider any same item at Harrogate Borough Council in the light of any new information
----------------------	--

Councillor A Willoughby	Item 5 – Vice Chair of Renaissance Knaresborough Item 12 – Chair of Friends of Bebra Gardens
-------------------------	---

Councillor C Willoughby	Member of HBC – will consider any same item at Harrogate Borough Council in the light of any new information
-------------------------	--

Councillor J Burdett	Member of HBC – will consider any same item at Harrogate Borough Council in the light of any new information Item 7 – 479.C – Knows Applicant
Councillor L Powell	Item 8a i) – made one of the complaints resulting in enforcement
Councillor L Lever	Item 5 – Member of Renaissance Knaresborough
Councillor P Godsell	Item 7 – 479.C – member of Frazer Theatre which is close to proposed development
Councillor R Hall	Item 5 – Member of Renaissance Knaresborough
Councillor M Clemmitt	Item 12 – Invoice 25 – Prejudicial

### **C 09/106      ITEM 3 - MINUTES OF PREVIOUS MEETING**

- a) **RESOLVED:**      That the minutes of the Council Meeting held on 11 May 2009 be approved as a correct record and signed by the Chair.
- b) **RESOLVED:**      That the Report of the Annual Meeting of the Knaresborough Town Council held on 15 May 2009 be approved as a correct record and signed by the Chair

*(unanimous)*

### **C 09/107      ITEM 4 – KTC PUBLIC SPEAKING SESSION**

#### **Mr Mark Flood – re Item 9c – request for grant funding for Orb Community Enterprise**

Mr Flood described Orb Community Enterprise as an organisation which provided occupational opportunities for vulnerable people in Yorkshire, in particular in the Harrogate and Knaresborough area. They have 2 members of staff, 20 volunteers and currently 38 clients. They maintain good working links with other organisations such as Henshaws.

He outlined Orb Community Enterprise's plans for development of their new Knaresborough site which they have just acquired and explained that funding was required to help towards sound proofing of the building and other set up costs.

#### ***The Chair moved to Item 9c***

Concern was expressed that the majority of people who currently benefit from Orb Community Enterprise's initiatives are from Harrogate rather than Knaresborough although it was acknowledged that this may change over time. Other reservations related to the lack of specific planning relating to the proposed building work and potential funding gaps for the project.

It was agreed that KTC would prefer to provide a smaller amount of funding than the £3000 requested.

**RESOLVED** that KTC provide Orb Community Enterprise with £1000 worth of funding now and give a further £1000 if sufficient work is done to its satisfaction in 6 months time.

The Chair thanked Mr Flood for his contribution.

#### ***The Chair moved back to Item 5***

**C09/108 ITEM 5 – TO CONSIDER MATTERS ARISING FROM THE PRESENTATION BY MR PETER CROSSLEY RE. SIGNAGE IN KNARESBOROUGH**

**RESOLVED:** that KTC strongly approves of the work Mr Peter Crossley is undertaking on signage and, when a suitable time comes, KTC are likely to support the project.

The Council considered what its signage priorities should be and it was:-

**RESOLVED:** that the sign at St James Retail Park and the pedestrian finger signs are a priority for KTC.  
(Unanimous)

**C 09/109 ITEM 6 – BUSINESS REMAINING FROM PREVIOUS MEETING(S)**

**a) Farmers Market**

The Chair decided to consider this item as part of Item 10a

**C 09/110 ITEM 7 – PLANNING APPLICATIONS**

**RESOLVED:** That observations be made to the Planning Authority upon the planning applications in Knaresborough stated hereunder, as indicated opposite each application:

<u>Ref</u>	<u>Applicant</u>	<u>Details of Application</u>	<u>KTC Comments</u>	<u>Return by date</u>
09/01566/TABLE 463.F*	Mr John Coates	Application for the consumption of food and drink and placing of 10 chairs, 5 tables and 2 barriers on the footway - 29 Waterside	<b>KTC positively support</b> this as the applicant is using Waterside for the purposes KTC want him to use it for	01 June 2009
09/01746/FUL 479.C*	Mr Hugo Smith	Erection of single storey side extension to replace conservatory and single storey rear extension - Koinonia, Lands Lane	No Objections	28 May 2009
09/01737/FUL 485.A*	Mrs Tonia Bowden	Erection of balcony to rear elevation - Four Gables, Spitalcroft, Calcutt	No Objections	29 May 2009
09/01779/CLEUD 553.C	Mr R Miller	Application for Certificate of Lawfulness for existing decking to rear - 12 Scriven Road	None	29 May 2009
09/01780/LB 1345.A*	Mr and Mrs Routh	Listed Building application for internal works to include erection of 3 walls, 1 balustrade, installation of 2 doors and replacement of 1 door and removal of 1 door - Castle Cliff, Kirkgate	No Objections	10 June 2009
09/01891/FUL 2474.E*	Mr and Mrs R Batty	Erection of single storey extension with accommodation in roof space to south east and west elevations to include 1 dormer window to south and 2 to north elevation -	<b>KTC object</b> as it is not a small extension and it is the green belt (unanimous)	03 June 2009

## Roughstones, Forest Moor Road

09/01276/FUL 2550.C**	Mr Jon Coote	Erection of detached dwelling (Site Area 0.08ha) - Land to The South Of 4 Middleton Cottages, Blands Hill, Calcutt	<b>KTC object</b> as the design will not enhance the visual amenity of the area	08 June 2009
09/01709/FUL 2570.A*	Mr and Mrs Henry	Erection of single storey extension to north elevation - The Old Byre, Bilton Hall Farm	<b>KTC object</b> as this proposed development is in the green belt area	26 May 2009
09/01657/FUL 2709*	Mr Michael Ward	Erection of two storey rear extension, first floor side extension and conversion of garage to form additional living accommodation - 16 Appleby Gate	No Objections	29 May 2009
09/01802/FUL 2710*	Mr N Wood	Erection of conservatory to side elevation - 1 St Margarets Road	No Objections	08 June 2009

\* Item for determination by HBC Head of Planning Services or Head of Planning Services /Chairman of Planning Committee

\*\* Item for determination by Planning Committee

### C 09/111 ITEM 8 - PLANNING CORRESPONDENCE:

- a) **Planning Enforcements**
- (i) Confidential Papers: (4)
  - (ii) Reports of Investigation(s):
    - Case No. 09/00152/PR15 – GSPK Electronics Ltd, Manse Lane

**RESOLVED:** To receive and note

- b) To note the following **WITHDRAWN PLANNING APPLICATION**  
09/01274/FUL – 6.100.246.A.FUL – Change of use of ground floor shop units (Use Class A1-Shops) to form Dental Practice (Use Class D1 – Non residential Institutions) with compressor housing and installation of 4 condenser units to rear and alterations to shop front – 32 and 32B High Street

**RESOLVED:** To receive and note

- c) To note date of next **HBC Planning Committee – Opportunity to Speak – Tuesday 9 June 2009 at 2.00pm, Crescent Gardens, Harrogate**

**RESOLVED:** To receive and note

### C 09/112 ITEM 9 – CORRESPONDENCE

- a) Christmas Lights – letter dated 13 May 2009 received from the Street Lighting Engineer, HBC

**RESOLVED:** To receive and note

- b) Dog fouling in Knaresborough – letter dated 21 May 2009 received from the Environmental Cleansing Manager, Harrogate Borough Council

**RESOLVED:** To receive and note

Councillor L Powell provided the Clerk with an article from “Dog World” about Drontal’s sponsorship of dog bins in the Northampton area

- c) Requests for 2009/10 Grant Funding:

(i) Orb Community Enterprise, Charity Number 1112425 – Grant application received 6 May 2009, together with Report and Financial Statements for year ended 31 March 2008 and supplemental letter dated 22 May 2009

See Minute C 09/107

**C 09/113      ITEM 10 – REPORTS AND MINUTES OF COMMITTEES/WORKING GROUPS**

- a) To approve the recommendations of KTC Community Services Committee Meeting held 18 May 2009

**RESOLVED:** that the Committee are asked to continue considering the lease at Waterside (Weirside Terrace) with a view to renegotiating the terms

**(Unanimous)**

Councillor K Hawkins stated that the Chamber of Trade would strongly oppose a Farmers’ market being held on Saturday 19<sup>th</sup> December.

It was further **RESOLVED** that:

- i) the reference to ‘Appendix 2’ (CSC 09/52, P36) be changed to ‘Appendix 1’
- ii) the recommendation ‘that a Christmas Farmers Market be held on Saturday 19 December and that in view of Remembrance Day being commemorated on the second Sunday of November, the November Farmers Market be held on Sunday 22 November 2009’ (CSC 09/52, P36) be sent back to the Community Services Committee for further consideration.

It was further **RESOLVED** that the rest of the recommendations of the KTC Community Services Committee Meeting be approved

**(Unanimous)**

**C 09/114      ITEM 11- REPORTS FROM THE CLERK**

- a) **Consideration of KTC Annual Return 2008/2009**  
 i) Consideration of Annual Governance Statement, section 2

This item was referred to the Office Services Committee

- b) **Health and safety issue with the fencing at Lidl** – email received on 19 May 2009 from Bruce James

This item was deferred until later in the meeting. See Unpublished Minute C09/119

**C 09/115      ITEM 12 - TO NOTE PAYMENTS AS PER SCHEDULE OF ACCOUNTS NO. 348**

**RESOLVED:** Receive and note every item except Invoice 25

*Having declared a prejudicial interest in invoice 25 of the Schedule of Accounts, Councillor M Clemmitt left the chamber and took no part in the discussion or voting thereon.*

**RESOLVED:** to approve item 25

*Councillor M Clemmit returned to the chamber.*

**C 09/116      ITEM 13 – OTHER MOTIONS SUBMITTED BY MEMBERS – none**

The Chair moved to **ITEM 15 – TO RECEIVE THE FOLLOWING DOCUMENTS**

- a) FEVA Application for funding – Thank you letter dated 18 May 2009 from the FEVA fundraiser
- b) Country Air, Spring 2009 – newsletter of Rural Action, Yorkshire
- c) The Playing Field, Spring 2009 – newsletter of the York & North Yorkshire Playing Fields Association
- d) The Clerk, May 2009 – Journal of the Society of Local Council Clerks
- e) Minutes of the Jacob Smith Park Friends Group Meeting held on 16 April 2009
- f) Minutes of Renaissance Knaresborough Executive Committee Meeting held on 21 April 2009 (*previously emailed to all Councillors*)
- g) YLCA – Harrogate Branch - Agenda for Annual Meeting to be held on Monday 22 June 2009 7.30pm at Crescent Gardens. (Note: prior to the meeting, Mr Tim Richards, Head of Planning Services, HBC, will answer questions raised by member Councils).
- h) Minutes of the meeting of the Joint Executive Board of Yorkshire Local Councils Associations on 18 April 2009
- i) White Rose Update – May 2009

**RESOLVED:** To receive and note all the above

The Chair moved back to Item 14

**C 09/117      ITEM 14 - INFORMATION EXCHANGE**

- a) Councillor P Godsell expressed her dissatisfaction that no prior notification was given to Councillors of the recent closure of Meadow Road and Stockwell drive
- b) Councillor P Godsell requested that public bins and toilets be put on a future agenda after finding the ones in the Market Square in a bad state over the bank holiday weekend. Councillor J Hawkins also noticed that the toilets on Waterside had been a problem too, with only a trickle of water.
- c) Councillor L Lever stated that with regret she wished to stand down as the KTC representative for Renaissance Knaresborough. Councillor J Burdett expressed interest in doing this. Under Standing Order SO2.3(vi), it was

**RESOLVED** that the Office Services Committee be given delegated authority to appoint a new KTC representative for Renaissance Knaresborough

*(Unanimous)*

- d) Councillor C Willoughby informed the meeting that she had received a letter from a company representing Aldi expressing interest in redeveloping the former Audi Sales garage at St James Retail Park for non-food retail purposes. The company are keen to hear about local ideas and visions for the site before proceeding. Clerk to contact the company and organise for them to talk to KTC.

- e) Councillor A Willoughby reported on the Health & Safety works in the Castle Grounds. He said that P. Kilburn, HBC, has agreed that the handrail down to the moat needs to be brought up to standard. The Contractor will work out a new price for this and see if we wish to fund it.
- f) The Clerk gave details of presentations organised to precede each of the next three Council meetings. These are 22 June – FEVA, 13 July – re Play Area Re-development at Knaresborough Pool and 3 August – John Hayton, HBC re Knaresborough Public Toilets

**RESOLVED:** That in view of the confidential nature of the business to be transacted, the following items pertaining to the Farmers Market and Lidl be dealt with in Private Session, and subject to the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 (as amended), the meeting be not open to members of the public.

*(Unanimous)*

**C 09/118      SEE UNPUBLISHED MINUTE**

**C 09/119      SEE UNPUBLISHED MINUTE**

Return to Public Session

**C 09/120      ITEM 14 – INFORMATION EXCHANGE (Continued)**

- g) Councillor M Clemmitt said she was desperate to find a host family for a mother and daughter from Bebra for the Bed Race weekend

**C 09/121      ITEM 15 – TO RECEIVE THE FOLLOWING DOCUMENTS**

See Minute C09/116 above

Meeting ended at 9.15pm