

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL HELD AT
KNARESBOROUGH HOUSE, KNARESBOROUGH ON MONDAY 5 JANUARY 2009**

PRESENT **Chair:** Councillor P Godsell (Mayor)

Councillors: B Archibald, B Asquith, J Burdett, M Clemmitt, K Hawkins, J Hawkins, L Lever, L Powell, A Willoughby, and C Willoughby.

Late Arrivals: none

Early departures: none

C 09/01 ITEM 1 – APOLOGIES

Apologies were received from Councillors R Hall, B Holbrook, J Walton

C 09/02 ITEM 2 - DECLARATIONS OF INTEREST

All declarations are personal, unless otherwise stated.

Councillor K Hawkins	Member of HBC – will consider any same item at HBC in the light of any new information
Councillor J Hawkins	Item 15f) – Member of Knaresborough Town Twinning Committee
Councillor A Willoughby	Item 9g) – Vice Chair of Renaissance Knaresborough Item 15e) – Member of Knaresborough in Bloom Committee
Councillor C Willoughby	Member of HBC – will consider any same item at HBC in the light of any new information Item 15e) – Member of Knaresborough in Bloom Committee
Councillor J Burdett	Member of HBC – will consider any same item at HBC in the light of any new information Item 15f) – Member of Knaresborough Town Twinning Committee Item 9h) – Involved with Safer Communities Partnership Funding 2007/2008
Councillor L Lever	Item 9g) – Member of Renaissance Knaresborough Item 15e) – Member of Knaresborough in Bloom Committee
Councillor M Clemmitt	Item 7a) – Knows applicant Item 15f) – Member of Knaresborough Town Twinning Committee Item 15g) – Member of CAP (Community and Police) Committee
Councillor P Godsell	Item 7e) i) – Premises close to theatre Item 15f) – Chair of Knaresborough Town Twinning Committee Item 15g) – Member of CAP (Community and Police) Committee

C 09/03 ITEM 3 - MINUTES OF PREVIOUS MEETING

RESOLVED: That, subject to the following amendments, the Minutes of the meeting held 8 December 2008 be approved as a correct record and signed by the Chair:

Minute 604 d) Remove the reference to “NYCC”.

The meeting ended at **8.40pm** not 9.40pm.

C 09/04 ITEM 4 – KTC PUBLIC SPEAKING SESSION

None

C 09/05 ITEM 5 – BUSINESS REMAINING FROM PREVIOUS MEETING(S)

None

C 09/06 ITEM 6 – 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>Observations</u>	<u>Return by date:-</u>
08/05644/FUL 265.L*	Mr Patrick Leonard	Erection of detached garage – Abbey Mill, Abbey Road	KTC object: this would extend the cluster of buildings further into a rural part of the town. Also need to point out that planning permission for a garage was passed in 1975. The garage that was subsequently built was later converted to living accommodation.	1 January 2009
			<i>(Unanimous)</i>	
08/04950/FUL 407.B*	Mr J Prudames	Installation of fire escape and roof light – 11 Silver Street	No Objections	1 January 2009
08/05574/FUL 2693**	Mr Andrew Grintner	Conversion of store to form workshop including the replacement of garage doors and ground floor side window – Art In The Mill Rear of 30 Cheapside	No Objections	31 December
08/05660/FUL 2694*	Mr Keith Isaacson	Erection of single storey side extension – Old Trinity Vicarage Windsor Lane	No Objections	31 December
08/05736/FUL 2695*	Mr and Mrs James and Alison McCarty	Erection of two storey side extension – 1 Birkham View, Blands Hill, Calcutt	No Objections	1 January 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 09/07 ITEM 7 - PLANNING CORRESPONDENCE:

- a) **Planning Enforcements** – (i) Confidential Papers: (1) (*See unpublished minutes*)
(ii) Reports of Investigation(s):
- Case No. 08/00576/PR15 - Braeside House, Ripley Rd.

RESOLVED: To receive and note

b) To note the following applications **approved** by HBC (**subject to conditions**) **contrary to KTC observations**:

- i) 6.100.2678.A.PDUCO-Retention of conversion of garage to workshop and installation of windows to replace door- 5 Sovereign Fold (*KTC comments: object as this could set a precedent*).

RESOLVED: To receive and note

c) To note the following application **refused** by HBC **contrary to KTC observations**:

- i) 6.100.1214.B.FUL – Change of use of vacant retail unit (Use Class A1 –Shops) to coffee shop (Use Class A3 – Restaurants and Cafes) and installation of condenser unit and 2 rooflights to rear – 18 Market Place (*KTC comments: The Town Council support this application (despite it being in the core shopping area) because of the large number of empty shops in the town generally and because we feel that this application would help liven up the town centre and attract more people*).

RESOLVED: To receive and note

d) To note the following **WITHDRAWN PLANNING APPLICATIONS**:

- i) 6.100.1281.A.FUL – Formation of first floor, erection of front porch and installation of 4 solar panels to rear – 6 Crag Lane.

RESOLVED: To receive and note

e) **Appeal Decisions**

- i) 6.100.362.B.FUL – Erection of 6 flats with detached bin and cycle store (Site Area 0.05ha) – Elephant And Castle Yard, High Street – **appeal dismissed**
- ii) 6.100.254 – Appeal against Enforcement Notice - The breach of planning control as alleged in the notice is without planning permission the unauthorised material change of use of the land to use as a depot for a chimney sweep business and for the storage and sale of chimney and other building products and materials, Old Coal Depot, Stockwell Road – **appeal dismissed**.

RESOLVED: To receive and note

f) **Tree Preservation Order No. 79/2008** – Le Herou, Abbey Craggs Way – To note that this order took effect, on a provisional basis, on 16 December 2008.

RESOLVED: To receive and note

g) **Harrogate District Local Development Framework - Harrogate Strategic Housing Market Assessment consultation 19 December 2008 – 30 January 2009.** Draft report and Executive Summary available to view at www.harrogate.gov.uk/harrogate-5657

RESOLVED:

- i. That the Clerk obtain a hard copy of the report.
- ii. That Councillors K Hawkins and J Burdett look at this and discuss at the next meeting on 26 January 2009.

(Unanimous)

C 09/08 ITEM 8 - HBC PLANNING COMMITTEE – OPPORTUNITY TO SPEAK –
TUESDAY 6 JANUARY 2009 AT 2.00PM CRESCENT GARDENS, HARROGATE.

The date of the above meeting, at which the following application is to be considered, was noted.
 No KTC member to attend:

- a) 6.100.2675.A.FUL – Erection of detached dwelling and formation of new vehicular access (site area 0.01 ha) (Revised Scheme) – 32 Meadow Road.

C 09/09 ITEM 9 – CORRESPONDENCE

- a) Notification of Memorial Works in Knaresborough Cemetery – letter dated 2 December 2008 from the Bereavement Services Manager, HBC.

RESOLVED: To receive and note

- b) Commuted Sums – letter dated 5 December 2008 from the Systems and Information Officer, HBC.

RESOLVED: That the Clerk send a letter to the Systems and Information Officer at HBC requesting the following information:

- i. Exactly what Commuted Sums for Knaresborough have been given to HBC?
 - ii. Which sites in Knaresborough have the Commuted Sums been allocated to?
 - iii. Which developments in Knaresborough have benefited from other works being done in lieu of Commuted Sums?
 - iv. A copy of the spreadsheet under the Freedom of Information Act.
- (and request also that:
- v. That the Clerk invites the Systems and Information Officer at HBC (or other relevant party) to do a presentation for KTC to explain exactly how Commuted Sums work.

(Unanimous)

- c) Knaresborough Maps – letter dated 5 December 2008 from Managing Director, Cityscape Maps Ltd.

RESOLVED: That the Clerk send the following:

- i. A letter to the Managing Director of Cityscape saying that KTC are pleased with his approach, and would like to point out his is not the only company to approach us on this matter. At present KTC are not responsible for the upkeep of the maps, but they share his concerns and have a strong interest in ensuring that the maps are improved. Councillor A. Willoughby is willing to meet up with the Managing Director of Cityscape to discuss the matter further.
- ii. A letter to Adrian Berry (Spofforth) in the same vein. (Councillor A. Willoughby to provide the contact details).
- iii. A letter to the Chamber of Trade to say that KTC have been approached by professional companies that have noticed the poor state of Knaresborough Maps. KTC are in agreement that action should be taken to improve them.
- iv. That in the future any correspondence about Knaresborough maps should go to the Community Services Committee.

(Unanimous)

- d) Knaresborough Conservation Area – letter dated 12 December 2008 from the Chief Planner (Forward Planning), HBC.

RESOLVED:

- i. That the Clerk request that the Chief Planner provide a proper colour copy of the Conservation Area Appraisal document for each Councillor so that KTC can consider it again.
- ii. Also KTC would like clarification as to which of the comments and suggestions have not been included in the document as indicated in paragraph 2, line 2 of the letter dated 12 December 2008 from the Chief Planner, HBC.

(Unanimous)

- e) Ripley Road Footpaths – Letter dated 18 December 2008 from the Chief Engineer (Highways), HBC.

RESOLVED: that Councillor B. Archibald meet up with R. Wade, Chief Engineer (Highways), HBC to point out the areas of the path which are not maintained to a sufficient standard.

(Unanimous)

To note: the Clerk to diary route through St. Mary's School for 4 months time to raise with Mr McGonigle, HBC.

- f) Knaresborough Christmas Market Committee Grant Application – letter received 18 December 2008 from Hazel Haas.

RESOLVED:

- i. that KTC grant Knaresborough Christmas Market Committee the funding requested (£920).
- ii. the Clerk will also write to say that KTC are not happy that K.C.M.C does not have a constitution and would like to recommend that they become a properly constituted body.

(Unanimous)

- g) Restricted Parking Zone – Waterside – copy email from Senior Engineer, Traffic Management, HBC sent to Ward Councillors on 11 November 2008.

RESOLVED: that the Clerk write to the Senior Engineer, Traffic Management, HBC, expressing KTC's disappointment that they were not consulted over this matter. KTC would ideally like Waterside to be as car free as is practical, whilst respecting the needs of residents. Therefore KTC would like to support the initial proposal for a lower number of spaces.

(Unanimous)

- h) Safer Communities Partnership Funding 2009/2010 – letter dated 18 December 2008 from Andrea Hutton, HBC.

RESOLVED: That letters relating to both 2008-9 and 2009-10 be tabled for the Community Services Committee to deal with (note: Community Services Committee has full delegated authority) *(Unanimous)*

(Note: In future could the Clerk to diary Safer Communities Partnership Funding in September so that Councillors have time to consider this).

- i) Consultation notice: “Post Offices – Securing the Future” – email dated 17 December 2008 from Councillor A. Willoughby.

RESOLVED: that KTC respond stating they see an opportunity for using Post Offices as One Stop Shop centres to provide Council Services for example – to pay rent for council property.
(Unanimous)

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

- a) To approve minute OS 08/26 of KTC Office Services Committee meeting held 15 December 2008 concerning proposed changes to Standing Orders.
(Note: This requires the support of ten Councillors to be approved.)

RESOLVED: That the recommendations of the Committee be approved.
(Unanimous)

- b) To approve the other recommendations of the Office Services Committee meeting held 15 December 2008. (Note: copy of agreed Budget for 2009/10 attached to these Minutes)

RESOLVED: That the recommendations of the Committee be approved
(Unanimous)

C 09/11 ITEM 11- REPORTS FROM THE CLERK

None

C 09/12 ITEM 12 - ACCOUNTS FOR PAYMENT SCHEDULE No. 342.

RESOLVED: That Payments as per Schedule of Accounts No. 342 be noted.
(Unanimous)

C 09/13 ITEM 13 – OTHER MOTIONS SUBMITTED BY MEMBERS

None

C 09/14 ITEM 14 - INFORMATION EXCHANGE

- a) Councillor B. Asquith - reported that abusive bikers had been using Waterside as a racing track.
(request that the Clerk writes to, HBC(Melisa Burnham, Cycling Officer, Knapping Mount) to ask what can be done)
- b) Councillor K Hawkins - requests that the Clerk sends a copy of the CAP minutes to all Councillors from now on.
- c) Councillor J. Burdett - has been in touch with R. Wade, HBC, about heavy rain gushing down Knaresborough Road from Badger Hill making driving conditions treacherous.
- d) Councillor J Burdett – contacted Chris McGonigle HBC who confirmed that money is available for the road improvements by King James’s School, but that there is a delay, other matters take precedence.
- e) Councillor M. Clemmitt reported that Knaresborough Town Twinning have lost a valuable member and excellent host. Pat Jenner died. She will be greatly missed.
- f) Councillor M. Clemmitt reported that the next Town Twinning meeting has been postponed from 8th January to 21st January.
- g) Councillor P Godsell reported that Father Tony Callan-Travis has retired. He will be sadly missed at Holy Trinity church.

h) Councillor P Godsell expressed concern that, since the Agenda papers were sent out, 12 planning applications have come in.

She requested an **Extraordinary Council Meeting** to be held on **Monday 12th January 2009 at 7pm** to discuss planning applications.

This results in the **Community Services Committee** meeting being put back to **8pm**.

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

- a) North Yorkshire Fire & Rescue Authority, Summary of Accounts – 2007/8
- b) NYCC Business and Environmental Services – Winter Service Leaflet – December 2008
- c) “NEWSLINE” Newsletter from North Yorkshire District and County Councils – Winter 2008
- d) “The Funding Bulletin” Newsletter from Ripon and Harrogate Councils for Voluntary Service – January 2009
- e) Knaresborough in Bloom Committee – Minutes of meetings held 13 May/24 June/15 July/16 September 2008 (*previously e-mailed to all Councillors*).
- f) Knaresborough Town Twinning Committee – Minutes of meeting held on 13 November 2008 (*ca*)
- g) CAP (Community and Police) Minutes of Meeting held 9 September 2008
- h) “Rural Matters” Newsletter of the Yorkshire and The Humber Rural Affairs Forum – December 2008

RESOLVED: Receive and note.

Meeting ended at 9.35pm