

**REPORT OF MEETINGS OF KNARESBOROUGH TOWN COUNCIL**  
**HELD AT KNARESBOROUGH HOUSE, KNARESBOROUGH**  
**ON MONDAY 11 APRIL 2005**

**7.00 pm** (Council Chamber) – Presentation by Dr. K Emerick, English Heritage.

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

**Councillors**     R W Aspin, J L Cooke, P R Guest, K B Hawkins, H M Lyon,  
                         \*R J Pearson, D Smith, J A Smith, M Smith, C M Willoughby and  
                         A Wright

**\*Late Arrivals:** Councillor R Pearson (7.15 pm)

**Apologies** were received from Councillors J E E Jackson (family commitments), B J Hallam (work commitments) and R Hall.

Dr Emerick provided members with an update on communication between himself and a number of interested parties, (Civic Society, HBC) on the proposed Conservation Plan. Due to restructuring at HBC, the Museums team has been unable to progress commissioning of the Conservation Plan. However, it is understood that the Borough Council is still committed to the scheme and has a budget provision in 2005/06.

Dr Emerick is no longer Inspector of Ancient Monuments for the Harrogate area but will be the contact point for Knaresborough Castle Conservation Plan until the appointment of consultants. His colleague, John Hinchcliffe, will subsequently be the responsible officer.

Dr Emerick opened the floor to questions:-

Councillor J Smith expressed his strong concern at the delay in commissioning the Plan and the outstanding archaeological works, (that are delaying full grant of planning permission and consideration of Scheduled Monument Consent).

Councillor Wright asked a number of questions regarding the commissioning of archaeological works.

The Clerk sought clarification that the information required for the planning condition would also be required in consideration of the application for Scheduled Monument Consent.

(7.15 pm Councillor Pearson joined the meeting).

Mr T Maude quoted a letter from HBC, 4 January 2005 and from Mr Cale (Archaeologist), July and August 2003. Dr Emerick advised that he had not received copy correspondence from HBC. He understood that Mr Cale had confirmed he would not be willing to undertake the required archaeological works.

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Councillor Hawkins and Cooke sought clarification on the timing and approximate cost of an archaeological study (@ £5,000-£7,000), if KTC commissioned such Dr Emerick advised that the consent of the Department of Culture would be required for the archaeological works.

Councillor Guest expressed his concern at the delay to progressing the Conservation Plan. He also questioned the location of the proposed Performance Area.

Councillor J Smith commented that wide publicity had been given to the proposed Performance Area, before and during the submission of a planning application.

Councillor Wright enquired about the cost of preparing the Conservation Plan and English Heritage grant funding (50%).

Dr Emerick confirmed that he would liaise with Ms C Evans of Museums Department, HBC on the questions raised by KTC and tone of the presentation.

Councillor J Smith enquired where existing archaeological information existed – Harrogate Borough Council and NYCC.

Councillor Aspin enquired on the likely timescale for commissioning and undertaking the Plan. Dr Emerick estimated the whole process would be a minimum of 6 months, and needed to include a credible public consultation element.

Councillor Wright enquired if the time of year impacted on how long the Conservation Plan would take - No. He gave some background to the development of the proposed Performance Area (supported by Councillor J Smith).

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**COUNCIL MEETING**  
**8.00 PM**

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

**Councillors**    \*R W Aspin, J L Cooke, P R Guest, K B Hawkins, H M Lyon,  
R J Pearson, D Smith, J A Smith, M Smith, C M Willoughby and  
A Wright

**Late Arrivals:** . None

**\*Early Departures:** R Aspin 9.27 pm

**9168**    **ITEM 1 - APOLOGIES**

Apologies were received from Councillors J E E Jackson (family commitments), B J Hallam (work commitments) and R Hall.

**9169**    **ITEM 2 – DECLARATIONS OF INTEREST**

Note: Interests are personal, unless indicated otherwise.

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(Minute No. 9169 Cont'd...)

Councillor J Smith	Member of Harrogate Borough Council (HBC) – will reconsider any same item at HBC, in the light of any new information. Item 11b – prejudicial interest. Item 21 – Member of Harrogate Licensing Committee
Councillor P Godsell	Item 11b – prejudicial interest.
Councillor D Smith	Member of Harrogate Borough Council (HBC) – will reconsider any same item at HBC, in the light of any new information. Item 11b – prejudicial interest. Item 21 – Member of Harrogate Licensing Committee
Councillor M Smith	Item 11a – prejudicial interest.
Councillor K B Hawkins	Member of Harrogate Borough Council (HBC) – will reconsider any same item at HBC, in the light of any new information. Item 8d – prejudicial interest. Item 11b – prejudicial interest. Item 18 – Member of RMT Town Team Item 9a – personal - (Confidential Item)
Councillor C Willoughby	Item 11a – prejudicial interest. Item 6 – County applications 324 and 106 – works at both schools. Item 22c – Member of Knaresborough in Bloom.
Councillor P Guest	Item 6 – Planning application 6.100.2435.FUL knows applicant. Item 11a – prejudicial interest. Item 18 – Member of RMT Town Team Item 19 – Member of Performance Area Committee
Councillor R W Aspin	Item 6 – prejudicial re Planning application 6.94.76.FUL Item 7b – prejudicial Item 11a and 11b – prejudicial interest Item 14 – Regional co-ordinator for Neighbourhood Watch. Item 16 – Nominated Mayor Item 18 – Member of RMT Town Team Item 19 – Member of Performance Area Committee
Councillor J Cooke	Item 8d – prejudicial interest. Item 11b – prejudicial interest. Item 18 – Member of RMT Town Team Item 9a – personal - (Confidential Item)
Councillor H Lyon	Item 21b)ii – Member of Church

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(Minute No. 9169 Cont'd...)

Councillor A Wright                      Planning Application 6.94.76.FUL –relative lives in proximity.  
Item 7ii) – prejudicial interest.

**9170 ITEM 3a – PRESENTATION, BY DR EMERICK, PRECEDING COUNCIL MEETING**

**RESOLVED:**

- i) The Performance Area Committee be requested to consider ‘the vision’ for the Performance Area and publicity of this.
- ii) That KTC urge HBC to commission the Conservation Plan, as soon as possible, and that the Performance Area Committee monitor this
- iii) That KTC contact HBC to enquire what archaeological information they have relating to Knaresborough Castle and its grounds.

**9171 ITEM 4 – MINUTES OF THE COUNCIL MEETING HELD 21 MARCH 2005**

**RESOLVED:**                      That the Minutes of the Council meeting held on 21 March 2005 be approved as a correct record, and signed by the Chair, subject to the addition of *Councillor C Willoughby next to items 7i and 8h* at Item 2 Declarations of Interest.

**9172 ITEM 5 – KTC OPPORTUNITY TO SPEAK**

- i) Mr R Callaghan re planning application 6.94.76.FUL – Application withdrawn.
- ii) Mr Dawson re Item 9c – Bowling Cups

Mr Dawson, Chairman and Secretary of Knaresborough Bowling Club spoke on the formation and history of the Club. (He understands the Cups were passed to KTC by the former Castle Bowling Club). Mr Dawson summarised the current income and costs position of the Club.

**9173 ITEM 9c - OLD KNARESBOROUGH BOWLING TROPHIES**

Ref – letter dated 21 March 2005 from Chairman, Knaresborough Bowling Club.

**RESOLVED:**

- i) The Simpson Bowling and Challenge Cups be offered to the Bowling Club on permanent loan, with no insurance obligation on the Club, and that KTC review the cost of ‘all risks’ insurance cover.
- ii) The Bowling Club be invited to submit a request for grant funding, to KTC, for capital projects.

**9174 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:

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(Minute No 9174 Cont'd....)

<u>Ref</u>	<u>Applicant</u>	<u>Details of Application</u>	<u>Observations</u>
59.T.FUL**	Mr T Lindley	Erection of detached house and garage (site area 0.12ha) – Amtree House, Abbey Road.	Object: The proposed development of a dwelling in this location would be detrimental to the visual amenity of the area and unacceptably change its character. The development would intrude into existing woodland and increase the volume of vehicular traffic, on a narrow road extensively used by pedestrians and cyclists.
235.I.FUL*	Mr D Spink	Formation of new vehicular access – Sundowne, Forest Moor Road	No objections.
544.A.FUL*	I L Russell and C J Dunn	Erection of single storey rear extension – 41B Abbey Road.	No objections.
904.G.FUL**	Mr H Kordowicz	Demolition of existing shop and workshop and construction of new retail shop with enlarged forecourt and replacement canopy – Esso (formerly Manse Services) 29 Wetherby Road. (Revision of application advertised in May 2004 – all existing letters of representation will still be taken into account).	No objections.
1091.B.LB*	Mr & Mrs J Denton	Listed building application for the installation of French doors to rear to replace existing bay window – 49 Kirkgate.	No objections.
1366.E.FUL*	Mr & Mrs Jones	Erection of replacement outbuilding - New Row Cottage, High Bond End.	No objections. Note: Applicant is known to the Council as a District Councillor.
1700.D.FUL*	Major Property Ltd.	Erection of two storey side extension and single storey front extension – Avenue Cottage, Park Avenue.	No objections.
2363.A.FUL*	Mr & Mrs A Ashton	Erection of two storey side extension, including 1 No. rear dormer window (Revised Scheme) – 9 St Robert's Road.	No objections.
2435.FUL*	Mr R Hall	Erection of two storey side extension – 2 Grimbald Road.	No objections. Note: Applicant is known to the Council as a Town Councillor.

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**(Minute No. 9174 Cont'd...)**

2436.FUL*	Mr & Mrs Harrison	Erection of rear conservatory – 12 Abbey Craggs Way.	No objections.
2437.FUL*	Mr & Mrs J Brennan	Erection of single storey rear extension and conversion of part of garage to form additional living accommodation – 5 Appleby Grove.	No objections.
<u>County Matters</u> <u>(324)</u>	NYCC	Proposed erection of a sub station extension at King James's School (Revised Plan) - King James Road.	No objections.
<u>County Matters</u> <u>(106)</u>	NYCC	Proposed erection of an office a toilet and changing room extension at Forest School, Park Lane.	No objections.
6.94.76.FUL	Mr D Forster	New residential two storey dwelling – Land on corner of Greengate Lane/Greengate Drive.	Note: Application withdrawn.

\* Item for determination by Head of Planning Services or Head of Planning Services/Chairman of Area 2 DC Committee.

\*\* Item for determination by Area 2 DC Committee.

**9175 ITEM 7a) – PLANNING ENFORCEMENT**

**RESOLVED:** i) To receive and note (See Unpublished Minute).

*(Councillor A Wright declared a prejudicial interest re Item 7a)ii left the Council Chamber and took no part in the discussion or voting thereon).*

ii) To receive and note outcome of investigation re planning enforcement Case No. 05/00099/PR15 –16 High Street.

**RESOLVED:**

- a) To receive and note HBC report of investigation.
- b) The matter of confidential items and Councillor interests, as highlighted in Councillor A Wright's e-mail of 4 April 2005, be referred to the Monitoring Officer and Standards Committee, HBC.

*(Councillor A Wright returned to the Council Chamber).*

**9176 ITEM 7b – NOTICE OF APPEAL BY PICADILLY MOTORS LTD RE GRANT OF CONDITIONAL PERMISSION:**

*(Councillor R Aspin declared a prejudicial interest re Item 7b) left the Council Chamber and took no part in the discussion or voting thereon).*

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(Minute No. 9176 Cont'd...)

- (i) 6.100.351.N.ADV – Display of 7 internally illuminated fascia signs, 1 replacement internally illuminated pylon sign, 1 internally illuminated pylon sign, 2 entrance signs and 6 flag pole signs. (KTC: no objections).

**RESOLVED:** To receive and note.

(Councillor R Aspin returned to the Council Chamber).

**9177 ITEM 7c - HARROGATE DISTRICT LOCAL DEVELOPMENT FRAMEWORK**

Ref – letter dated 31 March 2005 from Chief Planner (Forward Planning). *Note: 4 members indicated intention to attend forthcoming meeting.*

**RESOLVED:** To receive and note.

**9178 ITEM 8 - OPPORTUNITY TO SPEAK HBC PLANNING NO.2 DEVELOPMENT CONTROL COMMITTEE – TUESDAY, 12 APRIL 2005 – 4.00 PM AT CONYNGHAM HALL, KNARESBOROUGH**

(Councillors J Cooke and K Hawkins declared a prejudicial interest re item 8d), left the Council Chamber and took no part in the discussion or voting thereon).

- a) 6.100.319.E.FUL – Erection of three storey building to provide retail at ground floor, 2 studio apartments at first and second floors and one 3 storey town house to rear. (Site Area 0.013ha) – 91-93 High Street.
- b) 6.100.319.F.CON – Demolition of three storey building – 91-93 High Street.
- c) 6.100.904.G.FUL – Demolition of existing shop and workshop and construction of new retail shop with enlarged forecourt and replacement canopy – Esso (Formerly Manse Services) 29 Wetherby Road.
- d) 6.100.1685.G.REMMAJ – Amended plans received on 25 February 2005 and 28 February 2005 following adjournment to public inquiry on 25 January 2005, into appeal against non determination of reserved matters application under Outline permission 6.100.1685.C.OUT for the erection of 170 dwellings (previously 175 dwellings) with associated hard and soft landscaping, new vehicular access and diversion of Public Right of Way – Former Nursery Site Off Halfpenny Lane.

(Councillors J Cooke and K Hawkins returned to the Council Chamber).

- e) 6.100.2387.A.FUL – Conversion of 1 No. dwelling to form 2 No. dwellings, including the erection of two storey side extension – 1 Park Lane.

**RESOLVED:** Councillor A Wright to attend, as KTC representative re item 8d.

(Councillor R Aspin left the Meeting 9.27 pm).

**ITEM 9a - PROPOSED AWARD OF HONORARY FREEMAN** - See Minute 9196 (Confidential Session).

**9179 ITEM 9b - CHANGES AT HARROGATE BOROUGH COUNCIL - 1 APRIL 2005**

Ref— letter dated 18 March 2005 from Chief Executive, HBC.

**RESOLVED:** To receive and note.

**ITEM 9c - OLD KNARESBOROUGH BOWLING TROPHIES** – (See Minute 9173)

**9180 ITEM 9d - QUALITY PARISHES AND PARISH PLANNING**

Ref – letter dated 21 March 2005 from Minister for Rural Affairs and Local Environment Quality, Defra.

**RESOLVED:** To receive and note.

**9181 ITEM 9e – WINTER SERVICE 2005-06**

Ref – letter dated 21 March 2005 from Acting Maintenance Manager, NYCC, requesting ‘comments on the service and suggestions for improvements’.

**RESOLVED:** To respond with praise for the excellent service provided in Winter 2004/05.

**9182 ITEM 10 - WATER COOLERS**

Ref – Deputy Clerk’s report to Council

**RESOLVED:** i) Not to purchase a Water Cooler.  
ii) Thanks be conveyed to Councillor M Smith for her offer to supply additional water jugs.

**9183 ITEM 11 - REQUEST FOR GRANT FUNDING**

*(Councillors Willoughby, Guest and M Smith declared a prejudicial interest re item 11a, left the Council Chamber and took no part in the discussion or voting thereon.)*

a) Knaresborough In Bloom – letter dated 28 March 2005

**RESOLVED:** KTC award Knaresborough in Bloom grant of £1,000, (2005/06.)

*(Councillors Willoughby, Guest and M Smith returned to the Council Chamber).*

*(Councillors J & D Smith, K Hawkins, J Cooke and P Godsell declared a prejudicial interest re item 11b, left the Council Chamber and took no part in the discussion or voting thereon.)*

*(Councillor Willoughby acted as Chair).*

b) Town Twinning Grant 2005/06 – letter dated 31 March 2005 from Knaresborough/Bebra Town Twinning.

i) KTC award Town Twinning Grant of £500.00, (2005/06).

(Minute No. 9183 Cont'd...)

- ii) Enquire if Town Twinning are paying room hire charges and, if so, can KTC assist in sourcing free hire of rooms.

*(Councillors J & D Smith, K Hawkins, J Cooke and P Godsell returned to the Council Chamber).*

*(Councillor P Godsell resumed position of Chair).*

**9184 ITEM 12 - 2010 ROYAL MAUNDY**

Ref – To consider motion proposed by Councillor K Hawkins:

- “1. Council notes that 2010 will be the 800<sup>th</sup> anniversary of the first known Royal Maundy when King John staying at Knaresborough Castle gave to 13 poor men of Knaresborough, Maundy gifts of 13 pence each, a robe, breeches, a girdle, a knife and shoes.
2. Council believes that this historic event should be recognised by inviting the Queen to hold the 2010 Royal Maundy in Knaresborough. Although by recent custom this event is held in Cathedrals and Abbeys around the country (and accepting that Knaresborough has neither) we believe that the Royal Household should recognise Knaresborough’s historic place in the Royal Maundy tradition by holding the ceremony in our Town.
3. Although this anniversary is five years away, Council being uncertain of the time scales on which this event is planned, calls upon the Clerk to write to the Palace to make initial enquiries as to the possibility of the Royal Maundy being held in Knaresborough in 2010.”

**RESOLVED:** Agree and support the above motion.

**9185 ITEM 13 - CHARGES FOR USE OF BOROUGH COUNCIL PROPERTY**

The Clerk confirmed the advice of the YLCA that HBC was acting within its rights to charge local organisations for the use of rooms at Knaresborough House.

Councillor K Hawkins informed the Committee that he was awaiting a response from Councillor Skidmore, following a recent meeting on charges to Town Twinning and for some KTC Working Groups.

**RESOLVED:** Receive and note above, verbal reports.

**9186 ITEM 14 - NEIGHBOURHOOD WATCH IN KNARESBOROUGH**

The Clerk advised that the local area co-ordinator of Neighbourhood Watch had offered to speak to the Town Council on its wish to extend Neighbourhood Watch Schemes in Knaresborough.

**RESOLVED:** That Neighbourhood Watch be requested to undertake a wider, public presentation in Knaresborough, and not only to the Town Council.

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**9187 ITEM 15 - KNARESBOROUGH & HARROGATE FAIR TRADE**

Request for presentation to KTC. Councillor Pam Godsell to report.

**RESOLVED:** Accept offer of Harrogate & Knaresborough Fair Trade to make a presentation to KTC.

**9188 ITEM 16 - KTC 'Mayor Making' - Change in date to 19 May 2005**

**RESOLVED:** To receive and note.

**9189 ITEM 17 - KTC COUNCILLORS ATTENDING KNARESBOROUGH REGENERATION PARTNERSHIP – (Minute 8995)**

**RESOLVED:**

- i) To request that Knaresborough Regeneration Partnership minutes only record the current and immediate past Mayor as representatives of KTC.
- ii) Any other Town Councillors, attending meetings of the Knaresborough Regeneration Partnership, not be recorded as Town Councillors.

**9190 ITEM 18 – RENAISSANCE MARKET TOWN**

The Clerk advised she had received a copy of the draft Town Team Delivery Plan, for her comment as a member of the RMT Officers Group.

Copies of the RMT Review, Spring 2005 (Yorkshire Flood) were distributed to members present.

Councillor Guest commented that the Town Team is to discuss final amendments to the Delivery Plan, at a meeting on 13 April 2005.

**RESOLVED:** To receive and note above, verbal reports.

**9191 ITEM 19 - KTC PERFORMANCE AREA COMMITTEE**

To consider request of Councillor K Hawkins to join.

**RESOLVED:** Councillor Hawkins to become member of Performance Area Committee.

**9192 ITEM 20 - ACCOUNTS FOR PAYMENT AS PER SCHEDULE NO. 266**

**RESOLVED:** That the accounts for payment, amounting to £3,873.03 as detailed on Schedule of Accounts No. 266 be authorised for payment and 2 Members and the Clerk be authorised to sign the cheques on the Council's account in settlement of the payments concerned. (Councillors J Smith and A Wright signatories).

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**9193 ITEM 21 - APPLICATIONS FOR LICENCES**

a) Justices Licences

- (i) The Hart, Silver Street – Transfer of Justices Licence and GAP – (Number of Machines 4) from Mr A Savage to Aston Jon Davey.
- (ii) Mother Shipton's Inn - Transfer of Justices Licence from Ms Emma Fryer and Mr Ross Taylor to Helen Louise Binder and Christopher John Stone.

**RESOLVED:** No objections.

b) Public Entertainment Licences

- i) Henshaws Arts and Crafts Centre – Monday to Sunday 10.00am to 12 midnight.

**RESOLVED:** No objections

- ii) St Mary's Church, Bond End – letter dated 30 March 2005, Licensing Manager, HBC.

**RESOLVED:** To receive and note.

- iii) Market Tavern, 12 Castlegate – letter dated 30 March 2005, Licensing Manager, HBC.

**RESOLVED:** To receive and note.

Note: KTC policy/response to applications for PELs to be considered as Agenda item.

**9194 ITEM 22 – DOCUMENTS RECEIVED**

The Chair reported that the following documents had been received and were available for inspection in the Clerk's Office:

- a) Yorkshire Local Councils Associations, Membership and Leaflets.
- b) Harrogate & District Access Group – Minutes of Quarterly Meeting held 24 February 2005.
- c) Knaresborough In Bloom – Minutes of Meeting held 15 February 2005.

**RESOLVED:** To receive and note.

**9195 ITEM 23 – INFORMATION EXCHANGE**

- a) Dog Warden Service – Presentation starting at 7.00 pm on Monday 16 May 2005.
- b) Countryside Agency – New health check worksheets web address  
<http://mt.net.countryside.gov.uk>.
- c) Car Parks and Signage – Presentation starting at 7.00 pm on Monday 25 April 2005.
- d) Knaresborough Community Centre – Appointment of replacement Youth Worker.
- e) 16 April 2005: Knaresborough Players, Fund Raising Coffee Morning, Gracious Street.
- f) 7 May 2005: Mayor's Charity Fund Raising Evening, tickets £15.
- g) Mayor visited resident at Hill View Manor, on 100<sup>th</sup> birthday celebrations.

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**(Minute No. 9195 Cont'd...)**

- h) 13 April 2005: Knaresborough in Bloom Spring Judging.
- i) 19 April 2005 : Knaresborough in Bloom Meeting.
- j) 18 April 2005:- KTC Annual Town Meeting.
- k) Councillor A Wright – Bus Shelters Group has met and will report in due course.
- l) Window Boxes, Gracious Street – Councillor Guest met with HBC & Police – matter now resolved and all window boxes to be installed.

**9196 ITEM 9a - PROPOSED AWARD OF HONORARY FREEMAN**

***RESOLVED:-***

- i) Move to confidential session.

**The meeting closed at 10.20 pm**