

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL HELD ON
MONDAY 20 NOVEMBER 2006 AT KNARESBOROUGH HOUSE KNARESBOROUGH**

- a) **7.00 pm - Presentation by Mr W Culver-Dodds, Chief Executive, NYCE re Green Space Festival.**

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

Councillors: R Aspin, J Cooke, P Godsell, R Hall, H Lyon, R Pearson, D Smith,
J Smith, M Smith, C Willoughby & A Wright.

Mr Culver-Dodds went over the plans for the Green Space Festival from this year. The plan was to create a street art festival in a rural space or area, which was free for all to access. The town won 2 prestigious awards for the Green Space Festival:- 'The Best Regional Winner', and 'The Environment and Culture Category' which were unexpected. NYCE have produced an Evaluation Report for this year and are looking to build on the event for next year. The date will be moved to the 30 June – 1 July 2007 the weekend that was Children's Weekend. They are looking to use local groups and bring the community together, schools, musicians and youth groups. However there is a lack of financial backing from Knaresborough that needs to be addressed.

Members of the Council had the opportunity to question Mr Culver Dodds in more detail, and queries were raised concerning:- the possibility of contingency plans, parking in Knaresborough, local traders concerns and financial backing.

The Mayor thanked Mr Culver Dodds, on behalf of the Council, for his informative presentation.

7.30 pm – Council Meeting: Present: Chair: Councillor P Guest (Mayor)

Councillors: R Aspin, J Cooke, P Godsell, R Hall, H Lyon, R Pearson, D Smith,
J Smith, M Smith, C Willoughby & A Wright.

Late Arrivals: None **Early Departures:** None

9991 ITEM 1 - APOLOGIES:

Apologies were received from Councillors B Hallam, J Jackson, and K Hawkins.

9992 ITEM 2 - DECLARATIONS OF INTEREST

All declarations are personal, unless otherwise stated.

Councillor D Smith	Member of HBC – will consider any same item at HBC in the light of any new information. Item 6 – Lives close by. Item 15b – Member of Town Twinning
Councillor J Smith	Item 6 – Lives close by. Item 15b – Member of Town Twinning
Councillor R Aspin	Item 15b – Member of Town Twinning Item 15c - Member of Knaresborough In Bloom
Councillor M Smith	Item 15c - Member of Knaresborough In Bloom

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Councillor C Willoughby	Member of HBC – will consider any same item at HBC in the light of any new information. Item 15c - Member of Knaresborough In Bloom
Councillor P Godsell	Item 15b – Member of Town Twinning
Councillor J Cooke	Item 15b – Member of Town Twinning
Councillor P Guest	Item 15b – Member of Town Twinning Item 15c - Member of Knaresborough In Bloom

9993 ITEM 3 - MINUTES OF COUNCIL MEETING HELD 6 NOVEMBER 2006

RESOLVED: That the minutes of the Council meeting held on 6 November 2006 be approved as a correct record and signed by the Chair, with exception to minute number 9985b reading Stockdale Walk not Stockwell Drive.

9994 ITEM 4 – KTC OPPORTUNITY TO SPEAK

None received.

9995 ITEM 5 – MATTERS ARISING FROM PRESENTATION

RESOLVED: That this item be deferred until January when Councillors will discuss whether KTC can sponsor it in any way.

9996 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>
06/05392/FUL 481.F*	Mrs D Elliott	Erection of two storey side and first floor link extension – 47 Abbey Road.	No objections.
06/05440/FUL 736.B*	Mr C Perry	Retention of boundary fence to include the setting back of 1.8 metre high access gate from the pavement and reduction in height of fence to a maximum of 1.15 metres (Revised Scheme) – 42A Aspin Park Road.	No objections.
06/05522/FUL 874.H*	Birthplace Ltd	Erection of single storey rear extension, first floor infill extension, front bay window and hard landscaping with 1.5m high railings to front and side. (Revised Scheme) – The Mitre Hotel, Station Road.	No objections.
06/05569/FUL 1728.B.FUL*	Mr & Mrs J Danford	Erection of single storey side extension with living accommodation in the roof space and dormer window to rear (Revised Scheme) – 40 Aspin Oval.	No objections.

* Item for determination by Harrogate Borough Council Head of Planning Services or Head of Planning Services /Chairman of Planning Committee.

** Item for determination by Planning Committee

9997 ITEM 7 - PLANNING MATTERS & CORRESPONDENCE

- a) **Planning Enforcements** – (i) Report of Investigations:-
- 05/00119/PR15 – 49 Kirkgate
 - 06/00579/PR15 – 1 York Road
 - 06/00580/PR15 – 22 Aspin Way

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- 06/00562/PR15 – 22 Aspin Park Road

RESOLVED: To Receive and Note.

b) **Notice of Appeal** re HBC's refusal of Planning Permission:

- i) 6.100.2495.FUL – Erection of two storey side and single storey rear extensions.
Mr D L Welsby, 11 Fountains Way. (*KTC comments: No objections*)

RESOLVED: To Receive and Note.

- ii) 6.100.2463.A.FUL – Erection of extension to form 1 additional attached dwelling (site area 0.016ha) (Revised Scheme) – Mr & Mrs A Hetherington, 2 Princess Avenue. (*KTC comments: Object – this would be inappropriate development and adversely affect the street scene.*)

RESOLVED: That the Clerk writes to the inspector about this reiterating our position as there is a lot of local discontent about this application.

c) **Application approved by HBC (subject to conditions) contrary to KTC observations:**

- i) 6.100.125.F.EXTP – Extension of temporary permission 6.100.125.B.FUL for the siting of 1 mobile home for use as an agricultural workers dwelling – Three Gates Farm, Cass Lane.
(*Note: KTC object on the grounds that the applicant has not established the need for an agricultural dwelling.*)

RESOLVED: To Receive and Note.

- d) Tree Preservation Order No. 80/2006 – 14 Jockey Lane – The order took effect on a provisional basis, on 13 November 2006.

RESOLVED: To Receive and Note.

9998 ITEM 8 - HBC PLANNING COMMITTEE – Opportunity to Speak – Tuesday 21 November 2006 at 2.00pm Crescent Gardens, Harrogate.

RESOLVED: That details of the above meeting, at which the following application relating to Knaresborough is to be heard, be received and noted (No Councillor from KTC to attend).

- (a) 6.100.116.O.FULMAJ – Erection of 9 office units, 1 workshop and associated parking (Revised Scheme) – Former Greenbank Transport, Manse Lane.

KTC comments:- *No objections (KTC Welcome it).*

HBC Recommendations:- Approve subject to conditions.

9999 ITEM 9 – COMMUNICATIONS AND MATTERS ARISING

- (a) Air Quality Assessment 2006 – letter dated 30 October 2006 from Technical Officer (Scientific), HBC.

RESOLVED: That the Clerk writes to HBC to express our concerns and ask for an explanation of the wording 'annual mean objective':-

- 1, With reference to traffic, ask the HBC officer for his suggestion.
- 2, Request that HBC ask Northern Rail if the drivers of the trains could turn their engines off while stationary.

- (b) Review of Open Spaces and Village Halls within Knaresborough Successor Parish – letter dated 30 October 2006 from Systems & Information Officer, HBC.

RESOLVED: That Councillor A Wright would examine this and report back to Council (reminder of the 6-week deadline).

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(c) Rural Services – letter received 2 November 2006 from Chief Executive, Countryside Alliance.

RESOLVED: That the Clerk writes on behalf of KTC in support of what's being said in the letter, but without reference to the Countryside Alliance.

(d) Condition of Scotton Weir – letter dated 2 November 2006 from Civil Contingencies and Resilience Officer, HBC.

RESOLVED: To Receive and Note.

(e) Knaresborough Castle Grounds, Rainwater Drainage Requirements – letter dated 3 November 2006 from President, Knaresborough Branch, Royal British Legion.

RESOLVED: That the Clerk writes to Atkins to endorse Mr Cooks comments, (President Royal British Legion) it is a policy of KTC to see proper footpaths reinstated at the Castle.

(f) Trees in Castle Grounds, Knaresborough – letter dated 3 November 2006 from Head of Parks & Open Spaces, HBC.

RESOLVED: To Receive and Note.

(g) Group 1 Parish Consultation Meeting – Notes of the Meeting held 25 October 2006 from Senior Member Services Officer, HBC.

RESOLVED: 1, That the Clerk contacts HBC to establish what money FEVA has received over the past 3 years?

2, That the Clerk contacts the Cabinet Member (Julian Sturdy) of HBC and tell him to talk to John Dobinson .

3, A reminder to all Councillors that if there are any revised planning applications that KTC want to be consulted on they we have to contact HBC with our views.

4, To receive and note.

10000 ITEM 10 - TO CONSIDER THE FOLLOWING REQUESTED ITEMS

a) Licensing Act (Minute No. 9976 i) –

i) Councillor Hawkins' report (Item deferred from meeting 6 November 2006 (Minute 9985 (10a)).

RESOLVED: 1, That a vote of thanks be given to Councillor Hawkins for his work in producing this report.

2, That the wording is changed, paragraph one the word 'required' be changed to 'only able'

3, That the Council instructs the Clerk to write to the following seeking their support for a revision of the guidance and to include a copy of the attached report for their information:-

a) The National Association of Local Councils

b) Councillor Bob Nash, Chairman of HBC's Licensing Committee

c) Phil Willis MP

ii) Question to the Chair of HBC Licensing Committee – Agenda Item 10 Member's Question Time – Letter dated 1 November 2006 from Chair of Licensing Committee, HBC.

RESOLVED: To Receive and Note.

b) "Possible location of Supermarket - Preferred Choice" – (Minute 9990 6 November 2006) refers

RESOLVED: That this item be postponed pending receipt of further information.

10001 ITEM 11 – CAROL SERVICE AND SWITCH-ON OF CHRISTMAS TREE LIGHTS – 24 November 2006 at 7.00 pm

The Clerk told Councillors that this had produced endless work for the office staff resulting in the Deputy Clerk spending the best part of 2 weeks organising this event, including the production of a Risk Assessment and Report that took 6 hours to produce over the weekend.

RESOLVED: 1. That the Council approve the Risk Assessment for the above event.

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2. That a vote of thanks be given to Mrs Maxwell for all her extra work in organising this event.
3. That the 4 Marshals are:- Councillors, Pearson, Aspin, Godsell and Willoughby.
4. That the office would organise First Aid cover.
5. That Councillor Wright would be available to hand out Carol Sheets to any latecomers.

10002 ITEM 12 - PARISH ESTIMATES 2007/2008

The Clerk informed Councillors that the Precept has to be at HBC in January 2007. Councillors were asked if they knew of any items they wanted included. The Clerk ran through several items she was aware of:-

1, Money set aside for various projects.

2, New Computers

3, An increase in staff wages, usually 2.5 – 3%

4, The revenue costs for King George V Playing Field following the drainage works.

Councillor Willoughby then asked for the Office Rent to be included as this was likely to be quite high.

The Mayor queried whether the Mayor's allowance could be looked at again.

RESOLVED: To receive & note and to incorporate in the next draft.

10003 ITEM 13 - TO CONSIDER REPORTS AND RECOMMENDATIONS/MATTERS ARISING

- a) Christmas Lights Working Group – Meeting held 7 November 2006.
Report attached.

RESOLVED: 1. That the notes from the meeting be moved.

2. That the Clerk writes a letter of thanks to all shops participating in displaying the Christmas Lights.

- b) Office Workload – Clerk to report.

Councillor Aspin spoke of his concern that Mayoral workload had increased for the office staff this Mayoral year, leaving the staff less time to deal with matters of the Council.

The Clerk gave Councillors a verbal update on office staff hours. The staff have spoken to Councillors on various occasions since April about their concerns in the increase in hours and workload. The Clerk reminded Councillors that projects taken on by Councillors eg The Christmas Lights (which has taken the Deputy Clerk over 2 weeks) have taken up valuable office time. The Clerk informed Councillors that 2 computers for 3 staff is impractical and doesn't facilitate efficiency in the office.

Councillors were informed that an audit of the hard and soft ware were to be organised and that the Employment Committee had recommended that broadband internet connection be installed.

RESOLVED: 1, That the report be received and noted.

- 2, That the Clerk gives an update at each Council meeting.

- c) Financial Support to Knaresborough Silver Band – letter dated 22 September 2006 from Chair, Councillor Willoughby informed Councillors that Councillor Hawkins and herself had met with Chris Wake. Chris Wake informed them that the band's costs are increasing, they have a new conductor and some of the instruments need replacing. The possibility of entering into a contract for the Tree Lighting was mentioned.

RESOLVED: To Receive and Note.

10004 ITEM 14 - ACCOUNTS FOR PAYMENT

RESOLVED: That the accounts for payments, amounting to £4,861.43 as detailed on Schedule of Accounts No.300 be authorised for payment and the Clerk and two signatory Councillors be authorised to sign the cheques on the Council's account in settlement of the payments concerned (Councillors J Smith & R Aspin signatories).

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10005 ITEM 15 - TO RECEIVE THE FOLLOWING DOCUMENTS

- (a) Clerks & Councils Direct – Issue 48, November 2006.
- (b) Knaresborough Town Twinning Committee – Minutes of meeting held 14 September 2006.
- (c) Knaresborough in Bloom Meeting held 26 September 2006.

RESOLVED: To Receive and Note.

10006 ITEM 16 - INFORMATION EXCHANGE

- (a) Feva Community Mosaic – ‘Knaresborough Castle Through the Ages’ – letter dated 12 November 2006, from Chair, Feva. The Clerk added that the FEVA AGM was on Thursday 30th November at 7.30 in the Committee Room at Knaresborough House and all are invited.
- (b) The letters for Horseshoe Fields Bridge have now been sent out, if there are no responses then the November meeting will not take place. (Councillor Aspin)
- (c) Knaresborough in Bloom meeting on Tuesday 21st November at 7.30 Knaresborough House. (Councillor Willoughby)
- (d) The Fraser Theatre has won an award from HBC Arts and Heritage Awards Scheme (Councillor Godsell)
- (e) A reminder of the Christmas Lights Switch on at 7.00 Friday 24th November. (Councillor Guest)
- (f) Ray Wade met with Councillor Hall about the cobbles in Green Dragon Yard and has promised to get the contractors back to relay them all properly. (Councillor Hall)
- (g) Councillors were asked for donations for the tombola from the Chamber for Edwardian Weekend. Donations can be taken to Terry Maude at 3 Green Dragon Yard, telephone 866603 (The Clerk)
- (h) Concerns over the collection of water and leaves that could freeze as the weather worsens at the market place near the ticket machines. Terry Maude has raised this with HBC over 6 months ago, reminded them on 4 different occasions, nothing has been done about it so far. (The Clerk)
- (i) The Clerk told Councillors that the Internal Auditor had been into inspect the accounts and that everything was okay. A query was raised over the Clerk being a signatory on the cheques, which was seen as superfluous. The Clerk reminded Councillors that she had raised this matter several months ago and that the Standing Orders Working Group was going to look into it. (The Clerk)

Meeting closed at 9.30 pm.