

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL HELD ON MONDAY
28 JULY 2008 AT KNARESBOROUGH HOUSE, KNARESBOROUGH.**

7.00pm - Presentation by Mr Roy Firth HBC Civil Contingencies Officer.

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

Councillors: J Burdett, B Holbrook, K Hawkins, L Powell,
S St John-Jones, and L Yorke-Davies.

Mr Roy Firth informed Councillors that there is a lack of resources in every authority which is why it is vital that parishes have an emergency plan in place. HBC have only 3 vehicles and 25 people to respond to any emergency, which equates to 10 people on duty at a time. If communities have a plan in place, help can start immediately. Knaresborough's Emergency Plan was finalized in May this year, and a successful exercise/training event was carried out. Mr Firth explained that Councillors now need to raise awareness of the plan in the community. Knaresborough Post could help by doing a feature on the plan. The plan should be reviewed on a yearly basis – Roy advised that July/August would be the best time for this. Roy finished by thanking the team of dedicated people who had put the plan together, especially Councillor Jean Burdett.

(Councillors R Hall and R Archibald arrived at 7.25)

Councillors were then able to ask questions and thanked Roy for his informative presentation.

7.30PM - COUNCIL MEETING

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

Councillors: R Archibald, J Burdett, R Hall, B Holbrook, K Hawkins, L Powell,
S St John-Jones, and L Yorke-Davies.

Late Arrivals: none

Early departures: none

The Mayor introduced Althea Farmer as Chair of the Civic Society to the new Councillors.

481 ITEM 1 – APOLOGIES

Apologies were received from Councillors B Asquith, M Clemmitt, J Hawkins, J Walton, A Willoughby and C Willoughby.

482 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.
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Councillor L Powell	10b – Councillor is one of the 5 Parish Council Representatives for election on to the Harrogate District of NYCC County Area Committee.
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Councillor J Burdett Member of HBC – will consider any same item at HBC in the light of any new information.
16c – Councillor is a Member of Committee

Councillor L Yorke-Davies 16a – Councillor is a Member of Renaissance Knaresborough

Councillor P Godsell 16c – Councillor is a Member of Committee

483 ITEM 3 - MINUTES OF PREVIOUS MEETING

RESOLVED: The Minutes of the meeting held 14 July 2008 be approved as a correct record and signed by the Chair. (unanimous).

(Councillor Hawkins gave information about a query regarding the budget. What looked like an overspend on the office rent, was a figure had been entered twice)

484 ITEM 4 – TO CONSIDER MATTERS ARISING FROM PRESENTATION

Councillor Jean Burdett thanked everyone who took part in preparation of the plan, especially Sean Brenan, Ted Wilkinson and Roy Firth.

RESOLVED That KTC formally adopt the plan. (unanimous).

(The Clerk was asked to diary the review of the plan for next July/August)

485 ITEM 15 - INFORMATION EXCHANGE

County Councillor R Hall wanted to raise Councillors awareness about the closure of Aspin Lane Post Office. He thought that KTC should ask for a meeting with members of the Post Office for more clarification, and that Lidl and the Co-op should be approached to see if it is feasible to have an outreach store there.

486 ITEM 5 – KTC PUBLIC SPEAKING SESSION

The Mayor introduced Shirley Head from the Civic Society to the new Councillors

a) Mrs Shirley Head re Item 8b Harrogate District Local Development Framework (LDF):

Mrs Head called on KTC to object to this – plans started 10 years ago and a lot has changed in 10 years. Global warming for one – every field built on is food taken away. Mrs Head asked who in KTC will take charge of the fact that Knaresborough is allotted 55 homes this year – who will keep a tally?

8b) Harrogate District Local Development Framework (LDF): Public Consultation on Areas of Search for Growth Around Harrogate and Knaresborough (11 July to 22 August 2008)

- letter dated 25 June 2008 from Head of Planning Services, HBC.

County Councillor Bill Hoult re item 8b Harrogate District Local Development Framework (LDF):

County Councillor Hoult spoke about his main concerns which were:-

1. Have HBC proved the case for urban extension?
2. Bringing the date forward the extension to 2012

3. Things have changed – National Express are considering running from Kings Cross to Harrogate. Knaresborough has been asked to take more houses than any other settlement in the district. Network Rail have not confirmed whether Knaresborough would get a rail halt, there are no indications that it would be technically feasible and financial restrictions on the rail industry mean it may not be available until 2026. A primary school was mentioned but the County Council have not got this in their plans. There is enough land waiting to be built on until 2011, so there is no need to release the land for urban extension yet. Councillor Hoult called on KTC to object on the grounds that the case for urban extension has not been proved, to hold out for a rail halt, point out that the work should not start until 2012, or 2020 as promised, and that National Express may run from Kings Cross to Harrogate.

Councillor Hoult called on all individuals to write to HBC to object as this would carry more weight.

RESOLVED: That KTC formally object on the grounds that:-

- Knaresborough is getting a disproportionate amount allocated to this town compared to the district as a whole.
- Development is too early in the cycle.
- Case for urban extension has not been proved.
- Proposed changes to the railway service in Harrogate could alter the weight of arguments for the development of Eastfield.
- If it goes ahead provision for the rail halt to the east of Knaresborough should be seen as essential.

(unanimous).

487 ITEM 6 - BUSINESS REMAINING FROM PREVIOUS MEETING(S)

- a) To finalise questions to be tabled for Consultation Meeting with Parish Councils on Wednesday 10 September 2008, and representatives from KTC able to attend (*Minute 470 refers*).
- (i) Community Centre – Can anything be done to smarten the appearance – including the car park?
 - (ii) Rural Safety Scheme – sign for speed warning – how can we get these in Knaresborough?
 - (iii) Castle Girls School – concern re utilization – could this be used for community use?
 - (iv) Performance Area – Are Officers familiar with how slow this is going? And do we have the full support of the Cabinet?
 - (v) Allotments – there is a shortage of available land in Knaresborough. Can HBC provide land for this purpose?
 - (vi) Recycling – There are some areas in the town that get recycling, whilst others get none. Can more be provided?

RESOLVED: That KTC formally agree the questions above for the Parish Consultation meeting on 10 September 2008.

488 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>Observations</u>
08/02748/ FUL 493.A*	Mrs S Robertson	Erection of single storey side extension – 1 Victoria Avenue.	No Objections

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08/02262/ LB 1124.A*	Mrs Ann Hill	Listed building application for internal alterations including installation of shower room and remedial works to treat damp – 14 Bond End.	No Objections
08/03198/ FUL 1888.E*	Mrs E Armitage	Erection of front entrance porch canopy with balustrading to form balcony above (Revised Scheme) – 6 Castle Mills, Waterside.	No Objections
08/03208/ LB 1888.F*	Mrs E Armitage	Listed building application for the erection of front entrance porch canopy with balustrading to form balcony above - 6 Castle Mills, Waterside.	No Objections
08/02877/ FUL 2401.F*	Mr & Mrs R Robinson and Mr & Mrs P Robinson	Erection of detached dwelling, detached garage, formation of new vehicular access & removal of 10 fruit trees within Knaresborough Conservation area(site area 0.07ha) (revised scheme) – Land to the rear of 1 Boroughbridge Rd.	KTC Object as this is in an elevated position and overbearing to neighbouring properties.
08/02759/ FUL 2542.C	F C Enhancements Ltd.	ADDITIONAL AMENDED PLANS SUBMITTED – 2 Waterside.	KTC Object–This is a very dominant building in an important position on the town's riverfront. We object to the raising of the wall adjacent to the public park as this will reduce the amenity of the public park and will affect views of 'High Bridge' - a listed structure and a Scheduled Ancient Monument. This will detract from views in this tourist area of the town. Converting this one house into three flats would increase traffic on Waterside, a road where traffic is restricted in order to improve the enjoyment of pedestrians. The proposal would result in an impractical parking situation due to the need to enter Waterside to then find the three spaces are full, resulting in more traffic movements. The proposal would be acceptable if the wall was not raised, fewer windows overlooked public areas and if residents' cars were parked in the adjacent Conyngham Hall car park
08/02103/ FUL 2584.A*	Mr Scott Davison	Erection of two storey side extension (Revised Scheme) – 11 Manor Drive.	No Objections
08/02982/ FUL 2667*	Mr & Mrs A Banister	Erection of single storey side extension – 8 Flaxdale Close.	No Objections
08/03167/ FUL 2668*	Mr J BeBoer	Erection of two storey side extension – 7 Aspin Drive.	No Objections
08/03236/ FUL 2669*	Mr and Mrs Downton	Erection of single storey rear extension and side chimney – 22 Abbey Mill Gardens	No Objections

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

** Item for determination by Planning Committee

489 ITEM 8 - PLANNING CORRESPONDENCE:

a) **Planning Enforcements** – (i) Confidential Papers (*item taken in confidential session*)

(ii) Report of Investigations:-

- 08/00292/PR15 (Planning Ref. 6.100.2666.FUL) – 60 Halfpenny Lane

RESOLVED: To receive and note.

- b) **Harrogate District Local Development Framework (LDF): Public Consultation on Areas of Search for Growth Around Harrogate and Knaresborough (11 July to 22 August 2008)**
- letter dated 25 June 2008 from Head of Planning Services, HBC (*note: supporting documents and CD rom available at meeting or from Clerk's office – also visit HBC website: www.harrogate.gov.uk/harrogate-3161*)

(see minute number 485a)

- c) To note the following applications approved by HBC (**subject to conditions**) contrary to **KTC observations**
- (i) 6.100.1447.D.FULMAJ – Erection of food store with associated landscaping and formation of new vehicular access (revised scheme) – LIDL, York Road Nurseries, York Road.
(KTC comments: “Object on the grounds that it is not a suitable site, there will be a huge increase in traffic and will have a large negative impact on local housing”).
- (ii) 6.100.168.B.FUL – Erection of two storey rear extension (Revised Scheme) – Ridgefield House, Forest Moor Rd. *(KTC comments: Object on principle – increased footprint of property in Green Belt (unanimous).*

RESOLVED: To receive and note.

d) **Tree Preservation Order**

- i) No. 32/2008 Netheredge Lands Lane – Notice of Confirmation dated 7 July 2008, the effect of which is to bring the order into full operation.

RESOLVED: To receive and note.

490 ITEM 9 - HBC PLANNING COMMITTEE - Opportunity to Speak –Tuesday 29 July at 2.00pm Crescent Gardens, Harrogate.

None for Knaresborough.

491 ITEM 10– CORRESPONDENCE

- a) HBC Appointments: (i) letter of introduction dated 9 July 2008 from new Systems and Information Officer for Commuted Sums.

RESOLVED: That the Clerk write to new Systems and Information Officer for Commuted Sums inviting him to come and speak re commuted sums available for Knaresborough.

(Unanimous)

- (ii) letter dated 10 July 2008 from retiring Chief Executive.

RESOLVED: To receive and note.

- b) County Area Committee for the Harrogate District – Election to Fill Two Casual Vacancies for Parish Councils' Representatives – letter dated 21 July 2008 from Assistant Chief Executive (Legal and Democratic Services).

RESOLVED: That KTC vote for Councillor Lynda Powell only.

- c) Application for Grant Funding – Knaresborough Car Free Day (Wednesday 24 September 2008))

RESOLVED: That KTC award £100 by way of a grant for the funding of Knaresborough Car Free Day.

492 ITEM 11 – REPORTS AND MINUTES OF COMMITTEES/WORKING GROUPS

None

493 ITEM 12 - REPORTS FROM THE CLERK

- a) Appointments to Committees, Working Groups and External Organisations.

RESOLVED: i) That Councillor B Holbrook be a member on the Blind Jack Statue Working Group
 ii) That Councillor S St John Jones be a KTC representative for the Yorkshire Local Council Associations.
 iii) This item to be tabled for next agenda.

- b) Agreement for Deputy Mayor to claim for travel reimbursement outside the town of Knaresborough – Clerk to report.

RESOLVED: i) That travel expenses are only guaranteed where a function is approved in advance.
 ii) To follow Harrogate's rate of pay for travel expenses.

- c) To consider adopting policies from NYCC regarding Pension. NYCC Statement of Policies regarding i) Early Retirement
 ii) Early Termination of Employment /Discretionary Compensation Regulations
 iii) Pension Scheme Regulations

RESOLVED: That this should be tabled for the Office Services Committee.

d) Consideration of payment of salaries directly into staff bank accounts and transfer of money from Deposit Account to Current and balance checks to be done by Internet Banking – Clerk to report.
To be taken in confidential session at the end of the meeting.

- e) Staffing Issues – Clerk to report.

To be taken in confidential session at the end of the meeting.

494 ITEM 13 - ACCOUNTS FOR PAYMENT AS PER SCHEDULE OF ACCOUNTS 337

RESOLVED: That the accounts for payments, amounting to £8.717.32 detailed on Schedule of Accounts No.337 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 P Godsell and R Hall signatories*).

(i) (To minute Schedule of Accounts 330 which has already been approved but not minuted)-Clerk to report. (The Clerk explained that although the schedule of accounts 330 had been approved at the meeting 21.4.08 it had not been included in the minutes.)

RESOLVED: That the Schedule of Accounts 330 be included in the minutes.

495 ITEM 14 – OTHER MOTIONS SUBMITTED BY MEMBERS

- a) Bond End Traffic Lights.

RESOLVED: That KTC write to HBC asking them to synchronise the Traffic Lights at Bond End as there have been numerous complaints.

496 ITEM 15 - INFORMATION EXCHANGE

- a) Clerk – informed Councillors that an invoice had been received (16.7.08) from Knaresborough Town Football Club, but as it was not to supply a gate, the Clerk felt that she was unable to pay this amount. KTC resolution had been ‘to supply the gates up to a maximum of £8,000’ The Clerk has been in touch with Mr Pickles by phone (18.7.08) and asked him to put something in writing so that she could take it back to KTC, but nothing has been received to date.
- b) Councillor K Hawkins – Future of Knaresborough Police Station – request for next agenda item – KH to report. *(the Clerk asked KH for a motion)*
- c) Councillor L Powell – Farmers Market – have KTC had a reply to their letter?
The Clerk informed members that she had chased this again with HBC and to date had heard nothing. K Hawkins explained there was a technical snag – there can not be more than a few road closures in any one year. Need permission from the secretary of state. Otley Town Partnership are looking into the possibility of using a car park. Another solution is the road in the Market Place could be declassified.
- d) Councillor P Godsell - has had to put the Mayoral chain in for repair and had received a warning from the jeweller – the chain is wearing thin due to the sheer weight of it, and would need a total replacement soon.
- e) Councillor P Godsell – had been to the Reverend David Ely’s farewell do and reported that he had a good send off.

497 ITEM 16 - RECEIVE THE FOLLOWING DOCUMENTS

- a) Renaissance Knaresborough Executive Committee Minutes meeting 20 May 2008 *(previously emailed)*.
- b) York & North Yorkshire Playing Fields Association – notice of AGM (Saturday 2 August 2008 and Annual Report 2007/2008)
- c) Harrogate & District Access Group – Minutes of quarterly meeting held 19 June 2008

RESOLVED: Receive and note.

KTC move into confidential session – see unpublished minutes.

Meeting ended at 9.50 pm