

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL
COMMUNITY SERVICES COMMITTEE HELD ON MONDAY 12 JANUARY 2009
AT KNARESBOROUGH HOUSE, KNARESBOROUGH**

PRESENT

Councillors: P Godsell (Chair), R Hall, B Holbrook, L Lever, L Powell, J Walton,
A Willoughby and C Willoughby

Appointed Advisors: Mr M Jennings (present for item 6 only)

CSC 09/01 ITEM 1 – APOLOGIES

Apologies were received from Mr P Darley (Appointed Advisor, Christmas Lights)

CSC 09/02 ITEM 2 – COUNCILLORS’ DECLARATIONS OF INTEREST

All declarations are personal, unless otherwise stated.

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

Councillor R Hall Item 7a – Member of Renaissance Knaresborough

Councillor L Lever Items 7a – Member of Renaissance Knaresborough

Councillor A Willoughby Item 7a – Member of Renaissance Knaresborough

Councillor P Godsell Item 10d – KTC representative on Knaresborough Community
Association

CSC 09/03 ITEM 3 - MINUTES OF PREVIOUS MEETING

RESOLVED: That the Minutes of the Community Services Committee meeting held
24 November 2008 be approved as a correct record and signed by the
Chair. (*unanimous*)

CSC 09/04 ITEM 4 – KTC PUBLIC SPEAKING SESSION - None.

**CSC 09/05 ITEM 5 – REVIEW OF ANY REQUIREMENTS FOR THE TOWN’S CHRISTMAS
LIGHTS**

The following observations were made about the Christmas lights; these include written
comments submitted by Mr Darley:

- Only three quarters of the decoration on the traffic island at Bond End was working this
year - Acorn Lighting Services Ltd had reported that the quarter which was not
functioning had burnt out. A further inspection would be undertaken when the light is
taken down.

- The “Welcome to Knaresborough” display in Bond End needs upgrading to LED.
- The Christmas trees at the bottom of the High Street/Boroughbridge Road need upgrading to LED.
- The decorations across the High Street might look better without borders as currently the borders are only visible on one side of the display with some parts of the border illumination showing on the other side.
- Many of the decorations are 10 years old and may need replacing or updating soon, with the exception of those that already use LED lights.
- Some of the transverse units, including those in Gracious Street, were not fitted properly to the supporting wires at the lower edge. This results in the units hanging at a lower height than would otherwise be the case, with possible problems arising from passing traffic hitting them.
- A greater number of decorations had failed or had intermittent faults than in previous years, including the Christmas tree on the lamp-post opposite Knaresborough House.
- Although it was acknowledged that Acorn had come out and taken a look at the lights and noted any problems, it was felt that it would be helpful to have a better system for identifying individual light displays to help with the reporting of faults.

RECOMMENDED: That the Deputy Clerk obtain from Acorn a report of all the faults, together with prices for repairs/refurbishment, in order that the Community Services Committee, at its meeting to be held in April 2009, can agree precedence for work to be carried out in 2009/10
(*unanimous*)

The Committee also noted that the HBC-owned lights on the trees in the Market Place had not been working on Christmas Day and Members also felt that the coloured lights which used to go around the trees in the Market Place and Gracious Street were preferable to the newly installed blue and white LED lights which went from top to bottom. The Deputy Clerk agreed to convey the Committee’s observations to HBC.

The Chamber-provided Christmas trees had been well received.

CSC 09/06 **ITEM 6 – REVIEW OF TOWN CAROL SERVICE/SWITCH-ON OF TREE LIGHTS HELD 5 DECEMBER 2008**

RECOMMENDED: That A-boards be provided alongside each of the (two) road closure notices in the Market Place informing the public of the timings of the start of the event and the arrival of Father Christmas.

Mr Jennings informed the meeting that this year the Christmas Market would be held over the weekend of 5-6 December 2009. A theme had yet to be decided.

FURTHER RECOMMENDED: That the Christmas Carol Service and lights switch-on for 2009 be on the evening of 4th December 2009 so that it falls

on the day before the Christmas Market weekend (5-6th
December). (*unanimous*)

The Committee thanked Mr Jennings for his attendance and report.

CSC 09/07 **ITEM 7 - WATERSIDE IMPROVEMENTS**

a) Update on Viaduct Terrace - Councillor A Willoughby reported that, despite some stone arriving late and other minor delays, work on Viaduct Terrace was going well.

Councillor Willoughby asked if anyone had any ideas for an interpretation board in that area, could they please let him know.

b) Licence Acquisition of Weirside Terrace – letter dated 19 December 2008 from Principal Estates Surveyor, HBC.

Councillors raised the following points:

- i. The proposed £50+ VAT per annum that KTC would have to pay HBC in rent seems excessive and should be negotiated.
- ii. Clause 7 “Repairing Obligations” - Concern was expressed over the banking and whether, given the risk of erosion, landslip and/or flooding, KTC should take on the responsibility for its repair and maintenance. HBC, as landowners, should be responsible for the banking. Similarly, the requirement for KTC, as tenant, to maintain the fencing could be costly.
- iii. KTC is concerned that it would not have the right to terminate the contract for 25 years. There should be a get out clause at, say, 2 years’ notice.
- iv. KTC would have no right to remove trees without the prior permission of HBC, but there are several trees that are dying. If KTC has to remove inappropriate and dying trees, who would then be responsible for safety inspections of the remaining trees and who would be responsible in say 5 years’ time for any trees deemed to be unsafe.
- v. It would be a good idea to have a list of improvements KTC would carry out to improve the area written into the lease.

RECOMMENDED That Councillors A Willoughby and P Godsell visit the Estates Department at HBC to negotiate with them on the above issues.
(unanimous)

CSC 09/08 **ITEM 8 - FARMERS’ MARKET**

a) The following correspondence from Principal Engineer – Traffic Management HBC was considered:

- i) e-mail dated 9 December 2008 to District Councillors for Knaresborough
- ii) extract from e-mail dated 19 December 2008

RECOMMENDED That in order to ensure that the views of all relevant parties on the Farmers' Market and other issues are heard and taken into account, KTC organise an informal meeting with the remit of looking into ways of improving the viability of the town. KTC to invite the local MP and representatives from the following:

1. Knaresborough Chamber of Trade and Commerce
2. HBC Economic Development Unit
3. The Otley Town Partnership

Deputy Clerk to contact the relevant parties to determine some possible dates. (*unanimous*)

CSC 09/09 **ITEM 9 – ALLOTMENTS**

The following items were considered:

i) letter dated 10 December 2008 from Chief Executive, HBC re land at Hawthorn Avenue

RECOMMENDED (i) That KTC write back to the Chief Executive, HBC pointing out that in fact KTC should own the land at Hawthorn Avenue. A mistake must have been made in 1974 when all land was transferred to HBC - allotments, however, should have remained "parished". As the Chief Executive acknowledges in the second paragraph of his letter, land at Hawthorn Avenue was indeed allotments in 1974, and as such KTC should now be the rightful owners of that land. It would be wrong for HBC to lease this land to the Knaresborough Allotments Self-Help Scheme.

(ii) That KTC write to Knaresborough Allotment Self-Help Scheme pointing out that, should they go ahead with leasing this land for allotments from HBC, KTC would be unable to help with supplying services (e.g. water, gates, fencing) for the allotments as KASHS would need to negotiate all such matters with HBC. (*Unanimous*)

ii) letter dated 18 December 2008 from Head of Parks and Open Spaces, HBC relating to Kickabout Area and Allotments

Councillor C Willoughby reported that having been in a meeting with the Head of Parks and Open Spaces recently, she was hopeful that something might come of KTC's request that the area of land behind Frogmire Road to the railway line be looked at for possible use as allotments.

RECOMMENDED: That KTC obtain an estimate of the costs involved in clearing this area of land – the estimate to include a figure for the number of voluntary "man hours" required.
(*it was noted that KASHS may already have this information*).

iii) e-mail dated 23 December 2008 from Director of Community Services, HBC

RECOMMENDED: Receive and note.

CSC 09/10 ITEM 10 – COMMUNITY CENTRE AND KING GEORGE V PLAYING FIELD

- a) King George V Cycle Route and Community Centre Car Park Resurfacing – extract from e-mail dated 19 December 2008 from Principal Engineer (Traffic), HBC.

Councillor Hall reported that he had been unable to obtain recommendations for a firm to design a scheme for tarmacing and draining the Community Centre Car Park.

It was felt therefore that KTC should take up Ms Hodgson's offer to see if HBC's Highways contractor might be interested in getting involved in the project especially if the two schemes could be co-ordinated.

RECOMMENDED That Councillor R Hall liaise with Donna Hodgson, Principal Engineer, Traffic Management, HBC to organise a meeting to discuss this.
(Unanimous)

- b) Kickabout Area – letter dated 18 December 2008 from Head of Parks and Open Spaces, HBC relating to Kickabout Area and Allotments (see item 9ii) above).

RECOMMENDED That KTC write to Patrick Kilburn, Head of Parks and Open Spaces:

- i) pointing out that the project is a "Kicking Wall", not a Kickabout Area.
- ii) expressing its disappointment that the project has been delayed for so long and asking that he does everything in his power to ensure that there are no further delays.
- iii) pointing out that the longer it takes to provide a kicking wall the greater the likelihood of further damage to the Community Centre.
(Unanimous)

(Deputy Clerk to diary follow up letter for one month's time should KTC not hear back from Mr Kilburn).

- c) King George V Field – Ownership Issues –
- (i) to consider report and recommendations drawn up by Councillor K Hawkins dated 1 October 2008
 - (ii) Councillor A Willoughby to report on progress to date on clarifying the position Relating to ownership with Land Registry

Before considering the report by Councillor Hawkins, Councillor Willoughby reported that having visited the Land Registry at York and having examined the Deeds held by the Town Council, he felt that there should be no problems in registering those areas of land marked A,B and D in Councillor Hawkins' report.

The Committee thanked Councillor A Willoughby for the considerable time he had invested in researching this issue at the Land Registry, and it was

RECOMMENDED: That Councillor A Willoughby take the original deeds by hand to the Land Registry at York or Durham in order to register KTC's ownership

of Areas A, B and D on the plan - the issues relating to Area C to be looked at once the above areas had been successfully registered.
(*Unanimous*)

- d) To appoint a representative to meet with HBC and Knaresborough Community Association to consider the future of Knaresborough Community Centre.

RECOMMENDED: That Councillor R. Hall be the said representative. (*Unanimous*)

CSC 09/11 ITEM 11 – HORSESHOE FIELD BRIDGE

Councillor A. Willoughby reported on various types of plaques, made of different materials, and their corresponding prices.

RECOMMENDED: That Councillor A. Willoughby bring to the next meeting of the Committee, some photographs of possible plaques and suggestions for possible locations on the post of the bridge. (*Unanimous*)

CSC 09/12 ITEM 12 – PROGRESS ON OTHER TOWN PROJECTS

Nothing to report.

CSC 09/13 ITEM 13 – CORRESPONDENCE

- a) Safer Communities Partnership Funding 2008/2009 – letter dated 22 December 2008 from Andrea Hutton, HBC. Several suggestions were put forward:
- high-visibility vests for schoolchildren depicting a **20 mph** speed limit
 - lamp-post mounted traffic matrix signs
 - lighting on Council-owned industrial units to overlook the new youth shelter on Fysche Hall field
 - improved security at the Community Centre

RECOMMENDED: That Councillors A Willoughby and P Godsell complete the funding application forms and submit them to HBC for both 2008/9 and 2009/10.

For both periods they will apply for funding for an appropriate number of matrix signs and high visibility vests for schoolchildren (depending on the unit prices, yet to be determined). (*Unanimous*)

CSC 09/14 ITEM 14 – MOTIONS SUBMITTED BY MEMBERS

None.

CSC 09/15 ITEM 15 – DATE OF NEXT MEETING

It was noted that the next meeting of this Committee was scheduled for Monday 23 February 2009.

The Meeting closed at 9.50 pm.