

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL
COMMUNITY SERVICES COMMITTEE HELD ON MONDAY 14 DECEMBER 2009
AT KNARESBOROUGH HOUSE, KNARESBOROUGH**

PRESENT Cllr P Godsell (Chair)

Councillors: J Batt, B Holbrook, L Powell, J Walton, A Willoughby and C Willoughby

In attendance: Mrs A Farmer and Mrs S Head (Civic Society) (for Item 5 only)

Late arrivals: None

Early departures: None

CSC 09/102 ITEM 1 – APOLOGIES

Apologies for inability to attend the meeting were received from Mr Terry Maude and Councillor L Lever.

CSC 09/103 ITEM 2 - 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

CSC 09/104 ITEM 3 - MINUTES OF PREVIOUS MEETING

RESOLVED: That the minutes of the meeting of the Community Services Committee held 2 November 2009 be approved as a correct record and signed by the Chair.

CSC 09/105 ITEM 4 – KTC PUBLIC SPEAKING SESSION

None received.

CSC 09/106 ITEM 5 – PERFORMANCE AREA

Cllr A Willoughby suggested that as no response had been received from either Lois Toyne (Museums, Arts and Strategy Manager, HBC) or Dr Keith Emerick at English Heritage, letters should be sent to both. The one to Lois Toyne needs to ask whether she has yet written a report to Cabinet recommending that HBC support the idea of the Performance Area as per the Business Plan and the one to Dr. Emerick needs to ask whether he is now processing his recommendation to approve Scheduled Ancient Monument Consent.

After some debate regarding the most appropriate time for the letters to be sent it was

RECOMMENDED: That letters as outlined above be dated and sent on
Monday 4 January 2010. *(unanimous)*

CSC 09/107 ITEM 6 - PROGRESS ON OTHER TOWN PROJECTS

a) Waterside Improvements – Weirside Terrace (progress on entering into lease)

Councillor A Willoughby reported that he had spoken with Susan Beaumont in the Estates Department at HBC. She had now passed the paperwork to HBC's Legal Department whom, she believed, would be in touch with us shortly.

RESOLVED: That Councillor Willoughby's report be received and noted.

b) Farmers' Markets – to consider what action to be taken in the event of snow on the day of the market

In the event of snow the people who erect the stalls (Johnsons of Scarborough) would have difficulty in getting into Knaresborough, as would KTC's signage contractor (Bob Cowell) and indeed the stallholders. Following discussion it was

RECOMMENDED: That we write to Otley Town Partnership giving them the contact details for Bob Cowell (contractor) and Councillors A Willoughby and P Godsell pointing out that any decision to cancel the Farmers' Market in the event of inclement weather should be theirs (OTP's). Having taken that decision OTP would be responsible for letting everyone know (note: Bob Cowell would need to know by the Saturday evening as he normally closes the Market Place at 10.30 pm). *(unanimous)*

c) Allotments**i) Land Behind Frogmire Road to Railway Line and Information re. availability of land in Knaresborough**

RESOLVED: That the above matters be dealt with by the newly-formed Allotments Working Group but in the meantime, Councillor Powell to make informal enquiries of Mr H Mudd and Mr A Houseman, and the office to make enquiries of Ms S Caukwell.

ii) Ownership of Land bisected by Hazelheads Farm

RESOLVED: That this item also be dealt with by the Allotments Working Group.

iii) Allotments Working Group – to determine Terms of Reference, co-option of representatives and date of first meeting

It was reported that in addition to the previously agreed membership of the Group (Councillors Archibald, Batt and A Willoughby), Councillor K Hawkins had expressed an interest in being on the Group. Councillor Godsell stated that she too would like to be a Group member.

RESOLVED: (i) That Councillor K Hawkins become a member of the Allotments Working Group.

(ii) That Councillor Godsell become a member of the Allotments Working Group *(unanimous)*

(iii) That the Group's Terms of Reference be as follows:

“To make initial investigations into the availability of additional land for use as allotments by the people of Knaresborough and to negotiate with the existing Allotments Self Help Scheme with regard to the future organisation of additional allotments. The Working Group to report back to Community Services Committee. (unanimous)

- (iv) The Working Group to determine whom it wishes to co-opt.
- (v) Councillor A Willoughby to e-mail all members of the group with regard to arranging a date for the first meeting.

d) Community Centre and King George V Playing Field

i) Flooding at the Community Centre

The Deputy Clerk reported that an approach to NYCC asking them to put in a scheme to stop run-off from their roads flooding KTC’s field at the Community Centre had resulted in a reply from Donna Hodgson stating that until the end of March 2010 all these issues are the responsibility of Harrogate Borough Council.

- RECOMMENDED:**
- i) That a letter be sent John Burton, Don Mackenzie (Cabinet Member) and Wallace Sampson (Chief Executive) asking them to look into this as the Town Council feels this is a matter which cannot wait until April as residents are suffering continued flooding of their gardens and contamination from dog excrement which is washed down.
 - ii) That a reply be sent to Donna Hodgson at NYCC informing her that if HBC are unable to deal with this before April we would really like NYCC to pursue this as soon as they take over and stating that we hope the proposed cycleway will to some extent act as a barrier.
 - iii) That the Deputy Clerk investigate whether any of the houses where flooding occurs are in HBC ownership and if so, a copy of the letter referred to in i) be sent to the Head of Housing.

ii) Progress on Possible Joint Car Park Resurfacing/Cycleway Scheme – e-mail dated 2 December 2009 from Chris McGonigle

Mr McGonigle had advised that HBC had still not submitted the planning application because of lack of staff resources leading up to the termination of the Highways Agency Agreement. NYCC had indicated that they would probably be prepared to let the funding “slip” into 2010/11 even though it was still hoped that they could deliver the project in a shorter timescale.

RESOLVED: Receive and note.

iii) To appoint a KTC Representative on the new Community Centre Management Committee

Consideration was given to a letter dated 30 November 2009 from the Play and Community Development Officer inviting the Clerk to an informal meeting of the new Management Committee on Tuesday 19 January 2010 at 6.15 pm.

The letter also contained a post-script asking for a Town Council representative on the new Management Committee. Councillor Godsell stated that she would like to take on this role and it was

RECOMMENDED: That Councillor Godsell be put forward as the Town Council's representative on the new Management Committee

Councillor A Willoughby suggested that he and anyone else who wished to attend the aforementioned informal meeting should do so. He also asked Councillor Godsell if she would keep the Council fully informed of what was happening with the Community Centre, which she undertook to do.

iv) Commuted Sums

The Deputy Clerk reported that a letter had been sent to Pat Kilburn pointing out that the Town Council will soon be undertaking various works on the field, including drainage, resurfacing the car park etc., and requesting that the above sum be made available towards the cost of these works.

As no reply had been received to this request it was

RESOLVED: That the request be made instead to Sean Wright, HBC's Systems & Information Officer

f) Maundy Celebrations Working Group

RESOLVED - That the reports of meetings held 19 October and 9 November 2009 be received and noted. (*unanimous*)

CSC 09/108 **ITEM 7 - CORRESPONDENCE** - None received.

CSC 09/109 **ITEM 8 – REPORTS FROM THE CLERK**

a) Training in road closures/signage

The Deputy Clerk reported that two quotes had been received for putting out and collecting road signs and cones for all Farmers' Markets from April 2010 to March 2011, and for the 2010 Carol Service. These were passed to Councillor Batt in order that he could undertake a cost-benefit analysis to ascertain the financial benefits, or otherwise, of Councillors undertaking this training or employing trained operatives to deal with road closures and signage for Town Council events.

RESOLVED: Receive and note the Deputy Clerk's report.

CSC 09/110 **ITEM 9 – MOTIONS SUBMITTED BY MEMBERS** - None received.

Date of Next Meeting: *It was noted that the next meeting of this Committee was scheduled for Monday 25 January 2010 at 7.30pm in the Council Chamber.*

The Meeting closed at 8.40 pm