

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL
COMMUNITY SERVICES COMMITTEE HELD ON MONDAY 23 FEBRUARY 2009
AT KNARESBOROUGH HOUSE, KNARESBOROUGH**

PRESENT

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

Appointed Advisors: Mr T Maude (present for items 4, 5 and 6a only)
Mrs S Head (Civic Society) (present for item 5 only)
Mrs A Farmer (Civic Society)

CSC 09/16 ITEM 1 – APOLOGIES

Apologies were received from Councillors J Batt and B Holbrook; also from Mrs P Tankard (Appointed Advisor, Item 5 - Performance Area)

CSC 09/17 ITEM 2 – COUNCILLORS’ DECLARATIONS OF INTEREST

All declarations are personal, unless otherwise stated.

Councillor J Walton	Item 6a – member of Knaresborough Chamber of Trade
Councillor C Willoughby	Member of HBC – will consider any same item at HBC in the light of any new information
Councillor L Lever	Items 6c – Member of Renaissance Knaresborough
Councillor A Willoughby	Item 6c – Member of Renaissance Knaresborough
Councillor P Godsell	Item 6f– KTC representative on Knaresborough Community Association

CSC 09/18 ITEM 3 - MINUTES OF PREVIOUS MEETING

RESOLVED: That the Minutes of the Community Services Committee meeting held 12 January 2009 be approved as a correct record and signed by the Chair.
(unanimous)

CSC 09/19 ITEM 4 – KTC PUBLIC SPEAKING SESSION

Mr Terry Maude – re item 6a, Knaresborough Maps

From his previous experience of working on Knaresborough Maps for the Chamber of Trade, Mr Maude advocated a particular style of map (featuring a map and areas of interest in a very open, neutral and traditional style) and surrounded by advertising from Knaresborough companies, which he felt would provide useful information for visitors. The advertising could provide significant revenue for the Chamber of Trade. Mr Maude showed Councillors an example of the map and explained that there would be space on either side to put other notices (such as details of local events) inside the map cases, thus protecting them from the elements.

A local company could produce such maps for approximately £55 each.

Councillors thanked Mr Maude for his presentation and the Chair moved to **Item 6a – Knaresborough Maps**

Councillor A Willoughby reported on his negotiations with two professional map companies, both of whom had approached the Town Council. In their opinion, any map should fill the whole space, be made of rigid plastic and not have any advertisements. He handed round examples of the kind of maps these companies would produce.

The prices quoted were quite substantial, at £400 per panel by one company and £8500 for all maps by the other company (assuming there are 12 town map holders to fill in Knaresborough)

Following Mr Maude's presentation and Councillor A Willoughby's report, Councillor J Walton reported that she had only found out prior to the meeting that the Chamber of Trade have already produced and printed the maps and that they are ready and waiting to go into the holders. As there were so many problems with the previous maps, and in view of the current economic climate, the Chamber had felt they should go ahead as quickly as possible, without asking for any more revenue from the current sponsors.

Disappointment was expressed at the Chamber's lack of response to all KTC's approaches on the subject of the Knaresborough maps and Councillors agreed that as a result, an opportunity to get the best possible maps for Knaresborough had been lost. KTC were disappointed with certain aspects of the maps; for example, black on orange is hard for people with dyslexia to read.

RECOMMENDED: That KTC should establish who owns the map holders and who has the keys. KTC to let the Chamber of Trade know that the next time Knaresborough maps are due for replacement, the Town Council would like some input.

CSC 09/20 ITEM 5 – PERFORMANCE AREA

Letter dated 6 January 2009 from Head of Planning Services, HBC

Councillor A Willoughby's interpretation of the letter was that there is no need to reapply for planning permission. The Head of Planning Services' need to refer the planning application back to the Planning Committee is understandable in light of the long period of time that has elapsed since the initial application. He also felt that the archaeological survey required to gain planning permission is something that KTC could take the initiative with and organise themselves.

Councillor A Willoughby further reported on his meeting with Dr Keith Emerick, English Heritage about this project. Dr Emerick stressed the need for a business or project plan to which reference could be made at every stage.

He stressed that over the years HBC have repeatedly requested a business plan for the Performance Area. They need to know how the whole project will be managed in both the pre- and post-construction phase.

It was agreed that KTC need to produce a business plan to move this project forward. Councillors could either invest substantial amounts of their own time to do this or KTC could engage Consultants to do the work.

- RECOMMENDED:** i) That Councillor A Willoughby be asked to obtain some prices from Companies for developing a business plan to take the project forward.
- ii) That Councillor A Willoughby also be asked to investigate the cost of resistivity and magnetometry tests as a prelude to a full archaeological survey to identify in advance any potential problems.
(unanimous)

The Committee thanked Mr T Maude, Mrs A Farmer and Mrs S Head for their contributions.

CSC 09/21 **ITEM 6 - PROGRESS ON OTHER TOWN PROJECTS**

a) Knaresborough Maps

See Minute CSC 09/19

b) Horseshoe Field Bridge

Councillor A Willoughby circulated pictures of possible locations for the new brass plaque on the bridge.

- RECOMMENDED:** i) that the Town Council proceed with option no. 6 (*copy attached*).
ii) that Councillor A Willoughby obtains prices for this option
(unanimous)

c) Waterside Improvements

- i) **Viaduct Terrace** - Councillor A Willoughby reported that work is progressing well and should be finished by the end of March.
- ii) **Weirside Terrace** - Councillors A Willoughby and P Godsell had visited the Estates Dept. at Harrogate Borough Council. The Principal Estates Surveyor had promised to send an amended draft of the lease for but so far this had not been forthcoming. It was hoped that this would be available for discussion at the next Community Services Committee meeting.

RECOMMENDED: Receive and note.

d) Farmers' Market

- i) The Committee considered two letters dated 23 January and 3 February 2009 from Head of Parks and Open Spaces, Harrogate Borough Council

The Committee welcomed the approval from the Department of Transport (Government Office) to allow the Market Place to be closed for Farmers' markets.

Concern was expressed that HBC may be planning on taking over the organisation and running of the Farmers' Market in Knaresborough and Councillors were not pleased that HBC felt the

need to seek reimbursement for the loss of income from the parking spaces at the site of the Farmers' Market in the Market Place.

RECOMMENDED: i) The Clerk to speak unofficially to Geoff Johnson of the Otley Partnership to ascertain the outcome of his meeting with HBC and to ensure that he is able to attend the forthcoming meeting arranged by KTC to discuss the Farmers' Market and the economic viability of the Town.

ii) That provided Otley Partnership confirm that they are happy to run the Farmers' Market for the Town Council, KTC advise Mr Kilburn that the Town Council wish to manage the Farmers' Market themselves.

(unanimous)

ii) Update on proposed summit meeting to improve economic viability of the Town

The Deputy Clerk reported Friday 20th March as being the most likely date for this meeting as the majority of interested parties could attend on this day. *(Note: this has since been arranged for Friday 6 March 2009).*

Councillors agreed this meeting would not be open to the public.

e) Allotments

i) The Committee considered the letter dated 9 February 2009 from Chief Executive, HBC re the land at Hawthorn Avenue. Although Councillors disagreed with his contention that HBC owned the land, it was felt it would not be worth pursuing a legal battle with HBC about it.

RECOMMENDED: In view of the concerns of residents and the increasing anti-social behaviour on the land, it was agreed that Councillor P Godsell would speak informally to Councillor Pat Jones, HBC, about what could be done and report back to the Committee. Councillor Pat Jones had seemed supportive of KTC's case for using the land as allotments.

(unanimous)

ii) **Progress in obtaining estimates for clearing the area of land behind Frogmire Road to railway line** – the Deputy Clerk reported that Viv Hall, KASHS, is still waiting for a written quotation (the one she had received previously had been verbal)

A question was raised as to whether, if HBC own this land, they may wish to charge for its use as they propose to do at Hawthorn Avenue.

RECOMMENDED: That attempts are made to find the precise wording of the legislation which dictates that land which is lost, abandoned or wasteland must be made available for allotments if demand is high enough *(the Clerk to approach Viv Hall initially as she may have details of this legislation and details of people wanting to use this land)*

(unanimous)

f) Community Centre and King George V Playing Field

i) **Kicking Wall**- letter dated 4 February 2009 from Head of Parks and Open Spaces

The Chair reported that the Community Association are now considering different possible locations for this wall. Various people have differing versions of plans showing where the wall might go.

It was pointed out that the Town Council had never seen any plans in relation to the wall and as owners of the land the Town Council should be involved.

RECOMMENDED: that KTC write to the Head of Parks and Open Spaces and ask for a copy of the current plans for the Kicking Wall as the Town Council wish to be involved with this project. Also point out that he needs to make contact with “**Fields in Trust**” (formerly the Playing Fields Association) **(unanimous)**

ii) Progress report on Car Park resurfacing and proposed cycle way

Councillor R Hall reported that he was still waiting for a report from Donna Hodgson on the possibility and costings of a scheme to tarmac the car park and provide drainage and a cycleway all at the same time by the same contractor.

iii) Future of Knaresborough Community Centre

(Councillor K Hawkins present for discussion of this item)

Councillor R Hall reported that Knaresborough Community Association is currently losing money every month. He had recently attended a meeting with Councillor K Hawkins, Councillor Houlton and Tony Stephens, HBC, to discuss a way forward.

Councillor K Hawkins had suggested that KTC take over the running of the Centre from the Community Association. He outlined the financial implications and how the staff there might continue to be employed by Harrogate Borough Council but managed by KTC. The Community Centre would need more promoting and the running of the Community Centre would fall under the remit of the Office Services Committee. Any agreement for the Town Council to take over the running of the Centre would need to include a get-out clause after 3 years

In order for Councillor Hawkins to elaborate on the financial implications to the Town Council in the event of the Community Centre closing it was

RESOLVED: That in view of the confidential nature of the business to be transacted the following item be dealt with in Private Session, and subject to the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 (as amended), the meeting be not open to members of the public.

(Mrs Farmer and M Gell (Knaresborough Post) left the Chamber at this point.)

CSC 09/22 **UNPUBLISHED MINUTE**

Return to Open Session

RECOMMENDED: that in principle KTC agree to take over the management of the Community Centre from the Community Association subject to further detailed negotiations with Harrogate Borough Council
(*unanimous*)

iv) **Registering land at King George V Playing Field** – Councillor A Willoughby reported that the land was now officially registered with the Land Registry at a cost of £30 to KTC.

CSC 09/23 **ITEM 7 - CORRESPONDENCE**

a) Safer Communities Partnership Funding Capital Underspend 2008/2009 – letters dated 15 and 16 January 2009 from Safer Communities Project Officer, HBC

Councillor A Willoughby reported that KTC’s application for high visibility jackets had been turned down as the Police were currently in negotiations over the procurement of a supply. With regard to matrix signs, these should be in situ in a couple of months’ time.

RECOMMENDED i) KTC write to Andrea Hutton, HBC reminding her that we would like high visibility jackets for children to be organised by someone, somewhere.
ii) Ask if in future we can be provided with a list of other projects under consideration so that we can avoid duplication.
(*unanimous*)

CSC 09/24 **ITEM 8 – REPORTS FROM THE CLERK**

The Deputy Clerk reported that advertisements had been prepared for applications for letting the King George V football field for the 2009/10 season.

RESOLVED: That the cost be kept at £396 – the same as last year.

CSC 09/25 **ITEM 9 – MOTIONS SUBMITTED BY MEMBERS** - none submitted

CSC 09/26 **ITEM 10 – DATE OF NEXT MEETING**

It was noted that the next meeting of this Committee was scheduled for Monday 6 April 2009.

The Meeting closed at 9.45 pm.