

MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL
COMMUNITY SERVICES COMMITTEE HELD ON MONDAY 24 NOVEMBER 2008
AT KNARESBOROUGH HOUSE, KNARESBOROUGH

PRESENT

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

Appointed Advisors: Mrs P Tankard (Silver Band) and Mrs S Head (Civic Society) (for Item 6 only).

In attendance: Ms R Cudmore, Principal Projects Officer HBC (for item 7a only).

CSC 08/18 ITEM 1 – APOLOGIES

Apologies were received from the following Appointed Advisors: Mr T Maude, Mr D Ramshaw and PC Sue Brookes.

CSC 08/19 ITEM 2 – TO APPOINT A CHAIR IF THE CHAIR AND VICE-CHAIR ARE ABSENT

Both the Chair and Vice-Chair being present, move to next item.

CSC 08/20 ITEM 3 – COUNCILLORS’ DECLARATIONS OF INTEREST

All declarations are personal, unless otherwise stated.

Councillor A Willoughby Item 7 – Vice-Chair of Renaissance Knaresborough

Councillor L Yorke-Davies Items 6 and 7 – Member of Renaissance Knaresborough

Councillor R Hall Item 7 – Member of Renaissance Knaresborough

Councillor C Willoughby Member of HBC – will consider any same item at HBC in the light of any new information
Item 15a) – possible prejudicial interest

Councillor P Godsell Item 9 – Community Centre representative

CSC 08/21 ITEM 4 - MINUTES OF PREVIOUS MEETING

RESOLVED: That the Minutes of the Community Services Committee meeting held 13 October 2008 be approved as a correct record and signed by the Vice-Chair, subject to the following amendments:

- Councillor Holbrook’s name to be added to the list of those present.
- Minute 08/07 b) – Councillor Powell’s declaration of interest should read – “**husband** works for English Heritage .”
- Minute 08/09 c) - Second sentence should read “A basic design would be to **open up the views of the river** by removingetc.”
- Minute 08/09 c) - Take out last 3 words “**for design fees**” from Resolution.

Mrs Tankard and Mrs Head requested copies of the relevant minutes of the previous meeting. This was agreed.

CSC 08/22 ITEM 5 – KTC PUBLIC SPEAKING SESSION

None.

CSC 08/23 ITEM 6 – PERFORMANCE AREA

a) Letter dated 31 October 2008 from Museums Arts and Strategy Manager, HBC.

There was some disappointment with the letter received from Ms Toyne which seemed to be back-peddalling and stalling and it was felt that clarification was needed as to the timescale of the report to go to Cabinet (mentioned in paragraph 2) and what exactly were the “complex range of issues” also mentioned in the same paragraph.

- RESOLVED:** (i) That Councillor A Willoughby and the Town Clerk draw up a response to the letter from Ms Toyne as soon as possible, to include a reminder that the previous Chief Executive did promise that an archaeological survey would be carried out.
- (ii) That a separate letter be sent to the Head of Planning Services, HBC as suggested in the last paragraph of Ms Toyne’s letter. (*unanimous*)

a) Progress on Business Plan

Councillor A Willoughby reminded Members that a Business Plan was required before English Heritage could recommend approval of Scheduled Monument Consent. He estimated that he would require a couple more weeks to fill-in a proforma which had been supplied. He was being helped in this by various people recommended by Dr Emerick (English Heritage) and HBC. Once they had looked it over, the Plan could be sent directly to English Heritage or brought back to this Committee.

RESOLVED: That on completion, Councillor A Willoughby e-mails the Business Plan to members of this Committee for comment and the finished Plan then be brought back to Committee for approval. In the meantime, HBC to be kept informed that a Business Plan is in hand.

CSC 08/24 ITEM 7 – WATERSIDE IMPROVEMENTS

a) Update on Viaduct Terrace and to consider letter dated 17 November 2008 from Principal Projects Officer, HBC

Ms Cudmore was present to explain the various issues and timescales which had been considered by the Renaissance Knaresborough Steering Group when considering the design of the railings to be installed on Viaduct Terrace. She passed around the various designs which had been looked at including Renaissance Knaresborough Executive Committee’s preferred option (mirroring the arches of the viaduct and the flow of the River) which had taken into consideration the Town Council’s wishes for a more artistic design.

The timescale was very tight as the contractor had started work and was looking to finish the project in early March. Depending on the cost of the railings Yorkshire Forward may require that this element of the project goes out to tender. The design favoured by the RK Executive Committee may leave no money for incorporating a piece of artwork into one of the railing panels although an interpretation panel, possibly against the viaduct, could possibly be designed with the involvement of one of the local schools, and put in situ at a later date.

RESOLVED: That the choice of design of railings now put forward by the Renaissance Knaresborough Executive be endorsed by this Committee on behalf of the Town Council (*unanimous*).

A suggestion was made that “Viaduct Terrace” be incorporated in the middle of the railings. Although it might not be possible to incorporate this into the railings at this stage it was noted that it might be possible to provide some form of artwork on these lines at a future date for installation on the wall adjacent to the private garden.

b) Update on Licence Acquisition of land on Waterside (Weirside)

The Deputy Clerk reported that no reply had been received to the Town Council’s letter sent to Susan Beaumont in the HBC Estates Department answering her concerns. Councillor A Willoughby confirmed that he had e-mailed a second copy of the Council’s letter and despite acknowledging receipt of both, no reply had been forthcoming.

RESOLVED: That the Deputy Clerk be asked to telephone Ms Beaumont first thing in the morning to remind her that we are still awaiting her reply.

c) To consider asking Council to allocate an amount in the 2009/10 budget in respect of Weirside Project

Councillor A Willoughby reported that money was required to take out the old railings and trees and shrubs. In a later phase it was hoped to provide two openings in new railings and build a platform on which to walk.

RECOMMENDED: That Council be asked to allocate £10,000 for this project in its (*to Office Services 2009/10 budget. Committee*)

CSC 08/25 ITEM 8 – FARMERS’ MARKET

As there had been no progress made in this matter it was

RESOLVED: That follow-up reminders/telephone calls be made to Phil Willis, MP HBC, and NYCC (*Chief Executive*). (*unanimous*)

CSC 08/26 ITEM 9 – COMMUNITY CENTRE

Ref. letter dated 28 October 2008 from Head of Property and Economic Development, HBC.

Councillor Hall reported that ideally a connection would need to be made to a road drain at either Halfpenny Close or Halfpenny Lane, or new soakaways created in the field.

Following discussion of this matter it was

RESOLVED: That Councillor Hall ask Les Ledger (who has offices in Knaresborough House) for recommendations as to who might design a scheme for tarmacing and draining the Community Centre car park.

CSC 08/27 **ITEM 10 – HORSESHOE FIELD BRIDGE**

As agreed at the previous meeting, consideration was given to providing a plaque for the newly installed bridge. It was suggested that a brass plaque be provided upstream on the Conyngham Hall side.

RESOLVED: That Councillor A Willoughby investigate the size required and cost involved in providing a brass plaque, with KTC logo, to read:

“This bridge was rebuilt in 2008 with funding from Knaresborough Town Council, Renaissance Knaresborough and Harrogate Borough Council.” *(unanimous)*

CSC 08/28 **ITEM 11 – KNARESBOROUGH ALLOTMENTS**

Update on Former Allotment Land behind Hawthorn Avenue

The Deputy Clerk reported that a holding reply had been received from the Chief Executive stating that he was currently in discussion about the issues raised with the Director of Community Services.

It was noted that this was one of the items raised by the Town Council at the Annual Parish Consultation Meeting held on 5 November 2008. The Deputy Clerk reported that HBC had not taken minutes of that meeting so progress would need to be pursued through the Officers/Cabinet Members dealing with individual items. Councillors noted that the Chief Executive had appeared to be making notes.

RESOLVED: That if no reply is forthcoming from the Chief Executive within 2 weeks, a reminder be sent to him.

CSC 08/29 **ITEM 12 – PROGRESS ON OTHER TOWN PROJECTS**

a) **Blind Jack Statue**

It was noted that the Blind Jack statue was now scheduled for installation in the Market Place in February 2009.

b) **Jacob Smith Park - Entrances**

Councillor Holbrook reported that he had drawn up a possible design for a shared vehicle and pedestrian access to the Park. It was agreed that this should be tabled as an item for discussion at the next meeting of Council (8 December 2008).

CSC 08/30 ITEM 13 – KING GEORGE V PLAYING FIELD**a) Proposed Cycle Route – to consider letter dated 31 October 2008 from Chief Engineer (Traffic), HBC and e-mail dated 14 November 2008 from Fields Manager, Fields in Trust**

Consideration was given to two route options. There were concerns that motorcyclists might try to use a cycle path although it was felt that this could be overcome by installation of some sort of barrier if necessary, and that if too close to the football pitches a cycle path might be dangerous for children going to retrieve a ball - although this too could be overcome, if necessary, by the provision of post and rail fencing. Councillors felt that HBC should be made aware of the Town Council's intention to tarmac the Community Centre car park.

RECOMMENDED: That KTC strongly support the principle of a cycleway linking Halfpenny Lane via the Stockwells to the Town but feel that a better route could be created. Of the two suggested routes we prefer the option shown with unbroken lines but suggest it be taken north of the building marked "Hall" on the plan rather than zig-zagging around to the south of the building marked "Hall".

b) Ownership Issues

The Committee felt that the report which had been circulated with the agenda should show the name of the author and date.

The report raised several issues relating to ownership, as did the e-mail received from Fields in Trust under item a) and it was

RESOLVED: That consideration of item b) be deferred to the next meeting and in the meantime Councillor A Willoughby to clarify the position with Land Registry.

c) King George V Playing Fields Bank Account

The Deputy Clerk explained the requirement for a separate account for the Playing Field. The Auditor had suggested that Council agree the number of years' income that should go into the new account.

- RECOMMENDED:**
- (i) That any monies accruing from rent of the field for the past 7 Years, i.e. from April 2002, be transferred into the King George V Playing Field account, to be used solely for matters relating to the field.
 - (ii) That Councillors Pamela Godsell and Andrew Willoughby, together with the Town Clerk, be appointed signatories to the KTC King George V Playing Field account henceforth.

CSC 08/31 ITEM 14 – CORESPONDENCE - None received.

CSC 08/32 **ITEM 15 – REPORTS FROM CLERK/DEPUTY CLERK**

- a) Budget 2009/10 – To consider recommendations to Office Services Committee in respect of the following items of expenditure: Christmas Lights, King George V Playing Field, Grants (regular and ad hoc) and Projects (current and future).

RECOMMENDED: That Council include in its budget for 2009/2010 the following:
(to Office Services Committee)

- £18,000 for Christmas Lights (putting up/taking down/storage)
- £6,200 for replacement or refurbishment of decorations
- £0 this year for King George V Playing Field
- £10,000 for Weirside project
- £2,000 for Royal Maundy preparations
- £10,000 for Community Centre
- £10,000 for new allotments
- £2,000 towards new Performance Area
- £3,000 for Interpretation Boards
- Regular grants to organisations as per last year with allowance for inflation.

CSC 08/33 **ITEM 16 – MOTIONS SUBMITTED BY MEMBERS** - None.**CSC 08/34** **ITEM 17 – DATE OF NEXT MEETING**

It was noted that the next meeting of this Committee was scheduled for Monday 12 January 2009.

The Meeting closed at 9.52 pm.