

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

**7.00pm - Presentation by year 10 students of King James's School re Youth Shelter Project.**

**PRESENT**    **Chair:** Councillor P Guest (Mayor)

**Councillors:** B Asquith, J Brankin, J Burdett, M Clemmitt, P Godsell, J Hawkins, K Hawkins,  
L Powell, P Pye, A Willoughby, C Willoughby and L Yorke-Davies.

Councillor Burdett gave a brief introduction and informed Councillors that HBC have been given a grant of £10,000 for a Youth Shelter, but this has to be spent by the end of March 2008. The students of King James's School gave an interesting presentation of the reasons for having a Youth Shelter, these included:- having a dry safe place to meet in a lit area, to hang out with your friends without being a nuisance. Starbeck has recently had a Youth Shelter and there has been a big decline in trouble.

Gordon Ibbotson (from KJS) told Councillors how proud he was of the year 10 students who had done this as part of their Citizenship.

Various questions were asked of the students and Town Councillors thanked them for their informative and interesting presentation.

**7.30PM - COUNCIL MEETING**

**PRESENT**    **Chair:** Councillor P Guest (Mayor)

**Councillors:** B Asquith, J Brankin, J Burdett, M Clemmitt, P Godsell, R Hall, J Hawkins, K Hawkins,  
L Powell, P Pye, A Willoughby, C Willoughby and L Yorke-Davies.

**Late Arrivals:** none

**Early departures:** none

**306    ITEM 1 – APOLOGIES**

Apologies were received from Councillor R Archibald

**307    ITEM 2 - DECLARATIONS OF INTEREST**

All declarations are personal, unless otherwise stated.

Councillor P Guest	Item 8 c i) Prejudicial Item 12 a) Prejudicial Item 16(a) – member of Renaissance Knaresborough
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All Councillors present declared a personal interest in item 8 c i) – know neighbour.

Councillor K Hawkins	Member of HBC – will consider any same item at HBC in the light of any new information. Item 7 – planning application (2401.E) Prejudicial
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Councillor J Hawkins	Item 7 – planning application (2401.E) Prejudicial
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Councillor M Clemmit	Item 7 – planning application (570.A) – friend of applicant Item 11b – member of the Emergency Risk Committee
Councillor J Brankin	Item 11b – member of the Emergency Risk Committee
Councillor A Willoughby	Item 7 - planning application (108.42) – Committee Member of the Ramblers Association, Harrogate Item 16(a) – 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 4 – Governor at King James School
Councillor L Powell	Item 7 - planning application (108.42) – live nearby. Item 11a – member of the Christmas Events Committee
Councillor R Hall	Item 11a – member of the Christmas Events Committee Item 11b – member of the Emergency Risk Committee Item 16(a) – member of Renaissance Knaresborough
Councillor L Yorke-Davies	Item 11b – member of the Emergency Risk Committee Item 16(a) – member of Renaissance Knaresborough
Councillor J Burdett	Member of HBC – will consider any same item at HBC in the light of any new information. Item 4 – involved with King James’s School re. Youth Shelter project. Item 11b – member of the Emergency Risk Committee

**308 ITEM 3 - MINUTES OF PREVIOUS MEETING**

**RESOLVED:** The Minutes of the meeting held 11 February 2008 be approved as a correct record and signed by the Chair subject to the following additions and amendments:

**Minute 295** “Who would pick up the cost at the end of the 2 year period?” (*probably put out to tender*)

**Minute 296 d** “Park owner had **decided** to relocate the electricity boxes, so they could not be damaged by flooding.

**309 ITEM 5 – KTC PUBLIC SPEAKING SESSION**

b) Mr Wood and Mr McCabe – neighbouring residents re Item 7, planning application (208.E)

Mr Wood and Mr McCabe told Councillors they were still opposing the new planning application due to several reasons which include:- windows over looking other properties, the turning area at the bottom of the garden, parking issues, and the fact that no green site notices had been displayed – to date.

*The Clerk informed the meeting that she had phoned HBC Planning Enquiries on Thursday 21 February, and had been told that site notices would go up on Monday 25 February. Notices normally go up 2 weeks into the 8 week process, and are up for 21 days.*

The Clerk was asked to take this up with HBC, and to get a definitive ruling on this.

**RESOLVED:** To write to HBC stating the following objections to planning application (208.E):-

- i) The proposed access and turning area at the bottom of the garden will be detrimental to the amenity of neighbouring residents.
  - ii) The proposed dwelling would be in close proximity to and overlook adjoining properties.
- c) District Councillor Anne Jones – resident of Knaresborough re Item 7, planning application (2401.E)

*(Councillors J and K Hawkins declared a prejudicial interest, left the Council Chamber and took no part in the discussion or resolution relating to this agenda item thereon)*

District Councillor Anne Jones spoke as a resident of Knaresborough re planning application (2401.E) and declared she would not be taking any part in the subsequent consideration of this application at the HBC Planning Committee. Anne Jones expressed her concern at the scale and mass of the proposed development which she considered to be contrary to planning policy (ref HG20), out of keeping with the character of the area and would detrimentally affect neighbouring properties, including overlooking from the proposed balcony.

*(Anne Jones left the meeting).*

**RESOLVED:** That KTC write to HBC stating its objection to planning application (2401.E) on the following grounds: i) The proposed access is poor and on a busy road.

*(Anne Jones, Councillors J and K Hawkins returned to the Council Chamber).*

### **310 ITEM 6 - BUSINESS REMAINING FROM PREVIOUS MEETING(S)**

a) **Farmers Market for Knaresborough– letter dated 6 February 2008 from Otley Town Partnership.**

**RESOLVED:** That KTC suspend Standing Orders to allow Mr Pat Kilburn, Head of Parks and Open Spaces, HBC to speak on this agenda item.

Further to discussion amongst Councillors and with Mr Kilburn it was

**RESOLVED:** Knaresborough Town Council supports in principle the holding of regular farmers' markets in the town. The intention is that markets will be held monthly on Fridays on dates to be determined. We will aim to start such markets in May 2008 subject to satisfactory resolution of remaining consultation and regulatory issues.

1. The markets will be run by Otley Town Partnership (OTP) in association with Knaresborough Town Council.
2. We accept the offer from Patrick Kilburn, on behalf of HBC, to provide advice and guidance to the Town Council, particularly during the early phase of this project.
3. We will consult with the Chamber of Trade and other stakeholders to address appropriate issues. In particular we will consider whether or not it would be appropriate to hold a farmers' market in December which might affect Edwardian Sunday.

*(During the discussion, Town Councillor R Hall declared a prejudicial interest in the above Item (6) left the Council Chamber and took no part in the discussion or resolution thereon)*

**Proposal - to consider the following resolution at the next meeting 10.3.08:-**

To coincide with the first Farmers Market the Town Council will consider the possibility of providing some street entertainment and artistic events. A Council Committee shall be created as follows:-

1. Name of Committee – Events Committee.
2. Composition – Four Councillors, plus a maximum of two non-voting co-opted members.
3. Delegated authority:-
  - i) To organise street entertainment and artistic events to coincide with the first of the proposed Knaresborough Farmers' markets.
  - ii) To co-opt non voting members of the Committee, if the committee so desires.
  - iii) To agree expenditure up to a limit of £600 to come from the Council's grants budget.
  - iv) To investigate the feasibility of an ongoing annual arts event to take place in the Spring of each year. This event will be small-scale in nature in comparison with *feva* which we acknowledge as the town's premier artistic festival, but may act as a show case for *feva*.

**311 ITEM 4 – TO CONSIDER MATTERS ARISING FROM PRESENTATION** by students from King James's School re Youth Shelter Project

Further to discussion it was,

- RESOLVED:** i) KTC authorise the Town Clerk to instruct Harrogate District Safer Communities Partnership to purchase the shelter when the exact one is selected.
- ii) the Town Clerk write to Mr Ibbotson and pupils and King James's School to thank them for their presentation and apologise for their wait at the Council meeting. (*unanimous*).

**312 ITEM 5 – KTC PUBLIC SPEAKING SESSION**

a) County Councillor Richard Hall re Item 10a Proposed Post Office Closures

*(County Councillor Hall drew attention to a draft letter (a copy was handed to Councillors) received from Mr McGonigle commenting on the traffic and parking situation in the town centre which would arise from the Spar being the only Post Office in the town).*

Following County Councillor Hall's address to the Council it was :-

**RESOLVED:** Knaresborough Town Council expresses its strong opposition to the proposed closure of Aspin Lane Post Office. The closure of this Post Office, coming so soon after the decision to close the Stockwell Lane Post Office, would result in only one Post Office to serve the town. The Town Council instructs the Clerk to write to the Post Office Consultation Team to register our objection to the proposed closure and the make the following points:-

- 1) Knaresborough is the third largest town in North Yorkshire, with a population of 15,000. There are proposals under consideration for a considerable expansion of the town over the next few years. One Sub-Post Office is insufficient to serve a town of this size as well as its rural hinterland. (The national average after the current closure program is completed would be one post office per 5,000 residents.)
- 2) The High Street Post Office (Spar) has insufficient car parking spaces to cope with increased volume of business resulting from the closure of the other two post offices. While a town centre post office is essential, there is also a clear need for a second post office with adequate parking. The tow post offices serve different complementary needs.
- 3) Aspin Lane Post Office was not on the original closure list: the proposed closure came about only when the decision was made to retrieve a post office in Harrogate. The closure of Aspin Lane is clearly being proposed to meet nationally driven closure numbers. No evidence has been produced to suggest that Aspin Lane is not viable.

4) The Town Council will organise and fund a campaign, including a petition, against the proposed closures. The Clerk is given delegated authority to support this campaign including any necessary expenditure up to £300.

### **313 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:

<b><u>Ref</u></b>	<b><u>Applicant</u></b>	<b><u>Details of Application</u></b>	<b><u>Observations</u></b>
08/00327/ FUL 155.S*	Yorkshire Ambulance Service	Siting of portacabin for use by ambulance crews – Yorkshire Co-operative Ltd, Chain Lane	No objection but request that consideration is given to residents re noise.
08/00633/ FUL 168.A.*	Mr and Mrs A Broadwith	Erection of two storey rear extension with first floor patio doors and balcony. Ridgefield House, Forest Moor Road.	No objections.
08/00410/ FUL 208.E.**	NPD Ltd	Erection of detached dwelling and formation of vehicular access (revised scheme) – 13 Stockwell Road	Object – see Minute 309, item 5b
08/00516/ FUL 570.A*	Mr and Mrs N Dolby	Erection of single storey front and rear extensions – 91 Boroughbridge Road	No objections
08/00642/ FUL 1061.B*	Mr and Mrs M Calvert	Erection of replacement 2 storey infill extension to rear, porch to side, 1.8m high entrance gates with 2.3m high posts and felling of 1 Holly tree and 1 Blue Cedar tree within the Knaresborough Conservation Area –Kirkman Bank, High Bond End.	No objections
08/00492/ FUL 1294.F*	S and N Pub Enterprises	Erection of single storey rear extension, rear fire escape, replacement windows and doors to front and rear elevation and render front wall - The Groves, 30 Market Place.	No objections
08/00494/ FUL 1294.G* LB	S and N Pub Enterprises	Erection of single storey rear extension, rear fire escape, replacement windows and doors to front and rear elevation and render front wall – The Groves, 30 Market Place	No objections
08/00520/ FUL 1721.A*	Mr and Mrs Campbell	Alterations to roof to form additional living accommodation – 5 Tentergate Avenue	No objections
08/00454/ FUL 2103.A.*	Mr and Mrs G Grey	Erection of single storey rear extension – Holgate Lodge, 44 Aspin Avenue	No objections
08/00648/ FUL 2401.E**	Mr and Mrs P Robinson and Mr and Mrs R Robinson	Erection of 1 detached dwelling with detached garage, new vehicular access and the felling of 6 Apple trees, 1 Plum tree, 1 Green Gage tree and 1 Mulberry tree within the Knaresborough Conservation Area – 1 Boroughbridge Road.	Object – see Minute 309, item 5c
08/00485/ PDU 2505.A.*	Mr and Mrs Martin	Conversion of garage to form additional living accommodation – 4B Blair Park	No objections
08/00315/ FUL 2606.B**	Birkdale Developments	Erection of detached dwelling and garage (site area 0.11ha) – Eddystone, King James Road	No objections

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07/06216/ ADV 2643.AD V*	Subway	Display of 5 externally illuminated and 3 non illuminated fascia signs, 2 non illuminated projecting signs and 1 internally illuminated menu case as part of signage scheme Subway, 3-4 Castle Court, Market Place.	Object on the grounds that the number of signs proposed is excessive and would spoil the character of the Market Place.
08/00702/ FUL 2644.FU*	Mr and Mrs Walker	Erection of balcony to rear of elevation. Coombe Cottage, 1 Castle Ings Close.	No objections
07/06055/ FULMAJ 6.108.42* * (Note: outside Knaresbor ough boundary)	Harrogate Rugby Thistle Hill Ltd	Erection of club house and tractor store, formation of 7 rugby pitches and two vehicular accesses with associated car and coach parking and soft landscaping – Land at Grid Reference 435262 455048, Knaresborough	Object – The proposed rugby complex is considered to be excessive development in the open countryside and Green Belt which would be detrimental to road safety, close to the By Pass, SSSI and a bridle pass. The number of car parking spaces, flood lights and a club house would have a major and detrimental impact upon the countryside character of this area.  Note: If HBC are minded to approve this application, against the observations of KTC, KTC insist that a roundabout be provided in conjunction with the rugby club development, as was originally proposed as part of the By Pass.  <b>Unanimous</b>

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

\*\* Item for determination by Planning Committee

### 314 ITEM 8 - PLANNING CORRESPONDENCE:

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

(ii) Report of Investigations:-

- 08/00050/PR15 – Kisdon, Forest Moor Road
- 08/00043/PR15 – Manse Masterdor, Hambleton Grove
- 08/00055/PR15 – 3 Waterside

**RESOLVED:** To receive and note.

b) To note the following **WITHDRAWN APPLICATION**

6.100.2607. FUL – Conversion of garage to form 1 dwelling (site area 0.01ha), garage adjacent 2 Anchor Yard, High Street, Knaresborough.

**RESOLVED:** To receive and note.

c) **Notice of APPEAL** re HBC's refusal of planning permission (enforcement/planning):

(*Councillors P Guest and A Willoughby declared a prejudicial interest in Item 8c, left the Council Chamber and took no part in the discussion or resolution relating to this agenda item thereon*)

i) 06/00207/PR15 and 6.100.1866.FUL (Appeal Ref: APP/E2734/C/07/2056166 and APP/E2734/A/07/2051124/NWF) – Fawley, Ripley Road - Change of use of land to form domestic curtilage and the service of an enforcement notice in respect of the alleged breach of control: without planning permission the unauthorised change of use of the land to use as domestic garden – Appeals to be heard jointly at Informal Hearing at Knapping Mount on 27 March 2008 at 10.00 am.

**RESOLVED:** To receive and note.

(*Councillors P Guest and A Willoughby returned to the Council Chamber.*)

- d) **Appeal Correction Notice** re. planning application 6.100.1183 – Change of Use from bus depot to vehicle repair and storage depot – Bus Depot Manse Lane (S & H Recovery Services) – to note correction notice to condition 2 that allows Saturday working (*original decision made reference in the Inspector's report to Saturday working that was not carried through to the formal decision*).

**RESOLVED:** To receive and note.

- e) **North Yorkshire Minerals and Waste Development Framework –Submission of Minerals and Waste Core Strategies** – covering letter and schedule of policies, dated 14 February 2008 from Team Leader, Plans and Technical Services, NYCC

**RESOLVED:** To receive and note

**315 ITEM 8 - HBC PLANNING COMMITTEE - Opportunity to Speak –Tuesday 26 February 2008 at 2.00pm Crescent Gardens, Harrogate.**

**RESOLVED:** That details of the above meeting, at which the following applications relating to Knaresborough are to be heard, (No Councillor from KTC to attend).

- a) 6.100.1382.C.FUL Erection of 2 detached dwellings and widening of existing vehicular access (site area 0.13ha) (Revised Scheme) Little Paddock, Lands Lane.  
 b) 6.100.2641.OUT Erection of 1 detached dwelling with layout considered. (Site area 0.04ha) Land Adjacent to the Croft Forest Moor Road.

**316 ITEM 10– CORRESPONDENCE**

a) Proposed Post Office Closures:

- (i) Area Plan Decision Booklet for North Yorkshire with Yorkshire East and Keighley – to consider letter dated 7 February 2008 from Network Development Manager, Post Office Ltd.  
 (ii) To consider the following proposal from County Councillors Richard Hall and Bill Hoult:  
 County Councillors Richard Hall and Bill Hoult to ask Knaresborough Town Council to support a doorstep petition against the proposed Post Office closures. At the meeting the Town Council to seek volunteers to take petition forms to every house and business in Knaresborough. We request that a representative from the Post Office come to the Town Meeting to explain why the Post Office is proposing these closures.”

See Minute 312

- b) Byelaw to prevent the Consumption of Alcohol in Public Places – letter from Solicitor to the Council, (Harrogate) dated 4 February 2008.

**RESOLVED:** That the Clerk writes to Harrogate Borough Council and ask them to designate areas of the town using the existing law with regard to the consumption of alcohol.

**317 ITEM 11 – REPORTS AND MINUTES OF COMMITTEES/WORKING GROUPS**

- a) Christmas Events Working Group – Minutes of the meeting held on 6 February 2008.

**RESOLVED:** To receive and note.

- b) Emergency Risk Committee – Minutes of the meeting held 12 February 2008.

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**RESOLVED:** i) To receive and note.

ii) That the Emergency Risk Committee have a fund of £300 to purchase emergency equipment.

**318 ITEM 12 - REPORTS FROM THE CLERK**

a) Annual Town Meeting 3 March 2008 – 7.00 pm at Gracious Street Methodist Church – to consider a donation for hire of Church.

Councillors felt that a donation should be made payable to Centre on Gracious Street - the Mayor's charity.

**RESOLVED:** That a donation of £50 is made to COGS.

*Councillor Richard Hall gave his apologies for the ATM – said he would not go out of principle.*

**319 ITEM 13 - ACCOUNTS FOR PAYMENT AS PER SCHEDULE OF ACCOUNTS 327**

**RESOLVED:** That the accounts for payments, amounting to £12,225.98 detailed on Schedule of Accounts No.327 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*).

**320 ITEM 14 – OTHER MOTIONS SUBMITTED BY MEMBERS**

None received.

**321 ITEM 15 - INFORMATION EXCHANGE**

- a) Clerk – Reply from Tim Richards – neither he or members of his staff team will be able to attend the Annual Town Meeting, nor will he be able to organise a separate Local Development Framework meeting for Knaresborough .
- b) Clerk – invite from Mrs Lumb to Women's Day of Prayer - 7 March 2008 at Park Grove Methodist Church, services at 1.45pm and 7pm.
- c) Councillor C Willoughby - Fairtrade fortnight 1 March - sale of Fair Trade goods - St Peters Church.
- d) Councillor C Willoughby – Knaresborough in Bloom meeting – 26 February 7.30pm at Knaresborough House.
- e) Councillor R Hall – Bed Race pleased to report will go ahead, item for next agenda 10.3.08.
- f) Councillor P Godsell – attended a YLCA meeting recently - very interesting, Councillors should attend – next meeting 23 June 2008.
- g) Councillor J Burdett – Emergency Risk Group meeting Tuesday 4 March 7.30pm Knaresborough House.
- h) Councillor J Burdett - opening of Art Centre at King James' School on Wednesday 5 March.

**322 ITEM 16 - RECEIVE THE FOLLOWING DOCUMENTS**

- (a) Renaissance Knaresborough Executive Committee – Minutes of meeting held 15 January 2008.
- (b) Rights of Way Improvement Plan for North Yorkshire – copy of adopted plan (October 2007) available to view at [www.northyorks.gov.uk](http://www.northyorks.gov.uk) (Countryside Services web pages) and Knaresborough Library. CD available, on request, from Rights of Way Team at NYCC.
- (c) Harrogate Borough Spring Clean, April 2008 – volunteers and interested groups to contact Robin Derry, Department of Community Services, HBC, Tel 01423 841032 or [robin.derry@harrogate.gov.uk](mailto:robin.derry@harrogate.gov.uk)
- (d) Knaresborough Allotments Self-Help Scheme – Code of Practice (adopted at 2007 AGM) regarding burning of waste.

**RESOLVED:** i) Receive and note.

ii) item (d) The Allotments Code of Practice – item for next agenda 10.3.08.

**Meeting ended at 9.50 pm**