

**Minutes of a Meeting of Thirsk Town Council held on Thursday 3rd April 2008
at 7.30 p.m. in the Thirsk and Sowerby Town Hall Annexe**

Present: Cllrs J. Watson (Chairman), D.E. Adamson, C. Hesmondhalgh, J. Jackson, J. Marshall, C. Pack, M. Penson, F.M. Roberts, I. Noble (“Darlington and Stockton Times”) and the Clerk

Apologies: Cllr A, Morton (family commitments); accepted.

Open Forum

No members of the police or public present.

Minutes of the Meeting held on 17th March 2008

Proposed approved Cllr Hesmondhalgh, seconded Cllr Penson, subject to an amendment on Page P131 and an addition on Page P132; agreed.

Matters Arising from the Meeting held on 6th March 2008

P122 Requests for allotments; nothing further heard from John Bell as yet.

P122 Public conveniences; reply received from Steve Prentice at HDC advising that he is to arrange for the relevant signs to be made and installed - this should take ten days.

P122 Redundant signage on the Mind Shop; nothing further heard. Cllr Watson advised that she understands work on the property is to start in August.

P122 Signboards on the Industrial Estate; chasing ‘E’ mail sent to Geoff Herbert at HDC and reply received from Judith Wox advising that she has recently joined HDC’s Economic Development Team and will be dealing with industrial estate signage. She advises that the contractor has been spoken to about trimming the tree and cleaning the sign and she will be in contact with us when the work has been done.

P122 Sign at The Workhouse – nothing further heard on this.

P122 “Welcome to Thirsk” Pack; the PCC has taken no further action on this as yet.

P122 Millennium Green; the footpath resurfacing work has been completed.

P122 Post Office; letter sent to the Post Office regarding the queues and also the fact that the forms are not available for customers to complete before they get to the counter. HDC have been contacted regarding the finger on the finger post which is still pointing towards the old post office; they advise that this is the Town Council’s responsibility. The name of the contractor who deals with this has been obtained and he will be asked to provide an estimate. Cllr Penson suggested that as an interim measure the “Post Office” on the finger be painted over; Malcolm Burnett to be asked to do this. Cllr Marshall pointed out that the finger pointing to the Racecourse has been turned round; the contractor to be asked to deal with this.

P122 Crossing near Bakers Alley; further letter sent to Jayne Charlton at NYCC and acknowledgement received. Cllr Watson advised that she had spoken to Cllr Dadd about this. He has spoken to Nigel Smith at NYCC and Cllr Watson had expressed her willingness to meet them on site. Cllr Marshall pointed out that a belisha crossing has appeared in Easingwold and it was agreed we should ask for one here.

P123 Street cleaning; reply sent to John Proud advising that his proposed scheme for businesses to keep the fronts of their premises clear of litter is thought to be a good one. Cllr Penson expressed the view that the street cleaners could sweep along the

edges of the roads with a brush, but Cllr Watson pointed out that it is rather difficult because of parked cars.

P123 Traffic calming proposals for Norby Front Street; a request was sent asking that this subject be included in the County Area Committee for Hambleton meeting.

Agreement to this was received and Cllr Roberts attended the meeting. A copy of a letter to Cllr Dadd has since been received confirming that a Safety Audit will be carried out three months after the construction of the last property on the Norby site and should the Audit recommend that the build-out be removed then this will be done.

P123 Winter Maintenance Service leaflets; reply received from Gordon Gresty at NYCC explaining that they have been involved in a review and they held off printing the leaflet in case any operational changes were introduced. They will ensure that the leaflets are distributed before the onset of next winter.

P123 Carrs Field; the amount of insurance premium required has now been received from Tony Jordan and this has been paid by the Town Council.

P123 Works on Long Street/Stockton Road; letter sent to NYCC asking them to notify us in advance of any works and also advising that we will inform them should any damage have been caused to Town Council property on Long Street.

P123 Plasticrete on the Little Green; Cllr Marshall asked that a chasing 'E' mail be sent about this.

P124 Grasscutting; letter sent to NYCC pointing out that we are subsidising the grasscutting.

P124 Proposed amendment to the Finkle Street/Market Place junction; 'E' mail sent to NYCC asking that they paint an arrow on the entrance and a triangle on the exit. Reply received advising that they are unable to put an arrow road marking there as it would be in contravention of the traffic regulations.

P124 Vacancy on the Town Council; the notices supplied by HDC have been put on the noticeboards and also a notice advertising the position. A letter has been sent to the person who applied previously asking whether he wishes his name to be put forward again.

P124 Car Parking Charges; letter sent to Cllr Barker at HDC setting out the questions/comments raised at the public meeting; acknowledgement received advising that these will be fed into the consultation process. A letter objecting to the proposed charges was sent to HDC asking that it be circulated to the Citizenship Overview and Scrutiny Committee for discussion at their meeting; it is understood that this was not put before the meeting and a letter of complaint has been sent to HDC. The letter was also sent to the Editor of the "Darlington and Stockton Times" saying that it was not discussed at the Committee meeting. This has not been published and it has therefore been sent again with a request that it be included in the "Letters to the Editor" column this Friday.

P125 Central Areas; the circular seat is now in place around one of the trees outside the White Horse Café. Clive Thornton of HDC suggests that a tree guard be put around the other tree; he has provided some drawings and they have been passed to Central Areas. Weatherspoons have been reminded about our request to put up signs and have informed us that their contractors have been asked to do this. Cllr Watson asked that we chase NYCC for a start date for the work to Millgate Bridge.

P125 Sensory Garden; the quote for work to the harbour wall was dealt with at the last meeting. Notices regarding the memorials have been put up on site, on the

noticeboards, in the Library and in the Public Notices section of three consecutive editions of the “Darlington and Stockton Times”.

P125 Ditches; the report on the survey has not yet been received; it has been chased and should arrive within the next few days. Cllr Adamson pointed out that a quantity of soil has been dumped in the ditch.

P126 Amenity Tip; Cllr Adamson advised that new rules have been introduced at the tip and there appears to be some confusion with the operators. Vans which are not trade vans now have to be registered and someone visiting the tip has been told that if people put the back seats down in their cars then they are classed as vans; Cllr Adamson felt there may be some misinterpretation of the rules. Proposed Cllr Roberts, seconded Cllr Adamson that a letter be sent to the County Council saying we realise the need to stop tipping of trade waste, but are not happy that this appears to be affecting the disposal of domestic waste.

Correspondence

Taylor Wimpey; ‘E’ mail received advising that they will be commencing work on the laying of the drain from the old Norby Depot and the outfall to the beck on 7th April. Cllr Marshall advised that they have not spoken to the Town Council and said she is totally against them starting work without our permission. It was also queried whether they have contacted John Bell; an ‘E’ mail to be sent to Taylor Wimpey. Cllr Jackson queried whether they have a right to run drainage into the river.

Colin Musgrave re music event in Thirsk Market Place on 10th August; Cllr Adamson expressed concern that this could cause breaches to the on-street drinking ban.

Proposed Cllr Watson, seconded Cllr Penson that we ask for further details, but object to any large rides on the Market Place; agreed. Also agreed that we point out to them about the on-street drinking ban and also ask them whether they have consulted the Thirsk Business Association.

Jonathan Roberts re lecture on Climate Change to be held on Friday 2nd May at 7.00 p.m. in the Town Hall; noted.

Taylor Wimpey re development at Norby Depot; enquiring whether the Town Council will adopt a length of footway and associated street lighting. Also advising that they are proposing to install the LAP themselves but to a specification and standard to be agreed with the Town Council. Proposed Cllr Marshall, seconded Cllr Adamson that we do not adopt the footpath and street lighting; agreed. Proposed Cllr Marshall, seconded Cllr Jackson that we take over the LAP, but advise that we must have discussion with them about this and the LAP must be to a specification and standard agreed with the Town Council; agreed.

Mr Hindmarsh re grassed area on corner of Long Street/Rymer Way; Mr Hindmarsh advises that this area is included in his deeds, but is of no use to him. He is concerned that people park on it. It was suggested he contact the County Council.

Mrs L Craggs; E mail received advising that she has damaged her car by hitting a post on St. James’ Green. It was pointed out the post which we assume was hit is part of a fence and is situated in the grass. Proposed Cllr Pack, seconded Cllr Hesmondhalgh that a reply be sent advising that we refute her claim for compensation.

Request re extension of yellow lines on Picks Lane; part of the yellow lines on Picks Lane have now been removed to ensure they comply with the Order. The yellow lines now stop just before the Chapel of Rest and a complaint has been received from the undertaker that cars are now parking opposite the Chapel of Rest and he is having

difficulty manoeuvring the hearse because of the parked vehicles. Proposed Cllr Adamson, seconded Cllr Jackson that we request the yellow lines be extended the full length of Picks Lane; agreed.

BTCV re their Autumn/Winter programme of works; no interest at this stage.

Schedule of Outstanding Amenity Items

The schedule had been circulated to Councillors and the following points were made: York Road Roundabout; the Clerk advised that a Licence between NYCC and the Town Council had been received. She has drawn up a Licence between the Town Council and Severfield-Reeve which broadly mirrors the Licence from NYCC, but with some additional provisions. The Clerk then attended a meeting with Michael Coates of Severfield Reeve who raised two points regarding the ability to terminate the Licence; to be amended. Mr Coates will discuss the draft Licence with his colleagues and come back to us.

Buildings on the corner of Newsham Road; Cllr Watson pointed out that these are in a very poor state and part of the fencing is now broken down; a further letter to be sent to John Bell.

Ponding in East Thirsk; Cllr Marshall advised that there had recently been very large pools of water across the road because the traffic calming humps are not draining properly. This was reported to Joe Gallagher of NYCC who arranged for it to be cleared away and he is looking at the humps. Cllr Adamson pointed out that Highways were drawing up a scheme to solve it. Cllr Roberts advised that water is collecting on both sides of Stockton Road; to be reported.

Reports

Carrs Field

Cllr Roberts advised that when she visited Carrs Field recently the entry gate from the footpath by the bridge was open and the kissing gate between the two fields is not working properly. The trees are looking good and there was no glass on the tarmac. There was a large amount of horse manure in one of the fields. It was pointed out that the fields are meant to be for public enjoyment; a letter to be sent to the Trustees about the horse manure, the kissing gate and the keeping of animals in there.

Central Areas

Cllr Watson is to arrange a meeting. She has also asked to meet with Diane Miller who has done such a lot of good work in the Picnic Area.

Christmas Festivities

Nothing to report

Greens and Ingramgate

Cllr Pack advised that it is necessary to have a meeting.

Millennium Green

Cllr Adamson advised that a clean-up is to be held on Saturday 6th April.

Open Areas

Cllr Marshall advised that the TRI have been consulted by HDC about Section 106 monies and one of the suggestions for this is Carrs Field improvements. The TRI has been asked to vote on the various schemes and on whether priority rating has been given appropriately. Cllr Marshall reported that no reply has yet been received regarding the Big Lottery; expected in April. Lisa Wilson has taken over from Kath

Staines dealing with this. Cllr Marshall advised that the BBC are proposing to do a project on clear-up areas. Mark Haynes had suggested the Centenary Field as being a suitable area, but Cllr Marshall did not feel we were at an appropriate stage with this. Cllr Marshall referred to The Holmes saying she has spoken to John Bell about the footpath proposal and Peter Penny of NYCC was to get some County Council Officers to speak to Cllr Marshall, but they have not done so. She will now go direct to Wimpey. Cllr Marshall advised that an Open Areas walk round will be organised. Cllr Marshall referred to Castle Garth advising that following on from the problem solving group for Picks Lane we agreed to replace the fencing from the end of the fencing put in by Tesco's to the corner. To do this it is necessary to get the consent of English Heritage. We also wish to move the Interpretation Board at the Market Place end of Castle Garth away from under the tree and this is to be included in the application for consent. Cllr Marshall read out the conditions laid down by English Heritage. One of these is that an archaeologist must be on site when any digging takes place. Proposed Cllr Adamson, seconded Cllr Hesmondhalgh that we agree to the conditions as set out; agreed. Cllr Marshall advised that MAP can provide an archaeologist at a cost of £175 per day and the fencing will take a maximum of two days. The price for the fencing has increased by 5% to £729.75 plus £450 to clear the site plus the cost of moving the Interpretation Board. Proposed Cllr Adamson, seconded Cllr Hesmondhalgh that we appoint MAP; agreed.

Sensory Garden

Cllr Marshall advised that the site survey work regarding the memorials has been done and is in the Town Council Office. The survey of the harbour wall has been completed and the quote from Bikers has been accepted. They need to put in an application to English Heritage with a plan of the scaffolding. Regarding the Section 106 monies, Cllr Marshall advised that a meeting had been held and advice had been taken from HDC's new solicitor; he is to have another look at the Section 106 Agreement and is to talk to the developer again. We will not be asked to take over the land until that has been done and this will condition what can be done on the site. The Town Council will then need to sort out maintenance costs. Cllr Marshall advised that Chris Fitzgerald has done the artwork to go in the fencing; there is to be an exhibition of the scheme in the Library and it is hoped to display some of the artwork.

Ditches

Cllr Marshall advised that the last meeting had been cancelled because we had not received the survey report. Steve Quartermain at HDC to be asked for the name of the person he dealt with at Barretts.

Other Items of Interest and Information

Referring to the item at the last meeting concerning ducks, Cllr Jackson advised that Gordon Buckley deals with birds on the moors.

Cllr Penson expressed concern that the traffic lights are not changing for 50 seconds and people are crossing the road rather than waiting.

Cllr Penson advised that some shops have had to take down the "Do Not Feed the Pigeons" notices in order to put up the notices about car parking charges. She suggested the pigeons notices be fixed to the litter bins; to be discussed at Central Areas meeting.

Cllr Penson advised that the occupiers of the shops in the old post office block have each been charged £1K for the netting on the roof. However, one section has been missed and there are pigeon droppings on the pavement.

Cllr Penson advised that she had asked the Environment Agency about the erosion of the beckside and they advised that this is the responsibility of the landowner; to be discussed at Central Areas meeting.

Cllr Penson referred to the stonework which has been built in the corner of Mill Gardens; to be discussed at Central Areas meeting.

Cllr Roberts referred to the fact that some time ago some lead piping was stolen from St. Mary's Church, but no-one in Kirkgate was asked if they had seen anything. She pointed out that recently there has been vandalism of the floodlights; this was reported to the police whilst it was ongoing and she expressed concern at the length of time which elapsed before the police attended. She also expressed concern at the fact that the police office in the Market Place is hardly ever open. Agreed that a letter be sent to the Chief Constable expressing dissatisfaction at the level of service, at the level of response and at the time it takes to answer calls.

Cllr Roberts advised that some work is taking place to a house on St. James' Green and there is rubble from this in the beck; the Environment Agency to be informed.

Cllr Roberts advised that, as the YLCA's representative, she attended the North Yorkshire Public Rights of Way Liaison Group Meeting. She was most impressed by some of the County Council's Officers.

Cllr Roberts pointed out that 25th Squadron at RAF Leeming is being disbanded; a letter to be sent wishing them well.

Cllr Marshall advised that she deposited 15 loose leaf folders of Town Council minutes and one bound minute book at the Archives Office in Northallerton. She advised that an Open Day is to be held there on 5th April.

Cllr Watson advised that she and Cllr Roberts changed the Town Clock on Sunday. She also cleaned some graffiti off the Interpretation Boards on Castle Garth.

Cllr Watson advised that she had attended a Public Relations meeting at Thirsk Station. At that meeting she had raised concerns regarding the parking on the piece of land at the western approach to the Station and the state of the banking. She asked that the yellow lines be re-painted on the steps, that they put on a later train on a Saturday night and that there be more carriages on the students' trains; they are to get back to her on these. Cllr Adamson advised that the Manager of Transpennine has requested another 42 carriages.

Cllr Penson advised that there is some discrepancy between John Smiths' timetable and the sign on the bus stop; to be taken up with NYCC.

Cllr Roberts expressed concern at some of the signs on shops in the Market Place. Sue Dodson, the Enforcement Officer at HDC, has been consulted, but advises that there is very little which can be done if the signs are not illuminated. HDC were asked to provide a copy of their latest planning guidance on shop fronts and advertisements and they have said they no longer have this; a letter to be sent to HDC.

Cllr Roberts referred to the church floodlights which have been vandalised and asked that we get a quote for putting floodlights below ground; Cllr Marshall pointed out that it is a burial ground. Agreed that a letter be sent to English Heritage asking for their advice on more secure ways of floodlighting.

The meeting closed at 9.35 p.m.

**Minutes of a Meeting of Thirsk Town Council held on Monday 21st April 2008
at 7.15 p.m. in the Thirsk and Sowerby Town Hall Annexe**

Present: Cllrs J. Watson (Chairman), D. Adamson, C. Hesmondhalgh, J. Jackson, J. Marshall, A. Morton, C. Pack, M. Penson, I. Noble (“Darlington and Stockton Times”), PC Sarah Jobe (North Yorkshire Police), 1 member of the public and the Clerk

Apologies: Cllr F. Roberts (away); Cllr G. Dadd (away). Cllrs Adamson and Morton – late arrival due to another meeting; accepted.

Minutes of the Meeting held on 3rd April 2008

Proposed approved Cllr Hesmondhalgh, seconded Cllr Pack, subject to an addition to Page P003 and a minor amendment to each of Pages P004 and P005.

Police Report

PC Jobe referred to press coverage a few weeks ago regarding offences by youths; she reported that one of the offenders has been sentenced to four months in a detention centre and the others are still going through the courts. PC Jobe referred to the meeting with the Chief Constable to be held on 23rd April in the Town Hall and asked that any issues be raised with him. Cllr Hesmondhalgh enquired when the on street drinking ban is to be implemented and PC Jobe advised that they are waiting for the signs. Cllr Marshall expressed concern that the Town Council was not informed that Ian McNeil, the PCSO, had left Thirsk and that another PCSO has been appointed; PC Jobe advised that Ian has transferred to Northallerton and, Nigel, the new PCSO is currently receiving training. Cllr Jackson referred to the recent damage to the floodlights at St. Mary’s Church and suggested this would be a good place for the PCSO to watch. Cllr Penson mentioned that the window of the Salvation Army shop was broken early on Saturday morning. Cllr Marshall advised that she had been to the site of the Children’s Centre and some of the Hansard fencing around the school and the site has been flattened so badly that it is necessary for new fencing to be obtained. She felt that to do the amount of damage that has been done the perpetrators would have had to be there for a considerable time. Cllr Watson advised that she has reported graffiti on the town clock and on the seats in the bus shelter. She asked that police keep an eye on the alleyway which runs alongside Fourways. Cllr Watson enquired at what age young offenders can be named and PC Jobe said that currently this is 18.

Cllrs Adamson and Morton joined the meeting.

Agreed that Item 5 – Open Forum be dealt with before Item 4 – County and District Council Reports

Open Forum

Mr Colin Musgrave referred to the Thirsk Festival which has normally been put on by Rotary, but which last year had to be cancelled because of severe weather warnings. He advised that he is organising a Music Event in the town centre on Sunday 10th August from 12.00 noon to 10.00 p.m. He had also hoped to have a Yorkshire Market,

but this is fully booked and he is therefore looking at having a Continental Market. He will apply for a road closure, there will be no alcohol on the site and the police will monitor the Market Place, with four bar staff monitoring the corral. Mr Musgrave advised that he has received no complaints from the public or the police. The Town Council had advised him that they would not be happy having large rides in the Market Place; however Mr Musgrave explained that, to cater for all ages, it was vital that they also have the larger rides. He felt it is necessary to have 3 large rides and 3 small ones and Mr Crow is to meet him on site and will advise him how many rides and what type of rides will be suitable for the amount of land available in the Market Place. He assured the meeting that it will not impact on the Saturday or Monday market as the equipment will not be put in place until Sunday morning and will be removed on Sunday night. Cllr Marshall said the Town Council support activities for young people and for the Festival and Cllr Watson wished him every success.

Reports

County Council

Cllr Dadd had submitted a written report regarding car displacement, the setting up of a problem solving group following vandalism to property in St. Mary's and Dowber Way and a reminder regarding the Chief Constable's visit on 23rd April.

District Council

Cllr Adamson advised that the first meeting of the Thirsk Area Forum was held on 4th April – this was a set-up meeting and the next meeting is to be held on 22nd July. It has not been decided whether this will replace the District/Parish Liaison meetings. At the last Scrutiny Committee meeting which Cllr Adamson attended car parking charges were discussed and he asked that all of Thirsk Market Place be free parking for one hour which would make Thirsk more equal with Northallerton where there will be 200 free places. The report on car parking is due in June for consideration by Cabinet and recommendation to the main Council in July. Cllr Jackson asked what effect all the petitions opposing parking charges have had on the deliberations and Cllr Adamson said they will be considered when the final report comes in.

Cllr Adamson referred to Cllr Dadd's report in which he advised that he is meeting with Highways Officers to form a strategy to mitigate the effects of car displacement should parking charges be introduced. Cllr Dadd is meeting the Area Manager of NYCC on 28th April and he suggested that Cllr Penson would be a suitable person to assist him regarding where the likely displacement will be and its effects; Cllr Penson agreed to do this – proposed Cllr Adamson, seconded Cllr Hesmondhalgh that she should do so; agreed. Councillors were asked to let Cllr Penson have their concerns before next Monday.

Cllr Adamson also referred to the fact that in his report Cllr Dadd had also asked for a Town Council representative on the problem solving group he is setting up following damage to properties in St. Mary's and Dowber Way; it was agreed that Cllr Hesmondhalgh should be the Town Council's representative on this. Cllr Marshall referred to Cllr Adamson's request to Clive Thornton at HDC about the trees in the ditch and said this had been referred back to the Town Council; Cllr Adamson will go back to Steve Quartermain at HDC.

Cllr Penson expressed disappointment that, although she had given a notice about the Chief Constable's visit to the shops, very few of them had put them up.

Cllr Jackson referred to the fact that Cllr Dadd was to question about the extra staff appointed at HDC. Cllr Adamson advised that he has asked about this and some have had to be engaged to comply with the Government's requirements for recycling. He pointed out that due to reorganisation one Chief Officer post has been abolished. Cllr Dadd to be asked about the extra staff at the next Town Council meeting.

Cllr Marshall expressed her concern at the County Council's delay in starting the works to Millgate Bridge. Cllr Watson advised that this was discussed at Central Areas meeting and an enquiry about this was sent to the County Council. They have replied advising that they will be starting work on 13th May. Cllr Watson advised that further enquiries have been made concerning the length of time the works will take, the siting of the equipment etc.

Matters Arising from the Meeting held on 17th March 2008

P127 Traffic calming on Norby Front Street; we have a copy of the letter from the County Council to Cllr Dadd confirming that should the Safety Audit reveal that the build-out is not working or is a danger then it will be removed.

P127 Yellow lines on Picks Lane; the yellow lines which were not part of the Order have been removed. A request has been sent from the Town Council that yellow lines be put in along the whole of Picks Lane; acknowledgement received.

P128 Community Emergency Scheme; reply sent to Wendy Muldoon of NYCC with various dates; reply awaited.

P128 Old Minute Books; as reported at the last meeting, the old Minute Books have been deposited at the County Records Office.

P128 CCTV statistics; new statistics received, but these have not been shown in market town order as requested; an 'E' mail about this has been sent.

P129 Market stalls spreading goods over the cobbles; Alan Maudsley of HDC came today to look into this.

P129 Accounts for Payment; Chris Amy has been asked to provide details of where he is with the Holmes Management Plan.

P130 HDC Area Forums; letter sent to HDC and reply awaited.

P130 Samaritans; a cheque for the donation of £100 is to be signed tonight.

P130 Car Parking Charges; 'E' mail sent to Dave McGloin of HDC asking for clarification of the percentages he supplied. Letter sent to Cllr Arthur Barker questioning the veracity of the survey. Letter sent to Cllr Arthur Barker expressing concern that the letter which the Town Council requested be put before the Citizenship and Corporate Resources and Scrutiny Committee was not put before them; reply received advising that it was sent to all the members of that committee. The Clerk had also sent a copy of the letter to the Editor of the "Darlington and Stockton Times" and an edited version of this was published in the "Letters to the Editor" column. Following the last meeting the Clerk had spoken to Cllr John Coulson who had assured her that the letter would be put before the Safety and Health Overview and Scrutiny Committee. The Clerk advised that in her letters to HDC to date she has not put forward the suggestion about paying for parking discs as she did not wish to dilute the argument about parking charges; agreed that paying for parking discs should not be suggested. Cllr Jackson pointed out that the question of the cost of implementing the scheme had been asked; HDC to be chased re this. Cllr Marshall felt we should ask HDC for the figures for running and staffing such a scheme; proposed Cllr Jackson, seconded Cllr Pack that a letter be sent about this; agreed.

P132 Road sign outside the “Red House”; ‘E’ mail sent to the County Council and reply received advising that a new sign is on order.

P132 Natural England; application for Licence received – to be completed.

Finance

Accounts for Payment

Referring to items on the accounts for payment list, Cllr Marshall felt that if payments were part of a scheme for which grant monies are being received then it would be helpful if in future they are identified as such on the list. She pointed out that cost of the repairs carried out to the sluice gate by Chris Fitzgerald is to be reimbursed by the County Council. Cllr Hesmondhalgh mentioned that 50% of the cost of the resurfacing the Millennium Green footpaths is to be paid for by the Millennium Green Trustees; the Clerk confirmed that an invoice has been sent to them. Cllr Marshall also referred to the insurance premium and pointed out that it is the Town Council’s duty to review the insurance. She suggested that Cllrs Adamson, Morton, Watson and herself should do this; agreed; a meeting to be arranged.

Proposed Cllr Hesmondhalgh, seconded Cllr Jackson that the following accounts be approved for payment; agreed:

Thirsk & Sowerby Town Hall Room Hire, January to March 08	£157.50	
Thirsk & Sowerby Town Hall – 50% of Valuation Fee	£ 88.12	
John Howse – replacing damaged floodlights	£626.13	
Castle Colour Printers Ltd – photocopying etc.	£ 39.55	
Allianz Insurance plc – Insurance Premium 2008/09	£3,648.83	
Smiths of Derby – servicing of Town Clock	£175.08	
YLCA Membership 2008/09	£600.00	
York and NY Playing Fields Association – subscription	£ 35.00	
The Milestone Society – subscription	£ 15.00	
Hollin Barn Nurseries – Plants for Picnic Area	£ 22.00	
Playdale Playgrounds Ltd – replacement equipment for Shire Park (balance)		£2,931.04
F.D. Todd & Sons Ltd – emptying Cemetery skip	£118.59	
Aon Ltd – Insurance Premium for Millennium Green	£495.26	
C.A. Amy:		
Play Area Inspections (3.3.08-30.3.08)	£182.80	
Litter Picking (3.3.08.-30.3.08.)	£200.00	
Repairs to McCleans play area	£ 60.00	
Planting/weeding White Mare shrubbery	£ 60.00	
Chain harrowing Centenary Field	£ 80.00	
Removing blockage from Whitelass beck	£ 75.00	
Removing damaged limb from tree on The Holmes play area	£ 75.00	
Removal of trees from harbour wall	<u>£350.00</u>	£1,082.80
Newsquest – 1 insertion of notice re Salem Chapel Memorials		£149.58
Cod Beck Drainage Board – drainage rates		£ 27.50
D.E. Adamson – reimbursement for anti virus		£ 34.94
HDC – Rates, May 2008		£ 54.00

In addition, the salaries of the Clerk and the Assistant to the Clerk will be paid in accordance with the Town Council’s normal practice.

Paid Since Last Meeting

Sal Billany – watering Long Street		£ 48.00
Staples – stationery		£ 48.05
BT – internet line		£ 77.51
S. Ridley – resurfacing path and scraping off a second path on the Millennium Green		£4,846.88
C. Fitzgerald – 25% of cost of artwork for Sensory Gdn	£1,028.13	
Repairs to fencing at Sluice Gate	<u>£ 125.73</u>	£1,153.86
Newsquest – 2 insertions of Notice re Salem Chapel Memorials		£299.16
Petty Cash		£ 45.09
Inland Revenue – Tax/NI, March 2008		£419.03

Income Received

Bank Interest		£1,318.24
Burial Board: Rent		£485.37

Monthly Balance Sheet and Budget Report for March 2008 and the Year-End Balance Sheet for 2007/08

These had been circulated to Councillors. Proposed Cllr Hesmondhalgh, seconded Cllr Adamson that they be approved; agreed.

Correspondence

NYCC - Children and Young People's Plan 2008-2011 Consultation document; requesting input into what services should be prioritised, how existing services should be improved and whether there are any omissions in the current pattern of service etc. Councillors were asked to give any views on this to the Clerk by the end of April.

HDC – Appointment of Parish Council Representatives to HDC's Standards Committee. The number of Parish Council representatives is to be increased from 2 to 3 and nominations are invited; noted.

NYCC – 2008 Local Transport Plan Progress Report and questionnaire; to be circulated for completion at the meeting on 1st May.

The Audit Commission – confirmation that Mazars have been appointed external auditors for 2007/08-2011/12; noted.

RAF Leeming advising that they are allocating manpower to ceremonial commitments for this year and requesting details of any events we would like them to attend; agreed that the only such event is Remembrance Day.

Leaflet regarding the “Local Council Review”; proposed Cllr Marshall, seconded Cllr Jackson that we have one subscription.

HDC re Designated Public Place Signs, enclosing a plan showing the proposed locations of the signs. Two new poles are shown on the plan and Cllr Marshall felt the signs should go on existing poles or on the fence rather than having new poles; agreed that HDC be informed of this.

Co-option to Fill the Vacancy on the Town Council

Four applications had been received and a paper ballot was held. Mrs Amanda Pagram received the majority of five votes. The Chairman confirmed that Mrs Amanda Pagram is therefore co-opted onto the Town Council.

Applications for Exclusive Rights and Memorials

Proposed Cllr Adamson, seconded Cllr Hesmondhalgh that the following applications be approved; agreed:

Grave No. F4 2	Rodney Gary Barnsley	Interred 23.11.06.
Grave No. F4 13	Neil Harker	Interred 29.6.07.
Grave No. F4 9	Dorothy Cook	Interred 16.4.07.
Grave No. F2 9	James Coster	Interred 9.10.02.
Grave No. B1 21	George Elwyn Pepper/ Edna Pepper	Interred 15.12.2000 Interred 18.1.02.

Applications for Additional Incriptions

Grave No. A6 8	Eleanor Mary Mackereth	Interred 10.4.07.
Grave No. E5 18	Rachel Knowlson	Interred 13.9.07.

Burial Board Report

Cllr Adamson advised that the oak noticeboard in the Cemetery has been hit by a car and damaged; a claim has been put in to the driver's insurers. An application has been received for the Cemetery Groundsman's job and an interview is to be arranged.

Reports

Representatives

Cllr Hesmondhalgh reported that she had attended a meeting of East Thirsk Community Hall along with representatives of the organisations which use the Hall. She has been elected Chair and a Vice Chair and Secretary have been appointed and possibly a Treasurer. The next meeting is to be held on 30th April and Cllr Hesmondhalgh has asked the Caretaker and Booking Clerk to also attend. A cleaning session which was booked for 26th April has had to be cancelled as there is a function on that date.

Cllr Hesmondhalgh reported that she and Cllr Pack attended the Flood Film at the cinema. The Environment Agency's aim was to encourage members of the public to register for the flood warning scheme. Cllr Hesmondhalgh felt the Town Council should support this.

Cllr Watson reported that, as Mayor, she had attended the AGM of the Girl Guides which was very enjoyable. She was not able to be at the St. George's Day Parade yesterday and she thanked Cllr Pack for attending in her place.

Members

Cllr Marshall reported that she had attended a meeting at the Children's Centre; the builders are due to leave in May and the Centre will open in June/July.

Cllr Marshall advised that the Ritz Cinema AGM is to be held in May; financially 2007/08 was the best year ever.

Cllr Marshall advised that the TRI meeting which was to be held this week had to be cancelled. The AGM is to be held in June. Cllr Marshall advised that Lindsay Ross is standing down and she proposed the Town Council sends its best wishes and thanks to him for all his work, seconded Cllr Watson; agreed.

Cllr Marshall referred to the race meeting held last Saturday and said that a minibus was parked in Millgate Car Park and this should have been parked on the racecourse; a letter to be sent to HDC.

Cllr Marshall placed a copy of the Tadcaster Town Council newsletter into tabled correspondence.

Cllr Penson referred to the County Council's newspaper, the "NY Times" pointing out that in the latest issue there are two interesting articles, one on flooding and the other on recycling at waste disposal sites. Cllr Jackson advised he understands that trailers over a certain size cannot now use the amenity tip.

Cllr Penson mentioned that with effect from next month the "Age Concern" shop is giving up using plastic bags.

Proposed Cllr Marshall, seconded Cllr Watson that the public and press be excluded for a confidential item; agreed.

Cllr Marshall gave an update on HDC's application for Big Lottery money. She also advised that the next Play Partnership meeting at HDC is to be held tomorrow; agreed that a letter be sent to HDC expressing concern at the short notice, at the fact that it is in the daytime and asking for the notes of the meeting.

The meeting closed at 9.20 p.m.

**Minutes of a Meeting of Thirsk Town Council held on Thursday 1st May 2008
at 7.30 p.m. in the Thirsk and Sowerby Town Hall Annexe**

Present: Cllrs J. Watson (Chairman), D.E. Adamson, C. Hesmondhalgh, J. Marshall, C. Pack, M. Penson, F.M. Roberts and the Clerk

Apologies: Cllr J. Jackson (away), A. Morton (away), A. Pagram (holiday), accepted. Also apologies received from I. Noble (“Darlington and Stockton Times”) and from NY Police.

Open Forum

No members of the police or public present.

Minutes of the Meeting held on 21st April 2008

Proposed approved Cllr Hesmondhalgh, seconded Cllr Adamson subject to an addition to Page P010 and two amendments to the Confidential Minute; agreed.

Matters Arising from the Meeting held on 3rd April 2008

P001 Requests for allotments; nothing further heard from John Bell as yet. Agreed that a letter be sent to HDC asking if they have any policy or guidance on this subject which they could give us.

P001 Public conveniences; nothing further heard from Steve Prentice, therefore a chasing ‘E’ mail will be sent. In view of the length of time this has been ongoing, Cllr Marshall asked Cllr Adamson, as a District Councillor, to take up this matter with HDC.

P001 Signboards on the Industrial Estate; nothing further heard from HDC.

P001 Sign at The Workhouse; the sign has now been recovered and is in the Town Council Office.

P001 “Welcome to Thirsk” pack; no further action taken by St. Mary’s PCC. This item has now been moved to the Schedule of Outstanding Amenity Items.

P001 Finger Post; a quote for a new finger has been requested. M. Burnett has been asked to paint over the “Post Office” on the existing finger as an interim measure.

P001 Crossing near Bakers Alley; a request that a Belisha crossing be installed here has been sent to NYCC and an acknowledgement has been received.

P002 Works on Long Street/Stockton Road; reply received from NYCC advising that utility companies are instructed to inform the Town Council of any major works they are to undertake. NYCC will endeavour to ensure that they also notify us. Cllr Marshall advised that Joe Gallagher at NYCC has checked the planters on Long Street and has found some damage to two of them. He is to meet to contractors about this.

P002 Plasticrete on the Little Green; reply received from Clive Thornton advising that he is looking at the two issues of grass not growing and also the slippery surface which he says is a more recent matter. Cllr Marshall said that the slippery surface was pointed out to them at the site meeting held some considerable time ago and has also been mentioned in correspondence. Cllr Roberts advised that it was pointed out to HDC that it would become slippery as soon as they had put the Plasticrete down. Cllr Marshall asked that a letter expressing the Town Council’s dissatisfaction be sent to Peter Simpson at HDC with copies to Steve Quartermain and Clive Thornton.

P002 Grasscutting; reply received from NYCC advising that for a number of years the budget allocated to the County Council's Thirsk Office has been based on the grass only being cut six times in a year and the Office has funded an additional two cuts from the routine maintenance budget. However, due to increasing demands on this budget, it is no longer possible for them to fund the additional cuts.

P002 Vacancy on the Town Council; dealt with at the last meeting.

P002 Car Parking Charges; a letter had been sent to Anne McIntosh MP and a reply had been received advising that she is writing to Peter Simpson at HDC requesting that he addresses the points we have raised. Reply received from Cllr Barker at HDC giving details of their Statutory Authority which supports them being able to use the monies generated by parking charges to support HDC's revenue budget. Letter from Action Free Parking asking parish councils to call parish meetings to propose that a referendum be held. It was pointed out that the Town Council organised an Open Meeting and therefore no further action to be taken regarding this request. Cllr Penson expressed concern that there has not been a great deal in the media about the response to the proposed parking charges in Thirsk; Cllr Marshall said it would be possible to do a press release, but it is up to the newspapers whether or not they publish it.

P002 Central Areas; Weatherspoons have now put notices in their upstairs windows saying they are opening shortly. NYCC have advised that the works to Millgate Bridge will start on 13th May.

P003 Ditches; report received. Letter received from Eccles Heddon enclosing a copy of a letter from Keeble Hawson, Barratts' solicitors. They apologise for the delay due to the fact that they are having difficulty ascertaining title to the land.

P003 Amenity tip; letter sent to NYCC; no reply as yet, but there is a letter included in "Correspondence" on this subject.

P003 Development at Norby Depot; 'E' mail sent to Taylor Wimpey. Cllrs Marshall, Hesmondhalgh and Watson met with representatives of Taylor Wimpey on site. Taylor Wimpey thought they had received the Town Council's consent, but it was pointed out that they had not done so. Cllr Marshall advised that various items were mentioned and Taylor Wimpey were asked to provide a footpath, as per John Bell's suggestion and they are to do this. They have been asked to take up the "No Parking" sign and return it to us. They will need to move one of our seats, but if it is damaged they will be required to provide a new seat.

P003 Music Event on 10th August; dealt with at the last meeting.

P003 Taylor Wimpey re length of footway and associated street lighting and LAP; letter sent to Taylor Wimpey advising that we do not wish to adopt the footway and street lighting. We will take over the LAP, but it must be to a specification and standard agreed with the Town Council.

P003 Grassed area on corner of Long Street/Rymer Way; reply sent to Mr Hindmarch.

P003 Mrs L. Craggs; reply sent advising that the post in question is part of a fence and is on the grass and we must therefore refute her claim for compensation. A further E mail was received from her asking for some further information and this was supplied.

P003 Yellow lines on Picks Lane; request sent to NYCC requesting that yellow lines be installed down the full length of Picks Lane – acknowledgement received.

P004 York Road Roundabout; an amended draft Licence was sent to Severfield Reeve; the Clerk is meeting the directors at their office on 9th May to look at this.

P004 Buildings on the corner of Newsham Road; letter sent to John Bell.

P016

P004 Water on Stockton Road; reported to NYCC

P004 Carrs Field; 'E' mail sent to Tony Jordan. No reply received, but an 'E' mail from him requesting a meeting is included in "Correspondence".

P004 Central Areas; Cllr Watson has met with Diane Miller.

P004 Greens and Ingramgate; meeting held.

P004 Millennium Green; Cllr Marshall advised that the Clean Up Day had been held.

P005 Ditches; 'E' mail sent to Steve Quartermain at HDC asking for the name of the person he dealt with at Barretts. Reply received advising that this was dealt with by someone else at HDC and he will let us have details.

P005 Traffic lights in the Market Place; reported to NYCC.

P006 Netting on the roof of the old Post Office block; no further action on this as yet. Agreed that John Proud at HDC be contacted about the pigeon mess.

P006 Damaged floodlights; letter sent to the Chief Constable referring to this and expressing dissatisfaction at the level of policing in Thirsk.

P006 Rubble in the beck; letter sent to the Environment Agency.

P006 25th Squadron at RAF Leeming; letter sent wishing them well.

P006 Bus times; letter sent to NYCC pointing out that there is some discrepancy between John Smiths' timetable and the sign on the bus stop.

P006 Signage on shop fronts; letter sent to HDC.

P006 Floodlights; letter sent to English Heritage requesting advice on more secure ways of floodlighting.

P006 Minute Books taken to the Archives Office in Northallerton; Cllr Marshall advised that a letter has now been received from NYCC giving a list of the deposited items and this is in the Town Council Office.

P006 Meeting at the Station; Cllr Watson gave an update from the meeting she had attended at Thirsk Station. She has now been advised that they are to repaint the yellow lines on the steps. They are looking at the possibility of providing an extra train on a Saturday when the new timetable comes out, ie October/November. They are still looking at the parking which takes places at the western approach to the station.

Correspondence

Taylor Wimpey re proposed footpath and removal of "No Car Parking" sign on The Holmes. Letter received enclosing a plan showing the position of the proposed new footpath. Letters have been sent to John Bell asking for his consent to this and to NYCC requesting permission to remove a piece of fencing to allow the new path to join the County Council's path. A reply has been received from the County Council agreeing to this. Proposed Cllr Marshall, seconded Cllr Roberts that, provided John Bell has no objections to this, then we should agree to it; agreed.

Taylor Wimpey re transfer of land at the Norby development. Cllr Marshall advised that the Open Areas Committee need to look at this and need to consider the implications on the Town Council's budget of taking on the piece of land alongside the Northallerton Road. Agreed that this be accepted in principle, pending the views of the Open Areas Committee. Cllr Roberts suggested we ask Mr Walker how much it would cost for the grasscutting of this piece of land and also establish what Taylor Wimpey intend to do, ie grass it, put trees in etc.

Environment Agency; letter from Di Keal asking if the Town Council would be interested in developing its own Community Flood Plan and expressing interest in
P017

attending a Town Council meeting to talk about this; agreed that she be invited to attend the Thursday Town Council meeting in either June or July.

NYCC giving details of the new guidance for the use of Household Waste Recycling Centres. Cllr Marshall pointed out that HDC charge £35 to remove rubbish which people are unable to take to the tip whilst some other authorities do not charge; a letter to be sent to NYCC and HDC.

NYCC – Thirsk8 Park Committee advising that they are setting up a new Skate Park Committee and are looking at finding a suitable site for a skateboard park. A further letter received inviting a representative of the Town Council to attend a meeting on Thursday 15th May; Cllr Roberts to attend.

H. Newcombe – request for “Beware Pedestrians” sign on Station Road near its junction with Newsham Road. Agreed that it is not felt to be appropriate to put a sign up here. It was pointed out that speed restrictions are in force on Newsham Road and Cemetery Lane.

A telephone call had been received from Mark Haynes at HDC asking whether the Town Council would consider making a contribution towards the cost of printing some more “Visit Thirsk” leaflets as these are now in short supply. Cllr Marshall explained that it was initially produced using grant monies and as part of a suite of leaflets, the Thirsk one being produced first. Proposed Cllr Roberts, seconded Cllr Park that a contribution of £250 be made; motion carried with 6 in favour and 1 abstention.

NYCC Highways advising that an A19 resurfacing and reinstatement scheme is to be carried out on the southbound dual carriageway at Grange Farm to Mile House in September 2008. Agreed that we ask for a plan showing the exact position of the roadworks. Cllr Marshall pointed out that some work was done on the A19 2-3 years ago and the road is disintegrating; she hopes this work will have a longer life span.

Willows on The Holmes; letter from Mike I’Anson of the Thirsk Community Woodlands Group requesting permission to record the details of the willows on The Holmes; no objections to this. It was suggested that Mike I’Anson contact Chris Amy who manages the trees on this site.

Carrs Field; E mail received from Tony Jordan advising that Chris Amy has resigned as a Trustee of Carrs Field. He would like to organise a meeting of the Trustees and the Town Council representative and will be in touch regarding this; agreed that we suggest a meeting during week commencing 12th May.

NYCC re 2008 Local Transport Plan enclosing a questionnaire which has been copied to Councillors. Councillors to let the Clerk have their completed forms in order that she can respond.

Reports

Carrs Field

Nothing to report

Central Areas

Cllr Watson circulated Councillors with the minutes of the Central Areas Committee meeting held on 8th April.

Christmas Festivities

Nothing to report

Greens and Ingramgate

Cllr Pack advised that some of the fencing on the Green was broken, but this now seems to have been repaired. She asked that Bikers be asked to quote for having cobbles at the entrance to the Green rather than tarmac. A complaint had been received regarding the state of the footpath from the white bridge to St. Mary's Church; Peter Penny at NYCC to be contacted regarding this. The Ladies Circle bench needs repairing and the other benches need repainting. Cllr Marshall referred to the Plasticrete near Todds Cottages saying that when Todds Court was build the Town Council relinquished a piece of land in order that a road could be made into Todds Court and in exchange received a piece of land on which HDC undertook to install grasscrete and maintain it. However, instead of this plasticrete was installed and, in spite of the Town Council complaining about this and meeting Chris Vincent on site no action has been taken. Cllr Marshall suggested passing it to Mike Armstrong at Eccles Heddon to see what action we can take. Proposed Cllr Pack, seconded Cllr Roberts that this course of action be taken. Cllr Pack said there are potholes on Ingramgate which need filling and asked that we ask NYCC if they will provide suitable materials. Cllr Watson asked the Greens and Ingramgate Committee to have a meeting to look at the Byelaws on St. James' Green.

Millennium Green

Cllr Hesmondhalgh reported that the Millennium Green is looking good and the new path has bedded in well. The stream near the East Thirsk Play Area is clear.

Open Areas

Cllr Marshall advised that Lisa Wilson at HDC is to arrange a meeting with our Project Group re East Thirsk Play Area. The three lots of plans provided by the play area manufacturers have been put up in East Thirsk Primary School. A footpath by way of compensation was to have been provided by the contractors building the Children's Centre, but this has not been done. However, the Children's Centre Manager is to meet the cost of this.

Cllr Marshall advised that Chris Amy has provided an update of the Holmes Management Plan. She explained that this management started in 1995 to restore the woodland and grassland and Cllr Marshall felt we have brought it back into good use.

Sensory Garden

Cllr Marshall reported that another meeting has been held and there has been an exhibition in the library. One formal comment was received at the exhibition. Cllr Marshall has spoken to Philip Tucker about doing some press coverage. The survey of the harbour wall has been done and Bikers have been given the contract. Regarding the Section 106 Agreement, HDC are still talking with the owner of the site and HDC will ensure we do not take it over until it is in a proper state. The record of the memorials is currently in the Town Council Office; one person has been in to look at them.

Ditches

Cllr Marshall reported that the report has now been received from M Design and a meeting of the Ditches Committee is to be arranged.

Other Items of Interest and Information

Cllr Penson reported that Mackays are moving into the old Coop building.

Cllr Watson reported that she had represented the Town Council at the opening of Moor Lane Therapies; the event raised £150 for Thirsk in Bloom.

P019

Cllr Watson advised that she has been invited to go to Uruguay to the ceremony of re-naming the hospital after Hannah Packer, but she has declined. They have asked for the wording to go on a plaque and also for a speech which can be read out at the ceremony; Cllrs Watson and Marshall and Mr Cooper Harding to get together to compile this.

The meeting closed at 9.28 p.m.

Minutes of a Meeting of Thirsk Town Council held on Thursday 5th June 2008 at 7.30 p.m. in the Thirsk and Sowerby Town Hall Annexe

Present: Councillors J. Watson (Chairman), C. Hesmondhalgh, J. Marshall, A. Morton, C.M. Pack, A.K. Pagram, M. Penson, F.M. Roberts, Ms D. Keal (Environment Agency), I. Noble (“Darlington and Stockton Times”), 1 member of the public and the Clerk

Apologies: Councillors D.E. Adamson (ill), J.E. Jackson (away); accepted

Proposed Cllr Roberts, seconded Cllr Pack that Standing Orders be suspended; agreed.

Presentation by Di Keal of the Environment Agency re Flooding Plan

Ms Keal advised that she is currently the Campaigns Coordinator at the Environment Agency, covering an area from Middlesbrough to the Humber, and is working with Councils re Community Flooding Plans. A Flooding Plan has been agreed with HDC to cover the whole district, but the Environment Agency are encouraging parishes to do a plan themselves. Ms Keal referred to such a plan which had been drawn up by another town and suggested that Thirsk could think of doing a similar one. She said that in the event of a flood an incident room, possibly the Town Council Office, could be set up to offer practical advice to those at risk and a list could be kept of vulnerable residents in high risk areas. If a Flooding Plan was drawn up, the Environment Agency would help to put a guide together to go out to residents from the Town Council and a pack containing various leaflets etc would be sent out from the Environment Agency with the Town Council’s leaflet; the Environment Agency would also issue a press release about this. They have also produced a leaflet which is aimed at businesses in flood risk areas encouraging them to think about flooding. Cllr Marshall pointed out that the Town Council went some way towards this some time ago, but hit snags with the public. Cllr Hesmondhalgh suggested that the Committee which has been formed to look at the Emergency Plan could also incorporate the Flooding Plan. Referring to the suggestion that the Town Council Office could become an incident room, Cllr Penson pointed out that there is only one telephone line there and therefore in an emergency people would not always be able to get through. She also mentioned that during the last crisis the local radio stations were very behind with their information; Ms Keal said the Environment Agency has been in contact with the radio stations and has asked them to ensure they are up to date. Cllr Marshall said she felt that during the 2005 floods Thirsk was abandoned by all the agencies. It was agreed that we wish to pursue the possibility of drawing up a Community Flood Plan and Cllr Watson suggested that three Councillors be involved in this. Ms Keal advised that she is leaving the Environment Agency, but her successor will be taking this on. Cllr Watson thanked Ms Keal for attending the meeting and giving her presentation.

Open Forum

Mr Wilkinson referred to the footpath from the White Bridge to St. Mary’s Church saying that vegetation is growing onto this; he was particularly concerned about nettles and the fact that a bramble is growing across the footpath, also the fencing is in

need of repair. Cllr Marshall confirmed that these items have been reported to the County Council's Public Footpaths Officer; we will chase it up. She pointed out that the land alongside it belongs to Mr Calvert and we will also contact him. Mr Wilkinson also advised that in Stammergate cars are often parked across the entrance to the access road which runs behind some of the houses and this prevents people gaining access to or egress from their properties. He was concerned that an accident could be caused because of this and he asked whether it would be possible for "Keep Clear" to be put on the footpath adjacent to the access road; to be taken up with Highways Department.

Proposed Cllr Roberts, seconded Cllr Morton that Standing Orders be reinstated; agreed.

Minutes of the Meeting held on 19th May 2008

Proposed approved Cllr Roberts, seconded Cllr Hesmondhalgh, subject to one addition on Page P025; agreed.

Matters Arising from the Meeting held on 1st May 2008

P014 Requests for allotments; reply received from Mick Jewitt at HDC giving some information and suggesting that the project could be extended to include a community garden. Cllr Watson had spoken to Mark Haynes, who is putting in a bid for some funding, and understands that a community garden is more likely to receive funding. She suggested it be passed to Central Areas; agreed.

P014 Public conveniences; E mail received from Steve Prentice at HDC advising that the signs giving details of who to contact are up in the toilets. The cleaning schedule signs were up, but have been ripped off. He is now considering purchasing embossed plastic signs. The Clerk had checked the ladies toilets in the Market Place and there were no signs in evidence; reported to Steve Prentice. Agreed that Steve Prentice be asked to obtain some more permanent signs.

P014 Signboards on the Industrial Estate; nothing further heard from HDC.

P014 Finger Post; a quote for a new finger has been obtained and passed to Central Areas. Malcolm Burnett has painted over the "Post Office" on the existing finger. He is to be asked to move the finger which is pointing the wrong way on the finger post on Castle Gate.

P014 Crossing near Bakers Alley; reply received from Jayne Charlton at NYCC confirming that the Town Council's suggestion of a zebra crossing will be considered as part of the investigations they are to carry out.

P014 Plasticrete near Todds Cottages; letter sent to Peter Simpson at HDC with copies to Steve Quartermain and Clive Thornton and acknowledgement received advising that this has been passed to Dave McGloin. Letter sent to Eccles Heddon and reply received requesting sight of the Agreement which dealt with the exchange of land; John Bell to be asked whether he has a copy. Letter received from Clive Thornton of HDC requesting a further site meeting; Cllrs Marshall, Pack and Hesmondhalgh to attend. Cllr Marshall advised that when the exchange of land took place there would have had to be a change in the registration of the common land; agreed that Eccles Heddon be asked for a price for obtaining a copy of the registration and that, provided this is not expensive, they be asked to go ahead with this.

P015 Car Parking Charges; reply from Dave McGloin giving an explanation of the percentages referred to in the report from Faber Maunsell. In reply to the letter from the Town Council requesting details of the costs involved in implementing and running the system, Cllr Barker advises that the revenue costs will be considered by Cabinet on 17th June. The current capital allocation for the scheme is £303K, phased over 2007/08 and 2008/09; this is to cover all the physical elements such as machines and signs and also fees for the consultants and traffic orders. Cllr Marshall advised that she had looked on the HDC website and was concerned that as far as the car parking charges issue is concerned it is not up to date and there is no record of letters which people have sent in. Proposed Cllr Penson, seconded Cllr Marshall that a letter be sent to HDC saying there is insufficient information on the website; agreed. Cllr Pack referred to the fact that referendums are to be held in Northallerton and Bedale; Cllr Marshall pointed out that the Town Council organised a public meeting.

P015 Central Areas; work has now started at "The Three Tuns".

P015 Request for yellow lines on Picks Lane; reply received from NYCC advising that this has been added to the Area Office's Traffic Management Priority List of matters awaiting investigation. However, in view of HDC's proposal to implement parking charges and the resultant displaced parking, it is unlikely that any additional restrictions on Picks Lane will be implemented until a decision on the parking charges is made.

P015 York Road Roundabout; the Clerk attended another meeting at Severfield Reeve; nothing further received from them since. A chasing E mail was sent to Michael Coates and a reply has now been received from him advising that this has been held up because of staff holidays.

P015 Buildings on the corner of Newsham Road; no reply received, but it is understood that Lidl are now looking at applying for planning permission to have a store there.

P016 Carrs Field: E mail sent to Tony Jordan asking for dates for a meeting; no reply received and a further E mail sent; reply received advising that he will come back on this. He also advises that Ray Ballard has been co-opted as the third Trustee.

P016 Traffic lights in the Market Place; now adjusted and working correctly.

P016 Damaged floodlights; no reply received from the Chief Constable. Cheque now received from the insurers in the amount of £407.88, being the cost of repairs to the floodlights less the excess.

P016 Bus times; reply received from NYCC but the information given does not appear to be correct; to be taken up with them again.

P016 Signage on shop fronts; Cllrs Watson and Roberts met with Tim Woods of HDC to look at the various signs. The Enforcement Officer is now dealing with the ones that do not comply with regulations.

P016 Floodlights; reply received from English Heritage suggesting we speak to the Secretary to the York Diocesan Advisory Committee; the Clerk will contact him. However, they point out that for the type of floodlighting we have in mind it would be necessary for a faculty to be obtained; the application for this would need to be put in by St. Mary's PCC.

P016 Proposed new footpath onto The Holmes; John Bell is in agreement with this and Taylor Wimpey have therefore been given the go ahead. Mr Walker has been asked for a price for cutting the piece of land alongside the Northallerton Road, but he is unable to do this until he knows the amount of land involved; Taylor Wimpey to be

asked for a more detailed plan. Cllr Marshall advised that she has looked at the work that Taylor Wimpey have done to install the drain to the Cod Beck and she is not happy with the way it has been left; the grass seeding is not very good, a pin kerb is missing, the seat has been put back, but is bent in the middle, the path which we recently had resurfaced has been left in a rough condition and the end of the new pipe is very prominent; a letter to be sent to Taylor Wimpey.

P017 Removal of rubbish; letters sent to NYCC and HDC.

P017 "Visit Thirsk" leaflets; advised Mark Haynes that the Town Council will contribute £250 towards this.

P017 A19 resurfacing and reinstatement scheme; plan requested, but not received as yet.

P017 Willows on The Holmes; advised Mike I'Anson that we have no objections to them recording the details of the willows.

P017 NYCC Local Transport questionnaire; replies were received back from some Councillors and the Clerk completed the questionnaire from these.

P018 Greens and Ingramgate; Footpath from the white bridge to St. Mary's Church; reported to Peter Penny. The benches on the Green which require attention have been reported to Chris Amy.

P019 Hannah Packer ceremony in Uruguay; speech done and E mailed to Uruguay.

Correspondence

Request by Revd Roger Wilde for traffic calming at the end of Chapel Street. Cllr Pagram was not happy with this and suggested that if a sleeping policeman is to be installed it should be nearer to the Swimming Baths. Agreed that we contact NYCC and the Swimming Pool re this and suggest to Revd Wilde that he, together with anyone else who is concerned at the traffic speeds on Chapel Street, contact them as well.

HDC; copy of letter to Mrs L Cross confirming the name change of her property from "Shanter Way" to "Serendipity".

TRI; agenda for next Safe Meeting, to be held on 11th June at Borrowby Village Hall. E mail from Clive Thornton of HDC in response to an enquiry from Cllr Dadd as to whether it would be possible to site a bench on the "Golden Fleece" side of the Market Place as he had received a request about this; agreed that this be passed to Central Areas.

The Clerk drew the attention of Members to a Report from Cllr Dadd regarding the Lidl application and Station Road housing/roadworks, of which they have a copy.

Schedule of Outstanding Amenity Items

This had been circulated to Councillors and the following comments were made:
Benches in Millgate Car Park: Cllr Watson advised that the seat is currently being tidied up and is to be positioned on the grass on the Millgate Car Park side of the bridge. Cllr Marshall referred to various items which were on the list given to Eddy Hayward; she pointed out that he has now left and suggested that all outstanding items be passed to Nigel Smith at NYCC. Cllr Watson advised that she is to have a meeting with Nigel Smith regarding the crossing near Bakers Alley and suggested these be passed to him then. Land on the Foxwynd side of Ingramgate: Cllr Roberts queried whether we should ask Mark Haynes if there would be any funding available for this work. Buildings on Marage Road: Cllr Roberts queried the reason for writing

to Mr Calvert and she asked that this be taken off the Schedule. Cllr Marshall pointed out that this is a Scheduled Ancient Monument and we were concerned about it.

Appointment of Town Council Committee Members

Members present completed the forms indicating the Committees on which they wish to serve; to be finalised at the next meeting.

Reports

Carrs Field

Cllr Roberts advised that it is necessary to nominate someone for the Carrs Field Trust to replace Chris Amy; a piece to go in the press report and a notice to be put on the noticeboard.

Central Areas

Cllr Watson advised that the minutes of the last Central Areas Committee Meeting have been circulated; the next meeting is to be held on 11th June. Cllr Marshall suggested that, whilst the works to Millgate Bridge are ongoing, a sign be put in Mill Gardens saying the nearest picnic place is the Picnic Area.

Christmas Festivities

Nothing to report.

Greens and Ingramgate

Cllr Pack advised that a meeting to look at the byelaws is to be held on Tuesday 10th June. Cllr Marshall expanded on that, saying that one meeting had already been held to look at the byelaws and these had been gone through in detail; research is to be carried out as to what we need to do regarding the byelaws and the common land. She had acquired information on this, including a copy of the Common Land 2006 Act, and she passed this to Cllr Pack.

Millennium Green

Cllr Hesmondhalgh reported that the new path is currently being put in at the East Thirsk Play Area and as a result of this the entrance to the Millennium Green play area from the East Thirsk Play Area is temporarily closed off.

Open Areas

Cllr Marshall confirmed that, as Cllr Hesmondhalgh had said, the new path is going in at East Thirsk. A walk round Open Areas was held on 10th May and a Meeting on 13th May. One of the seats attached to the picnic table which was recently put on The Holmes has been broken off and there is a lot of graffiti on the table; Cllr Watson advised that PC Pears contacted her about this and she advised him that we wish to prosecute. Cllr Marshall advised that at Shire Park there are two metal kissing gates to stop cycles and these are in need of re-painting; Peter Penny to be contacted to ascertain whether these are on public rights of way. She reported that the Committee had considered a suggestion made by Edward Barker and have referred this to Peter Penny also. Cllr Marshall advised that Open Areas looked at the suggested LAP at Norby and recommend to the Town Council that we take it over from Wimpey. They are not recommending we take over the amenity space until more information as to the design, cost implications etc. are available. The Committee would like to update the equipment on the Johnson Close Play Area and have obtained two quotes; it is intended to write to the neighbouring properties for their views. Monies to pay for this are being identified in the Play Areas account (some to come from the Picks Lane monies) and the Committee recommend accepting the quote from Playdale in the

amount of £11,500. Cllr Marshall advised that £43K of Big Lottery Money has been granted for East Thirsk; she met with Lisa Wilson of HDC and an application is to be made to NYCC Hambleton Area Committee for more money to make up the shortfall otherwise the scheme may have to be cut. The lease of the land is to be properly sorted out.

Sensory Garden

Cllr Marshall advised that there is no further progress; the meeting to be held on Monday has therefore been postponed.

Ditches

Cllr Marshall advised that a meeting was held on 6th May; the working party went through the report from Mark Haley and sent some questions to him.

Other Items of Interest and Information

Cllr Roberts advised that the TRI's Midsummer Forum is to be held on 2nd July at 6.30 p.m. at the Auction Mart.

Cllr Marshall pointed to the fact that some of the parking spaces outside "The Three Tuns" are being used for materials in connection with the works taking place in the building and she asked whether we have been informed of this; no notification has been received and this will be taken up with HDC.

Cllr Pack advised that she has asked Hollin Barn Nurseries to do the planting on the White Mare Roundabout and in the planters/beds on Long Street. She has also spoken to Thirsk in Bloom and they have agreed to do the watering.

Cllr Penson pointed out that there is a planning application in for change of use of the shop next to Elizabeth Taylor's to a solicitors.

Cllr Watson advised that she and the Clerk had attended the Mayor's Event at County Hall the previous Friday and the Richmond Meet on Sunday 25th May.

The meeting closed at 9.35 p.m.

**Minutes of a Meeting of Thirsk Town Council held on Monday 16th June 2008
at 7.15 p.m. in the Thirsk and Sowerby Town Hall Annexe**

Present: Cllrs J. Watson (Chairman), D.E. Adamson, C. Hesmondhalgh, J.E. Jackson, J. Marshall, A. Morton, C. Pack, A.K. Pagram, M. Penson, F.M. Roberts, County and District Cllr G. Dadd, I. Noble (“Darlington and Stockton Times”), PC Clare Mayes and PCSO Nigel Warby (North Yorkshire Police) and the Clerk

Apologies: Cllr A. Robinson (family commitments); accepted.

Minutes of the Meeting held on 5th June 2008

Proposed approved Cllr Hesmondhalgh, seconded Cllr Morton, subject to one amendment on Page P030 and three on Page P032; agreed.

Police Report

PC Mayes advised that a very successful drugs operation had taken place in the Market Place. In respect of the incident involving PC Pears someone has been sentenced to four months’ imprisonment and another person is still awaiting sentencing. The implementation of the On Street Drinking Ban has been delayed for five weeks. Cllr Roberts queried the wording of the notices and PC Mayes confirmed that this is correct. Cllr Dadd pointed out that the intention of the Ban is to stop people drinking if they are causing trouble or antisocial behaviour. PC Pears is taking up the position of some of the signs with HDC. Cllr Morton asked how effective the On Street Drinking Ban would be on race days and PC Mayes said she felt it would be very effective. Cllr Marshall referred to the graffiti on one of the picnic tables on The Holmes; PC Mayes advised that PC Pears is dealing with this. PC Mayes reported that the person who put the graffiti on the Market Clock has also been identified; it had been intended that the person concerned should clean off the graffiti, but the Town Council has had this removed and therefore another job is to be found. The Clerk advised that an ‘E’ mail had been received from Inspector Sarah Sanderson advising that she is moving to be the Staff Officer to the Chief Constable; a reply to be sent thanking her and wishing her well and also thanking her for her recent successful negotiations with the travellers who were on the Millgate Car and Coach Parks.

Reports

County Council

Cllr Dadd said he had raised concerns regarding the delay in starting the work on Millgate Bridge; this had occurred as a result of Licensing Agreements between NYCC, English Heritage, the Environment Agency etc. John Smith of NYCC has said that any children who wish to go and look at the history of the bridge can do so, by prior arrangement. Cllr Dadd advised that a meeting is to be held with NYCC, himself and representatives of the Town Council regarding the crossing points in the Market Place. Engineering problems are causing flooding around the traffic calming in Hambleton Place and this is being dealt with. A sewerage problem has also been identified and this may require part of the road to be taken up. On Station Road a

compromise has been reached between NYCC and the developers and the works to install the second roundabout will be taking place between 18th and 30th June. Referring to the recent influx of travellers in the town, Cllr Dadd complimented HDC and Inspector Sanderson on their actions to deal with this. He advised that the travellers were moved as quickly and with as little disruption as possible. HDC's cleaning team also did a very good job after the travellers had left. Cllr Dadd advised that a new hospital is to be built between Stockton and Hartlepool and the impact of this on James Cook and The Friarage hospitals will need to be considered.

District Council

Cllr Dadd advised that the Area Forum is to meet in Thirsk on 16th July to discuss the LDF. He will be asking for a report on the situation regarding the travellers and the possibility of a strategy to prevent it happening again. Referring to car parking charges, Cllr Dadd confirmed that a decision on the principle of car parking charges has not yet been made and he is opposed to such a principle. Cabinet is meeting tomorrow and they will be making recommendations to go to Full Council next Tuesday. They will need to (1) take a decision on the principle of car parking charges; and (2) if the implementation of charging is approved then they will need to look at the proposed scales of charges. Cllr Dadd advised that he is proposing to oppose the implementation of car parking charges and is to ask HDC instead to make further economies and if these do not raise enough then to go back to government and ask for consent to lift the capping on council tax.

Cllr Adamson also referred to car parking advising that he has written to every member of the Cabinet pleading Thirsk's case as a special one on economic grounds. He has asked for one hour's free parking on the whole of the Market Place and a 20% discount for workers who have to bring their cars into Thirsk. Cllr Jackson felt that if it is accepted that no decision to implement car parking charges was taken then the decision to employ outside consultants was ill-advised. Cllr Adamson pointed out that if it is necessary to make a decision on economic grounds then Cabinet can do so, including the decision to employ consultants.

Cllr Marshall pointed out that she had maintained throughout that the decision on the principle of car parking charges had not been made and she has written to the Audit Commission about it.

Cllr Marshall asked Cllr Dadd whether the HDC Health Scrutiny Committee will be consulted on Tesco's application to have a pharmacy; Cllr Dadd advised that he will E mail the Chairman of the Health Scrutiny Committee and will ask that it be put on the agenda.

Cllr Watson queried whether rumours that the travellers had left money with HDC were correct; Cllr Dadd to look into this. Cllr Watson asked that a letter be sent to HDC thanking them for dealing with the travellers and she also expressed thanks to Cllr Dadd for all his help with this.

Matters Arising from the Meeting held on 19th May 2008

P021 Post Office; Cllr Adamson advised that he understands the Coop have made a hostile bid for Somerfield; should this go ahead it may be that the post office will move to the Somerfield building.

P022 Works to Millgate Bridge; work ongoing.

P022 CCTV statistics; E mail sent.

P022 Car Parking Charges; the Report to HDC Cabinet and the Consultation Response included in Tabled Correspondence.

P022 Natural England; the Licence application form is to be completed.

P022 Insurance; most of the matters raised at the meeting to look at the insurance cover have been dealt with and the cover has been increased accordingly – this has also caused an increase in premium. Cllr Marshall queried the position regarding the insurance of the Mayor's Chain; Cllr Watson advised that she has contacted Fattorini's and they have given a costing for the links and are to look back through their records and give a costing for the medallion. She will then take it to Pattisons Jewellers and ask them to confirm the valuation and also to inscribe the names of the previous Mayors on it.

P023 Cemetery Noticeboard; quote obtained from Malcolm Blackburn and passed to the Burial Board.

P024 Application by Tesco Stores for inclusion in the Pharmaceutical List; a letter opposing this was sent to the NHS PCT.

P025 Water heaters in the TIC building; letter to be sent to HDC.

P025 Request for dog waste bin on Cemetery Lane; bin now in place.

P009 (April meeting); letter received from The Samaritans thanking the Town Council for its donation.

Finance

Accounts for Payment

Proposed Cllr Hesmondhalgh, seconded Cllr Roberts that the following accounts be approved for payment; agreed:

CE & CM Walker grasscutting – 6 th and 21 st May		£1,522.80
C.A. Amy – Play area inspections (5.5.08-1.6.08)	£182.80	
Litter picking (5.5.08.-1.6.08.)	£200.00	
Remove trees from path and beck	£105.00	
Patching turf/painting goalpost at Shire Pk	£110.00	
Re-staining bench on The Holmes	£ 35.00	
Fence repairs at Craigs Way	£ 85.00	
Trimming trees on St. James Green	£ 75.00	
Weeding White Mare shrubbery	£110.00	
Painting panels at Allerdale Close	£ 60.00	
Repairing/painting swings at East Thirsk	<u>£ 80.00</u>	£1,042.80
HDC – Office rent, quarter commencing 1.6.08.		£1,028.13
Hambleton IT Services – restoring power to office computer		£ 35.00
BT – Office telephone		£ 107.12
Castle Colour Printers – photocopying etc		£ 55.82
Viking Direct – printer cartridges		£ 91.64
HDC – Office Rates, June 08		£ 54.00
Inland Revenue – Tax/NI, May 08		£ 471.96
Allianz Insurance – additional premium following amendments to schedule		£ 65.96
Nigel Burn – gardening on White Mare Roundabout and Long Street		£ 185.00

In addition, the salaries of the Clerk, the Assistant to the Clerk and the Cemetery Groundsman will be paid in accordance with the Town Council's normal practice

Paid Since Last Meeting

Allianz Insurance – additional premium following increased valuations etc	£ 183.92
Alexander Rose – part to repair picnic table/seat on The Holmes	£ 10.00
Petty cash	£ 48.75

Income Received

HM Customs and Excise – refund of VAT (1.1.08.-31.3.08)	£2,662.27
Millennium Green Trustees – reimbursement of 50% of cost of resurfacing path on the Millennium Green	£2,062.50
Burial Bd: Interments	£483.00
Grave Purchases	£508.00
Memorials	<u>£ 52.00</u>
	£1,043.00

Monthly Balance Sheet and Budget Report for May 2008

Already circulated to Councillors. Proposed Cllr Morton, seconded Cllr Adamson that this be approved; agreed.

Town Council's Standing Orders and Financial Regulations

Already circulated to Councillors. It was pointed out that any proposed amendments need to be listed individually as agenda items. Cllr Watson suggested we note the Standing Orders and Financial Regulations and that any amendments be detailed on the agenda for the Town Council meeting on 21st July. She asked that requests for such amendments be given to the Clerk before the Agenda for the meeting on 21st July is sent out.

Town Council's Risk Assessment

Already circulated to Councillors. Proposed Cllr Roberts, seconded Cllr Hesmondhalgh that this be accepted; agreed.

Annual Return 2007/08:

Statement of Accounts: This has been circulated to Councillors together with a copy of the Income and Expenditure account detailing how the figures are made up.

Proposed Cllr Hesmondhalgh, seconded Cllr Jackson that it be approved and signed; agreed.

Annual Governance Statement: This had been circulated to Councillors and it was completed at the meeting. Proposed Cllr Adamson, seconded Cllr Pagram that it be signed; agreed.

Correspondence

HDC – Alcohol Consumption in Designated Public Places Order. This came into effect on 13th June 2008 and applies to Millgate Car Parks, Market Place Car Parks, Nursery Gardens Car Park, Library Car Park, Swimming Pool Car Park, Millgate Picnic Area, Riverside Gardens, Castle Garth, Sowerby Memorial Park, Sowerby Play Park and Sowerby Flatts; noted.

HDC - Appointment of a Parish Representative onto the Standards Committee; only one nomination has been put forward and that is for Cllr Edward Dennison of

Thornton-le-Beans and Crosby with Cotcliffe Parish Council; Cllr Dennison meets the eligibility criteria and his appointment will be ratified by the Full Council on 24th June.

Mr and Mrs Peter Suffield; complaint about powered gliders flying from Allanbrook Barracks over their property. Cllr Penson understands that aircraft are not allowed to fly below a certain height over built up areas. Cllr Adamson felt there are other areas they could fly over where it would not cause problems. Allanbrook Barracks and RAF Linton on Ouse to be asked what commitment they have to such power gliders.

Applications for Exclusive Rights and Memorials

No applications received.

Burial Board Report

Cllr Adamson advised that the new Cemetery Groundsman is doing very well. An estimate for repairing the noticeboard has now been received from Malcolm Blackburn in the amount of £1,030 and this is to be passed to the insurers of the vehicle which caused the damage. Cllr Watson referred to the fact that some time ago members of the Burial Board had been asked to count headstones and queried the position regarding this; Cllr Adamson to look into it.

Appointment of Town Council Committees 2008/09

A copy of these had been circulated to Councillors. Cllr Watson pointed out that there are rather a lot of Councillors on Christmas Festivities and Town Office; Cllr Hesmondhalgh withdrew from Christmas Festivities. Proposed accepted with this amendment Cllr Adamson, seconded Cllr Morton; agreed. Cllr Watson asked the Committees to meet as soon as possible to each appoint a Chairman.

Reports

Cllr Roberts advised that she had attended the YLCA AGM at which five members were present. Mrs Gallon from Easingwold was elected Chairman. Cllr Roberts reported that some training days for both longstanding and new Councillors are to be held in the Autumn and she felt that some of these should be attended.

Cllr Hesmondhalgh reported that progress with East Thirsk Community Association is moving very slowly.

Members

Cllr Marshall referred to the recent travellers in Thirsk, advising that discussions had taken place between the authorities and the police as forward planning is necessary if Thirsk is going to be part of their route in the future.

Cllr Hesmondhalgh reported that the path at Favenfield is overgrown by nettles; to be reported to Peter Penny at NYCC.

Cllr Penson referred to the trees behind the recycling bins in Millgate Car Park where there is another dead tree; to be reported to HDC.

Cllr Adamson asked that the Town Office Committee look at disposing of the old computer which is currently in the Town Council Office. He also pointed out that dumping in Tranmire Ditch is still taking place.

Cllr Penson felt that very few people know who their Councillors are and she suggested that each Councillor provide a photograph to be put on the list of

Councillors' names and addresses which is on the Council noticeboard in the Market Place. Cllr Marshall pointed out that we have for some years intended to produce an Annual Report which would be delivered to all houses in Thirsk and which would contain a list of Councillors. Proposed Cllr Penson, seconded Cllr Pagram that Councillors' photographs be put on the noticeboard; this was put to the vote and the motion was carried with 6 votes in favour and 4 against. The photographs to also be put on the website.

Cllr Marshall reminded Councillors that there are some orange tabards in the Council Office for use by Councillors on appropriate occasions.

The meeting closed at 8.52 p.m.

**Minutes of the Town Council meeting
held on Thursday 3rd July 2008 at 7:30pm
in the Annexe Thirsk & Sowerby Town Hall.**

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Present:

Cllr J. Watson (Chairman), C. Hesmondhalgh, J. Jackson, J. Marshall, A. Morton, C. Pack, F.M. Roberts, PC Duncan Pears and PC Sarah Jobe (North Yorkshire Police), 1 member of the public and the Clerk

Apologies:

Cllrs D.E. Adamson (ill), A.K. Pagram (ill), M. Penson (another engagement); accepted.

Proposed Cllr Roberts, seconded Cllr Morton that Standing Orders be suspended; agreed.

Open Forum

Mrs Dodds referred to the sign prohibiting drinking in the Picnic Area, pointing out that the sign is not in the Picnic Area itself and is not easily visible. PC Pears advised that he is not happy with the position of some of the signs and he is to meet with the Chief Engineer of HDC about this.

Referring to the On Street Drinking Ban, PC Pears advised that another Order has been drawn up by HDC and the ban should come into force by the end of July; more signs about this need to be put up. PC Pears reported that a female has been arrested in connection with the criminal damage on The Holmes and further enquiries are ongoing. PC Jobe referred to the "Respect Day" which is to be held tomorrow saying that the Police Bus will be in Hambleton Avenue on that day. Cllr Watson advised that she has been asked whether she or another Councillor could do a radio interview as part of the Respect Day; unfortunately she is away tomorrow and unable to do this. No other Councillors were available and therefore apologies will be sent but saying that we fully support the initiative. Cllr Marshall advised that there has been graffiti on play equipment in some of the play areas, noting particularly Johnson Close and the Millennium Green.

Proposed Cllr Morton, seconded Cllr Roberts that Standing Orders be reinstated; agreed.

Minutes of the Meeting held on 16th June 2008

Proposed approved Cllr Roberts, seconded Cllr Hesmondhalgh, subject one amendment on Page P036 and one on Page P037.

Matters Arising from the Meeting held on 5th June 2008

P027 Flooding Plan; following on from the talk given by Di Keal of the Environment Agency some information mainly on CD has been received from them and this is included in Tabled Correspondence.

P027 Footpath from the White Bridge to St. Mary's Church; the vegetation which was growing over the footpath and the fencing which was in need of repair had been

reported to the County Council's Footpaths Officer. The vegetation has now been cut back. A letter was sent to NYCC re the parking on Stammergate; reply received advising that Stammergate is governed by a Traffic Regulation Order prohibiting parking on the carriageway and any incidents of obstruction should be reported to the police. They have also advised the resident concerned of this.

P028 Public conveniences; E mail sent to Steve Prentice requesting he obtain some more permanent signs to go in the toilets.

Page P040

P028 Signboards on the Industrial Estate; chasing E mail sent to Judith Wox at HDC and reply received advising that she is looking at signage for four estates together, ie Leeming Bar, Thirsk and two estates in Northallerton. She is meeting with a signmaker and looking at the various materials available. She will then need to establish the definitive names for each business on the estate. Cllr Marshall referred to the length of time that this has been ongoing and felt it should be possible for each estate to be dealt with individually. Agreed that Judith Wox be asked to supply a timescale for the work.

P028 Finger Post on Castle Gate: Malcolm Burnett has now moved the finger to point the correct way.

P028 Crossing near Bakers Alley; Cllr Watson advised that she and Cllr Pack met with Jayne Charlton of NYCC; they will not agree to remove the crossing and had not received reports of any incidents on any of the crossings. Cllr Watson stressed that we do not want more signs putting up; they are to paint "Look Left" and "Look Right" on the road and if these are not effective then we will go back to them. The crossing near Bakers Alley is to be put on the list for a Belisha crossing, but NYCC say it is not a priority. Cllr Watson advised that they also went through the list which had been given to Eddy Hayward and Ms Charlton has said that if we supply her with a further list of items which require attention she will look into them. Other matters which were raised at the meeting include the cobbles on Kirkgate and on the White Mare roundabout, the flooding at Hambleton Place which is to be dealt with and the drains in the roads; Ms Charlton advised that there is a rolling programme for clearing these; Cllr Watson asked if this could be re-addressed to ensure they are done on a regular basis. Cllr Watson also referred to Chapel Street and was informed that they would look at the possibility of implementing some traffic improvements if development takes place there. It is hoped to complete the footpath down Newsham Road to join up with the Norby footpath. P028 Plasticrete near Todds Cottages; the Clerk has spoken to John Bell, but he does not have a copy of the Agreement to hand. She has spoken to Denise Pearce at HDC and she is to supply one. Eccles Heddon advise that the cost for doing a search of the Common Land would be £14, but this does not include any documentation. Should we require a copy of the registration then there would be an additional cost and this is dependent on the amount of work required; it was felt that a copy was necessary and it was agreed that Eccles Heddon be asked to obtain one.

P029 Car Parking; letter sent to HDC pointing out that there is insufficient information on the website and reply received from David McGloin advising that the responses to the Council's consultation were included in the report considered by Cabinet on 17th June and this report was published on the website on 9th June. Cllr Marshall pointed out that there was nothing on HDC's website prior to the Council's consultation being published and nothing about the objections received etc. Cllr Jackson advised that he has spoken to the Treasurer about money being spent before a

decision to implement car parking charges had been made; the Treasurer was confident that they had taken the decision correctly and had supplied the auditors with information. Cllr Marshall pointed out that, as mentioned at the previous meeting, she has written to the Audit Commission about this. Cllr Marshall expressed her disappointment at the result of the car parking decision. Proposed Cllr Marshall, seconded Cllr Pack that a letter be sent acknowledging the concessions which have been granted to Thirsk, but expressing the disappointment of the people of Thirsk at the result; agreed.

P029 York Road Roundabout; nothing further heard from Severfield Reeve. A further E mail was sent to them earlier this week. Cllr Marshall pointed out that this roundabout is outside the parish and that it was only agreed we would take the Licence provided it was at no cost to

Page P041

us. She felt that the Clerk had spent considerable time on it and proposed that we take no further action unless we hear from Severfield Reeve, seconded Cllr Pack; agreed.

P029 Buildings on the corner of Newsham Road; planning application for a Lidl store on this land now received.

P029 Carrs Field; further E mail sent to Tony Jordan requesting dates for a meeting; reply received advising that the Trustees are to meet and following that he will let us have some dates.

P029 Bus Times; E mail sent to NYCC and reply received agreeing that there appear to be some errors on the timetables and they are looking into these. Cllr Marshall pointed out that several bus timetable holders on Hambleton Drive were vandalised some time ago and there are no timetables there.

P029 Floodlights; the Clerk advised that she is to speak to the Secretary to the York Diocesan Advisory Committee and she will also bring this up at the PCC meeting to be held next week.

P029 Work by Taylor Wimpey to install the drain to the Cod Beck; letter sent detailing the items which are not satisfactory and reply received advising the action they are to take on each point; this has not yet been done and a reminder will be sent. Mr Walker had been contacted regarding a price for cutting the piece of land alongside the Northallerton Road when it has been grassed. He is not able to quote without a more detailed plan and we are attempting to obtain one.

P030 Removal of rubbish; letters sent to NYCC and HDC and replies awaited. Reply received to a previous letter to NYCC confirming that commercial or commercial like vehicles taking waste to the tip will need to register with the County Council.

However, residents lowering the back seat of their cars to take waste do not need to register.

P030 A19 resurfacing and reinstatement scheme; no reply received to our request for a plan and a chasing letter will be sent.

P030 Request for traffic calming on Chapel Street; letters sent to NYCC and to the Swimming Baths also a reply to Revd Wilde informing him of this and suggesting that he and any other concerned residents should also write to NYCC.

P030 Schedule of Outstanding Amenity Items; the seat is now in place on the grass on the Millgate Car Park side of Millgate Bridge.

P031 Carrs Field; a notice advertising the vacancy for a Trustee has been put on the noticeboard.

P032 Parking spaces outside "The Three Tuns"; reply received from Clive Thornton

of HDC advising that a number of bays have been licensed to Sanderson Contracts for the duration of the works. The market traders were consulted and the stall layout will be adjusted. Cllr Marshall felt the Town Council should have been informed of this and she was concerned at the safety aspect for pedestrians; a letter to be sent to HDC.

Correspondence

HDC re Alcohol Consumption in Designated Public Places; copy of the draft Order and map; noted.

Taylor Wimpey – a further request that the Town Council take over the length of footpath and associated street lighting (including a lighting column within the amenity space) at the Norby development as they do not wish to have a situation where no one has ownership. Also an E mail from Tim Wood at HDC supporting this request. Agreed that we do not wish to do this as the Town Council has no experience of having responsibility for street lighting and reiterate our suggestion that they contact NYCC.

Page P042

Taylor Wimpey – advising that they have commissioned Playdale to design the play equipment/LAP and enclosing plans of this. Cllr Marshall felt that the equipment from the Little Hamlets range could be a little more adventurous, eg a Brill as per the one at Shire Park. Proposed Cllr Marshall, seconded Cllr Roberts that we accept the plan, but suggest they look again at the piece of equipment from the Little Hamlets range and go for something more adventurous; agreed.

Sowerby Parish Council enclosing a copy of their letter expressing concerns about the new rules at the Amenity Tip. Agreed that a letter be sent to NYCC supporting the points put forward by the Parish Council.

NYCC giving details of a Joint Strategic Needs Assessment week during which the Assistant Director of Adult and Community Services will be visiting various libraries and people are invited to go along. It was noted that Thirsk Library is not included; a letter to be sent asking why this is the case. It was also noted that an hour is to be spent at each of the libraries named and it was felt that this is not long enough.

NYCC – Proposed Infrastructure Improvements to Northallerton-Thirsk-Ripon bus corridor. Cllr Marshall pointed out that they carried out the same review in 2005 as a result of which Thirsk was provided with new timetable cases. She said that this time, apart from the addition of a bus stop on Stockton Road, we are only having any damaged timetable cases repaired which should have been repaired as part of their maintenance programme in any event. She expressed her disappointment that there is very little in this review.

NYCC Thirsk Service Centre Transportation Strategy, Consultation Questionnaire; this has been sent to individuals and Cllr Roberts urged Councillors to look at Schemes and Options E regarding the proposal to make Gravel Hole Lane one way. Cllr Marshall asked whether as well as consulting individuals they are also intending to consult Parish Councils; a letter to be sent asking this.

Schedule of Outstanding Amenity Items

This has been updated and circulated to Councillors.

Reports

Carrs Field - Cllr Roberts had nothing to report.

Central Areas - Cllr Watson advised that a meeting had been held and various items are to be chased up. There are pigeons in the building next to the Blacksmiths Arms; Environmental Health to be contacted. Central Areas are pleased with the work on Millgate Bridge; the grass in Mill Gardens has become very churned up and Cllr Watson is hoping it will be turfed when the work to the bridge is finished. Cllr Roberts felt the new stone on the bridge is very light coloured and suggested we ask them if they are to do anything with it and also ask English Heritage to look at it. However, Cllr Morton felt it would soon weather and Cllr Marshall pointed out that NYCC had to obtain approval from English Heritage for the work. A request had been received from Cllr Mark Robson of Sowerby Parish Council that the public toilets be kept open later as they currently close at 6.00 p.m.; agreed that HDC be asked if they can remain open until 8.00 p.m. in the summer months. Cllr Marshall felt we should remind Cllr Robson that we objected to the toilets closing earlier and ask him to take this up as a District Councillor. Cllr Watson understands that PC Brookes gets a report which monitors the toilets in the area and she has asked to see this. The next Central Areas meeting is to be held on 16th July.

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Greens and Ingramgate - Cllr Pack advised that a meeting had been held to look at the byelaws and we are waiting for information. The Committee are looking at having new byelaws and at increasing the amount of the fine.

Millennium Green - Cllr Hesmondhalgh advised that local residents have reported that the stones which were used when the footpath was resurfaced are being used as missiles. She and Mike I'Anson are to get together to see how this can be resolved.

Ditches - Cllr Marshall advised that a reply has been received to the letter we sent to M Design and the Committee will therefore have a meeting to decide whether to recommend to the Council that we go ahead with the second part, the quote for which is £4,800, which is the more detailed specification and consultation with the Environment Agency. The plans appear to have a footpath along the Tranmire Ditch and the Committee are querying how to get to the Millennium Green. Nothing has been received from Barretts.

Sensory Garden - The next meeting is to be held on 14th July. There was a display at the TRI Midsummer Forum, including the art work and there were some very positive responses from people.

Open Areas - Cllr Marshall advised that a meeting was held on 23rd June specifically to look at East Thirsk and the play area there. However, other urgent business was dealt with as follows: A request has been received from the WI to plant a tree on The Holmes; it had been agreed that Chris Amy be consulted as to where on The Holmes this should go and when it should be planted. Cllr Marshall advised that there has been graffiti on the play equipment at the McCleans play area; this was painted over and more has appeared. A local resident has offered to paint over it when it happens if we can let him have the paint. It will be necessary for us to ask him to be CRB checked and if he agrees to this then we will gratefully accept his offer. Peter Penny at NYCC has been contacted re various footpaths. Some metal gates have been

identified at Shire Park and we have asked NYCC if this is a public right of way and if the County Council would paint them. Cllr Marshall advised that work to the fencing at Castle Garth is to start on 14th July and she would like someone to meet the contractors on site; Cllr Hesmondhalgh to do this if it is early in the morning and Cllr Pack to be available if not. Letters have been sent to the residents of Johnson Close consulting them on the redevelopment of the play area there; two people have been into the office to look at the plans, but there have been no adverse comments on them.

Referring to the East Thirsk Play Area, Cllr Marshall reported that an exhibition had been held in the East Thirsk Community Primary School. About 35 replies were received from the consultation (approximately 10% of the school population). One of the classes had done a project in January 2008 to improve the local environment and they chose the East Thirsk Play Area; the Committee was very impressed with this and used it as part of the consultation. A letter is to be sent to the school thanking them and explaining what we are doing. Work at the Children's Centre is finished and all the Town Council fencing has been put back. New fencing and gates have replaced that which was removed from between the school and the play area. The Committee agreed that NYCC/Children's Centre should have put fencing in the corner of the play area where there is a gap. Land which has been used as the entrance to the site has not been reinstated to grass; the Head Teacher has taken these two items up with

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the contractors. The path has been put in which was done as a thank you for us letting them have access through the play area.

Schemes for the play area have been drawn up by Record in the amount of £60,400 and by Playdale £58,231 (both including the fencing). £43K has been received from the Big Lottery Fund. An application was made to the County Council Area Committee for Hambleton, but this has been turned down because they have changed the criteria in that parish councils cannot apply for funding as they can precept. We are also on the list for Section 106 monies from the TRI. The Playdale representative has been asked to draw up the plans again including the fencing and Cllr Marshall said they are trying to get it down to the budgeted figure of £55K. Cllr Watson felt it was necessary to keep within the budget. Cllr Marshall advised that they will be working with Playdale to see what they can come up with.

Other Items of Interest and Information

Cllr Morton advised that someone had complained about the condition of the alleyway next to the Museum. This is on the County Council's list of footpaths requiring work and we will chase it up. Cllr Marshall suggested that the person who mentioned it should also write to the County Council.

Cllr Hesmondhalgh advised that in the snicket between Dowber Way and Tranmire some braches have been cut down and left.

Cllr Marshall advised that there is a planning application in for a piece of land on York Road which, she reminded Members, is a Quaker burial ground. Cllr Roberts advised that the planning committee had considered this application and would add a comment regarding the former use as a burial ground.

Cllr Roberts referred to the fact that Steve Quartermain is leaving HDC on 8th August and she proposed a letter be sent to him wishing him well, seconded Cllr Marshall; agreed.

Cllr Watson advised that the problem solving group met on Castle Garth; two residents came to it. It was suggested that everything which the group set out to do has been achieved, the residents were delighted with what has happened and the Group has now been wound up.

Proposed Cllr Roberts, seconded Cllr Watson that the public and press be excluded for a confidential item; agreed.

The meeting closed at 9.40 p.m.

Minutes of a Meeting of Thirsk Town Council held on Monday 21st July 2008 at 7.15pm in Thirsk and Sowerby Town Hall Annexe

Present: Cllrs J. Watson (Chairman), D.E. Adamson, C. Hesmondhalgh, J.E. Jackson, J. Marshall, C.M. Pack, A.K. Pagram, M. Penson, County and District Cllr G Dadd, I. Noble (“Darlington and Stockton Times”) and the Assistant Clerk

Apologies: Cllrs A. Morton (away), F.M. Roberts (away) and the Clerk (away); accepted.

Minutes of the meeting held on 3rd July 2008:

Proposed approved Cllr Marshall, seconded Cllr Hesmondhalgh; agreed.

Police Report:

No representative from the police present. Cllr Marshall referred to damage that has occurred to the newly installed gate at Centenary Field. She told the meeting that youths are congregating there and she requested that a letter be sent asking the police to patrol the area.

Reports:

County Council

Cllr Dadd referred to the recent press report on the review of services by PCTs. He advised that the nearest proposed Polyclinic is to be in Scarborough. Whereas Scarborough and Ryedale PCT have issued assurances that Accident and Emergency services at Scarborough are safe, Hambleton and Richmond PCT have issued no such assurances regarding A& E services at the Friarage. He has heard nothing on this as the two halves of the PCT are at different stages of the clinical review. He said that the Friarage maternity unit is currently operating at 50% of the national figure. Unison and Unite held a one day strike last week and less than 400 employees took up the right to strike.

With regard to the application by Tesco to have a pharmacy, Cllr Dadd has contacted the Health Scrutiny Committee. There had been a similar issue in Leyburn and he will keep us informed on this.

Referring to the Children’s Centre, Cllr Dadd said this is moving along nicely and they are keen to see the services rolled out to the villages.

Commenting on the issue of polyclinics, Cllr Adamson said that minor procedures were carried out at the Lambert Hospital in the past and he hoped they would be willing to expand their services should the need arise. He thought polyclinics would risk the viability of GP Services and would prefer to see money spent on expanding the services offered at GP clinics. He hoped that the excellent services provided at the Friarage would not disappear, meaning that patients would have to travel further afield for treatment.

Cllr Dadd said that a small number of paediatric patients had been going to James Cook for specialist services and that the PCT were now using these figures to highlight the need for patient safety in other services at The Friarage.

Cllr Marshall pointed out that to maintain safe clinical practice, doctors must treat a certain number of patients and this figure is checked constantly.

District Council

Cllr Robinson had nothing to report.

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Cllr Adamson explained that he had been duty bound to vote for parking charges as he had asked for and secured a one hour free parking concession in the Market Place for Thirsk. Cllr Jackson congratulated the District Councillors for getting the one hour concession.

Lengthy discussion took place regarding the impact of parking charges on small businesses and cafes in the town as well as on the Herriot Centre where visitors can expect to spend at least an hour and a half. Cllr Dadd thought public questions on parking would be received at the Area Forum meeting to be held at the Town Hall the next evening.

Cllr Robinson said that it was planned to raise the fine for contravening parking regulations from £40 to £50. Cllr Dadd expressed concerns that civil parking enforcement officers would not be in post before the introduction of charges and the police may not have time to patrol parking. He would have preferred the decision to be deferred for two years.

Cllr Adamson reported that according to the figures for 2008, East Thirsk is no longer considered to be an 'area of deprivation'.

Cllr Watson queried the cost of cleaning up after the travellers vacated the car parks and asked if any provision had been made to stop the problem arising in the future. It was thought that if barriers were erected on the car parks it would just move the problem onto other areas such as The Holmes. Cllr Adamson said the cost to clean up the car parks had been £1,000 and the travellers had left monies with HDC towards the cost, but there was a shortfall. Cllr Dadd said this would be discussed at the Area Forum meeting.

Open Forum:

No members of the public were present.

Matters arising from the meeting held on 16th June 2008

Cllr Watson asked the meeting whether the Clerk's Report on matters arising should be adopted at future meetings. Councillors would be able to raise matters arising verbally at the meeting in addition to having received the Clerk's Report. Agreed to accept the Clerk's Report along with verbal updates and questions from members.

P033 E mail sent to Inspector Sarah Sanderson wishing her well and thanking her for her successful negotiations with the travellers who were on Millgate Car Parks.

P033 The "look left" and "look right" signs have been painted on the crossing points.

P034 CCTV – a further E mail sent to John Smith at HDC asking whether the statistics could be shown in market town order. Reply received advising that due to their logging system it is not possible to provide us with that information.

P034 The second roundabout on Station Road is now in but there are still cones in use. Cllr Adamson advised that there has been trouble with the white lining due to the rain.

P035 Natural England – Licence form completed and sent off.

P035 Insurance – all up to date except for the number of seats and waste bins which still need to be counted and added on. Cllr Watson is dealing with the valuation of the Mayor’s chain.

P035 Application by Tesco to have a pharmacy – reply received from the North Yorkshire and York NHS PCT enclosing copies of the letters they have received on this - these are included in Tabled Correspondence.

P035 Water heaters in the TIC building – E mail sent to Keith Harrison at HDC and reply received advising that it would not be economically viable to fit a time switch and it was therefore suggested a sticker be placed adjacent to the switch to remind people to switch off when not required.

P036 Annual Return – this has now been passed to the Internal Auditors.

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P037 Powered gliders – letters sent to RAF Linton on Ouse and Allanbrook Barracks

P037 Cemetery Noticeboard – the Insurers of the vehicle that did the damage have accepted the quote of £1,030 for replacing the whole leg of the noticeboard. Malcolm Blackburn has been asked to do this as soon as possible.

P037 Path at Favenfield – reported to Peter Penny, NYCC

P037 Dead tree behind the recycling bins – reported to Clive Thornton, HDC.

P037 Councillors’ photographs – photographs received from Cllrs Hesmondhalgh, Penson and Watson. Cllr Robinson suggested the photographs should have been produced professionally. Cllr Adamson pointed out that District Councillors photographs are already on the website.

Finance

Accounts for Payment

Proposed Cllr Marshall, seconded Cllr Hesmondhalgh that the following accounts be approved for payment; agreed.

Hawkesworth - portable appliance testing in TC Office £ 70.50

Alpha Signs – painting Office signboard £ 82.25

Castle Colour Printers – photocopying etc £ 20.91

HDC – Office Rates, August 08 £ 54.00

Communicorp – subscription to “Clerks and Councils Direct” £ 104.50

Thirsk and Sowerby Town Hall – room hire, Apr-June 08 £ 173.25

CE & CM Walker – grasscutting, 4.6.08. & 18.6.08. £1,522.80

Mrs Sal Billany – Watering for Thirsk in Bloom – May 08 £ 110.50

Hollin Barn Nurseries – plants for Thirsk in Bloom £ 774.60

Mrs Sue Dodds – reimbursement for plants for Thirsk in Bloom £ 20.31

R. Bennett – cleaning bus shelter, 5.5.08.-7.7.08. £ 80.00

M.L. Burnett: Refixing seat on picnic bench, painting out “Post

Office” on finger post, moving finger on post on Castle Gate,

Replacing 2 new slats on seat on Stockton Road, repairs to wall

round beck at the Whitelass £ 330.08

C.A. Amy: Play Area Inspections £228.50

Litter picking £275.00

Repairing and installing seat at

Millgate £245.00

Remedial work to storm damaged

trees on The Holmes £200.00

Dismantling and removing damaged		
Tree on St. James' Green	£225.00	
Weeding White Mare Shrubbery	<u>£ 15.00</u>	£1,188.50
Thirsk Hall Estates Rent/wayleaves		£ 5.00
St. Mary's Church – annual payment for servicing Church Clock		£ 209.85
Inland Revenue – Tax/NI, June 08		£ 427.86
Thirsk and Sowerby Town Hall – half cost of additional insurance premium		£ 251.54
Mrs S Billany – watering for Thirsk in Bloom, June 2008	£ 98.80	
Mrs S Billany - watering Long Street, May/June 2008	<u>£106.25</u>	£ 205.05

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In addition, the salaries of the Clerk, the Assistant to the Clerk and the Cemetery Groundsman will be paid in accordance with the Town Council's normal practice

Paid since last meeting

Redcar and Cleveland Borough Council – 2 places for Yorkshire Day		£ 70.00
BT – internet line		£ 77.51

Income Received

Payment from insurers re damage to floodlights		£ 407.88
Bank Interest		£1,165.79
Burial Board: Rent	£550.00	
Grave Purchase	<u>£127.00</u>	£ 677.00

Monthly Balance Sheet and Budget Report for June 2008

Already circulated to Councillors. Proposed Councillor Hesmondhalgh, seconded Cllr Pack that this be approved; agreed.

Town Council's Standing Orders and Financial Regulations:

Councillors had received a copy of the proposed changes following a review of Standing Orders and Financial Regulations which were written in 1997. Changes were submitted by Cllrs Watson, Marshall and Roberts. Cllr Marshall talked through the proposals.

Standing Orders

- Standing Order 13 needs to be changed to reflect what the Council actually does, or what the Council does needs to be changed to reflect the Standing Orders. The agenda differs for Town Council meetings and Amenity meetings so the redrafted Standing Order 13 would need to reflect that fact. Proposed Cllr Adamson, seconded Cllr Watson that Standing Order 13 be amended so that it reflects what the Council does; all in favour.
- Proposed Cllr Adamson, seconded Watson to amend Standing Order 28 (c) to 'if two or more members indicate, the chairman shall call upon them to speak in turn'; all in favour.
- Standing Order 28 (d) agreed not to amend.

- d) Proposed Cllr Adamson, seconded Cllr Pagram to amend Standing Order 49 to change 'nay' to 'may'; all in favour.
- e) Proposed Cllr Hesmondhalgh, seconded Cllr Pagram to delete Standing Order 61 as this did not occur; all in favour.

Financial Regulations

- a) FR 1.2 All references to the Finance and General Purposes Committee should be changed to Finance Committee. Proposed Cllr Marshall, seconded Cllr Adamson; all in favour.
- b) FR 2.1 Change to "Each Committee to submit its revenue and capital proposals to the Finance Committee by the date set each year". Proposed Cllr Marshall, seconded Cllr Adamson; all in favour.

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- c) FR 2.3 Change to: "The Finance Committee should review the estimates and submit them to the Council not later than the December meeting of the Council each year. The Council shall agree or amend the precept calculated from those estimates and the review of balances". Proposed Cllr Hesmondhalgh, seconded Cllr Adamson; all in favour.
- d) FR 3.4 –Replace with: "Unspent budgets at the year-end will be taken into the general funds, hence each Committee needs to be aware when making its budgets for the following year to take account of delayed projects" Proposed Cllr Marshall, seconded Cllr Adamson; all in favour.
- e) FR 3.5 – Delete "that it is contained in the rolling capital programme" in order that it reads "No expenditure shall be incurred in relation to any capital project and no contract entered into or tender accepted involving expenditure on capital account unless the committee concerned are satisfied that the necessary capital funds are available or the requisite borrowing approval can be obtained". Proposed Cllr Marshall, seconded Cllr Adamson; all in favour.
- f) FR 4.1 – Change to "All accounting procedures and financial records of the Council shall be determined by the RFO as required by the current Accounts and Audit Regulations". Proposed Cllr Adamson, seconded Cllr Hesmondhalgh; all in favour.
- g) FR 4.2 – Change to, "The RFO shall be responsible for completion of the annual accounts of the Council as soon as practicable after the end of the financial year and shall submit them to the Internal Auditor. The Internal Auditor's written report on the accounts shall be submitted to the Council as soon as completed. The Annual Return of Accounts to the Audit Commission shall be submitted to the Council for approval prior to submission to the Audit Commission as soon as practicable after completion of the accounts. Proposed Cllr Marshall, seconded Cllr Adamson; all in favour.

- h) FR 6.1 Add “Regular payments such as business rates can be made by Direct Debit or Standing Order as directed by the Council”. Proposed Cllr Marshall, seconded Cllr Adamson; all in favour.
- i) FR 6.5 Replace “petties” with “small sundry expenses”. Proposed Cllr Watson, seconded Cllr Penson; all in favour

j) FR 11 Contracts

Cllr Marshall explained that there were 2 options, the first, (A) just updated the figures and tidied up the statements. The second (B) introduced a differential, based on value, between estimates, quotations and tenders. Tenders currently would be required at £5,000.

Option A: 11(B)(i) Change figure from £2,500 to £5,000. The Council do not have an approved list so delete last subclause. Proposed Cllr Jackson, seconded Cllr Robinson; 4 in favour, 5 against; motion defeated.

Option B: Change 11(B)(i) and (ii) as follows:

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- (i) For all expenditure expected to be less than £4,999 the Chair of the spending committee, with the Clerk, shall invite estimates. In all cases an estimate will be obtained prior to any work being undertaken unless such work/goods are of a minor nature, eg window cleaning.
Discussion took place as to whether three estimates should be sought and the difficulties encountered in obtaining that number of estimates.
A counter proposal was made by Cllr Robinson, seconded Cllr Pagram that three estimates should be obtained for all expenditure up to £5,000 – 2 votes for, 6 against, 1 abstention (Cllr Jackson); motion defeated.
Proposed Cllr Marshall, seconded Cllr Adamson that the original proposal, as amended by Cllr Marshall at the meeting, be accepted, ie ‘For all expenditure expected to be less than £4,999 the Chair of the spending committee, with the Clerk, shall invite estimates. In all cases an estimate will be obtained prior to any work being undertaken unless such work/goods are of a minor nature, eg window cleaning. 7 votes for, 2 against; carried.

Cllr Robinson left the meeting at 9.05pm.

- (ii) ‘For all expenditure expected to be between £5,000 and £24,999 in value the Chairman of the spending committee or his appointed Vice Chairman together with the Clerk shall invite quotations from at least three firms’
Proposed Cllr Marshall, seconded Cllr Adamson; all in favour.

- (iii) For all expenditure expected to exceed £25,000 in value for the supply of goods or materials or the execution of works or specialist services other than such goods or materials, works or specialist services as are excepted as set out in paragraph (A), the Clerk shall invite formal tenders from at least three firms. Proposed Cllr Marshall, seconded Cllr Pack; all in favour.

FR 11(F) 'Proscribed' should be 'prescribed' Proposed Cllr Marshall, seconded Cllr Watson; all in favour.

Cllr Adamson advised that these changes should be brought to the next meeting as agenda items to be voted on without further discussion.

Correspondence:

YRCC notice re AGM and invitation for nominations to the Trustees board of the YRCC – noted

HDC Request for a temporary road closure from 12.00noon to 10.00pm on Sunday 10th August 2008 for Thirsk Festival – noted.

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Applications for Exclusive Rights and Memorials

Proposed Cllr Adamson, seconded Cllr Hesmondhalgh that the following be approved; agreed:

Ashley Griffin Grave no. F4 18

Albert Green Grave no. GG12

Application for an Additional Inscription

Florence Mothersill Grave no. F5 1

Cllr Marshall suggested that in future these be included in the Burial Board report rather than being a separate agenda item. Cllr Adamson was in agreement with this.

Burial Board Report

Cllr Adamson reported that the new Cemetery worker is doing a good job. The Burial Board plan to purchase a load of topsoil to level up the surface of some of the graves that have sunk over the years. The quote for repairing the noticeboard has been accepted by the insurers of the car driver who caused the damage.

Reports

Representatives

In Cllr Roberts' absence, Cllr Marshall reported on the TRI's Midsummer Forum which had been held at the Auction Mart. There had been a display of the proposed Sensory Garden and a good response had been received to the metalwork display by Chris Fitzgerald.

Cllr Hesmondhalgh reported that the East Thirsk Community Association is doing well but progress is slow.

Cllr Jackson advised that he would be unable to attend the forthcoming meeting of the Flatts Trust on 29th July 2008. Cllr Watson agreed to stand in. There are to be extensions and alterations to the swimming baths and changing rooms. Cllr Watson had attended the White Horse swimming competition and presented the medals. She was impressed by the enthusiasm of the children.

Members

Cllr Adamson reported on the proposed street names received for the development at Norby. These were all previous Lords of Thirsk and Councillors were asked to bring alternative suggestions for street names to the next meeting.

An application had been received by Todds to change the planning terms regarding the hours of operation of their waste recycling plant. The planning committee had refused this on the grounds of noise pollution for nearby residents.

The meeting closed at 9.20pm

**Minutes of a Meeting of Thirsk Town Council held on Thursday 7th August 2008
at 7.30 p.m. in the Thirsk and Sowerby Town Hall Annexe**

Present: Cllrs J. Watson (Chairman), C. Hesmondhalgh, J.E. Jackson, J. Marshall, A. Morton, C.M. Pack, M. Penson, F.M. Roberts, I. Noble (“Darlington and Stockton Times”), 3 Members of the Public and the Clerk

Apologies: Cllr A.K. Pagram (ill); accepted

Open Forum

Proposed Cllr Roberts, seconded Cllr Jackson that Standing Orders be suspended; agreed.

Miss Marion Green referred to a planning application for the conversion of 12 Millgate to a restaurant advising that she was speaking on behalf of the residents of Riverside Mews. She pointed out that, although planning consent was granted approximately two years ago, the current application is dramatically different from the previous proposal. It is now to be a restaurant with 68 covers with the kitchens and presumably large extractor fans backing onto Riverside Mews. The residents are very concerned about the potential noise, smells and drainage problems should this go ahead. The proposed opening hours are 4.00 p.m. to 11.00 p.m., but staff will presumably be working outside of these times. Miss Green expressed the concern of the residents of Riverside Mews that this will be very intrusive and will affect the amenity and value of their homes.

Cllr Roberts advised that this application had been discussed at the Planning Meeting held earlier this evening. She said that HDC had not informed the neighbours and therefore as the residents were not aware of it they did not see the plans. The application had been discussed by the Planning Committee at a previous meeting, but several members of the Committee were absent from that meeting. It is now intended to write to HDC saying we are very concerned about the application and putting forward the points the residents have raised. Cllr Dadd has been contacted about this and there is to be a site meeting on 18th August; the application will then go to the full HDC Planning Committee.

Proposed Cllr Hesmondhalgh, seconded Cllr Roberts that Standing Orders be reinstated; agreed.

Minutes of the Meeting held on 7th August 2008

Proposed approved Cllr Hesmondhalgh, seconded Cllr Penson; agreed.

Matters Arising from the Meeting held on 3rd July 2008

P039 On Street Drinking Ban; ‘E’ mail received from HDC advising that it would help the police with their enforcement of the drinking ban on the Picnic Area if there could be a sign on a pole near the entrance from Millgate Car Park. Cllr Marshall pointed out that the CCTV camera looks across to the Picnic Area and any pole should not block this. Proposed Cllr Marshall, seconded Cllr Pack that we agree to a pole being put in the Picnic Area against the fence near the dog bin at the Millgate Car Park entrance, but with the comment about the CCTV camera; agreed.

P039 Respect Day; apologies that no Councillors were available to do a radio interview were sent advising that the Town Council thoroughly supports the initiative.
P040 Signboards on the Industrial Estate; HDC asked for a timescale for the work.

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P040 Crossing near Bakers Alley; "Look Left and Look Right" has now been painted on the road.

P040 Plasticrete near Todds Cottages; Letter sent to Eccles Heddon asking them to obtain a copy of the Common Land Registration. Reply received from Clive Thornton giving some dates he is available for a site meeting; agreed that this be held on 11th August at 4.00 p.m.

P040 Car Parking Charges; letter sent to Cllr Arthur Barker at HDC advising that we acknowledge and are grateful for the concessions granted for Thirsk, but expressing the disappointment of the people of Thirsk at the decision to introduce car parking charges.

P040 York Road Roundabout; nothing further heard from Severfield Reeve.

P041 Carrs Field; still waiting for dates from Tony Jordan – another chasing E mail to be sent.

P041 Floodlights; the Clerk brought up this matter at a recent PCC meeting. Should the Town Council decide to go ahead with an alternative form of floodlighting then the PCC would be happy to sort out the Faculty. The Clerk to speak to the Secretary to the York Diocesan Advisory Committee.

P041 Removal of rubbish; acknowledgement received from NYCC. Reply received from HDC advising that bulky waste, ie anything over 25kg or of such a size that it will not fit into the wheeliebin, can be subject to a charge and HDC decided many years ago to charge for this. They note the Town Council's concerns, but advise that there is currently no intention to provide this service free of charge.

P041 A19 resurfacing and reinstatement scheme; plan supplied.

P041 Request for traffic calming on Chapel Street; reply received from NYCC advising that owing to the geometric layout and the nature of the road, it would not be feasible to install sleeping policemen in Chapel Street. Reply received from Dave Goodwin at HDC advising that both the Thirsk and Sowerby Swimming Baths Charity and HDC would support sleeping policemen. He is not sure whether either organisation would be prepared to fund this – he is to check at the next relevant meetings of both bodies.

P041 Carrs Field; notice advertising the vacancy for a Trustee is still on the noticeboard, but no applications received.

P041 Parking spaces outside the "Three Tuns"; E mail sent to HDC pointing out that the Town Council was not consulted and expressing concerns at the safety aspect for pedestrians.

P041 Taylor Wimpey; reply sent reiterating our previous decision that we do not wish to take responsibility for the footpath and streetlighting and suggesting they contact NYCC.

P041 Taylor Wimpey; no response as yet on the items which require rectification, but a letter has been received advising that as a gesture of goodwill they will replace the damaged seat with a new one.

P042 Taylor Wimpey; reply sent accepting the plan of the LAP, but suggesting that the piece of equipment in the Little Hamlets range be replaced with something more adventurous.

P042 Amenity Tip; letter sent to NYCC supporting the points put forward by Sowerby Parish Council.

P042 Joint Strategic Needs Assessment; E mail sent to NYCC asking why Thirsk Library was not included and reply received advising that they are working to a tight schedule and are simply trialling and sampling some localities. They are attending the major event in Thirsk on hearing the voice of older people and did not want to duplicate effort and distract from that event. They are to distribute questionnaires.

P042 NYCC Thirsk Service Centre Transportation Strategy; reply received advising that all Town and Parish Councils within the boundary of the Thirsk SCTS area were invited to a stakeholder workshop on 10th April at Thirsk Community Primary School. They do not

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intend to carry out any further consultation at this stage with Town/Parish Councils. However, should the proposed schemes receive public support and be taken forward as part of the strategy then a further consultation will be undertaken as part of the specific scheme implementation process.

P042 Environmental Health contacted re the pigeons in the building next to the Blacksmiths Arms.

P042 Proposed Infrastructure Improvements to Northallerton – Thirsk – Ripon bus corridor; NYCC have queried whether the Town Council is happy with the proposed bus stop on Stockton Road; agreed that this is acceptable.

P042 Works to Millgate Bridge; Cllr Jackson referred to the finish of the bridge saying that not only is the stonework lighter it is also not faceted. Agreed that we ask English Heritage if they consented to this and also request a copy of the County Council's planning decision.

P042 Opening hours of the public toilets; E mail sent to Steve Prentice at HDC asking if the toilets can be kept open until 8.00 p.m. in the summer months; reply received asking that we need to send a formal request to Dave McGloin; to be done.

P044 Steve Quartermain; letter sent wishing him well.

P044 Letter sent to the business which was operating behind the "Three Tuns" and has now moved premises advising that the complaints made about them by a member of the Town Council were made as a member of the public and not as a Councillor, also wishing them well in their new location and pointing out the need to ensure that the correct planning consent is in place for them to operate from the new premises.

P044 Problem solving group on Castle Garth; Cllr Marshall advised that the remaining fencing has now been done. A report was received from MAP, the archaeologists who came to the site whilst the contractors were digging to put the posts in and nothing was found. The interpretation board has also been moved further into Castle Garth away from under the tree.

Natural England; reply received advising that they cannot issue a licence because the reasons we have given are not appropriate. They advise that relocation can take place outside the breeding season, ie between 1st September and 31st January each year.

Correspondence

HDC; enclosing the Order re on street drinking ban which came into effect on 26th July.

Mrs S. Dodds; advising that a large tree on the far side of the Cod Beck has fallen across to the Picnic Area. The Clerk advised that the Environment Agency have today removed the tree.

Hambleton Rural Housing Enabler; details of affordable housing tour to be held during week commencing 8th September 2008; any Councillors wishing to attend were asked to let the Clerk know.

Environment Agency; advising that as part of their exploration of options for a proposed flood alleviation scheme for Thirsk they need to conduct a field survey to determine the presence of crayfish in the Cod Beck which may involve gaining access to the river over parts of land owned by the Town Council; noted.

RoSPA; advising that they will be carrying out the annual inspection of the play areas during September 2008.

Telephone call from Andrew Hall, the Countryside Ranger at NYCC regarding the footpath from Gillings Court to Kirkgate which we reported to him some time ago; a scheme has now been drawn up which involves installing a gulley to stop water standing there and this will be done within a month.

P055

HDC; copy of letter advising that the two new properties at the rear of 71 Market Place, Thirsk will be named 1 Transport House Yard and 2 Transport House Yard, Gillings Court, Thirsk; noted.

From Tabled Correspondence: Cllr Marshall drew the attention of Councillors to an 'E' mail from Peter Coles of HDC regarding a Big Tidy Up event. HDC are asking communities to organise litter picks; equipment will be provided by HDC and waste collected. Agreed that a reply be sent advising that we fully support the idea and would like to take part in it and look forward to receiving further details.

Street Names for the New Housing Development on the Norby Site

Letter received from HDC advising that the developer of the Norby site is proposing the following names (all previously Lords of Thirsk):

Street 1 : De Stutevill Drive

Street 2 : Mowbray Way

Street 3 : Daubeney Close

Street 4 : De Braose Lane

Cllr Roberts advised that she has spoken to John Bell and he is to do some research into other Lords of the Manor. Agreed that HDC be advised that the above names are not acceptable and that we will get back to them with alternatives following the Town Council meeting on 18th August.

Schedule of Outstanding Amenity Items

The schedule had been updated and circulated to Councillors. Cllr Roberts asked whether there had been any progress on the area between the footpath and the road on Ingramgate. Cllr Pack advised that at a recent meeting of the Greens Committee they had decided to seek quotes for surfacing this in stone, tarmac and chippings and they are looking at the possibility of getting grant assistance for the work.

Nameplates for the alleyways: Cllr Watson advised that meetings have been held and this is progressing. Grant monies have been allocated for it. She has now spoken to most of the businesses in the alleyways and they are in favour.

Cllr Penson advised that the white lining in Riverside Mews was done today.

Reports

Carrs Field

Nothing to report.

Central Areas

Cllr Watson advised that a meeting had been held on 16th July and she outlined various matters which had been discussed. A letter is being sent to Jacobs and to the County Council confirming that they have agreed to reinstate and make good.

Christmas Festivities

Cllr Watson advised that the Christmas Tree is now on order.

Greens and Ingramgate

Cllr Pack referred to the damage caused on St. James' Green when a vehicle went onto the grass causing damage to the fencing, lighting pole, nameplate and interpretation board. The Clerk advised that she has written to the driver advising that we hold him responsible for the cost of the replacement fencing and interpretation board and has now received a letter from his insurers accepting liability. Cllr Pack advised that repairs are required to various parts of the fencing around St. James Green and the Committee would like to have the Little Green

P056

fenced; quotes are to be obtained. The cherry tree which had to be cut down is to be replaced in the autumn and the Committee is thinking about having more trees on part of the Green; they are taking advice on this. Cllr Pack advised that, although the County Council are claiming for three of the boxes which were damaged by the gas board's contractors, in fact more than three were damaged. Cllr Marshall said it is clear that all the boxes were damaged at the same time. Proposed Cllr Marshall, seconded Cllr Watson that a letter be sent about this. Cllr Pack advised that the White Mare Roundabout and the boxes are being maintained by Hollin Barn Nurseries. Cllr Penson referred to the fact that there is a car being advertised for sale on the Green; HDC to be asked about the position of advertising cars for sale. Cllr Roberts expressed the view that the roundabout looks extremely attractive when it is sunny, but when there is no sun the mesembryanthemums remain closed and she asked whether there could be different bedding plants in future. Cllr Pack advised that they were put there because they do not require a great deal of water.

Millennium Green

Cllr Hesmondhalgh reported that it is in very good condition.

Open Areas

Cllr Marshall advised that a meeting had been held on 23rd June. She referred to the Johnson Close Play Area saying we would like to go ahead with the scheme submitted by Playdale using the Picks Lane money. Proposed Cllr Marshall that we do this, seconded Cllr Roberts; agreed. Cllr Marshall advised that the residents have been consulted on this. Referring to East Thirsk Play Area, Cllr Marshall advised that it was decided to go with Playdale and they have been asked to come up with a scheme for £55K. She has now received a replacement plan which incorporates a roundabout in the amount of £6,033 (including the sub-base and wetpour). Two quotes have been obtained for the fencing (in the amounts of £3,345 and approx £3,700) and a further quote has been requested. Cllr Marshall advised that they do not yet have sufficient monies, but Lisa at HDC is working hard to try and get some more funding. There is also a legal issue which is being sorted out. Cllr Marshall referred to the Children's Centre saying we allowed them to use the East Thirsk Play Area and expected that the entrance to this would be reinstated. Cllr Marshall spoke to Melanie Hall, the Children's Centre Manager, about this earlier this week pointing out that the entrance is now very muddy and the grass has not been reinstated; she has now received

notification from Melanie Hall that she will get them back to do this. Cllr Marshall said the contractors put in some fencing to replace that which they had taken down and a new gate, however, the posts have not been cemented in and are not stable. Also the County Council agreed to fence one side of the play area, but they have only fenced part of it which lessens the security of the play area (the East Thirsk Problem Solving Group had proposed that all three sides of the play area should be fenced – Broadacres did one, the Town Council did another and the County Council were to do the third); Melanie Hall advises that she will see what she can do re the additional fencing. However, Cllr Marshall pointed out that this was agreed before the work started. Agreed that a letter be sent to the Chief Executive of NYCC with a copy to Melanie Hall.

Sensory Garden

Cllr Marshall advised that a meeting had been held on Monday which had been attended by Paul Swales of the Environment Agency. In order to carry out the work to the harbour wall it is necessary to obtain the permission of the Environment Agency as it will be necessary to put scaffolding in the beck. Cllr Marshall showed plans of the Sensory Garden which have been drawn up by Mike I'Anson and said they are proposing to go out to consultation this weekend with a display in Thirsk Library. On the plan the fencing and panels are to go in

P057

front of the planting, although the Committee felt it was necessary to have some form of barrier along the river bank. Some of the headstones and kerbstones are to be positioned around the site. Neil Collinson is looking for a large piece of slate for the memorial garden; Cllr Roberts asked that such slate be sourced in this country. Proposed Cllr Marshall, seconded Cllr Watson that we go out to consultation on this scheme; agreed. Cllr Marshall advised that we have to make the harbour wall good and put the coping stones back on top of it. She explained that we accepted Biker's quote but for reasons outside their control they are unable to come up with scaffolding statements and information and we are therefore proposing to go to the second tenderers who are Wilf Noble who are currently doing the work on Millgate Bridge; their tender was £4K more than Bikers. Proposed Cllr Marshall, seconded Cllr Roberts that we go ahead with Wilf Noble; agreed with the proviso that if there are not enough monies to do the scheme then any necessary paring down of the scheme will be done; agreed. Cllr Marshall advised that HDC have served notices on the developers, but the legal transfer of the land has not yet taken place. Cllr Penson asked about the maintenance of the garden and Cllr Marshall said it has been designed in such a way so as not to be high maintenance. Mike I'Anson anticipates a cost of approximately £2,500 per annum if we were to employ someone to do this. Cllr Marshall explained that it is necessary for us to submit an application to the Environment Agency for consent to do the work to the harbour wall. Proposed Cllr Marshall, seconded Cllr Watson that we should submit the application; agreed.

Ditches

Cllr Marshall advised that a meeting has not been held. She has spoken to Peter Swales at the Environment Agency and the appropriate applications will be put in once we own the land.

Other Items of Interest and Information

Cllr Roberts referred to the proposals for a Skateboard Park explaining that a piece of land on Gravel Hole Lane, Sowerby has been identified which it is likely they can

lease from the County Council. However, prior to this it is necessary to have the land surveyed at a cost of £3K plus VAT. They currently have some monies, but not enough and have asked HDC for some funding but they have said they are not prepared to do this until they know the scheme will go ahead; however the scheme cannot go ahead without the survey. Cllr Roberts has spoken to Mark Haynes and he is to ask for it to be put on the TRI agenda.

Cllr Marshall referred to loose cobbles in the Market Place and Cllr Watson advised that this is on a rolling programme. The matter to be dealt with at Central Areas. Cllr Watson advised that she and the Clerk had attended the Yorkshire Day Celebrations at Guisborough last Friday.

The meeting closed at 9.12 p.m.

P058

**Minutes of a Meeting of Thirsk Town Council held on Monday 18th August 2008
at
7.15 p.m. in the Thirsk and Sowerby Town Hall Annexe**

Present: Cllrs J. Watson (Chairman), D.E. Adamson, C. Hesmondhalgh, J.E. Jackson, A.K. Pagram, M. Penson, F.M. Roberts, Mr C. Blyth (Acquisitions Manager, Lidl), Mr D. Murphy (Development Executive, Lidl), Mr P. Humphreys (Humphreys Teal Partnership, acting for Lidl), 1 member of the public and the Clerk

Apologies: Cllrs Marshall (family commitment), A. Morton (family commitment), C. Pack (family commitment), County and District Cllr G. Dadd (another commitment)

Minutes of the Meeting held on 7th August 2008

Proposed approved Cllr Hesmondhalgh, seconded Cllr Roberts; agreed.

Reports

County Council

In Cllr Dadd's absence there was no report.

District Council

Cllr Adamson referred to the Minutes of the Licensing Hearings Panel which were included in Tabled Correspondence. He said the Licences had been granted without the knowledge of either him or the Town Council as neither District Councillors nor Town/Parish Councils are consulted. He has taken this up with HDC and they have now agreed that District Councillors will be advised of Licence applications. Also included in Tabled Correspondence are the minutes of the Prosperity and Places Overview and Scrutiny Committee which includes a World of James Herriot Business Plan. Cllr Adamson advised that it is hoped to set it up as a Trust with the backing of HDC; they will then be able to approach other bodies for funding. Cllr Adamson reported that the first of the Thirsk Area Forums was held on 22nd July when the possible application for the Sowerby Gateway was discussed; should this proceed it is proposed that infrastructure costing £17.5m would be put in place before it starts and this would include a revised exit onto the A168. Cllr Adamson referred to the minutes of the Safety and Health Overview and Scrutiny Committee (also included in Tabled Correspondence), the subject of which is a Policy Review on working with Town and Parish Councils.

Open Forum

Proposed Cllr Roberts, seconded Cllr Hesmondhalgh that Standing Orders be suspended; agreed.

Mr Blyth of Lidl referred to the public open day which had been held some time ago and said that comments made at this had been taken on board. He understands the Town Council was not happy with the proposed design of the building and he showed plans of an amended design which has been drawn up which is more sympathetic to Thirsk. The colour of the roofing material is to be darker, more glazing has been introduced and there is a greater proportion of brickwork rather than cladding. There are to be additional bollards to prevent illegal parking, more landscaping at the

Newsham Road side and more greenery on the Station Road side. 31 trees are to be planted and a detailed landscaping scheme has been drawn up. Cllr Penson asked whether it would be possible to have some flowering trees.

P059

Cllr Roberts asked about the footpath which they are proposing on Newsham Road and Mr Blyth confirmed that this will be within their own curtilage. Cllr Roberts queried the number of delivery vehicles and Mr Blyth advised that there will only be one vehicle per day, which will both deliver and take away. A report has been drawn up showing traffic movements within the site. The member of the public present felt the fencing would impede the view and asked whether it would be possible to have an open fence. Cllr Pagram requested that more mother and child parking spaces be provided and Mr Blyth agreed to look at this. Cllr Jackson expressed concern that there were not enough parking spaces, but Mr Blyth said that 75 is the average based on their statistics; however, they will monitor the parking and will manage it. It was agreed that the Town Council's objection to the plans be withdrawn and Cllr Roberts confirmed that we will advise HDC of this.

Proposed Cllr Roberts, seconded Cllr Hesmondhalgh that Standing Orders be reinstated; agreed.

Matters Arising from the Meeting held on 21st July 2008

P045; Centenary Field: police requested to patrol this area.

P046; Second roundabout on Station Road: now completed.

P046; Natural England: Application form for Licence completed and sent in.

Response

received advising that they are unable to grant us a Licence as our reasons for wanting to relocate do not comply with their regulations. Relocation can take place between 1st September and 31st January.

P046; Insurance: the seats have now been counted and the current cover is more than the £250 per seat agreed; however, it is felt to be advisable to keep this figure to allow for any additional seats. The waste bins are still to be counted. Cllr Watson advised that in order for Fattorinis to value the Mayor's chain they would need it to be sent to them and they would charge 5% of its value. Rather than posting this to them, Cllr Watson is to take it to the jewellers in Thirsk to be valued.

P047; Powered gliders: no reply from RAF Linton on Ouse or Allanbrook Barracks as yet.

P047; Cemetery Noticeboard: awaiting Malcolm Blackburn carrying out the repairs.

P047; Dead tree behind the recycling bin; Clive Thornton reminded of this.

P047; Councillors' photographs: some received and some still awaited.

P048; Town Council's Standing Orders and Financial Regulations: agenda item for this meeting.

P013 (from April meeting); Hambleton Play Partnership - reply received advising that, in response to the Town Council's comments that meetings are held during the day which precludes some people from attending, it has been agreed to hold alternate meetings in the evening. The first meeting is to be held in December – a date, time and venue to be confirmed.

Finance

Accounts for Payment

Proposed Cllr Hesmondhalgh, seconded Cllr Adamson that the following accounts be approved for payment; agreed:

Brian Noble – fencing work at Castle Garth and moving

Interpretation Board

£1,556.58

P060

Map Archaeological Consultancy – watching brief and report re installation of fencing at Castle Garth		£ 411.25
C.E. and C.M. Walker – grasscutting, 2 nd /15 th /30 th July		£2,284.20
M. I’Anson – reimbursement for chain and padlock for Millennium Green	£	10.40
Nigel Burn – weeding Long Street planters and White Mare roundabout	£	155.00
Hollin Barn Nurseries		
Planting at White Mare roundabout/Long Street	£710.00	
Plants for Picnic Area	£ 10.00	
Plants for Thirsk in Bloom	<u>£ 18.70</u>	£ 738.70
Mrs S. Billany – watering for Thirsk in Bloom		£ 97.75
C.A. Amy: Weekly inspections (7.7.08.-3.8.08.)	£182.80	
Litter picking (7.7.08.-3.8.08.)	£225.00	
Centenary Field management	£280.00	
Weeding various play areas	£ 60.00	
Weeding White Mare shrubbery	<u>£ 30.00</u>	£ 777.80
Castle Colour Printers – photocopying etc	£	4.00
Staples – stationery	£	70.38
Hambleton District Council – Town Office rates, Sept 08	£	54.00
Communicorp – Subscription to “Local Councils Update”	£	65.00
HM Revenue and Customs – Tax/NI, July 2008	£	426.46
In addition, the salaries of the Clerk, the Assistant Clerk and the Cemetery Groundsman will be paid in accordance with the Town Council’s normal practice		

Paid since last meeting

Npower – office electricity	£	90.56
Petty Cash	£	47.64
Environment Agency – fee for application to do works to the harbour wall	£	50.00

Income Received

NYCC – contribution to Sensory Garden	£	208.37
Burial Bd: Rent	£550.00	
Interments	<u>£255.00</u>	£ 805.00

Monthly Balance Sheet and Budget Report for July 2008

Proposed approved Cllr Jackson, seconded Cllr Hesmondhalgh; agreed.

Town Council’s Standing Orders and Financial Regulations

Proposed Cllr Adamson, seconded Cllr Hesmondhalgh that the following amendments to the Standing Orders and Financial Regulations be made; agreed:

Standing Orders:

Standing Order 13: At the Town Council meetings normally held on the third Monday of the month the order of business, unless the Council decide otherwise on the grounds of urgency, shall be as follows:

- (1) To receive apologies for absence

- (2) To consider the Minutes; after consideration to approve the signature of the
- (3) Minutes by the person presiding as a correct record

P061

- (4) To receive the Police Report and discuss any matters to be brought to the attention of the Police
- (5) To receive Reports on matters pertaining to Thirsk from the County and District Councillors
- (6) To receive any representations from members of the public present at the meeting
- (7) To receive an update on matters arising from the previous meeting
- (8) To approve accounts for payment. To approve the monthly balance sheet and budget report
- (9) To receive correspondence
- (10) To receive Burial Board Report and to receive applications for Exclusive Rights and Memorials
- (11) To receive Reports from Representatives and Members

At the Town Council meetings normally held on the first Thursday of the month the order of business, unless the Council decide otherwise on the grounds of urgency, shall be as follows:

- (1) To receive apologies for absence
- (2) To receive police report and to receive representations from members of the public present at the meeting
- (3) To consider the Minutes and after consideration to approve the signature of the Minutes by the person presiding as a correct record
- (4) To receive correspondence
- (5) To receive and, where applicable decide upon, the items contained in the Schedule of Outstanding Amenity Items
- (6) To receive reports from Committees
- (7) To receive other items of interest and information

Standing Order 28(c): to be amended to “If two or more members indicate, the Chairman shall call upon them to speak in turn”

Standing Order 49: “nay” to be amended to “may”

Standing Order 61: to be deleted

Financial Regulations:

All references to the “Finance and General Purposes Committee” to be changed to “Finance Committee” throughout the document

FR 2.1: to be amended to “Each Committee to submit its revenue and capital proposals to the Finance Committee by the date set each year”

FR 2.3: to be amended to “The Finance Committee should review the estimates and submit them to the Council not later than the December meeting of the Council each year. The Council shall agree or amend the precept calculated from those estimates and the review of balances”

FR 3.4: to be amended to “Unspent budgets at the year-end will be taken into the general funds, hence each Committee needs to be aware when making its budgets for the following year to take account of delayed projects”

FR3.5: the words “that it is contained in the rolling capital programme” to be deleted in order that it reads “No expenditure shall be incurred in relation to any capital project and no contract entered into or tender accepted involving expenditure on

P062

capital account unless the committee concerned are satisfied that the necessary capital funds are available or the requisite borrowing approval can be obtained”

FR4.1: to be amended to “All accounting procedures and financial records of the Council shall be determined by the RFO as required by the current Accounts and Audit Regulations”

FR4.2: to be amended to “The RFO shall be responsible for completion of the annual accounts of the Council as soon as practicable after the end of the financial year and shall submit them to the Internal Auditor. The Internal Auditor’s written report on the accounts shall be submitted to the Council as soon as completed. The Annual Return of Accounts to the Audit Commission shall be submitted to the Council for approval prior to submission to the Audit Commission as soon as practicable after completion of the accounts”

FR6.1: the following to be added, “Regular payments such as business rates can be made by Direct Debit or Standing Order as directed by the Council”

FR6.5: “petties” to be replaced with “small sundry expenses”

FR 11(B) to be amended to:

- (i) “For all expenditure expected to be less than £4,999 the Chairman of the spending committee, with the Clerk, shall invite estimates. In all cases an estimate will be obtained prior to any work being undertaken unless such work/goods are of a minor nature, eg window cleaning.
- (ii) For all expenditure expected to be between £5,000 and £24,999 in value the Chairman of the spending committee or his/her appointed Vice Chairman, together with the Clerk, shall invite quotations from at least three firms.
- (iii) For all expenditure expected to exceed £25,000 in value for the supply of goods or materials or the execution of works or specialist services other than such goods or materials, works or specialist services as are excepted as set out in Paragraph (A), the Clerk shall invite formal tenders from at least three firms”.

FR11(F): “proscribed” to be amended to “prescribed”

Correspondence

HDC advising that in view of the fact that Area Forums are now held, the District/Parish Liaison Meeting has been cancelled. Dates of the Area Forums supplied, the Thirsk Area Forum to be held on 28th October 2008.

North Yorkshire Police – replies to reports of incidents; noted.

Mencap – request for donation; noted.

D, Burnham – complaint regarding the noise/music in the Market Place on 10th August. An acknowledgement of this to be sent.

Suggestions for street names for the new development at Norby

Agreed that the following names be put forward to HDC:

Sunny Way (there were originally a row of cottages on the land known as Sunny Terrace)
Gallows Lane (the gallows were situated in the field next to the site)
Shaws Close (before the NYCC depot was on the site it was Shaws Yard)
Percy Drive (Lord Percy was hanged on St. James Green)

P063

Burial Board Report, including the approval of applications for Exclusive Rights and Memorials

Cllr Adamson had nothing to report.

No applications for Exclusive Rights and Memorials received.

Reports

Representatives

Cllr Hesmondhalgh referred to the East Thirsk Community Hall saying that everyone has got their jobs and they are getting on with them.

Cllr Watson reported that she had attended the Changing Rooms meeting. They are wanting to get on with the work and another meeting is to be held before the AGM to set the wheels in motion.

Members

Cllr Jackson referred to Thirsk Museum saying it has registered twice and is compliant with the new registration requirements. It has now been asked to register again and this time the hub is in Sheffield. It is felt that this is rather onerous, the benefits are so small and it is more applicable to larger museums and the Museum Committee has therefore decided not to register. Cllr Adamson suggested the Museum Committee voice their concerns to Anne McIntosh MP.

The meeting closed at 8.17 p.m.

**Minutes of a Meeting of Thirsk Town Council held on Thursday 4th September 2008
at 7.30 p.m. in the Thirsk and Sowerby Town Hall Annexe**

Present: Cllrs C. M. Pack, (in the Chair), C. Hesmondhalgh, J.E. Jackson, J. Marshall,
A. Morton, M. Penson, F.M. Roberts, Sgt Frances Hannon, PC Claire Mayes (NY Police),
I. Noble (“Darlington and Stockton Times”) and the Assistant Clerk

Apologies: Cllrs D Adamson (ill), A.K. Pagram (ill), J. Watson (away) and the Clerk (away); accepted.

Open Forum

Proposed Cllr Marshall, seconded Cllr Roberts that Standing Orders be suspended; agreed.

Cllr Penson asked that her thanks be passed onto PC Brooks who had recently inspected the rear of the old antique shop in Millgate which had had recent building works started and was now open to vandals etc. This has now been boarded up. Cllr Marshall informed the meeting that the Interpretation Board near the Packhorse Bridge in Sowerby had been subject to graffiti. The PCSO will be asked to look at the graffiti to see if he can identify who is responsible. The Town Council will speak to Sowerby Parish Council as to who should report this to the police, and who should rectify the position.

Sgt Hannon informed the meeting that the neighbourhood team is moving to the police office at 33 Market Place and will therefore be based closer to the community. The opening hours of the police office will remain the same. The community police van has been in the Market Place for ‘open surgery’ this week.

Cllr Pack expressed her concern at cyclists riding without lights now that the nights are getting darker. Sgt Hannon said the initiative to provide cycle light vouchers which was trialled last year is to be continued.

Cllr Marshall asked if the PCSO was patrolling the play areas and Sgt Hannon replied that this is taking place.

Cllr Marshall asked if there had been fewer problems on Castle Garth now that the new fencing is in place. The police said they were getting fewer complaints re Castle Garth and therefore the problem solving group had now been disbanded.

Cllr Hesmondhalgh reported that there have been few problems on the Millennium Green recently and it was thought that the new fencing at East Thirsk had helped. Cllr Marshall advised that NYCC are being asked to install the final length of fencing, as originally agreed, to secure the play area.

Proposed Cllr Roberts, seconded Cllr Hesmondhalgh that Standing Orders be reinstated; agreed.

Minutes of the meeting held on 18th August 2008:

Proposed approved Cllr Hesmondhalgh, seconded Cllr Penson, subject to the deletion of number (3) on P060 and change of numbers (4) to (11) on P061; agreed.

P065

Matters Arising from the meeting held on 7th August 2008:

P052 Planning application for 12 Millgate – site meeting held and application considered by

HDC's Planning Committee and refused.

P052 On Street Drinking Ban – E mail sent to HDC advising that we agree to a pole being

put in the Picnic Area against the fence near the dog bin, but requesting they ensure

that the view from the CCTV camera is not affected.

P053 Plasticrete near Todds Cottages – site meeting held with Clive Thornton of HDC; to be reported under Item 7 on agenda.

P053 Carrs Field - E mail received from Tony Jordan advising that they are to have a

meeting and will suggest some dates after that.

P053 Floodlights – nothing further on this as yet. The Clerk has not yet been able to contact the Secretary to the York Diocesan Advisory Committee.

P053 Carrs Field – notice advertising the vacancy for a Trustee is still on the noticeboard,

but no applications received.

P053 Taylor Wimpey – letter of thanks sent to Taylor Wimpey re the new seat they are to

provide and asking them about the 'No Parking' sign which is no longer on The Holmes.

P053 Taylor Wimpey – reply received re proposed play equipment for the Norby site

advising that they can incorporate the larger twin-tower piece in lieu of the Little

Hamlets piece. However, this would cost more and we would have to lose some of

other proposed equipment, possibly the swings. After discussion it was proposed by Cllr Marshall, seconded Cllr Hesmondhalgh that we write to Taylor Wimpey asking them to keep to the original specification, i.e. to keep the swings.

P054 Proposed Infrastructure Improvements to Northallerton – Thirsk – Ripon bus corridor - reply sent to NYCC advising that the Town Council is happy with the proposed bus

stop on Stockton Road.

P054 Works to Millgate Bridge – English Heritage advise that because the bridge is not a Grade 1 Listed structure any input on it is left to the Authority's Conservation Department. NYCC have been asked for a copy of the planning consent and reply received advising that a decision on this was not made and the work went ahead without it. They will send us a copy of the planning decision when it has been resolved. They have raised our concerns re the colour of the stone and the fact that it is not faceted with the relevant department. The clerk has also rung John Smith of the County Council's Bridges Team, but has not been able to speak

to him as yet. Cllr Roberts advised that she had spoken to the contractors who explained that they had been unable to reuse some of the coping stones and therefore had had to use new ones. Proposed Cllr Marshall, seconded Cllr Morton that a letter be sent to the Chief Executive at NYCC regarding the lack of planning consent and the use of non-faceted stone and asking what can be done.

P054 Opening hours of the public toilets – letter sent to Dave McGloin of HDC requesting that the toilets be kept open until 8.00 p.m. during the summer months. Also mentioned in a letter to Steve Prentice, copied to Cllr Arthur Barker and Peter Simpson, in which the Town Council expressed its concern at the state of cleanliness

P066

of the toilets (as requested by Central Areas Committee). Reply received from Steve Prentice advising that he is to discuss the cleaning/managing of the toilets with the attendant this week.

P054 Hambleton Rural Housing Enabler – details of affordable housing tour during week

commencing 8th September – no Councillors have indicated they wish to go on this date so no response sent. Cllr Penson expressed an interest in this and will call into the Office for details.

P054 Footpath from Gillings Court to Kirkgate – work not done as yet

P055 Big Tidy Up event – E mail sent advising that the Town Council fully support the idea

and would like to take part in it and await further details

P055 Street Names for the new housing development at Norby – dealt with at the last meeting.

P055 Millgate Bridge/Mill Gardens – E mail sent to Jacobs and NYCC pointing out that they agreed to make good when the work is finished. Telephone call received from

Jacobs confirming this and agreeing to repair the damaged benches. The fencing is to be left in place at Mill Gardens for the time being to ensure public safety. Cllr Penson advised that work has started under the bridge, using the old stone to construct a wall to divert the water away from the area where the silt builds up.

P055 Greens – details of the damage to the fencing and interpretation board together with

quotes sent to the driver's insurance company.

P056 Letter sent to NYCC to pass on to the Gas Board regarding damage to the planters.

Correspondence

F.D. Todd and Sons Ltd expressing interest in sponsoring the York Road roundabout; reply to be sent advising them to contact NYCC.

Letter received from Denise Pearce, Legal Officer at HDC, regarding the transfer of Land under Section 106 Agreement between Aspect Period Properties Limited and New Aspect Projects Ltd and the Town Council, offering to act on our behalf and

suggesting certain conditions. Proposed by Cllr Roberts, seconded Cllr Hesmondhalgh that we write to Clive Thornton at HDC asking for his proposal for the pathway through the Library car park, and to the Trustees of the Thirsk Infant School Charity regarding access for pedestrians and for maintenance of the open space, and stressing the urgency in wanting to resolve this; agreed.

Proposed Cllr Marshall, seconded Cllr Hesmondhalgh that we ask Denise Pearce to act on the Town Council's behalf and to proceed with the transfer of land; agreed.

From Tabled Correspondence

Cllr Marshall suggested we could contact Bikers to request a quote for cleaning graffiti when necessary.

Schedule of Outstanding Amenity Items

The Schedule had been updated and circulated to Councillors.

Cllr Penson advised that the branches have now been pruned from the willow trees on Riverside Mews and therefore this item can be removed from the schedule.

Reports

Carrs Field

Nothing to report

P067

Central Areas

Nothing to report

Christmas Festivities

Nothing to report

Greens and Ingramgate

Cllr Pack reported that the damaged interpretation board is still on the Green waiting for the insurance company to inspect the damage. It is planned to fence the Little Green and a survey of the fencing on St James Green has been carried out and determined maintenance which is required.

A meeting had been held with Clive Thornton re the plasticrete on the Little Green outside Todds Cottages but there had been no further action. Cllr Morton suggested a letter be sent to HDC along with a copy of their previous letter accepting responsibility for the plasticrete, urging them to do what they had previously agreed. Cllr Marshall advised that a meeting was to be arranged to look at the legal documents relating to the Green and to action the previously agreed decision to see what legal action we can take against HDC for not undertaking the work they had agreed, i.e. grasscrete, and for not maintaining what they have installed, i.e. plasticrete.

Regarding land at Ingramgate, it was suggested that we obtain estimates for chippings, tarmac and stone resurfacing.

Millennium Green

Cllr Hesmondhalgh reported that the bins on the Millennium Green were all full. The Assistant Clerk advised that a new key had been given to the street sweeper, and they should have been emptied the previous day.

Open Areas

Cllr Marshall reported that the order had been placed for the new equipment at Johnson Close and a deposit was now due for half of the total amount; a cheque for this was signed at the meeting. Quotes have been requested from Chris Amy and Malcolm Burnett for the removal of the existing equipment, but nothing has been received to date.

Three quotes have been received for the internal fencing at East Thirsk play area and a decision will be made at the next meeting of the Committee.

Following a review of the insurance policy, a query had been raised as to what 'other surfaces' referred. A reply had been received explaining this referred to wetpour, grass or any other surface under play equipment and the Committee are to review the value of this at the next meeting.

Sensory Gardens

Cllr Marshall advised that a recent press release had triggered some interesting responses. We had received an offer of expertise for Braille signs and an offer of help from the Millennium Volunteers. A letter had been received from a David Pinkney regarding the proposal to move the headstones and a reply is to be sent to him informing him of the plans. Cllr Roberts said the exhibition in the library had received a good response from the public.

Ditches

Cllr Marshall advised that there is to be a Ditches meeting next week.

Statement of Accounts, 2007/08

Cllr Marshall explained that there had been a minor error which had come to light during the internal audit and it had been necessary to amend the figures relating to annual expenditure. The total figure was correct but had been apportioned incorrectly between Staff Costs and Other Payments. Councillors had received a copy of the amended form prior to the meeting.

P068

Proposed Cllr Morton, seconded Cllr Roberts that the figures be amended on the form which is sent to the external auditors; agreed.

Other items of interest and information:

Cllr Jackson had received a letter regarding the registration of the Museum. The letter was passed to the Assistant Clerk to be brought to the next meeting.

Cllr Penson enquired about the Councillors' photographs. Cllr Pack still has to submit a photograph and Cllr Morton has Cllr Jackson's photograph.

Cllr Hesmondhalgh reported that there are branches in the snicket between Dowber Way and Tranmire; John Proud of HDC to be asked to deal with this.

Cllr Marshall informed the meeting that she had moved house and is now a resident of Saxton near Tadcaster. She intends keeping her property in Thirsk and will therefore be eligible to continue to serve on the Town Council.

The Assistant Clerk advised that the White and Black Bridges had been painted by the Probation Service; a letter of thanks to be sent.

Malcolm Blackburn has started work on the post which was damaged on the Cemetery notice board.

The meeting closed at 8.57pm.

P069

Minutes of a Meeting of Thirsk Town Council held on Monday 15th September 2008 at 7.15 p.m. in the Thirsk and Sowerby Town Hall Annexe

Present: Cllrs J. Watson (Chairman), D.E. Adamson, C. Hesmondhalgh, J. Jackson, J. Marshall, C.M. Pack, A.K. Pagram, Mrs M. Penson, F.M. Roberts, County and District Cllr G. Dadd, I. Noble (“Darlington and Stockton Times”) and the Clerk

Apologies: Cllr A. Morton (family commitments); accepted.

Minutes of the Meeting held on 4th September 2008

Proposed approved Cllr Roberts, seconded Cllr Hesmondhalgh; agreed.

Police Report

No members of the police present. Cllr Penson advised that she had received a complaint from a resident of the Market Place that cars and mopeds making a lot of noise are being driven around the town from 11.30 p.m. The person in question is waiting for someone from the police to visit; agreed that a letter be sent from the Town Council. Cllr Watson queried the position regarding buggies being driven on the main roads at night; agreed that a letter be sent to the police asking if there is a ruling on this.

Reports

County Council

Cllr Dadd reported that the Scrutiny and Health Committee met last Friday and asked for assurances about the Accident and Emergency Department and the Maternity Department at the Friarage Hospital; guarded assurances were given. Cllr Dadd advised that the NYCC Area Committee for Hambleton met today and there is to be a review of the Fire and Rescue Service which services Thirsk and Northallerton. Assurances were given that this is about improving the service and not removing it and will take the increased population into account; they are happy to receive comments from parish councils and individuals. Cllr Dadd had asked whether the review will be financially driven and was told that it is service led rather than financially led. The Thirsk Service Centre Transportation Strategy was also brought to the Area Committee; the footpath on Newsham Road is now on the list of priorities. Any money budgeted for this but not needed will be ring fenced in order that it can be used for, for example, street lighting there.

Cllr Jackson referred to Millgate Bridge, saying we have pointed out to NYCC that the colour of the stone does not match the existing and is not faceted; a letter about this has been sent to the Chief Executive; Cllr Dadd to look into this.

District Council

Cllr Adamson advised that a meeting of Cabinet is to be held tomorrow.

Open Forum

No members of the public present.

Matters Arising from the Meeting held on 18th August 2008

P058/059 Application by Lidl; HDC's Planning Department have been advised that, in the light of the new plans, the Town Council's objection is withdrawn
P059 Insurance; Cllr Watson has had the Mayor's chain revalued and the insurance cover has been adjusted accordingly

P070

P059 Powered gliders; reply received from Squadron Leader Wiper, the Commanding Officer of 645 Volunteer Gliding Squadron which operates aircraft out of RAF Topcliffe. He expresses his sadness that the operation of his Squadron's aircraft has caused two local residents to write to the Town Council. Squadron Leader Wiper advises that 645 Squadron, which has been operational at RAF Topcliffe since 2001, and 642 Squadron at Linton on Ouse provide training for air cadets from local gliding squadrons including Thirsk, Northallerton and Ripon. Many of their students go on to further their training with the RAF, Army and Royal Navy before becoming operational pilots. The Squadron's local orders emphasise the importance of avoiding built up areas where possible and place restrictions on the height to which they can descend. Squadron Leader Wiper has asked for a copy of the letter we received about the powered gliders in order that he can contact the residents direct; agreed that this be sent to him. He also extends an invitation to the writers of the letter and any members of the Council to visit RAF Topcliffe; agreed that Councillors interested in this should give some dates to the Clerk.

P059 Cemetery Noticeboard; Malcolm Blackburn has now started on the repairs

P059 Councillors' photographs; some still awaited

P060/061/062 Standing Orders and Financial Regulations; new version of these to be supplied to Councillors as soon as possible

P062 Complaint re noise in the Market Place on 10th August; reply sent.

P062 Suggestions for street names for the new development at Norby; Town Council's suggestions sent to HDC and confirmation now received that these names have been accepted

P063 Thirsk Museum; letter regarding this included in "Correspondence".

Finance

Accounts for Payment

Proposed Cllr Hesmondhalgh, seconded Cllr Roberts that the following accounts be approved for payment:

CE & CM Walker – grasscutting, 18th August 08		£761.40
C.A. Amy: Play area inspections (4.8.08.-31.8.08.)	£182.80	
Litter picking (4.8.08.-31.8.08.)	£240.00	
Opening up blackthorn arch on the Ings	£ 60.00	
Hedge cutting at Johnson Close and		
Repairs to swings at East Thirsk	£ 70.00	
Cutting beech hedge in Cemetery	<u>£ 75.00</u>	£627.80
Yorkshire Water – water rates for Cemetery Lodge (2 nd half)		£210.61
BT – Office telephone		£109.80
HDC – Office rent, qtr commencing 1.9.08.		£1,028.13
HDC – Office rates, Oct 08		£ 54.00
Castle Colour Printers – photocopying etc		£ 3.64
HM Revenue and Customs – Tax/NI, Aug 08		£400.66

J. Watson – reimbursement of valuation fee re Mayor’s Chain	£ 6.00
Hambleton IT Services – work on linking Office computers	£ 32.50
D. Connelly – cleaning Office windows (4 times)	£ 26.00

In addition, the salaries of the Clerk, the Assistant Clerk and the Cemetery Groundsman are paid in accordance with the Town Council’s normal practice

P071

Paid since last meeting

Mrs S. Billany – watering Long Street	£ 59.50
Allianz Insurance- additional premium for additions to policy	£553.99
Playdale Playgrounds Ltd – deposit re new play equipment for Johnson Close	£5,990.15

Income Received

Refund of VAT (1.4.08.-30.6.08.)		£2,029.99
Burial Board: Rent	£550.00	
Interment	£127.00	
Reservation of spaces in Garden of Rest	£128.00	
Memorials	£ 36.00	
Bank Interest	<u>£122.49</u>	£ 963.49

Monthly Balance Sheet and Budget Report for August 2008

Proposed approved Cllr Hesmondhalgh, seconded Cllr Pagram; agreed.

Correspondence

Sowerby Parish Council; invitation to an Extraordinary Meeting to discuss Policing in Sowerby, Thirsk and neighbouring parishes to be held on Wednesday 22nd October 2008 at 7.30 p.m. in the Upstairs Room of the Thirsk and Sowerby Town Hall. They would like an indication of the number of Councillors who wish to attend – agreed a maximum of six.

NYCC – temporary closure of Sutton Bank for up to five days from 15th September 2008 for essential maintenance works.

MLA Yorkshire re request by Thirsk Museum to be removed from the Register of Museums and Galleries. Cllr Jackson advised that this letter had been brought to the meeting as he felt the Town Council should know the view held by the Museum and that it is concerned about having to register under a new scheme which is very onerous.

HDC; details of the various Area Forums, the Thirsk Area Forum to be held on 28th October in the Town Hall.

The Barker Partnership; engagement letter which they require to be signed on behalf of the Town Council. This sets out their responsibilities as the Council’s internal auditors, the Council’s responsibilities, the scope of work, limitation of liabilities, fees etc. Proposed Cllr Pack, seconded Cllr Jackson that this be signed; agreed.

Burial Board Report

Cllr Adamson had nothing to report.

The following application for an additional inscription had been received; proposed approved Cllr Adamson, seconded Cllr Roberts; agreed:

Grave No. A6 26 Brian "Blackie" Robson Ashes interred in existing grave
20.1.07.

Reports

Representatives

Cllr Roberts reported that she had attended a TRI Tourism Meeting last week and matters are progressing.

P072

Cllr Roberts had also attended a TRI meeting – Peter Walker was appointed as the new Chairman. Cllr Marshall said there had been a talk about the lack of a local office where the public could have direct access to the councils; however, this is ongoing.

Cllr Hesmondhalgh reported that the East Thirsk Community Hall is going along well and the next meeting is on Wednesday.

Cllr Adamson had attended the NYCC Area Committee Meeting held earlier today.

Following on from Cllr Dadd's report, Cllr Adamson referred to the guarded assurances given, especially in response to the request about the Accident and Emergency Department at the Friarage. He pointed out that in some district hospitals around the country the A and E Departments have been downgraded to Minor Injuries Units and he felt this must be resisted here at all costs. He pointed out that Thirsk is situated between the A1 and A19 with 2 military airfields plus another on the border and the main East Coast Railway line are all very near and he felt we need to keep an eye on the situation. Cllr Roberts suggested that a letter be sent saying we would be strongly opposed to any further cuts at the Friarage Hospital. Agreed that this be sent to South Tees Health Authority, the PCT and the Strategic Health Authority, with a copy to Miss Ann McIntosh MP. Referring to the review of the Fire and Rescue Services at Thirsk, Cllr Adamson said it had been mentioned in the report that they would be willing to report to Area Forums.

Cllr Watson advised that she had attended the Battle of Britain cocktail party at RAF Linton on Ouse the previous week.

Members

Cllr Roberts referred to the various organisations we support, such as Christmas Lights, Carrs Field, Thirsk in Bloom and said she felt that before the Council makes its decision on how much to allocate in the budgets for 2009/10 we should have information regarding their accounts. Agreed that the relevant organisations be asked to provide a copy of their accounts.

Cllr Marshall referred to the blue plaque for Hannah Packer which has not yet been put up. Cllr Watson replied that we have applied for consent from the owner of the building concerned; we will chase this up.

Cllr Hesmondhalgh referred to the pavement outside Weatherspoons where tarmac has been put down; Cllr Watson said this has been reported to the County Council.

Cllr Marshall referred to a poster which has been put up all around the town and at East Thirsk; agreed that we report this to HDC and ask them to contact the people concerned.

Cllr Penson advised that a fork lift truck was stolen from alongside Millgate Bridge on Sunday; it has been reported to the police.

Cllr Watson thanked Cllr Pack for chairing the last meeting in her absence.

Proposed Cllr Roberts, seconded Cllr Hesmondhalgh that the public and press be excluded for two confidential items; agreed.

Cllr Watson advised that a letter has been received regarding an alleged occurrence on Castle Garth in 2006.

Cllr Watson read a letter from Elaine Coulson, the Clerk to the Council, advising that she will be retiring on 30th January 2009. Cllr Watson asked the Personnel Committee to meet as soon as possible to decide on the way forward.

The meeting closed at 8.18 p.m.

P073

**Minutes of a Meeting of Thirsk Town Council held on Thursday 2nd October 2008
at 7.30 p.m. in the Thirsk and Sowerby Town Hall Annexe**

Present: Cllrs J. Watson (Chairman), D.E. Adamson, C. Hesmondhalgh, J.E. Jackson, A. Morton, C. Pack, M. Penson, F.M. Roberts, I. Noble (“Darlington and Stockton Times”), PC Clare Mayes, PCSO Nigel Warby and the Clerk

Apologies: Cllrs J. Marshall (another commitment), A.K. Pagram (school governors’ meeting); accepted.

Open Forum

Proposed Cllr Roberts, seconded Cllr Morton that Standing Orders be suspended; agreed.

PC Mayes advised that the police are dealing with the boy racers. She reported that during the 13th-17th October there is to be a multi agency neighbourhood week and as part of this the police will be going round alerting people whose doors and windows are unlocked. They will also be dealing with anti social behaviour etc. An open meeting is to be held for Hambleton/East Thirsk residents to address issues with HDC, Broadacres etc., and posters will be put up about this together with a flyer drop. It is intended to extend this exercise across the whole of Thirsk. Cllr Roberts referred to an old building in Thirsk which has been used for fly tipping and where an injury occurred last year. There is concern that people could be congregating in the building. PC Mayes advised that she will speak to PC Kevin Brookes about this and PCSO Warby will pay attention to it when he is passing.

Proposed Cllr Morton, seconded Cllr Roberts that Standing Orders be reinstated.

Minutes of the Meeting held on 15th September 2008

Proposed approved Cllr Hesmondhalgh, seconded Cllr Penson; agreed.

Matters Arising from the Meeting held on 4th September 2008

P064 Graffiti on the Interpretation Board near the Packhorse Bridge in Sowerby; reported

to Sowerby Parish Council and they will deal with it.

P065 Carrs Field; a further E mail sent to Tony Jordan requesting a date for a meeting.

P065 Floodlights; no further information on this as yet. The Clerk has left a message for the Secretary to the York Diocesan Advisory Committee.

P065 Vacancy for a Trustee on Carrs Field; the notice is still on the noticeboard, but no applications received.

P065 Taylor Wimpey; reply received asking if a representative of the Town Council can

meet them on The Holmes to decide on the positioning of the new seat – passed to Open Areas. At the same time they will agree when the “No Parking “ sign can be delivered to the Office.

P065 Taylor Wimpey; reply sent advising that we wish to keep to the original specification for the play equipment and to retain the swings.

P065 Works to Millgate Bridge; letter sent to John Marsden at NYCC and acknowledgement received.

P065 Cleanliness and opening hours of the public toilets; nothing further received on this.

P066 Footpath from Gillings Court to Kirkgate; the resurfacing work has been carried out by NYCC who have also installed a new grate.

P074

P066 Millgate Bridge; work under the bridge now completed.

P066 Planters on Long Street; NYCC have now supplied us with the name of the gas board’s contractors and a letter has been sent to them regarding the damage to the planters.

P066 York Road roundabout; reply sent to Todds advising them to contact NYCC. A telephone call has been received from NYCC saying they can only grant a Licence to another Council. It had been agreed at a previous meeting that no further work would be done on this and this agreement was confirmed.

P066 Sensory Garden 106 Agreement; reply sent to Denise Pearce at HDC asking her to

act on the Town Council’s behalf and to proceed with the transfer of the land.

P067 Removal of play equipment from Johnson Close this has been done by Malcolm Burnett. The new equipment is to be delivered and installed on 8th October.

P067 Damaged Interpretation Board on St. James’ Green; letter sent to the insurers of the vehicle which caused the damage asking if we can have the damaged board removed and order a replacement.

P067 Plasticrete on the Little Green; reply received from Eccles Heddon enclosing a copy of the Commons Land Registration – to be passed to the Greens Committee.

P067 Statement of Accounts; form sent to the External Auditors.

P068 Councillors’ photographs; some still awaited. Cllr Penson reiterated her view that she to have the Councillors’ photographs on the noticeboard would be very useful information for the public.

P068 Branches in the snicket between Dowber Way and Tranmire; HDC have been asked to deal with this.

P068 Painting of the White and Black Bridges; letter of thanks sent to the Probation Service

P068 Cemetery Noticeboard; the Clerk pointed out that the Cemetery Noticeboard is still in place, although she understands that Malcolm Blackburn is working on the replacement leg.

From an earlier meeting:

P042 New rules at the Amenity Tip; reply received advising that our concerns and those of Sowerby Parish Council will be considered in the review of the implementation of the

HWRCs Guidance this autumn.

Correspondence

HDC re The Big Tidy Up and giving details of Street Scene Services. Cllr Penson asked whether street cleaning includes sweeping the pavements. Cllr Roberts pointed out that when she visited Northallerton recently the mechanical sweeper was sweeping along the edges of the road when the market had finished; agreed that we should enquire whether they do this on a regular basis. Regarding having a Clean Up Day, Cllr Watson suggested that Central Areas arrange a date and she proposed it be done in the Spring.

NYCC - Resurfacing and reinstatement work on A19 between Mile House and Grange Farm from 29th September for 8 nights; noted. Cllr Morton enquired whether any information has been received regarding the temporary closure of part of the A1 – no details received.

YRCC – form requesting information to go on database re play areas; agreed that this be completed.

Communities and Local Government – Consultation on the making and enforcement of byelaws; noted.

HDC – copy letter confirming that the address of the new property built on land adjacent to 1 St. Marys Drive be 1 St. Marys Close.

P075

HDC – details of a temporary road closure on 9th November for the Act of Remembrance and Wreath Laying Service and on 11th November for the Remembrance Day Two Minutes Silence.

HDC – details of a temporary road closure at Newsham Road and Sandhutton Lane for part of 30th November for the Thirsk Ten Road Race.

R. Dale – letter of complaint re the condition of the public toilets and cleanliness of the footpaths in Thirsk. Cllr Watson explained that this was discussed at Central Areas, but she felt it should be brought to the full Council. Agreed that an acknowledgement be sent to Mr Dale and that the letter be sent to Peter Simpson at HDC. Cllr Roberts felt we should also point out to Peter Simpson that the pavement outside the TIC is often dirty and this building is owned by HDC. Cllr Adamson will also take up the letter of complaint as a District Councillor.

Schedule of Outstanding Amenity Items

This had been updated and circulated to Councillors. Cllr Watson referred to the list of outstanding items with NYCC and queried the up to date position regarding these.

Reports

Carrs Field

Cllr Roberts had nothing to report. She confirmed that a further E mail has been sent to Tony Jordan regarding a date for a meeting.

Central Areas

Cllr Watson advised that Central Areas had met recently. Jacobs have now finished work on Millgate Bridge and have gone off site. They have grass seeded the affected areas and this will be monitored closely. New slats have been obtained for the seats and these are now in place. Cllr Watson advised that the Remembrance Day salute is this year to be taken from the steps of the Town Clock and she has asked that any graffiti on the Clock be removed before this. A letter has been sent to NYCC

requesting a cleaning routine for the alleyway between the “Darrowby Arms” and the Town Council Office as this is a public footpath; agreed that a letter be sent to Environmental Health regarding the pigeons on the roof. In addition, Central Areas have reported various broken slabs, blocked drains etc.

Christmas Festivities

Cllr Adamson had nothing to report.

Greens and Ingramgate

Cllr Pack reported that a meeting which had been arranged had had to be cancelled and she therefore had nothing to report. She intends to arrange another date for a meeting.

Millennium Green

Cllr Hesmondhalgh reported that there are no problems on the Millennium Green.

Open Areas

In Cllr Marshall’s absence she had supplied a report advising that the open areas are generally satisfactory. Malcolm Burnett has removed the old equipment from Johnson Close and new equipment is to go in shortly. £15K has been awarded from HDC Section 106 monies for East Thirsk Play Area which should enable the project to go ahead. It is necessary to attend the school to re-consult and an appointment has been made to visit the School Council on 10th October. There are legal issues to be sorted out, ie HDC is to give the Town Council a new lease to the land (Lottery will not release the monies until this is done). Regarding the issue of the fence on the NYCC boundary, a reply has been received from John

P076

Marsden at NYCC saying that it does not appear clear agreement was reached regarding the additional fencing around the play area. However, in recognition of the cooperation afforded by the Town Council in allowing access across the play area for the construction of the Children’s Centre, NYCC are prepared to install the additional fencing at their own cost. They are also installing an upgraded footpath across the play area at a cost of around £6K and have offered to fund some planting along the existing fence line. Mr Marsden confirms that the gateposts will be cemented in securely.

Sensory Garden

In Cllr Marshall’s absence she had supplied a report advising that there has been excellent progress. £20K has been awarded from HDC Section 106 monies which will enable the project to go ahead. Permission has been obtained from the Environment Agency to go in the river to repair the harbour wall; Nobles will be doing this when the river levels permit. The work which we can undertake is that which the present owner has permission to do, ie to tidy, make safe and do the path; nothing else can be done until the land is in the Town Council’s ownership and Denise Pearce at HDC has been instructed by the Town Council to start this process. The matter of access across the Library car park is to be discussed with the Library Trustees who have instructed their surveyor.

Ditches

In Cllr Marshall’s absence she had supplied a report advising that no meeting has been held. Letters are to be sent to the engineering company, but matters have been held up whilst Barrett’s prove ownership. A decision has been taken not to incur further expenditure until the legal transfer has taken place.

Other Items of Interest and Information

Cllr Hesmondhalgh referred to the flyposting which had occurred recently and said she had ascertained that this was market research carried out for the NHS. Agreed that a letter be sent to the NHS pointing out that they have a duty to remove the posters and asking why the NHS was not mentioned on the posters as it was felt this created a poor impression.

Cllr Penson referred to a car for sale on St. James' Green; a letter to be sent to Trading Standards. Cllr Morton pointed out that there is a car and motorhome for sale on Long Street.

Cllr Watson reported that we have now received permission to put the plaque commemorating Hannah Packer on Attire Menswear and it will be necessary to arrange a date for the unveiling.

The meeting closed at 8.26 p.m.

P077

**Minutes of a Meeting of Thirsk Town Council held on Monday 20th October 2008
at 7.15 p.m. in the Thirsk and Sowerby Town Hall Annexe**

Present: Cllrs J. Watson (Chairman), D.E. Adamson, C. Hesmondhalgh, C. Pack, A.K. Pagram, F.M. Roberts, A. Robinson and the Clerk

Apologies: Cllrs J. Jackson (away), J. Marshall (another commitment), A. Morton (indisposed), M. Penson (away); accepted.

Minutes of the Meeting held on 2nd October 2008

Proposed approved Cllr Hesmondhalgh, seconded Cllr Roberts; agreed.

Police Report

No members of the police present.

Reports

County and District Councillor

Cllr Dadd advised that the proposal that County Council elections will be run in conjunction with European elections in June is now before parliament. The TRI has appointed Peter Walker at its new Chairman. There is to be a by-election at HDC for the seat at Sutton Under Whitestonecliffe; two candidates have put their names forward for election. Cllr Dadd advised that there is a planning application for a hot food takeaway at the premises currently occupied by Flame and Grate on Ingramgate and he has said that if the planning department recommend approval then he will ask for it to go to the Planning Committee. He has asked for a site visit at the Dispol site where there is a planning application for a nursing home, industrial units and office units. Referring to the proposed new Lidl store, Cllr Dadd advised that there is now new legislation from Central Government requiring them to give three months' notice to start the highway works. Cllr Roberts suggested that a letter be sent to Miss Anne McIntosh MP and also to the relevant government department about this legislation. Cllr Adamson suggested we ask the YLCA to get NALC to take this up with government. Cllr Robinson felt that before doing this we should get details of the legislation in writing. Cllr Dadd reported that neither NYCC nor HDC have any investments in Icelandic banks. He advised that HDC's medium term financial strategy indicates that even with the introduction of car parking charges they will be looking at a deficit in 3-4 years time.

District Council

Cllr Robinson reported that the free swimming offer was rejected because it was going to lose £53K in revenue. There has been an increased grant of £10K for the Wheels to Work. Cllr Robinson advised that new planning laws came into force on 1st October 2008 and he suggested we obtain a copy of these.

Cllr Adamson advised that he has spoken to Steve Prentice at HDC re the toilets. Steve Prentice has reviewed the cleaning methods and wants to make the cleaning times more rigid.

Cllr Adamson advised that Dave McGloin at HDC is to reply to the Town Council's letter which was sent to Peter Simpson and Cllr Adamson will take up any complaints we have in the future. Following some debate about the toilets, it was agreed that a letter be sent to Steve Prentice asking what hours the cleaner is contracted to clean the toilets. Also agreed that this be an agenda item in three months' time to review the situation.

P078

Cllr Dadd reported that he had spoken to John Smith at NYCC re Millgate Bridge and he is to reply to the Town Council's letter. The reply has been received, but there is no mention of his offer to come to a meeting; Cllr Dadd will chase this up.

Open Forum

No members of the public present.

Matters Arising from the Meeting held on 15th September 2008

P069 Two letters of thanks had been received from the resident of the Market Place advising that the cars and mopeds which were being driven noisily round the town late at night have now stopped. She particularly thanked Cllr Penson for her help with this and also PC Kevin Brookes.

P069 E mail sent to PC Kevin Brookes about the position re buggies being driven on the main roads at night and reply awaited.

P069 Millgate Bridge; reply received from John Marsden at NYCC advising that the stone of the parapets does match the colour and texture of the bridge, but not the wall of the mill which they believe stood in the gardens. Some of the original coping stones were not useable and it was only when the stone copings were reset on the parapets and cleaned that the difference in colour was noticeable. NYCC were obtaining a quote from the contractor to replace all the old copings with new stone in order that they would be of uniform texture and colour; however, Mr Marsden advised that English Heritage (who have been consulted from the outset) have been to site and have said that the works comply with English Heritage's rules regarding works for listed structures and should not be changed. Mr Marsden explained the position regarding the application for Listed Building Consent; this is now to be formally regularised.

P070 Letter sent to Squadron Leader Wiper enclosing the letter we received from the residents of Station Road. He has now rung with various dates for any Councillors to visit; Cllrs Pagram and Watson to visit on 30th November. Acknowledgement sent to the residents of Station Road advising that Squadron Leader Wiper will be contacting them direct.

P070 Cemetery Noticeboard; noticeboard still in place – hopefully Malcolm Blackburn is working on the replacement leg.

P070 Councillors' photographs: some still awaited.

P070 Standing Orders and Financial Regulations: these are currently being typed and will be circulated as soon as possible.

P071 Sowerby Parish Council Extraordinary Meeting to discuss Policing on 22nd October. Sowerby Parish Council has been informed of the number of Town Councillors who will be attending.

P071 The Barker Partnership Engagement Letter – this has been signed and sent back to the Barker Partnership.

P072 Friarage Hospital – letters sent to the PCT, the South Tees Health Authority and the Strategic Health Authority with copies to Anne McIntosh MP. Acknowledgement received from Anne McIntosh and from the North Yorkshire and York NHS PCT.

P072 Christmas Lights, Carrs Field, Thirsk in Bloom asked to provide a copy of their accounts. The accounts for Christmas Lights have now been received

P072 Blue Plaque to commemorate Hannah Packer: agreement now received from the owner of the building and the plaque has been put up.

P079

P072 Poster which was put up around the town and at East Thirsk: letter sent to HDC requesting they contact the people concerned. Alan Scargill of HDC's Street Scene Department has spoken to the market research company.

P072 The position of Clerk to the Council is currently being advertised.

From a previous meeting:

P046 Application to establish a pharmacy at Tesco's; this has now been approved.

Finance

Accounts for Payment

Proposed Cllr Hesmondhalgh, seconded Cllr Pagram that the following accounts be approved for payment; agreed.

Peter Terry – materials/equipment to paint Black/White bridges		£ 163.25
M L Burnett – replacing slats in seats and cementing steps in Mill Gardens	£129.00	
M.L. Burnett – removing play equipment from Johnson Close	<u>£310.00</u>	£ 439.00
Evershed Products – replacement slats for benches		£ 227.35
HDC – Pest Control Agreement renewal for Mill Gardens		£ 305.50
J. Watson – reimbursement for barrier tape for Mill Gardens		£ 9.40
P. Bennett – cleaning bus shelter windows		£ 80.00
Nigel Burn – gardening, Long Street and White Mare Roundabout		£ 150.00
Mrs S. Billany – Watering Long Street, Aug/Sept 08		£ 159.38
C.A. Amy – Play Area Inspections (1.9.08-28.9.08.)	£182.80	
Sweeping/litter picking “ “	£200.00	
Weeding/pruning Craigs Way	£ 20.00	
Weeding/plants White Mare shrubbery	£ 60.00	
Cutting back from path, fixing seat and Painting table on The Holmes	£ 60.00	
Cutting northern half of Centenary Field and fixing sign	£170.00	
Work to Little Green shrubbery	<u>£ 90.00</u>	£ 782.80
C.E. and C.M. Walker – grasscutting, 8.9.08 and 24.9.08.		£1,522.80
A1 Tank services – new oil tank at Cemetery Lodge		£1,586.25
Thirsk and Sowerby Town Hall – Room Hire, July-Sept 08		£ 173.25
The Barker Partnership – fee for Internal Audit		£ 611.00
Inland Revenue – Tax/NI, September 08		£ 446.15

National Savings – Clerk’s Gratuity Fund, 08	£ 789.05
Johnston Publishing – advertisement for Town Clerk	£ 521.71
Playsafety Ltd – RoSPA Report	£ 564.00
Mrs S. Dodds – reimbursement for basket liners/chains etc	£ 190.35
F.D. Todd & Son – emptying Cemetery skip	£ 178.37

In addition, the salaries of the Clerk, the Assistant Clerk and the Cemetery Groundsman will be paid in accordance with the Town Council’s normal practice.

Paid since last meeting

Petty Cash	£ 49.27
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P080

Income Received

Bank Interest			£1,212.58
Burial Bd:	Rent	£550.00	
	Interments	£255.00	
	Memorials	<u>£ 28.00</u>	£ 833.00

Monthly Balance Sheet and Budget Report for September 2008

Proposed approved Cllr Pagram, seconded Cllr Hesmondhalgh; agreed. Cllr Roberts referred to the two Business Tracker accounts and felt that, to gain extra interest, these should be amalgamated. Agreed that this be an agenda item for the next meeting.

Correspondence

HDC – confirmation of property name change of Wizard Builders Limited to Thirsk Railway Station, Station Road, Thirsk; noted.

Hambleton Strollers – giving details of their Walk Packs which they are wanting to extend to Thirsk and Easingwold and requesting financial support. Proposed Cllr Robinson, seconded Cllr Pagram that a donation of £100 be given towards the Walk Packs for Thirsk; this was put to the vote and the motion was carried with 4 in favour and 3 against.

Thirsk Clock Café – invitation to the AGM on 20th November 2008 at Carlton Lodge; Cllr Pagram to attend.

F.D. Todd and Sons – invitation to their Transfer Station at Thirsk Industrial Park; Cllrs Roberts and Watson to attend.

Leaflet from Dr Casey's surgery advising that the Government plans detailed in the White Paper, "Pharmacy in England: building on Strengths – Delivering the Future" threaten the closure of dispensaries in doctors' practices. Proposed Cllr Roberts, seconded Cllr Hesmondhalgh that we write and object to this; agreed.

Burial Board Report

Cllr Adamson advised that he is to arrange a Burial Board meeting, hopefully in November, to look at the disposal of waste and to set the burial fees for 2009/2010.

Reports

Representatives

Cllr Adamson commented on a report in the press concerning the recent visit of representatives of Thirsk Clock Café to Sowerby Parish Council. He felt that it is very lucky that Thirsk has the Clock Café and said it is good that an annual survey of the users of the Clock is carried out.

Cllr Pagram reported that she had attended a meeting of the Friends of the Lambert Hospital; they have had one fund raising event this year.

Cllr Roberts reported that she and Cllr Watson had attended the YLCA meeting at which John Marsden of NYCC had spoken. There had been a lot of discussion about waste management. A number of streetlights are to be replaced and Mr Marsden talked about the County Council's aims at working with district councils and said it is hoped to do this when they start their programme of replacing streetlights. Cllr Adamson advised that a committee is being set up to explore closer working.

Cllr Hesmondhalgh reported on East Thirsk Community Hall. Cllr Watson asked if the noticeboard there could be repaired. Cllr Adamson referred to the fact that skateboarders are

P081

using the Hall and queried how this would affect the floor; Cllr Hesmondhalgh said she had been assured that it is in order for them to do this.

Members

Cllr Watson reminded Councillors of the need to prepare their budgets for 2009/2010.

Proposed Cllr Watson, seconded Cllr Roberts that the public and press be excluded for a confidential item; agreed.

A Licensing application was discussed and the Planning Committee is to look at this and make any appropriate comments to HDC.

The meeting closed at 8.40 p.m.

P082

Minutes of a Meeting of Thirsk Town Council held on Thursday 6th November 2008 at 7.30 p.m. in the Thirsk and Sowerby Town Hall Annexe

Present: Cllrs J. Watson (Chairman), D.E. Adamson, C. Hesmondhalgh, J. Marshall, A. Morton, C.M. Pack, A.K. Pagram, M. Penson, F.M. Roberts, I. Noble (“Darlington and Stockton Times”), PC Kevin Brookes (North Yorkshire Police) and the Clerk

Apologies: Cllr J. Jackson (away); accepted.

Open Forum

Proposed Cllr Marshall, seconded Cllr Penson that Standing Orders be suspended; agreed.

PC Brookes invited questions from the meeting. Cllr Pagram referred to the parking on Chapel Street and PC Brookes advised that Sgt John Hunter deals with traffic management. Cllr Morton referred to a handbag snatch which occurred in Alexandra Close recently and said that he got a letter from the police about this, but the residents of Alexander Close did not receive such a letter; however, PC Brookes advised that he delivered the letters to Alexandra Close and Fairfield. Cllr Morton referred to the fact that vans often park in Alexandra Close near its junction with Stockton Road and expressed concern at the safety aspect of this, both from the point of view of parking near a junction and also because they could provide cover. PC Brookes pointed out that there are regulations governing how close to a junction vehicles can park. He advised that the possibility of extra street lighting is being looked at. Cllr Watson referred to a letter we have received from a volunteer who does the planting in the Play Area which pointed out that alcohol consumption still remains a problem there. PC Brookes advised that the police have done a great deal of work to prevent the sale of alcohol to under age people.

Proposed Cllr Roberts, seconded Cllr Marshall that Standing Orders be reinstated; agreed.

Minutes of the Meeting held on 20th October 2008

Proposed approved Cllr Hesmondhalgh, seconded Cllr Pagram; agreed.

Matters Arising from the Meeting held on 2nd October 2008

P073 Carrs Field; we have not yet been advised of a date for a meeting.

P073 Floodlights; the Clerk is still to speak to the Secretary to the York Diocesan Advisory Committee.

P073 Vacancy for a Trustee on Carrs Field; One person has put her name forward for this.

P073 Taylor Wimpey; seat being put in the same place as the one which was damaged. The “No Parking” sign is now in the Town Council Office.

P073 Works to Millgate Bridge; reply received from John Marsden and reported to the Town Council at its meeting on 20th October.

P073 Cleanliness and opening hours of the public toilets; no reply from HDC as yet regarding the opening hours. The cleanliness was discussed at the Town Council

meeting on 20th October and an E mail has been sent to Steve Prentice asking what hours the cleaner is contracted to work.

P074 Planters on Long Street; no response from the gas board's contractors as yet.

P074 York Road roundabout; NYCC have been advised that the Town Council does not wish to take this on.

P083

P074 Sensory Garden; letter and accompanying documents received from Denise Pearce at HDC; to be dealt with later in the meeting.

P074 Johnson Close; the new play equipment has now been installed.

P074 Damaged Interpretation Board on St. James' Green; reply received from the driver's insurance company advising that we can go ahead and order the new Interpretation Board. Order placed with Pryor Signs. We have asked them if they will remove the old Board or whether we need to have this done locally and have advised the insurance company that if we have to have it removed by a local contractor then there will be an extra charge for this.

P074 Plasticrete on the Little Green; the reply from Eccles Heddon was discussed by the Greens Committee at its meeting and a letter has been sent to HDC requesting they honour the commitment they made when the land transfer took place to install grasscrete. Also saying that it has been suggested we obtain Counsel's Opinion, but we do not wish to do this as we would prefer to settle it amicably.

P074 Councillors' photographs; some still awaited. The Councillors who have not yet provided photographs were asked to do so as soon as possible.

P074 Cemetery noticeboard; noticeboard still in place.

P075 Letter of complaint re public toilets and footpaths; reply sent and letter sent to Peter

Simpson at HDC enclosing the letter of complaint. Acknowledgement received from the Assistant to the Chief Executive advising that David McGloin will be dealing with this.

P075 Central Areas; NYCC have power washed the alleyway between the TIC and the "Darrowby Arms". Letter sent to HDC Environmental Health re the pigeons.

P076 Flyposting; letter sent to the NHS.

P076 Plaque commemorating Hannah Packer; now in place on the external wall of Attire Menswear.

Correspondence

Diane Miller giving an update regarding planting etc in the Picnic Area. She advises that there are problems with plants being damaged during grasscutting and large amount of cut grass being deposited over the shrubs and gardens. Agreed that a letter be sent to Mrs Miller thanking her for all her work and also a letter to the grasscutters pointing out that the work in this area is done by volunteers and asking them to take care.

HDC – Change of name of Chapel Street Garage to The Works, Chapel Street, Thirsk; noted

HDC – request for a textile bank for the Salvation Army to be included at the recycling centre; it was pointed out that we have had one for some years.

DISC – E mails received advising that the NYCC Executive elected to request that the Mineral and Waste Core Strategy document be withdrawn. As a result of this all the proposed sites have been dropped, including Dalton. DISC advise that a meeting is to be held by NYCC on 12th November at 2.00 pm at County Hall in order that concerns about the whole waste planning process can be voiced.

HDC – Orders received re temporary road closures for the Remembrance Day parade on 9th November and the Thirsk Ten Road Race on 30th November.

From Tabled Correspondence: Cllr Penson referred to the CCTV statistics and pointed out that these include an invitation for Councillors to visit. Cllrs Hesmondhalgh, Penson and Roberts expressed interest in taking this up; they were asked to give some dates to the Clerk.

Schedule of Outstanding Amenity Items

This had been updated and was self explanatory. NYCC to be contacted regarding the outstanding items on the list supplied some time ago. A reminder to be sent to Clive Thornton at HDC regarding the dead tree near Millgate car park.

Proposed Archway Feature between the White Horse Café and the Old Post Office Building

Cllr Watson explained that she had requested this be put on the agenda in order to make the Town Council aware of the proposed archway and for the Council to make a decision on whether this should go ahead. Cllr Marshall explained that this carried on from the resurfacing of the alleyways and there is still a small amount of work to do on these. She explained that currently the alleyways do not have signage and we have been working on this. Chris Fitzgerald, a local blacksmith, has designed some signs for us and Cllr Watson has been to see all the businesses in the various alleyways and they are all in agreement with the proposed signs. It was felt that, in addition, there could be a feature between the White Horse Café and the Old Post Office building and a design for an archway there has been done by Chris Fitzgerald. We have also approached the owners of the buildings and they have both given consent to attach this to their buildings provided we indemnify them against any damage. Cllr Watson explained that the project is being financed by Yorkshire Forward (£10K), Hambleton Community Grants Scheme (£5K) and the Town Council (£5K) and this will cover the whole project. We are concerned about the damage to the surfacing in Batemans Yard and we have written to the owners of "The Royal". Cllr Watson expressed her concern at the proposed archway bearing in mind the current economic climate; Cllr Marshall pointed out that we would lose an element of the grant if we do not go ahead with the archway. Various points were put forward: Cllr Adamson felt the archway would spoil the view of the Town Clock from the alleyway. Cllr Pagram liked the design, but felt it should be in a position where it leads to somewhere; Cllr Penson agreed with this comment. Cllr Roberts pointed out that when it first came up at TRI it was in response to a feature which had been seen somewhere else which had an archway with the name of the town at the entrance. Cllr Marshall pointed out that a specific part of the grant is specifically for the archway feature and said the idea of having it in the position suggested was to encourage people into the Market Place. She pointed out that the money is already in place and if we do not use it by the end of the financial year then we will lose it. Cllr Pagram suggested a better position for the archway would be in Bakers Alley, preferably at the northern end. After discussion it was proposed by Cllr Roberts, seconded by Cllr Penson that the design of the archway is extremely attractive, but it is not felt that the site is appropriate and Bakers Alley would be a better place for it to be positioned; agreed. This will be dependent on obtaining consent from the appropriate property owners. This decision will be reported back to the Public Realms Committee.

Reports

Carrs Field

Cllr Roberts advised that we now have someone who is prepared to join as our Trustee and the Chairman is to call a Committee Meeting in order that the person concerned can find out more about it. She advised that the Chairman of Carrs Field went to the TRI meeting last month and said he was seeking funding for various things they can do in it such as hedge laying.

P085

Central Areas

Cllr Watson gave a summary of the minutes of a recent Central Areas meeting. The Committee is not happy with the reseeding of the grass in Mill Gardens and Jacobs are to deal with this. A new metal seat has now been put in position; this came from Carlton Miniott and a letter of thanks is to be sent to the Parish Council. NYCC have steam cleaned the alleyway alongside the TIC; a quote is to be sought to replace the slabs which have been damaged over a period of time. A letter has been sent to HDC re the pigeons. Cllrs Pagram and Penson to deal with the Emergency Plan. The blocked drains are to be jetted out. We are still waiting to hear further re the possibility of land for allotments.

Christmas Festivities

Cllr Adamson advised that the Christmas tree is coming next week and the lights will be put on after that.

Greens and Ingramgate

Cllr Pack reported that the driver's insurers have advised that we can have the damaged Interpretation Board removed. The stones at the entrances onto the Green need to be brushed back. It is necessary to decide what type of tree to put in place of the cherry tree which came down; the Interpretation Board needs cleaning; Chris Amy has looked at the circular seat around the tree on the Little Green and said it is stable. The "No Parking" sign needs to be put on the Little Green; a letter is to be sent to The Crescent residents regarding their boundary wall. Quotes are being obtained for surfacing the area on Ingramgate in stone, tarmac and chippings. Cllr Adamson asked about the byelaws and Cllr Pack advised that the Committee have met and are looking at them. He referred to the consultation document we have received on the making of byelaws and pointed out that comments on this need to be sent in by 20th November; he felt it was important we respond to this. Cllr Watson asked Cllr Pack to arrange a meeting. A further copy of the consultation document will be put in the office for Councillors to look at.

Millennium Green

Cllr Hesmondhalgh reported that the Millennium Green is looking fine. The Probation Service cleared a lot of trees from the St. Mary's Walk end of the footpath.

Open Areas

Cllr Marshall reported that new play equipment has been put in Johnson Close together with new safety surfacing which is put down and the grass grows through it; there was some concern about the surfacing when it was put in, but the suppliers have assured us that it is how it should be – we are monitoring it. RoSPA have given us their report and the Clerk and Assistant Clerk have gone round and looked at the items they have identified as needing attention. Cllr Marshall advised that a request had been received from Lisa Wilson at HDC as to when monies are going to be spent on the East Thirsk Play Area, but we are not able to begin this until HDC have done the legal work. Cllr Marshall advised that she and Cllr Hesmondhalgh went to meet the School Council at East Thirsk Primary School with the scheme that was drawn up

for the East Thirsk Play Area following the consultation and had a very positive response from them. They would like to open the Play Area when it has been done and Cllr Marshall said the committee are happy with this. Cllr Roberts asked whether the trees we lost on The Holmes are to be replaced as there are not many near the weir. Cllr Marshall said that willows have been replaced; the end of The Holmes nearest St. Mary's Church is the traditional willow garth and is maintained as such, with the area near the weir being more of an open space.

Sensory Garden

Cllr Marshall advised that a meeting was held on 20th October. The Environment Agency has given permission for scaffolding to be put in the river in order that Nobles can do the work to the harbour wall. Cllr Hesmondhalgh met with them today; they have to make the coping

stones and intend to start work in January; Cllr Marshall was concerned at the delay, but will report back to the Committee. The headstones and kerbstones are to be temporarily removed from the site and stored safely. We have got a Licence to go on the site and make it safe, but we are not able to undertake any works other than those covered by the Section 106

Agreement until the transfer of the land has been completed. Quotes are to be obtained for the footpath. We have purchased some recycled stone kerbs and have asked for some extra railings alongside the river. Cllr Marshall advised that funding is secure, but we need to make progress on spending. Regarding the access through the library car park, Cllr Marshall said the Town Council approached the Trustees of the Thirsk Infants School Charity and the Infants School Charity are consulting their solicitors and surveyors. A letter had been received from Denise Pearce at HDC regarding the transfer of the land with which she enclosed the Replies to the Enquiries before Contract, a copy of the Developer's Registered Title and a draft Transfer; proposed Cllr Adamson, seconded Cllr Roberts that we pass this to our solicitors; agreed. Agreed that Cllrs Roberts and Watson execute the document once it has been approved by our solicitors and that in the event of any queries Cllr Hesmondhalgh will attend as a member of the Sensory Garden Working Party.

Ditches

Cllr Marshall had nothing to report – a meeting is to be arranged.

Other Items of Interest and Information

The Finance Committee meeting was arranged for Friday 21st November.

Cllr Pack advised that the Personnel Committee is to interview on 10th November.

Cllr Adamson referred to the Code of Conduct document and asked that it be circulated.

Cllr Adamson pointed out that the first Thursday of January 2009 is 1st January; Cllr Watson advised that, in view of the fact it is New Year's Day, the meeting has been cancelled.

Cllr Penson advised that she had received an enquiry regarding the names of the various ginnels in the town as there was concern that in the event of an emergency the appropriate people must be able to find them. Cllr Penson has drawn up a list of the names of the various alleyways and will pass this to the person concerned.

Cllr Watson advised that the Remembrance Service is this year to be held at St. Oswald's Church Sowerby on 9th November followed by the laying of wreaths at the war memorial, the march past in the Market Place and the wreath laying in St. Mary's Church.

Proposed Cllr Marshall, seconded Cllr Hesmondhalgh that the public and press be excluded for a confidential item; agreed.

Cllr Hesmondhalgh had received an offer from the contractors who re-seeded the grassed area in Mill Gardens; Proposed Cllr Roberts, seconded Cllr Hesmondhalgh

that we obtain further details and pursue this, provided it meets the criteria laid down by Natural England; agreed.

Following on from the confidential item on 20th October, Cllr Roberts reported that a response had been sent to HDC regarding the Licence application.

The meeting closed at 9.12 p.m.

**Minutes of the Town Council meeting
held on Monday 17th November 2008 at 7:15pm
in the Annexe Thirsk & Sowerby Town Hall.**

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Present:

Cllrs J. Watson (Chairman), D.E. Adamson, C. Hesmondhalgh, J. Marshall, A. Morton, C. Pack, M. Penson, F. Roberts, County and District Cllr G. Dadd and the Clerk

Apologies:

Cllrs J. Jackson (away), A. Pagram (family commitments); accepted

Minutes of the Meeting held on 6th November 2008

Proposed approved Cllr Hesmondhalgh, seconded Cllr Roberts, subject to one amendment on P086.

Reports

County and District Councillors

Cllr Dadd reported that a Liberal Democrat Councillor has joined the Conservative group. The PCT is holding a further consultation meeting on 25th November at the Hambleton Forum to collect further input from members of the public and Cllr Dadd urged everyone to attend. By the end of December they will be coming up with proposals that will shape the health care service in this area. The Scrutiny and Health Committee support the continuation of dispensaries in doctors' surgeries and Cllr Dadd advised that he supports this very strongly.

Reporting as a District Councillor, Cllr Dadd advised that the Area Forum was held a few weeks ago. The next one is to be held in January and Cllr Dadd has requested that a flooding update be included as an agenda item at that meeting. In response to a query from Cllr Watson, Cllr Dadd advised that the South Tees Hospital Trust are operating within budget. The Chief Executive of the York and North Yorkshire PCT has now left and an interim Chief Executive has been appointed.

Cllr Adamson advised that he had attended the NYCC Area Committee for Hambleton today. A lot of time was spent discussing a footpath in Easingwold. Cllr Adamson said that applications for grants were considered and a grant application by a parish council was approved; Cllr Adamson pointed out that parish councils and organisations attached to them who are precept raising authorities do not qualify for such grants. Cllr Adamson expressed the view that the public rights of way department is understaffed. Cllr Marshall referred to the Sensory Garden and said that as part of the Section 106 Agreement a footpath is to go through the Sensory Garden; this is part of the HDC District Wide Local Plan for a footpath along the Cod Beck. Cllr Marshall expressed her concern that HDC have said that it should be funded from the Sensory Garden monies, whereas she pointed out that it is part of an HDC scheme; Cllr Adamson agreed to take this up with HDC. Cllr Roberts agreed with Cllr Marshall, pointing out that the footpaths were in the District Wide Local Plan years before the Sensory Garden was thought of. Cllr Adamson advised that the Area Forum was held two weeks ago. He has asked the Officer concerned for a report on the league table of projects from the Section 106 money in the Thirsk area.

Open Forum

No members of the police or public present.

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Matters Arising from the Meeting held on 20th October 2008

P077 Planning Application for a hot food takeaway at Flame and Grate on Ingramgate -refused by HDC.

P077 Planning Application for a nursing home, industrial units and office units on Station Road - going to Planning Committee at HDC on 13th November.

P077 Legislation from Central Government requiring 3 months' notice to start highway works - copy of the legislation now received and passed to the Planning Committee. P077 E mail sent to Steve Prentice asking what hours the cleaner is contracted to work. Reply received advising that over 7 days it is 37 hours which equates to 0.8 hours per visit; a further E mail has been sent to Steve Prentice asking for more details. P078 Buggies being driven on the main roads at night - PC Kevin Brookes has given details of the internet link regarding this, but this is not accessible. PC Brookes to be asked if he can provide any other details.

P078 Cemetery Noticeboard - noticeboard still in place.

P078 Standing Orders and Financial Regulations - currently being typed.

P078 Friarage Hospital - replies received from North Yorkshire and York NHS PCT and South Tees Hospitals NHS Trust both confirming that there are no plans to re-designate the Accident and Emergency Department at The Friarage to a Minor Injuries Unit. A letter has also been received from Ann Keen MP, the Parliamentary Under Secretary of State, advising that there is a clear commitment to sustain the Friarage as a strong and vibrant district hospital and this includes the accident and emergency provision. Reply received from Anne McIntosh MP confirming that she will continue to support keeping the A and E Service at The Friarage.

P078 Carrs Field - awaiting accounts. Accounts received from Christmas Lights and Thirsk in Bloom.

P080 Government White Paper which is considering changing the rules about where patients can get their medication, the result of which could be the closure of dispensaries in doctors' surgeries- letter of objection sent to the Department of Health, with a copy to Miss Anne McIntosh MP.

P080 Burial Board - meeting held on 8th November.

Finance

Accounts for Payment

Proposed Cllr Hesmondhalgh, seconded Cllr Penson that the following accounts be approved for payment; agreed:

C.E. and CM. Walker - grasscutting, 8.10.08 & 22.10.08 £1,522.80

M.L. Burnett - fixing blue plaque, painting metal seat in Mill Gardens and fixing in position, replacing slats in seats in Mill Gardens £218.60

C.A. Amy - Play Area Inspections (29.9.08-2.11.08) £228.50

Litter picking/sweeping " " £250.00

Repairs to swings at East Thirsk £25.00

Playdale Playgrounds Ltd - new play equipment for Johnson Close (balance of payment) £3,926.85

Seat for Millennium Green £193.88

Hollin Barn - planting up 3 entrance plinths and White Mare Roundabout £297.50
Plants for Thirsk in Bloom £619.70
Planting on Long Street £660.00
Mrs K. Reynard - reimbursement for replacement tubs for TIB £62.69
Viking Direct - printer cartridges £131.88

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Paid since last meeting

Allianz Insurance - addtl premium re new play equipment at Johnson Close £66.76
Simply Landscaping - stone kerbs for Sensory Garden £3,268.65
Chris Fitzgerald - fabrication of railings for top of harbour wall (50% of cost)
£1,674.00
Npower - office electricity £90.53

Income Received

Precept (2nd half) £49,900.00
Refund of insurance premium following adjustments £30.08
Burial Board: Rent £550.00
Interments £318.00
Bank Interest £123.80

Monthly Balance Sheet and Budget Report for October 2008

Cllr Marshall advised that the cost of the new equipment for Johnson Close should be taken out of the Play Areas account and not the revenue budget. Proposed Cllr Hesmondhalgh, seconded Cllr Pack that, with that amendment, the balance sheet and budget report be accepted; agreed.

Two Business Tracker Bank Accounts

The Clerk advised that she had been asked to include this on the agenda as it had been pointed out that if the two accounts were amalgamated a higher level of interest would be paid. Cllr Marshall pointed out that the second of the two accounts is for Play Areas and there is expenditure to come out of it. Proposed Cllr Marshall, seconded Cllr Roberts that the accounts be left as at present; agreed.

Correspondence

Hambleton Citizens Advice Bureau - update on their work and requesting support again this year; the donation of £600.00 is included in the accounts for payment.
Hambleton and Richmondshire Rural Transport and Access Partnership - invitation to the annual full partnership meeting to be held on Tuesday 25th November at 2.00 p.m. at the Northallerton Methodist Church, High Street, Northallerton; noted.
Cllr P. Palmer, Chairman of Asenby Parish Council pointing out that there is a bus stop outside Tesco for the service out of Thirsk, but not one for the inward journey, the nearest being either halfway along Station Road or in the Market Place. Cllr Palmer requests that consideration be given to siting an additional stop in the vicinity of the racecourse buildings or that the development of the Lidl store be planned to incorporate this extra stop. Agreed that NYCC be asked to provide an extra bus stop.

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From Tabled From Tabled Correspondence: Cllr Marshall referred to the "Local

Council Review" included in Tabled Correspondence and advised that she wished to draw the Members' attention to the fact that this is the official local government publication.

Burial Board Report

Applications Applications for Exclusive Rights and Memorials:

Grave No. F4 16 Ronnie Brown Interred 6.12.07.

Proposed Cllr Adamson, seconded Cllr Penson that this application be approved; agreed.

Cllr Adamson reported that the Burial Board met on Saturday 8th November and agreed that, with effect from 1 April 2009, the fees be increased by 5%. The Burial Board will be going ahead with the inspections of memorials in the coming year. Cllr Adamson advised that following concerns raised by the Clerk with Todds on the cost of emptying the skip an offer was received from Todds for a skip for compostable waste at a much lower cost and a wheeliebin for non compostable. However, the Burial Board has agreed to have a skip for non compostable waste and to obtain a wheeliebin from HDC for compostable waste. The Clerk is to speak to the Cemetery Groundsman to ensure that he is prepared to deal with this prior to taking any action.

Reports

Representatives

Cllr Roberts aCllr Roberts advised that she had attended the Planning Committee meeting last week regarding the application for a Nursing Home etc on Station Road. She pointed out that although for many years we have always received notices of site meetings by letter on this occasion it came by E mail and unfortunately was missed; she had apologised for this at the Committee Meeting.

As Chair of FAs Chair of Finance, Cllr Marshall reminded Members of the need to have their budgets completed by Thursday 20 November.

Cll Hesmondhalgh advised that the East Thirsk Community Hall is having staffing problems; however, they now have a temporary cleaner and members of the committee are opening and closing the Hall.

Cllr Adamson pointed out that the AGM of the Thirsk Clock Cafe is to be held on 20th November at Carlton Lodge.

Cllr Watson reported that she had attended the Parading of the Illuminated Address by RAF Leeming. She had also attended the Remembrance Day service and laying of wreaths on 8 November and the two minutes silence in the Market Place on 11th November. Cllr Adamson referred to the NYCC Area Committee Meeting for Hambleton held earlier that day at which there had been a report by Cllr Shelagh Marshall.

Members

Close there are some trees which have been cut down.

Cllr Penson expressed concern that currently there are no parking discs available in the town. She advised that HDC are awaiting sponsorship before they go to print. She has spoken to Alan Maudsley at HDC and has asked that they print some slips for people to use in the interim. Agreed that a letter be sent to Alan Maudsley expressing the Town Council's concern that there are no parking discs available in Thirsk and asking them to act on these immediately and in the meantime to provide a temporary solution.

Cllr Watson expressed her disappointment at the misrepresentation in the article in

last Friday's edition of the "Darlington and Stockton Times" concerning the cost of the proposed archway feature. She has asked that an apology be printed in the next issue and she is also sending a letter to the "Letters to the Editor" column.

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Cllr Marshall pointed out that the Town Council shares the toilet with the Tourist Information Centre, but it is also used for storage by the TIC. She does not think it is appropriate to store items in the toilet; agreed that a letter be sent to HDC about this.

Proposed Cllr Marshall, seconded Cllr Hesmondhalgh that the public and press be excluded for a confidential personnel item; agreed.

Cllr Pack advised that the Personnel Committee had interviewed the shortlisted applicants and the Committee recommend that the position of Town Clerk, Responsible Financial Officer and Clerk to the Burial Board be offered to Mr Howard Kemp. Proposed Cllr Marshall, seconded Cllr Hesmondhalgh that the position be offered to Mr Kemp, subject to the receipt of satisfactory references; motion carried with seven in favour and one abstention.

A letter had been received from a local business re damage caused to a window when the contractors used by the Town Council were cutting the grass outside. Agreed that a reply be sent advising that, whilst we are disappointed this has happened, it is in fact a matter between them and the contractor.

The meeting closed at 8.45 p.m.

**Minutes of the Town Council meeting
held on Thursday 4th December 2008 at 7:30pm
in the Annexe Thirsk & Sowerby Town Hall.**

Meeting cancelled due to bad weather

P092

**Minutes of a Meeting of Thirsk Town Council held on Monday 15th December 2008
at 7.15 p.m. in the Thirsk and Sowerby Town Hall Annexe**

Present: Cllrs J. Watson (Chairman), D.E. Adamson, C. Hesmondhalgh, J.E. Jackson,
J. Marshall, A. Morton, C.M. Pack, M. Penson, F.M. Roberts, H. Kemp and the Clerk

Apologies: Cllr A. Robinson (another meeting), County and District Cllr G. Dadd (late arrival); accepted.

Cllr Watson welcomed Mr Howard Kemp, who is taking up the position of Town Clerk in January 2009, to the meeting.

Minutes of the Meeting held on 17th November 2008

Proposed approved Cllr Roberts, seconded Cllr Hesmondhalgh; agreed.

Police Report

No representatives of the police present and no matters were raised which were required to be brought to the attention of the police.

District Council Report

Cllr Adamson advised that a District Council meeting is to be held tomorrow to deal with the budgets. They wish to spend £20K on member development and tuition; it would be necessary for members to attend at least six hours of tuition during the year and HDC reserve the right to publish the names of people who fail to attend. £29K is to be saved on non-essential expenditure, but only until the end of the year. Cllr Adamson advised that there is also a proposal to close one set of toilets in Thirsk and the intention is to close the Millgate toilets; Cllr Adamson will be objecting to this. Referring to parking discs, Cllr Adamson advised that there are 40,000 on order and some temporary slips have been delivered to the TIC. The Licensing Committee meets tomorrow and there is a proposal to increase the number of taxi parking spaces in the Market Place to seven. Cllr Adamson advised that this is Officer led and he expressed concern at the fact that local members were not consulted. Cllr Penson pointed out that there are sometimes 7-8 taxis pulling up in the Market Place during the day, but she was concerned that increasing the number of spaces could make it difficult both for local buses and national coaches. She said some temporary parking slips have been delivered to the TIC, but she did not feel these were sufficient. Cllr Penson felt that two sets of toilets are necessary. Cllr Marshall expressed the view that if one set of toilets is to close it should be the Market Place ones as there are more toilets in the Millgate block and it is nearer to the coach park. Cllr Jackson pointed out that the Town Council has in the past made suggestions to HDC as to how savings can be made; he felt we should ask if the toilet in Northallerton which is manned makes money. It was agreed not to take any action on this until Cllr Adamson reports back from the meeting to be held tomorrow.

Open Forum

No members of the public present.

P093

Matters Arising from the Meeting held on 17th November 2008

P088 Toilet cleaner; further details awaited from Steve Prentice.

P088 Buggies being driven on the main roads at night; further information requested from PC Kevin Brookes.

P088 Cemetery Noticeboard; noticeboard still in place – chasing Malcolm Blackburn re this.

P088 Standing Orders and Financial Regulations; now typed – to be circulated.

P088 Carrs Field; awaiting accounts.

P088 Government White Paper regarding dispensaries in doctors' surgeries; reply received from Anne McIntosh MP advising that she has passed a copy of the Town Council's letter to the Rt Hon Alan Johnson, Secretary of State for Health and she will also request that our letter is noted as part of the consultation. Copy of letter from Phil Hope MP, Minister of State for Care Services, to Anne McIntosh received advising that there is no intention to abolish dispensing doctors and confirming that the Town Council's views will be taken into account as part of the consultation on the White Paper.

P089 Request for an additional bus stop; reply sent to Cllr Palmer, the Chairman of Asenby Parish Council and letter sent to NYCC requesting an additional bus stop.

P090 Burial Board; the Clerk has spoken to the Cemetery Groundsman regarding the proposal for disposal of waste and he is happy to do as suggested – he has asked that we look at the possibility of having a drop ended skip.

P090 Parking discs; letter sent to Alan Maudsley at HDC. E mail received from John Proud advising that he has looked into this and there are some discs available in the town. If necessary, temporary slips will be provided.

P090 Proposed archway feature; letter sent from Cllr Watson for inclusion in the "Letters to the Editor" column of the "Darlington and Stockton Times" pointing out the misrepresentation in the latest report of the Town Council meeting.

P091 Toilet in the TIC/Town Council building; letter to be sent to HDC.

P091 Town Clerk; position offered to Mr Howard Kemp, subject to the receipt of satisfactory references (now received).

P091 Broken window pane; letter sent to the local business advising that this is between them and the contractor and also a letter sent to the contractor asking him to deal with this – reply received from the contractor asking that any further correspondence be passed to him and enclosing a copy of a letter to the local business requesting further details of the damage.

Finance

Accounts for Payment

Proposed Cllr Morton, seconded Cllr Roberts that the following accounts be approved for payment; agreed:

M. Burnett: Refixing 2 slabs in Porters Vaults, repairing seat on The Holmes and removing nails from slide at McCleans

play area £ 80.00

Repairs to bridge at entrance to Millennium Green £ 34.00 £
114.00

C.A. Amy: Play Areas inspections (3.11.08-30.11.08) £182.80

Litter picking (3.11.08.-30.11.08)	£200.00	
Repairs to bench on Kirkgate	£ 45.00	
Hedgecutting at East Thirsk, McCleans, Shire Park and Johnson Close play areas	£280.00	
Hedgecutting on Herriot Way	£ 50.00	
Cutting back shrubbery on Little Green	£ 30.00	
Cutting wildlife area at Millennium Green	<u>£ 40.00</u>	£
827.80		
Playdale Ltd: Balance of cost of play equipment at Johnson Close	£1,756.00	
P094		
Balance of cost of bench for Millennium Green	<u>£ 71.00</u>	
£2,146.73		
Alpha Signs – fitting sign at Workhouse play area		£
47.00		
Broxap – new finger for finger post in the Market Place		£
231.48		
Living Concepts – installation of Christmas Tree lights etc		
£1,697.29		
Lite – replacement bulbs for Christmas Tree lights		£
61.10		
Thirsk Chamber of Trade – contribution to Christmas Lights		£
500.00		
Mike I’Anson – professional services re Sensory Garden	£1,285.50	
Reimbursement for key cutting and WD40 for Millennium Green	£ 15.75	
Reimbursement for hardcore for Millennium Gn	<u>£ 76.14</u>	
£1,377.39		
Keith Ledger – removal of headstones, ground levelling and erection of temporary security fence at the Sensory Garden		
£2,096.00		
Chris Fitzgerald – 4 addtl pieces of artwork for Sensory Garden (50% of cost)		£
500.00		
HDC – Office rent, qtr commencing 1.12.08.		
£1,006.25		
Mayor’s Allowance (1 st half)		£
250.00		
Thirsk and Sowerby Town Hall – hire of room Oct-Dec 08		£
144.40		
SLCC – 2009 membership		£
149.00		
Fox’s Engravers – badges for two new Councillors		£
6.93		
Sowerby Parish Council – one-third share of grasscutting of The Flatts		£
601.95		
M. I’Anson – hardcore for Millennium Green and gifts for volunteers who carried out the work		£
109.52		

HDC – Planning application fee re proposed archway	£
75.00	
HDC – Planning application fee re ginnels’ signage	£
47.50	
HM Revenue and Customs – Tax/NI, November 2008	£
539.30	

In addition, the salaries of the Clerk, the Assistant Clerk and the Cemetery Groundsman will be paid in accordance with the Town Council’s normal practice
 Cllr Roberts requested permission to purchase a £10 wine voucher for Brian Wise who put up the Christmas tree and this was agreed.

Paid since last meeting

Petty Cash	£
48.28	

Income Received

Refund of VAT (1.7.08.-30.9.08.)			
£2,357.42			
Interest on National Savings Account			£
148.22			
Burial Bd: Rent		£550.00	
Interments		£382.00	
Memorials		<u>£ 32.00</u>	£
964.00			

Monthly Balance Sheet and Budget Reports, November 2008

Proposed approved Cllr Hesmondhalgh, seconded Cllr Pack; agreed.

Precept 2009/10

Cllr Marshall pointed out that at the Finance Meeting on November 2008 the budgets were considered in detail and any amendments made. The precept has been calculated from these budgets:

- (a) Report from the Finance Committee
 The minutes of the Finance Meeting, held on November 2008 had been circulated. Proposed approved Cllr Adamson, seconded Cllr Watson; agreed.

P095

- (b) Budgets for 2009/10
 The budgets as amended at the Finance Meeting had been circulated. Proposed approved Cllr Adamson, seconded Cllr Watson; carried unanimously.
- (c) Precept for 2009/10
 The precept calculation had been circulated and Cllr Marshall explained how this was calculated. From this she recommended that a precept of £99K be requested.

Proposed Cllr Hesmondhalgh, seconded Cllr Roberts that the precept for 2009/10 be £99K; carried unanimously.

Cllr Watson thanked Cllr Marshall and the Clerk for their work with this and also all the members of the Council who put in their budgets and attended the Finance Meeting.

Correspondence

NYCC advising that it is proposed to carry out a scheme of maintenance works for Town End Footbridge at Sowerby in Spring 2009. A reply had been sent to them pointing out that this is in Sowerby, but we assume the Town Council is being consulted because of its proximity and requesting confirmation that Sowerby Parish Council has been consulted. Cllr Marshall pointed out that this bridge is a Listed structure; a reply to be sent to NYCC pointing this out and also the fact that it is part of our Interpretation Board scheme. Also pointing out that the Thirsk and Sowerby Conservation Area Advisory Group should be consulted.

Freedom of Information Act New Publication Scheme

Cllr Adamson explained that in 2001/02 the Town Council signed up to a publication scheme setting out what information we hold, how it is available to the public and whether we charge for providing copies of documents. This ran out and was extended for two years which expire on 31st December 2008. Cllr Adamson referred to the new Model Publication Scheme, saying that we cannot delete anything from it, but we can add to it if necessary. Cllr Adamson said the only items we do not currently have in place are a policy for handling requests for information and a complaints procedure; he felt it was necessary to have a complaints procedure in place. Proposed Cllr Adamson, seconded Cllr Roberts that the New Publication Scheme be adopted from 1st January 2009; agreed.

Burial Board Report

Proposed Cllr Adamson, seconded Cllr Roberts that the following applications be approved; agreed:

Application for Exclusive Rights and Memorials

Grave F4 19 Leslie Shaw

Applications for Additional Inscription

Grave GG 16 Sheila Spence

Cllr Adamson advised that Joplings have carried out their annual inspection of Cemetery Lodge and everything is in order.

Reports

Representatives

Cllr Roberts reported that she and Cllr Watson had visited Todds and were very impressed and enlightened by their recycling processes. Every bay is cleaned and sterilised every week and it is all checked by the Environment Agency each week. Nothing stays on site for more than six days.

Cllr Marshall reported that she had had a walk round the town with Peter Walker, the new Chairman of TRI. They had looked particularly at projects that TRI are involved in and ones which the Town Council have done. Cllr Marshall said that Mr Walker was very impressed.

P096

Cllr Hesmondhalgh reported that East Thirsk Community Hall is going reasonably well. The senior citizens' party is to be held on 17th January.

Cllr Penson reported that she, together with Cllrs Watson and Pagram, went to Allanbrooke Barracks following the complaint received from two residents regarding the powered gliders. She advised that they were all very impressed with the work which is done there; volunteers go there every weekend to encourage the ATC. Cllr Hesmondhalgh enquired about the residents who complained; we are advised that they were sent a letter from Squadron Leader Wiper at Allanbrooke Barracks, but we understand they did not respond.

Cllr Adamson advised that on Christmas Day Abigail Homer McGhee of Thirsk Clock Café and family will be cooking Christmas dinner for homeless people at Thirsk Clock and anyone wishing to give a donation to this can do so. Cllr Penson reported that she had attended the AGM of Thirsk Clock and was very impressed by the service they give.

Cllr Jackson reported that he had attended the AGM of the Flatts Preservation Trust – the principal concern is the state of the changing rooms. Planning permission has been granted and it is now necessary to obtain Building Control approval. They thanked the Town Council for its contribution to the grasscutting and insurance costs. Cllr Morton advised that he was away when the Swimming Baths Trust meeting was held and Cllr Adamson attended in his absence. Cllr Adamson reported that the fees are going up by around 2%. A small portion of land is being transferred from the Flatts Trust to the Swimming Baths Trust.

Members

Cllr Marshall advised that she had visited the Children's Centre at East Thirsk and she urged people to go to it. They are doing excellent work both with the under 5s and with older children.

Cllr Marshall pointed out that on Saturday there was a very large pool of water on Long Street; to be reported to NYCC.

Cllr Marshall referred to the Winter Maintenance leaflet which has just been received from NYCC and pointed out that according to this the pavements in the town should have been salted before 9.00 a.m. However, this had not been done in the recent icy weather and the pavements and the crossing in the Market Place were very slippery; a letter to be sent to NYCC about this. Cllr Hesmondhalgh had also received several telephone calls from people complaining about the state of the pavements.

Cllr Hesmondhalgh referred to the ginnel between Dowber Way and Tranmire where cut down trees are building up; to be reported to HDC again.

Cllr Penson had received complaints about vehicles parking on the pavement on Millgate; she had asked the complainants to write to the police.

Cllr Adamson pointed out that Councillors' photographs are still required to go on the website.

Any Urgent Items which were to have been dealt with at the meeting on 4th December 2008

Cllr Watson referred to the fact that, because of the severe weather conditions, the meeting which was to have been held on 4th December had been cancelled and this item had therefore been put on the agenda for tonight's meeting.

Sensory Garden

Cllr Marshall advised that Mike I'Anson has drawn up a newsletter about the Sensory Garden and she distributed some copies of this. The headstones and kerbstones have been taken up and are being stored in a compound on site. We are going through the legal transactions and trying to get a transfer to the Town Council. A site meeting had been held with Taylor

P097

Wimpey re a triangle of land between the burial ground and Nursery Gardens. After Christmas scaffolding will be put in the river in order that repairs to the harbour wall can take place. Cllr Marshall advised that Cllr Adamson took up the issues re the footpath link and there is £10K available at HDC to do the riverside walk provided the Infants School Charity Trustees and the library agree.

Norby Development

Cllr Marshall advised that Mark Wildin of George Wimpey wrote to us in November asking if we had made a decision about the pieces of land on their site and whether we are going to take them over. Cllr Marshall pointed out that the Town Council has already agreed to take over the play area and it was agreed to ask our grasscutters to look at the piece along the front and give us a price for cutting it; however, because of the condition of the land at the time they were not able to do this. Proposed Cllr Roberts, seconded Cllr Hesmondhalgh that the Town Council take over the pieces of land in question; agreed.

Greens and Ingramgate

Cllr Pack advised that the Greens and Ingramgate Committee is getting quotes for various projects.

Ginnels

Cllr Watson reported that a meeting re the ginnels had been held earlier in the day. Chris Fitzgerald is to do a sample sign and Cllr Watson will show this to all the businesses in the ginnels and ask them to sign an authority. Regarding the archway, letters are to be sent to the owners of the buildings to which it is proposed to affix it. Two quotes have been received for re-surfacing Batemans Yard and a third is awaited; Cllr Watson intends to bring the quotes to the January Town Council meeting. She pointed out that a lot of this work is grant funded.

Proposed Cllr Marshall, seconded Cllr Watson that the press and public be excluded for two confidential items of a commercial nature.

Cllr Marshall reported that tenders were sent out for the new path in the Sensory Garden and four quotes had been received. The Sensory Garden Working Party feel that tegula blocks would be more appropriate than tarmac. Proposed Cllr Marshall, seconded Cllr Watson that the quote from Wilf Noble be accepted; agreed.

The Clerk referred to the possibility of a new Licence Application for the sale of alcohol. Proposed Cllr Roberts, seconded Cllr Penson that a letter be sent to HDC expressing our concern at this.

The meeting closed at 8.55 p.m.

**Minutes of the Town Council meeting
held on Thursday 1st January 2009 at 7:30pm
in the Annexe Thirsk & Sowerby Town Hall.**

PUBLIC HOLIDAY NO MEETING HELD

P105

Minutes of the Meeting of Thirsk Town Council held on Thursday 5 February 2009 at Thirsk Town Hall.

Present: Cllrs. J.Watson (Chair), D.Adamson, C.Hesmondhalgh, J.Jackson, A.Morton, C.Pack, A.Pagram, M.Penson, F.Roberts, the Clerk.

Apologies: Cllr J.Marshall (ill)

1. Open Forum.

No members of the public or police were present.

2. Minutes.

Resolved: that the minutes of the meeting of Thirsk Town Council held on 19 January 2009 be confirmed as a correct record and signed by the Chair subject to the deletion of Cllr. Roberts from resolution 7(6) P100.

3. Clerks Report on Matters arising from the Minutes of the Town Council Meeting held on 6 November 2008

P082 Carrs Field; email received advising of Meeting on 29 January/ report to come including insurance details.

P082 Floodlights; still to pursue

P082 Taylor Wimpey; "No Parking" sign still in the Town Council Office, but the position of where it was to be sited on the Little Green had been identified and Malcolm Burnett was to undertake in due course

P082 Planters on Long Street; no response from the gas board's contractors yet. One quotation received. Malcolm Burnett to provide details for repairing and painting the planters.

P083 Damaged Interpretation Board on St. James' Green; new Interpretation Board now in place and Pryor Signs have removed damaged Board. Invoices for new Interpretation Board and for fencing had been sent to the insurers.

P083 Plasticrete on the Little Green; letter received from Hambleton D.C.

P083 Councillors' photographs; some still awaited

P083 Cemetery Notice board; notice board still in place/work to commence in near future

P083 Letter of complaint re public toilets and footpaths; letter received from Hambleton D.C. to be reported under correspondence

P083 Flyposting; no response from the NHS

P083 Picnic Area; letters sent to Mrs Diane Miller and to grass cutters

P083 Visit to the CCTV; four Councillors indicated they wished to visit.

P106

P084 Schedule of Outstanding Amenity Items; NYCC to be contacted re outstanding items. E mail sent to Clive Thornton re dead tree

P085 Central Areas; Bikers requested to provide quote for replacing broken slabs in the alleyway outside the Town Council Office

P085 Greens and Ingramgate; quotes had been obtained for resurfacing works in Ingramgate

Resolved: that the Clerks report be noted.

4. Correspondence.

4(1) Public Toilets and Street Cleaning in Thirsk

Letter dated 18 November 2008 from Hambleton D.C. advising of the reasons behind the closure of the Market Place toilets on 14 September, a revised cleaning regime and the street cleaning schedules.

Resolved: that Mr Dale be forwarded a copy of the letter from Hambleton DC.

4(2) Hambleton Play Partnership

The agenda for the meeting of 10 December and minutes for the meeting of 17 September were received.

4(3) Record Playground – Inspection and Maintenance

Letter dated 13 January 2009 advising of inspection and maintenance services available.

4(4) Plasticrete surfacing adjacent to Todds Cottages, Little green, Thirsk.

Letter dated 23 December 2008 from Hambleton DC. Passed to Cllr. Pack/Greens and Ingramgate Committee.

4(5) Winter Maintenance

Letter dated 22 January from NYCC advising of the winter maintenance policy.

4(6) Thirsk Town Clock

Letter dated 26 January from Smith of Derby reporting that the engineer had carried out the routine annual service.

4(7) Hambleton Local Development Framework: Proposed Submission Allocations Development Plan Document

Paper/CD copy of the document received with formal representations to be submitted by 6 March 2009.

Resolved: that the document be circulated to members with views and comments to be reported to the Town Council Meeting to be held 5 March 2009.

4(8) East Thirsk Play Area

Letter dated 3 February from Eccles Haddon enclosing Counterpart lease document and revenue form.

Resolved: that Cllrs Watson and Hesmondhalgh be authorised to sign the lease and revenue form for and on behalf of Thirsk Town Council.

P107

4(9) Licence Application

The Clerk reported receipt of an email from Hambleton D.C. regarding a licensing application for the White Horse Stores on Long Street and in view of the time scale for representations the item needed to be considered urgently.

Cllr Adamson noted his involvement with the Licensing Committee and left the room for the length of the discussion.

The application was for a licence to sell alcohol between the hours of 7.00am and 10.30pm seven days per week. The premises were to install internal and external cctv and the police would have remote viewing for up to 28 days.

Following further discussion it was

Resolved: that the Town Council make no representations in respect of the licence application.

4(10) Tabled Correspondence

Aquilo Anti-damage coatings letter.

NYCC Final Report of the Transport and Telecommunication Services Overview and Scrutiny Committee on Winter Maintenance.

CCTV Newsletter and Statistics

York and North Yorkshire Playing Fields Association – “The Playing Field” newsletter

YRCC Annual Report 2007/08

YRCC – “Country Air” newsletter

Urbanspace – Product Catalogue 2009

Blueton Street Furniture Catalogue

Glasdon Street Furniture Catalogue

Wicksteed Playscapes Catalogue

Base Newsletter

Smith of Derby Newsletter

The Milestone Society Newsletter

5. Schedule of Outstanding Amenity Items

The Clerk noted that there appeared to be a lot of old items on the schedule and members agreed that some should be deleted.

The Clerk advised that he would examine the various items on the schedule.

6. Reports from Committees

6(1) Carrs Field

Cllr Roberts advised that the Trustees had held a site meeting on 29 January and Christine Ridsdale had attended. She was happy to be the Town Councils nominated representative.

Cllr Roberts expressed her concern regarding the insurance and accounts.

Resolved: that Christine Ridsdale be nominated as Thirsk Town Councils representative on the Ethel Johnson Bequest Trust.

6(2) Central Areas

Cllr Watson advised that the re-seeding of the area near Mill Gardens had not been successful and it was felt that the area should be turfed.

Cllr Watson noted that there was a blocked gully near the bus shelter, there were concerns regarding plastic signage and windows and problems with litter and debris in Nicks Alley.

A site meeting with PC Brooks was to be arranged to discuss solutions for the Alley. A maintenance schedule was awaited from NYCC in respect of jetting of drains.

P108

6(3) Christmas Festivities

Cllr Adamson advised that it was intended that there would be more lights for the coming Christmas period.

6(4) Greens and Ingramgate

Cllr Pack noted that the Clerk had passed to her quotations for resurfacing in Ingramgate.

Cllr Morton advised that the drains in StamerGate and Long Street could not cope with normal rainfall and needed jetting out.

6(5) Millennium Green.

Cllr Hesmondhalgh reported that a substantial clean-up had taken place.

6(6) Open Areas

It was noted that East Thirsk Play Area could proceed following completion of the lease documents.

6(7) Sensory Gardens

The outstanding items, comprising the 20 sq.m of land in the ownership of Taylor Wimpey, pedestrian access and small area of land excluded from the transfer, were all being pursued.

6(7) Ditches

No items to report

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Resolved: that in accordance with the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded from the meeting for the discussion of confidential items.

**Minutes of the Town Council meeting
held on Monday 16th February 2009 at 7:15pm
in the Annexe Thirsk & Sowerby Town Hall.**

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Present:

Cllrs J.Watson, A.Morton, J.Jackson, J.Marshall, C.Hesmondhalgh, C.Pack, D.Adamson, M.Penson, F.RobertsA.Robinson. Apologies: Cllr A.Pagram (family illness)

1. Minutes

Resolved: that the minutes of the meeting of Thirsk Town Council held on 5 February 2009 be approved as a correct record and signed by the Chair subject to the amendment of minute 3/P105 Mill Gardens to read Picnic Area.

2. Police report

No representative of the Police was present.

3. NYCC and HDC Reports.

3.1. The County Councillor was absent.

3.2 Cllrs Adamson and Robinson advised that there were no matters to report.

4. Open Forum

No members of the public were present.

5. Clerks Report on matters arising from the Thirsk Town Council Meeting held on 19 January 2009

5.1 Bank Mandate

The bank mandate had been completed and sent to the relevant office for actioning.

5.2 Land Registry

The Clerk advised that the majority of Council owned land such as play areas could probably be registered as one estate with a nominal value for the sum of £30.

The Cemetery which included the lodge would have a value and would need to be registered separately at a rate determined by the value.

Cllr Marshall noted that values could be obtained from the insurance schedule.

Resolved:

a) That the Town Council pursue registration of its land with Land registry.

b) that a letter be sent to John Bell advising of the benefits of registration in respect of St.James Green and the Holmes.

5.3 Sowerby Parish Council/Christmas Parking

The Clerk reported that letters had been sent to Hambleton DC and Sowerby Parish Council.

5.4 Dowber Close/Tranmire Avenue

The removal of branches from the footpath was still to be pursued.

5.5 Sensory Garden

The various matters were proceeding.

5.6 Batemans Yard

A temporary stopping-up order was required in respect of the public footpath and it was hoped that this would be in operation mid March to enable the works to be undertaken before the end of the financial year.

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5.7 Savings Account

The Clerk advised that he had obtained the necessary form for the withdrawal.

5.8 Communities and Local Government/Code of Recommended Practise on Local Authority Publicity

Cllr Roberts noted that the Town Council had its own website which was comprehensive about its activities and publicity was also obtained through local newspapers and by working with other bodies. She considered that this was sufficient for the Council.

Resolved:

- a) That the Clerks Report be noted
- b) That Communities and Local Government be advised that the Town Council consider that the publicity received from its Website, local newspapers and working with other bodies is sufficient.

6. Finance

6.1 Accounts for payment

The Clerk advised that a letter dated 11 February from Zurich Municipal to the Carrs Field Trust had been delivered to the Town Council Office.

The letter referred to the unpaid insurance renewal premium. A note had been included from Tony Jordan requesting that the premium be paid.

Members noted that the effective date of the insurance policy was 7 December 2008 and were concerned that they had not had sight of the policy document or the Trusts accounts.

Resolved:

- a) that the insurance premium in respect of Carrs Field together with an invoice for tree work at the Millennium Green be added to the schedule of accounts for payment.
- b) That the schedule of accounts at 16/02/09 be approved for payment. (See Appendix A)
- c) that a letter be sent to all Trustees of the Ethel Johnson Bequest Trust expressing the Town Councils concern regarding the insurance policy and accounts.

6.2 Monthly Balance Sheet and Budget Report for January

Resolved: that the monthly balance sheet and Budget Report for January be approved.

7. Correspondence

7.1 Email dated 21/01/09 from Bag It up Ltd re: article on Website/news letter. Email requesting article on website/newsletter.

Resolved:

That Bag It Up be advised that a notice could be placed in the Town Council

Notice boards.

7.2 Copy letter dated 26 /01/09 from NYCC to Asenby T.C. re: bus stop at Tesco.

Copy letter advising that it had not been possible to identify a safe position within the new Lidl development.

7.3 Letter dated January 2009 from Age Concern re: Appeal.

Resolved: That the letter be noted

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7.4 Copy letter dated 28 January from Hambleton D.C. re: street naming and numbering Batemans Yard.

Letter confirming address of Woodpeckers Weeds Ashmore House Batemans Yard.

7.5 Copy letter dated 10/02/09 from Hambleton D.C. re: Property name change – Old Rectory Garden.

Change of name to The Rectory

7.6 Letter and enclosures dated 30/01/09 from N.Y.C.C. re: Proposed Disc Parking/Prohibition of Waiting Order, Various Roads.

Cllr Watson noted that this and the following item were closely linked and asked Cllr Pack to chair both items and took no further part in discussion or voting. Cllr Pack in the Chair.

The Clerk read the letter from NYCC which advised that it was anticipated that off-street parking charges would result in parking displacement onto adjacent streets. NYCC had developed proposals for Traffic Regulation Orders that would address the anticipated displacement issues.

The proposals included the extension of the existing two hour limited waiting restriction disc parking scheme together with local areas of no waiting at any time. Members questioned where discs would be available from and who would monitor the scheme.

Cllr Adamson advised that District Councils enforcement officers were to monitor on behalf of the County Council and more part time officers were to be employed by Hambleton.

Cllr Marshall noted that double yellow lines were to be installed on one side of Riverside Mews, extended at Picks Lane with lines on both sides of the road, extended at Piper Lane and St. James Green. She was concerned that non-residents would take up available parking areas and use would be made of grassed areas.

. Resolved:

That the Town Council raise the following issues with NYCC:-

- a) The Town Council is concerned that people may take up parking places outside of the area covered by the order thereby displacing local residents and that parking will occur on grassed areas.
- b) How will the disc parking/prohibition of waiting be monitored?
- c) How will discs be obtained?
- d) The Town Council is concerned that certain residents will have to pay a fee for the right to park near to their property and which fee will not even guarantee a parking space
- e) How has the £15 charge been determined and what will the fee be allocated to?

7.7 Letter and enclosures dated 5/02/09 from Hambleton D.C. re: Hambleton D.C. (Off-Street Parking Places) Order 2009.

The Clerk read the letter from Hambleton DC which advised that the effect of the order was to incorporate off-street parking in Bedale, Northallerton, Stokesley Showfield and Thirsk into one order and to introduce car parking charges. Thirsk Marage Car Park would become a short stay car park and the Nursery Car Park long stay.

The first hour of parking at the Market place would be free.

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Cllr Penson was concerned about the lack of concession for some disabled badge holders and questioned how the 1 hour free parking would operate. Cllr Jackson questioned what would be the financial loss in the first year of operation and what would be the gain in the second year.

Following further discussion it was

Resolved:

- a) That Thirsk Town Council considers that the introduction of car parking charges will have a serious detrimental effect on Thirsk, its residents, businesses, organisations and bodies.
- b) That the Town Council reiterates the representations previously made.

7.8 Elaine Coulson

Cllr Watson reported receipt of a letter from Elaine Coulson thanking the Town Council for the gift voucher which she had used to buy a painting she had long admired and which would remind her of her years at the Town Council.

8. Burial Board report/Approval of Applications for Memorials.

Cllr Adamson advised that there was nothing to report from the Burial Board. Three applications for memorials were received.

Resolved: that the memorial applications from Dales of Thisk dated 22/12/2008, 13/01.2009 and 30/01/2009 in the names of Sanderson, Robinson, Bowes be approved.

9. Reports

9.1 Representatives.

a) TRI

Cllr Roberts advised that there had been a large report in respect of schools and out of hours schools.

A comedy festival was to be held in July with the aim of attracting performers on the way to the Edinburgh Fringe Festival.

It was intended that the cinema would show an appropriate film and there would be stand-up performances and talks commencing on the 17 July.

Cllr Marshall advised that there was an extended schools co-ordinator who was to improve core offer provision for all schools in the Thirsk cluster.

The festival would build up each year with a cultural Olympiad in the year of the Olympics.

b) East Thirsk Community Hall

Cllr Hesmondhalgh reported that the caretaker had resigned and matters were proceeding to find a replacement.

c) Thirsk in Bloom

Cllr Pack reported the Bloom dinner had taken place.

The Girl Guide Group were to maintain planters on Long Street for their centenary year.

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d) Thirsk Clock

Cllr Adamson advised that Thirsk Clock were still looking for premises. A property in Chapel Street had been considered which was an ideal size but required considerable funding for a new roof.

9.2 Members

Members noted that the wall to the Texaco Garage on Long Street was in a bad state of repair and there was litter around the premises.

Resolved: that the Town Council write to the Texaco Garage advising of the start of the Tourism season and the need to keep Long Street in a tidy condition to enhance the Town.

Cllr Marshall advised of incidents on the Holmes and Johnson Close where a waste bin had been knocked over and there had been a lot of broken bottles.

Resolved: that the Police be informed of the incidents.

Cllr Jackson was concerned about the government's intention with regard to secondary education facilities and questioned where in particular schools were to be built.

Cllr Morton advised that Chapel Street had recently been subject to delays due to the amount of traffic usage.

He questioned about traffic surveys and whether the junction could be examined.

Cllr Marshall noted that the pedestrian lights were favouring traffic and suggested a priority change.

Resolved:

a) That NYCC be requested to undertake a traffic study in Chapel Street and examine improvements to the junction

b) That the NYCC be requested to change the priority of the pedestrian lights in the Market Place.

Cllr Watson reported that an application for a temporary footpath closure had been made for Batemans Yard to enable the resurfacing works to be undertaken. The alley signage was been made and it was intended to undertake a structural survey of the National Westminster Bank Building and the opticians where the metal arch was to be sited, subject to receiving permission from the Bank.

The meeting closed at 8.55

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Minutes of the Meeting of Thirsk Town Council held on Thursday 5 March 2009 at Thirsk and Sowerby Town Hall.

Present: Cllrs J.Watson (Chair), D.Adamson, C.Hesmondalgh, J.Marshall, C.Pack, A.Pagram, M.Penson, F.Roberts.

Apologies: Cllr J.Jackson (abroad) A.Morton (long standing engagement)

1. Open Forum

No members of the public or press were present.

Cllr Marshall was concerned that there had been no presence from the police for two meetings particularly in view of the incidents at the Holmes, Johnson Close and Castle Garth which appeared to centre around drinking issues.

Cllr Watson noted that she had reported the incident at Castlegarth to the Police.

Cllr Marshall advised that the CCTV camera at Tesco's monitored Castlegarth and she wanted to know what action was being taken under the drinking ban.

Resolved: that the Police be asked to report back on incidents covered by the drinking ban.

2. Minutes.

Resolved:

That the Minutes of the Meeting of Thirsk Town Council held on 16 February 2009 be approved as a correct record and signed by the chair subject to :-

- i) The amendment of Minute no. 7.6/P112 to read 'Riverside' Mews.**
- ii) The amendment of Minute no. 7.7/P113 to read for 'some' disabled badge holders.**
- iii) The amendment of Minute no.8/P113 to include the names for the memorial applications.**
- iv) The amendment of Minute no. 9.2/P114 resolution b) to include the pedestrian lights 'in the Market Place'.**

3. Clerks Report on Matters arising from the Minutes of the Town Council Meeting held on 5 February 2009

3.1 Councillors Photographs

The Clerk advised the meeting that he had reported photographs received based on a physical collection and it was now apparent that Cllr Marshall had in fact been one of the first Councillors to submit a photograph by way of Email.

Resolved: That it be noted that Cllr Marshall had submitted her photograph following the initial resolution by the Town Council.

3.1 Public Toilets and Street Cleaning in Thirsk

Copy of letter from Hambleton DC forwarded to Mr. Dale.

3.2 Hambleton Local Development Framework: Proposed Submission Allocations Development Plan Document

Councilor's views and comments reported.

3.3 East Thirsk Play Area

Counterpart lease document completed and submitted to Solicitors..

3.4 Central Areas

Contractor advised regarding turfing of area adjacent to Mill Gardens.

3.5 Greens and Ingramgate

Hambleton DC still to be advised regarding jetting of drains in StamerGate and Long Street.

3.6 Archway Bakers Alley

Letter indemnifying the owners in respect of the erection of the metal arch issued.

3.7 Grass Cutting Tenders

Copy of public liability insurance received and references taken up.

Members raised the following items:-

3.8 Planters on Long Street

Cllr Marshall was disappointed that the Gas Board had not responded.

Greens and Ingramgate Committee was to examine actioning the work.

3.9 Visit to CCTV

No date had been fixed for the visit.

4. Correspondence

4.1 Letter dated 10/02/09 from NYCC re: Thirsk Plinth-A61 Station Road

NYCC advised that a passive safety assessment had concluded that the current location of the plinth was inappropriate and required relocation or replacement with a nameplate fitted to passive posts.

The Clerk advised that Cllr Dadd was aware of the matter and it was intended that a site meeting would be held.

Cllr Watson noted that the proposed location for the plinth was actually in Carlton Minniot. Cllr Roberts advised that the car that hit the plinth would have gone through the hedge and fallen into the adjoining field if the plinth had not been in place.

Resolved: that the matter be considered further following the site meeting.

4.2 Letter dated 16/02/09 from Dean Landscapes re: Grasscutting Tender 2009

The Clerk advised that Dean Landscapes had supplied a copy of their public liability insurance policy and the names of two referees.

Positive references had been given.

Resolved: That the report be noted.

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4.3 Letter dated 19/02/09 from Thirsk Community Care Association re: Payroll

The Clerk reported that following a discussion with the Community Care association's Finance Officer he had put forward a proposal in connection with the Association providing a payroll bureau function to the Town Council.

The CCA would charge a flat rate of £4.00 per name per month invoiced quarterly in arrears. The fee would be subject to annual review.

The Association would also be able to process all the end of year paperwork for the financial year 2008/09 for a fee of £40.00.

Cllr Marshall advised that as Chair of Finance she had discussed the proposal with the Clerk and was fully in favor.

Cllr Roberts noted it would also be supporting a local charity.

Resolved:

i) That the Town Council accepts the proposal provided by the Thirsk Community Care Association to provide a payroll bureau function.

ii) That the Clerk examines using BACS for payment of wages.

4.4 Highway Matters – Thirsk

The Clerk reported receipt of a letter dated 10 February 2009 from NYCC in response to the Town Councils letter of January.

With regard to cobbles on Kirkgate, the County Council advised that the thin strip of cobbles was too narrow to provide the structural integrity required and that ideally the section should be replaced with a macadam surface.

It was the intention to keep the area in a safe condition until a decision was made in the new financial year.

On double yellow lining significant lining had been completed but further works would be carried out during the spring and summer.

Referring to the drains in Millgate and Ingramgate, highway gullies underwent two cleans per annum. The matter had been discussed with Joe Gallagher and it had been confirmed that some of the grates could not be properly accessed and were unsuitable for their location. The County Council was assessing possible solutions including replacement,

Cllr Robertson noted that cars parked on the cobbles in Kirkgate inside of the yellow lines and considered that preventative measures should be taken.

Cllr Marshall noted that Kirkgate was in the conservation area, and that cobbles were part of the integral design of Thirsk.

The removal of any Cobbles would be opposed to English Heritage 'Save Our Streets'.

It was also noted that Cobbles on the opposite side of the road had been reinstated and replaced.

Resolved:

i) That NYCC be advised about the conservation area, the necessity to retain as part of the integral design of Thirsk, English Heritage 'save our Streets', and the reinstatement of cobbles in Kirkgate.

ii) That a copy of the letter be passed to Hambleton District Council.

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4.5 Email re Trees along South Dowber Lane

The Clerk reported receipt of an Email from Mr. and Mrs. Anderson regarding the protection of trees along South Dowber Lane and advised that he was in contact with Chris Amy about the matter.

It was also noted that there had been malicious damage to a tree in Herriot Way and Chris Amy was examining the situation.

Resolved:

That the report be noted

5. Schedule of Outstanding Amenity Items

The Clerk advised that he had examined the Schedule and it appeared that there was considerable repetition on items at meetings.

He had typed a simplified list which was circulated together with the schedule.

Cllr Marshall noted that the Schedule had been utilized to prevent any unfinished item being forgotten.

Resolved:

That Members examine the list and schedule and report back under the next Amenity Schedule Agenda Item.

6. Reports from Committees.

6.1 Carrs Field

Cllr Roberts advised that the insurance premium had been paid just within the added allocated time scale.

6.2 Central Areas

Cllr Watson advised that the letter regarding the condition of Mill Gardens had been passed to the contractor.

Rob Dickinson was to be asked about re-painting the bus shelter.

Still a problem with pigeon droppings and this was to be pursued with Hambleton DC.

There had been a problem with litter and rubbish in the passageway at the side of the Co-op but this had now been cleared.

A meeting was to be arranged with PC Brooks regarding Nicks Alley, although he was currently away from work. This would be followed with a letter to all residents. There were still posters on the telephone box in the Market Place and this was to be pursued with BT.

A further letter had been sent to J.Bell regarding availability of land for allotments.

6.3 Christmas Festivities

Not items to report.

6.4 Greens and Ingramgate.

Cllr Pack noted that a meeting was to be held on 10 March and there was a lot to discuss.

It was reported that the Whitemire roundabout had been reinstated.

6.5 Millennium Green

No items to report

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6.6 Alleyways and Signage

Cllr Watson noted that the Archway feature was being progressed for erection before the end of March, but consent was still required from the NatWest Bank.

As previously reported it was intended that a structural survey would be carried out.

The passageway would be closed off for the erection which was planned to take place early on a Sunday morning.

The resurfacing of Batemans Yard had encountered a problem arising from the conversion of a property but it was envisaged that this could be overcome.

6.7 Open Areas

Cllr Marshall noted that the actions recommended by ROSPA were being pursued. She advised on the history of East Thirsk Play Area and the funding which comprised £43000 from Big Lottery, £12000 Section 106 monies and £5000 from the Town Council totaling £60000.

The main expenditure consisted of the play equipment and the fencing.

A quotation for play equipment had previously been accepted and following revision was in the sum of £53114.

Three Quotes had been received for the fencing in the final sums of £3234, £4594 and £3722 and in view of specification and assistance offered it was recommended that the quotation of £3722 be accepted.

An additional £600 would need to be added to the sum for the provision of gates to allow for grass cutting.

Safer grass tiles were to be used on the area which allowed for grass to grow through, but it had come to light that turfing of the areas where equipment had previously been sited would require a 12 week bedding-in period where safer grass tiles were to be installed.

Cllr Watson was concerned that the well used play area may be without equipment for a period, and the matter was trying to be resolved.

Removal of the existing safety tiles, safety surfacing and remaining equipment would be done in two stages and it was envisaged that Rob Dickinson would be able to undertake the work.

The clerk advised that if a Town Council employee undertook the work the Town Council would be responsible and liable as opposed to a contract being let to a firm.

Cllr Marshall reported that the County Council fence had been installed.

Resolved:

a) That the report be noted

b) That the quotation in the sum of £3722 for the provision of the fence be accepted.

c) That the additional sum of £600 for the provision of access gates be accepted.

6.8 Sensory Garden

Cllr Marshall advised that grant monies needed to be spent by 31 March but there were several ongoing issues.

The land transfer had not been completed and it was now to be pursued under the terms of the Section 106 Agreement which stated that it had to be in place within 3 months of the first occupation at Nursery Gardens.

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A letter had been received from Taylor Wimpey asking the Town Council to make its best offer for the 20 sq.m of land, even though the Council had already stated the nominal sum of £1.

An alternative approach was now being tried.

A site visit had been held which examined the location of the flowerbeds, the position of the memorial stone, the Artwork and railings.

Cllr Marshall advised of the makaton symbols that would be used in the garden and noted that the harbour wall repairs had been completed.

Copies of the second newsletter were handed out which included information and pictures from Richard Pearson, a Solicitor in Paris, who had members of his family buried in the garden.

6.9 Ditches

Hambleton had declined to undertake ditch cleaning after previously agreeing to undertake the work and this was being re-addressed.

7. Items of Information.

Cllr Roberts advised that she had attended a meeting at County Hall with Cllr Dadd to discuss roadworks in relation to the Lidl development.

The work was to commence Monday 9 March and would be completed by 31 March prior to the first Race meeting.

The first part of the work would be carried out at the Newsome Road end.

There would be two sets of traffic lights and these would be manually controlled at peak times. A pedestrian crossing was to be installed between Tesco's and the Lidl site.

Cllr Roberts advised that a Skate Park Meeting had taken place and following a feasibility study the preferred area had been declared safe.

Money was available from Lottery funding and Hambleton DC and manufacturers were being approached.

Input was particularly by the young people who skateboarded and would use the facility.

Clr Marshall noted that the Town Councils position with regard to car parking charges should be made public knowledge.

Resolved: that a press release be prepared in relation to the Town councils position on the introduction of car parking charges.

Cllr Pack advised that the Thirsk in Bloom AGM was to be held on 13 April 2009.

Cllr Penson advised that she had requested the Chamber of Trade to distribute notices for display in shops advising of the one hour free parking in the Market Place.

She also noted that the Blacksmiths Arms had closed and requested that a letter of appreciation be sent to Bill Brown for the regular clean-up of the grassed area

Cllr Adamson advised that the County Council had put stones on the public right of way from Hambleton to St.Marys.

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Cllr Hesmondhalgh noted that work was also being carried out on the ginnel in Dowber Way.

Cllr Watson advised that there was an old Thirsk Town Mayor Account with Lloyds TSB with the sum of £15.61.

The account appeared to be classified as dormant and as a result probably transferred to a holding account.

Resolved:

That the account be closed and the monies donated to a charity

Clr Watson advised that she had attended the 4th Regiment Royal Artillery Dinner at Alanbrooke Barracks and they were keen to get involved in the community while they were in England.

Cllr Adamson reported Hambleton DC comments submitted in respect of NYCC additional on-street parking measures.

Part 2
Confidential Items

**Minutes of the Annual Parish Meeting of Thirsk Town Council
held on Monday 16th March 2009 at 7:00pm
in the Annexe Thirsk & Sowerby Town Hall.**

Present:

Cllrs J. Watson (Chairman), D.E. Adamson, C. Hesmondhalgh, J. Marshall, A. Morton, C.M. Pack, M. Penson, F.M. Roberts

Apologies:

Cllrs J. Jackson, A. Pagram

1.Minutes of the Annual Parish Meeting held on 17th March 2008

Resolved: that the minutes of the Annual Parish Meeting held on 17 March 2008 be confirmed as a correct record and signed by the Chair.

2. Matters Arising from the Minutes

Silt under Millgate Bridge was an ongoing matter.

3.Chairman's Report

Cllr Watson presented her report which included the issue of car parking charges, the introduction of the on street drinking ban, and the work carried out to Millgate Bridge. She noted the large number of applications dealt with by the planning committee, and the various projects undertaken by the Town Council.

Cllr Watson thanked all members of the Town Council for their work together with the County and District Councillors.

4.Representations from Electors of the Parish

None received.

5. Other Items of Interest and Information

None received.

The meeting closed at 7.10pm

**Minutes of the Town Council meeting
held on Monday 16th March 2009 at 7:15pm
in the Annexe Thirsk & Sowerby Town Hall.**

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Present:

Cllrs J.Watson (Chair), D.Adamson, C.Hesmondhalgh, J.Marshall, A.Morton, C.Pack, M.Penson, F.Roberts

Apologies:

Cllr A. Pagram (appointment) J.Jackson (out of the country)

1. Minutes

Resolved:

That the minutes of the meeting held on 5 March 2009 be approved as a correct record and signed by the Chair subject to the following amendments:

- a) 'Miniott' in minute no.4.1 P116
- b) 'Roberts' in Minute no 4.4 P117
- c) 'Whitemare' in Minute no 6.4 P118
- d) 'carried' in Minute no.6.6 P119
- e.) 'Newsham' in Minute no 7 P120

2. Police Report

No members of the Police were present

3. NYCC and HDC Reports

3.1 NYCC

Cllr Dadd advised that he had discussed the issue relating to the future removal of cobbles in Kirkgate and it was extremely unlikely that this would occur.

The site meeting regarding the plinth on the boundary between Thirsk and Carlton Miniott had taken place with the outcome that a slightly different sign would be erected with a flowerbed around its base.

The County Council had agreed a tax rise below 4%.

Cllr Dadd referred to the agreed procedure with regard to the highway works in connection with the Lidl supermarket development and was to ensure that the manual operation of the traffic lights at specific times was effected.

The area committee was to be held on the 6 April.

Cllr Penson questioned how the measures to manage displaced parking would be monitored.

Cllr Marshall advised that there was a car parking problem at East Thirsk Community Hall and school as a result of the children's centre running courses and the transfer of baby clinics to the centre resulting in insufficient parking spaces.

Cllr Dadd confirmed he would examine the situation.

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3.2 HDC

Cllr Adamson advised that the arbitration panel had reached a settlement on the pay award which increased pay scales by 0.030%. He advised that this would have an impact on jobs and services.

S. Prentice had reported that toilets would be cleaned and opened for 8.00am, would have a mid-day clean between 12.30pm and 2.00 pm and would close at 6.00 pm. Spot inspections to monitor and record would take place.

Cllr Dadd reported that Hambleton were considering shared services and management with Richmondshire which could produce substantial savings.

Resolved:

That the reports be noted.

4. Open Forum

Resolved:

That standing orders be suspended.

Mr Hinton the owner of Threshers advised that he was applying for planning permission for change of use of 1st floor offices to 2 residential units at 64a Market Place and he was concerned about the condition of Nicks Alley.

He advised that he would be willing to join with the Council in pursuing a clean up the area. Cllr Watson advised that it was intended to have a meeting with PC Brooks following which contact would be made with owners and occupiers of properties.

Cllr Watson advised that Mr Hinton's comments were noted and thanked him for his contribution.

Resolved:

That standing orders be reinstated.

5. Matters Arising from the Meeting held on 16 February 2009.

5.1 Land Registry

Registration of land was still to be pursued.

5.2 Savings Account

The form for withdrawal had been submitted.

5.3 NYCC Disc Parking/Prohibition of Waiting Order

Comments had been submitted.

5.4 Hambleton DC (Off-Street Parking Places) Order 2009

Representations had been submitted.

6. Finance

6.1 Accounts for payment

Resolved:

That the schedule of accounts for payment be approved (see appendix A)

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6.2 Monthly Balance Sheet

Resolved: that the balance sheet for February be received.

6.3: Budget Report

The Clerk advised that it appeared that the cells, formula or formatting was corrupt and therefore the budget report was producing incorrect figures and

needed examining. Cllr Marshall confirmed that she had discussed the matter with the Clerk and noted that the next report was the important one.

7. Correspondence.

7.1 Hambleton DC: Thirsk Area Forum

Letter dated 3 March 2009 advising of the Thirsk area forum to be held on 31 March at The Old Courthouse.

7.2 Hambleton DC; Request for Temporary Rolling Road Closure

Letter dated 5 March 2009 regarding temporary closure of roads for vale of Mowbray Scouts St. Georges Day Parade.

7.3 Action for Market Towns

Email dated 10 March 2009 advising of the 'knowledge hub' and 'Understanding Your Market Town' event.

8. Tabled Correspondence

Cllr Marshall noted the Thirsk Community Primary School Nursery Brochure.

9. Meetings

Cllr Roberts gave a potted history of the Town Council over the last 30 years advising how the Council had gone from one meeting per month to two per month and how the work had increased substantially.

She noted the problems that arose as a result of two meetings per month particularly in relation to time span between meetings, undertaking the work generated from the meetings and confirmation and discussion of previous minutes.

Discussion took place with regard to committee minutes, repetition of items, reports and the length of time one meeting used to take.

Cllr Marshall considered that the Council should examine the matter further and look at other Councils formats.

Cllr Adamson saw both sides of the matter but noted the increased workload for the staff.

Following further discussion it was

Resolved:

- a) That an Item be placed on the Agenda for the Meeting to be held on Monday 20 April.
- b) That the Clerk prepares a report for the Meeting.

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10.1 Burial Board Report/Approval of Applications for Memorials

Cllr Adamson advised that there were no items to report.

Resolved:

That the memorial application for M.Shaw by Dales of Thirsk be approved.

10.2 Thirsk Cemetery Fees from April 2009

The Meeting was advised of the proposed Cemetery fees from 1 April 2009 based on a 5% increase.

Resolved:

That the schedule of Cemetery fees from 1 April 2009 be approved.

11. Reports

11.1 Representatives

a) East Thirsk Community Hall

Cllr Hesmondhalgh advised that a caretaker had been appointed and was starting on Tuesday.

b) Thirsk Clock

Cllr Adamson reported that they were still looking for premises.

11.2 Members

Cllr Pack noted that there was a potential conflict between pedestrians and cyclists at the car park at Nursery Garden to Chapel Street and suggested that a sign would be beneficial. It was noted that it was an official cycle route.

Resolved:

That examination of the provision of an appropriate sign be undertaken.

Cllr Penson advised that there had been break-ins along Millgate and property owners and occupiers needed to be aware and take due care.

Cllr Marshall considered that a Police presence was required at Meetings to discuss such situations.

The meeting closed at 8.55pm