

## **Minutes of the Meeting of Thirsk Town Council held on Monday 18 April 2011 at Thirsk and Sowerby Town Hall.**

**Present:** Cllrs: D.Adamson (Chair), C.Hesmondhalgh, J.Marshall, A. Morton, C.Pack, M.Penson, F.Roberts, J.Watson.

**Apologies:** Cllr J.Jackson (out of country), A. Robinson (other engagement)

### **326. Police Report**

Cllr Dadd advised that he had been contacted by the Police who could not attend the meeting due to a large accident. He advised that the Police had three suspects in relation to the spate of graffiti in the Town.

Cllr Watson noted that the Police and HDC Street scene had been very pro-active in this matter. She hoped that the public would be vigilante and report any instances to the Police.

### **327. Reports on Matters Relating to Thirsk**

#### **327.a N.Y.C.C**

Cllr Dadd advised that D.Law the Director of ACS was retiring and the new remit would include both health and social care.

Cllr Dadd expressed his best wishes to Cllr Jan Marshall and thanked her for all the work she had done in her time as a Councillor and particularly as a Town Councillor. He noted that she had always acted decently and that she was leaving the Town 'a lot better' for all her efforts.

#### **327.b HDC**

Cllr Adamson advised that the Town Council was losing three existing Councillors two of whom had a long service with the authority.

Cllr Carol Pack had been a Councillor for nearly 12 years , since May 1999, and had been involved in many things not least the formation of Thirsk in Bloom and subsequent floral transformation of the Town and success in the Britain in Bloom competition.

Cllr Pack advised that she had enjoyed every minute of her time with the council and that it had flown by.

Cllr Adamson referred to Cllr Jan Marshall and noted that he did not know where to start.

He advised that she had been on the Town council for 20 years and been responsible for and involved in numerous projects including East Thirsk Community Hall, the Millennium Green and more recently the Sensory Garden. Cllr Adamson noted that 'Jan' in true character had put her family before herself and he wondered who would be able to fill 'all the slots'. He concluded that she would be sincerely missed.

Cllr Marshall remembered some of the activities that had occurred and the history of the Town Council. She advised that it had been an honour, a privilege and a joy to have been a Town Councillor for 20 years and to have helped achieve improvements for Thirsk.

The meeting extended Cllr Marshall and Cllr Pack best wishes for the future.

### **328. Minutes**

#### **328. a Town Council Meeting held on 21 March 2011**

**Resolved:** that the minutes of the Meeting of the Town Council held 21 March 2011 be confirmed as a correct record and signed by the Chair subject to the amendment of Minute no.318.b to read 'Committees from *three* to *two*'.

**328. b Matters Arising from the Minutes of the Town Council Meeting held on 21 March 2011**

**Minute no. 304.b HDC**

Cllr Adamson advised that HDC was to pursue legal action to facilitate the removal of the fences on the riverside path.

**Minute no.322.b Land at Norby**

Cllr Marshall advised that she and Cllr Hesmondhalgh had visited the site and they had noted that there were a lot of cars with no garage facilities and that the local children played on the street. It was considered that the land would be suitable for the provision of a young children's play area.

**Minute no.322.d Planning Application – Carlton Miniott.**

Cllr Adamson advised that a site visit was to be held in May.

**Minute no.325 Millgate Public Conveniences**

The Meeting was advised that HDC had now included the additional land required with the exception of the footpath.

**Resolved: that the Town Council accepts the transfer of the land and property in accordance with the terms previously specified.**

**329. Committee Minutes and Reports**

**329. a. Planning Committee**

The Meeting received the minutes of the Planning Committee held on 4 April 2011.

**329. b. Sensory Garden Working Party**

The minutes of the working party held on 21 February and 21 March were received.

Cllr Marshall advised that Cllr Hesmondhalgh and she had now judged the poetry competition and that it was intended that lines from poems would be placed on seats and planters.

Cllr Hesmondhalgh advised that Cllr Marshall had offered to continue in a consultancy capacity on the Working Group until the project was finished subject to Town Council approval.

**329.c. Open Areas**

Cllr Marshall advised that the Open Areas Committee had considered the tree survey and had agreed with the recommendations which included coppicing and felling of certain trees.

It was noted that each committee needed to include their recommendations for work to be carried out with a view to tenders/quotations being sought, dependant on the likely amount of work involved.

Cllr Watson confirmed that the Central Areas Committee would consider the Survey.

Cllr Adamson advised that he had read the Survey and would report to the next Burial Board Meeting.

**Resolved: that Committees submit recommendations to the Council in respect of tree work required.**

**330. Burial Board.**

Cllr Adamson advised that a Burial Board Meeting was to be held on Thursday 21 April.

**Resolved: that memorial applications in respect of Peter Barker, Mary Dodsworth, Mary and Anne Marie Farrelly and Melvyn Alan Thomas be approved.**

### **331. Correspondence/Items Raised**

#### **331.a. Review of Polling Districts and Polling Places for Parliamentary Elections.**

The Meeting received a letter dated 25 March from HDC with the proposals for Polling Districts and places.

**Resolved: that the letter be noted.**

#### **331.b. YO7 Divert**

A letter dated 8 April was received from the Chair of YO7 Divert inviting the Town Council to send a representative to meetings of the group.

**Resolved: that consideration be held in abeyance until after the elections.**

#### **331.c. Request for Dog Waste Bin – Stoneybrough Lane**

The Clerk advised that a resident of Stoneybrough Lane had requested the provision of a dog waste bin. Cllr Morton noted that there was a need in the area.

The Town Council would have to buy the bin and the District Council would undertake the emptying.

**Resolved: that the Town Council purchase a dog waste bin for siting at Stoneybrough Lane.**

#### **331.d. Sponsors Signs on Whitemare Roundabout**

The Clerk advised that a request had been received from Calverts Carpets to increase the size of the sponsors signs on the Whitemare roundabout.

NYCC had stated that signs must not exceed 0.6 square metre in size but there was concern that the size of the roundabout needed to also be taken into consideration.

Calverts Carpets also wanted confirmation that they would be the sponsors for the next 5 years before they invested in new signage.

**Resolved**

**a) that NYCC be requested to confirm the signage size in relation to the size of the roundabout.**

**b) that Calverts Carpets be confirmed as the sponsors of the Whitemare Roundabout for the next 5 years.**

#### **331.e. Short/Long Stay allocation at Thirsk Car Parks.**

Cllr Penson advised that she had attended recent meetings of the Thirsk and District Business Association and the short and long stay car parks had come up with the feeling that there should be additional long stay provision.

Cllr Adamson advised that the car parking times were currently under review and HDC's Engineer was to submit a report on car park usage and revisions.

Cllr Adamson would update the Town Council when details were to hand.

### **332. Finance**

#### **332.a. Accounts for Payment**

**Resolved: that the accounts for payment at 18 April 2011 be approved and cheques signed.**

#### **332.b. Balance Sheet/Budget Report for March.**

**Resolved: that the balance sheet and budget report for March be received.**

### **333. Reports from Members/Representatives**

Cllr Morton advised that the swimming pool had agreed an 8% increase in fees.

The management of the pool was to continue with Hambleton District Council.

Cllr Penson advised that she had attended two meetings of the Thirsk and District Business Association on the 24 March and the 7 April.

Don Moore had been re-elected as Chair and as previously mentioned the issue of another long stay car park had been brought up. There was also going to be more shops undertaking Sunday trading. Cllr Hesmondhalgh had attended a Finance Meeting of the CCA and the balances were better than expected.

Cllr Marshall noted that the Plinth on York Road had been damaged and the repair was in hand. Following various joint meetings it was proposed that the Greens and Open Areas Committees joined to form one Committee.

Cllr Watson raised the matter of Councillor Training Courses especially for new Councillors.

It was suggested that that a training meeting could be held at Thirsk for all Local Councils in the YO7 area and that an approach to YLCA be made.

Cllr Watson advised that it had been reported in October 2009 that HDC would carry out a £100,000 refurbishment scheme in the Market Place and some 18 months later nothing had happened and the cobbled Market Place was in a terrible state of disrepair. Cllr Watson understood that no scheme had actually been submitted to Cabinet.

Cllr Watson advised that when the Market Place had passed to HDC a covenant had been included that the cobbles had to be retained and she questioned whether this included the condition of the cobbles. Cllr Adamson advised that he would pursue the matter with HDC's Engineer.

Cllr Adamson thanked Councillors for the honour of being Mayor of Thirsk again and thanked Cllr Hesmondhalgh for her support as Vice Chair and the Town Council staff.

The meeting closed at 9.35pm

## **Minutes of the Meeting of Thirsk Town Council held on Monday 16 May 2011 at Thirsk and Sowerby Town Hall.**

**Present:** Cllrs: C.Hesmondhalgh (Chair), D.Adamson, H.Mills, A. Morton, M.Penson, F.Roberts, A.Robinson, J.Watson.

**Apologies:** Cllr J.Jackson (out of country)

### **334. Police Report**

No Police representatives were present.

### **335. Reports on Matters Relating to Thirsk**

#### **335.a N.Y.C.C**

Cllr Dadd noted the unpaid work carried out by the Town Council and thanked everybody who had again stood for the Authority. He welcomed Cllr Hazel Mills and congratulated Cllr Hesmondhalgh on her election as Chair of the Town Council.

Cllr Dadd advised that the new County Council Chairman from Wednesday was John Fort and detailed the efficiency savings to be made to equate to the 7.6 million pound deficit.

Cllr Dadd referred to the fire at Todd's and noted that it was a relief that nobody was injured. He considered that this would be an appropriate time for Todd's to re-consider the suitability of the site location. Cllr Dadd advised that the County Council was reviewing the passive safety decision in relation to street furniture in Long Street.

#### **335.b HDC**

Cllr Robinson advised that the first meetings of the new Council commenced on Wednesday.

Cllr Adamson gave details of the fire at Todd's and advised that he would be happy to work with NYCC and the Environment Agency in relation to the Todd's site.

### **336 Open Forum**

#### **Resolved: that standing orders be suspended**

A resident advised that there was a need for public toilets in the Market Place. She advised that following the conversion of the toilets into the TIC the alleyways leading to the Town Centre were in a bad state. Members noted that the Town Council was taking over the Millgate toilets from HDC to ensure that public toilets remained in Thirsk but in view of financial constraints together with a lack of appropriate premises it was extremely unlikely that public toilets would be reinstated in the Market Place. It was agreed to pass on the comments regarding the alleyways and ginnels to the Police Authority and HDC Street Scene.

#### **Resolved: that standing orders be reinstated**

### **337. Minutes**

#### **337.a Town Council Meeting held on 21 March 2011**

**Resolved: that the minutes of the Meeting of the Town Council held 18 April 2011 be confirmed as a correct record and signed by the Chair**

#### **337.b Matters Arising from the Minutes of the Town Council Meeting held on 18 April 2011**

##### **Minute 331.b - YO7 Divert**

Members were to include the body when considering being representatives.

### **338. Committee Minutes and Reports**

#### **338.a. Planning Committee**

The Meeting received the minutes of the Planning Committee held on 18 April 2011.

#### **338.b. Central Areas**

The Meeting received the minutes of the Central Areas Committee held on 12 April 2011.

### **339. Burial Board.**

The Meeting received the Minutes of the Burial Board Meeting held on 21 April 2011

Cllr Adamson noted the minute requesting the Town Council to suspend standing orders to accept the quotation received for resurfacing the roadway. He advised that he was examining whether the Burial Board actually pre-dated the Town Council as a stand-alone body.

**Resolved:**

**a) that the minutes be received**

**b) that standing orders be suspended and that the quotation for resurfacing the cemetery road be accepted**

### **340. Correspondence/Items Raised**

#### **340.a FD Todd & Sons – Thirsk Fire**

A letter dated 5 May 2011 was received from FD Todd and Sons advising on the fire and that investigation into the cause was continuing. As had already been mentioned Members agreed that it would be an appropriate time for Todd's to consider the suitability of the site location.

**Resolved: that Todd's be requested to give consideration to the suitability of the site location**

#### **340.b Reduced Opening Hours of Household Waste Recycling Centres**

A letter dated May 2011 was received from NYCC advising of reduced opening hours of waste recycling centres. Members noted how well run the local centre was.

**Resolved: that the letter be noted.**

#### **340.c Hackney Carriage & private Hire Licensing Policy – Consultation.**

The Meeting received a letter dated 10 May from HDC enclosing consultation questionnaire on Hackney Carriage and Private Hire Licensing Policy.

**Resolved: that the questionnaire be completed and submitted as follows:-**

**Q1 Agree, Q2 Agree – aligned to PSV Drivers, Q3 Agree, Q4 Agree, Q5 Not Agree, Q6 Not agree- actual licensing policy needs reviewing, Q7 Agree, Q8 Need to provide adequate facilities for taxis.**

#### **340.d Condition of Market Place**

Cllr Watson advised that HDC had stated in October 2009 that the cobbles in the Market Place would be refurbished in a £100,000 scheme and yet some 18 months later a scheme had not been implemented.

She noted that a covenant imposed in the transfer of the land to the District Council from Major Bell required the upkeep of the cobbles in the Market Place.

Cllr Adamson advised that HDC engineer was in the process of preparing a comprehensive scheme which would be submitted to cabinet next month.

Cllr Watson advised that the matter was also an item on the next Thirsk Area Forum.

**Resolved:**

**a) that Hambleton District Council be advised of the Town Councils concern over the condition of the Market Place and in accordance with the covenant imposed would wish to see the Market Place restored to its proper condition.**

**b) that Thirsk Area Forum be advised of the Town Councils concerns.**

**340.e Floodlighting St Marys Church**

The Clerk advised that following vandalism to one of the floodlights protective cages the electrician had undertaken repairs and had fitted four iron bars to the cage making it more robust.

The cost to improve all the cages would be in the region of £250.

**Resolved: that subject to examination of the repaired cage all the cages be improved.**

**341. Finance**

**341.a. Accounts for Payment.**

**Resolved: that the accounts for payment at 16 May 2011 be approved and cheques signed.**

**341.b. Balance Sheet/Budget**

**Resolved: that the balance sheet and budget report for April be received and approved.**

**342. Reports from Members/Representatives**

Cllr Adamson advised that soil placed on the banking of the Tranmire Ditch adjacent to the new house at the junction of Hambleton Place and Dowber Way was slipping into the waterway and a concrete lintel had been deposited in the ditch.

Cllr Adamson advised that the trial period of one Council Meeting per month had come to an end and he proposed that an item be placed on the agenda to make the arrangement permanent and amend standing orders accordingly.

Cllr Adamson advised that he had been involved with Thirsk Clock raising money through washing cars outside the premises.

Cllr Penson advised that she had attended a meeting of the Business Association in the Black Lion which had been well supported particularly by young people with local businesses.

Cllr Robinson noted that Simon Griffith had been sweeping and tidying alleyways in the Town Centre and proposed that the Town Council wrote to him to acknowledge and thank him for his efforts. Members considered that HDC Street Scene had done a good job in relation to the recent problems with graffiti.

Cllr Roberts advised that she had attended the YLCA Joint Executive Committee where it had been suggested that the Public Rights of Way Liaison Committee be disbanded. This would be discussed in October.

Cllr Penson noted the need for a HDC Parking Enforcement Officer on weekends.

Cllr Hesmondhalgh advised that the East Thirsk Community Hall was to hold a party for the Queens Jubilee.

**343. On-Going Items**

Cllr Watson questioned whether there had been any progress with regard to accounts and documents in relation to Carrs Field. Cllr Roberts noted that details regarding the re-election of Trustees had not been supplied. The Clerk advised that the Chair of the Trust had expressed an interest in attending a Meeting to update members on the Trust and this would be arranged for a future meeting.

The meeting closed at 8.55pm

**Minutes of the Meeting of Thirsk Town Council held on Monday 20 June 2011 at Thirsk and Sowerby Town Hall.**

**Present:** Cllrs: C.Hesmondhalgh (Chair), D.Adamson, J.Jackson, H.Mills, A. Morton, M.Penson, F.Roberts, A.Robinson, J.Watson.

**Apologies:** None

**344. Police Report**

No Police were present.

**345. Reports on Matters Relating to Thirsk**

**345.a N.Y.C.C**

Cllr Adamson advised that Cllr Dadd was away.

**345.b HDC**

Cllr Adamson advised that the Overview and Scrutiny Committee had decided to do in-depth reviews on the leasing of Council vehicles and markets. A mini review was also to be undertaken in respect of disabled parking facilities.

Cllr Robinson advised that the new chair of the Council was Peter Sowray with Bridget Fortune as Vice Chair. Cllr Robinson was on Planning, Licensing and Thirsk Area Forum.

Cllr Jackson noted that Banbury in Oxfordshire had abandoned their parking charges scheme.

**346 Open Forum**

**Resolved: that standing orders be suspended**

Betty Woodham of Thirsk in Bloom advised of weed problems throughout Thirsk particularly in the Market Place and adjacent to the library and expressed concern that Hambleton District Council did not spray the Market Place in early April.

The Clerk advised that he had been contacted by Northallerton Prison Resettlement Manager who was interested in placing offenders into community work and projects and the weeding of areas might be something that could be included.

The Chair confirmed that a further letter would be sent to Hambleton DC requesting that the Market Place be sprayed in early April.

**Resolved:**

**a) that standing orders be re-instated.**

**b) that Hambleton District Council be again requested to implement a spraying programme for the Market Place.**

**347. Minutes**

**347.a Town Council Meeting held on 16 May 2011**

**Resolved: that the minutes of the Meeting of the Town Council held 16 May 2011 be confirmed as a correct record and signed by the Chair subject to the transfer of Cllr A Morton from present to apologies.**

**347.b Matters Arising from the Minutes of the Town Council Meeting held on 16 May 2011**

**Minute no.339 Burial Board**

Cllr Adamson advised that Burial Boards had been abolished under the Local Government Act 1972.

**Minute 340.d Condition of Market Place**

Cllr Adamson advised that that the report by the Engineer had not been prepared in time for Cabinet.

#### **Minute 340.e Floodlighting St Marys Church**

Cllr Adamson advised that he had inspected the improved cage and found it to be much stronger and more secure than before. He considered that the improvements were good value for money.

### **348. Committee Minutes and Reports**

#### **348.a. Planning Committee**

The Meeting received the minutes of the Planning Committee held on 7 June 2011.

#### **348.b. Central Areas**

The Meeting received the minutes of the Central Areas Committee held on 7 June 2011.

Cllr Watson noted that J.Gallagher NYCC had advised that a 'bung' had not been put back into position in the drain in Kirkgate and this was to be rectified within the next fortnight. Cllr Watson also noted that she had mentioned the condition of Gillings Court and the roadway had now been repaired.

#### **348.c Open areas/Play areas**

Notes of a walk round open spaces and play areas by Cllr Hesmondhalgh and the Assistant Clerk were received. It was noted that the seat to the front of the church was to be re-sited following repair. Cllr Adamson advised that the seat around the tree on St. James Green was very well used and should not be removed. Cllr Hesmondhalgh advised that quotations would be sought for the repair and painting of the seats.

### **349. Burial Board**

Cllr Adamson reported that the re-surfacing of the cemetery roadway was to commence on Monday 27 June and would take approximately three days.

### **350. Correspondence/Items Raised**

#### **350.a Skate Park**

A letter dated 18 May was received from Thirsk 8 advising of the finances and shortfall in respect of the skate park to be provided for the young people of Thirsk, Sowerby and surrounding villages. It was noted that the Town Council had agreed an allocation of £5000 in the previous financial year but this had not been paid due to the scheme not progressing at that time.

#### **Resolved:**

- a) that a grant of £5000 be made to Thirsk 8**
- b) that it be established when the money will be required.**

#### **350.b Replacement Street Lighting.**

The Meeting received an email dated 10 June from NYCC advising that it was the intention to replace approximately one hundred and ninety columns throughout Thirsk in the next few weeks. A list of the streets affected was included.

#### **Resolved: that the information be noted.**

#### **350.c Countywide Civil Parking Enforcement – Consultation**

A letter and questionnaire dated 13 June was received from NYCC.

Civil Parking Enforcement already operated in Harrogate and Scarborough and the County Council was considering implementing enforcement in the remaining five districts within North Yorkshire.

A consultation was being carried out to understand the parking issues and opinions that mattered to people.

Members questioned how the scheme had operated and functioned in Harrogate and Scarborough. how the enforcement would be carried out.

Following further discussion it was

**Resolved: that details as to how the existing scheme had operated and how the enforcement would be carried out be obtained.**

#### **350.d Land at Norby**

An email dated 1 June was received from HDC advising that in principle the Council would have no objection to disposing of the land to the Town Council.

HDC required confirmation that the Town Council would reimburse the valuation fee, in the region of £250.00

Members felt that only a nominal sum should be paid for the land.

**Resolved: That the nominal sum of £1.00 be offered for the land at Norby**

#### **350.e Queens Diamond Jubilee**

The Meeting received an email dated 14 June from R.Smith of the Thirsk weekly News regarding the Town Council organising a Diamond Jubilee Street Party with public donations.

An email from the YLCA was also received regarding the Government being pressed to ensure that funding would be made available to help communities celebrate the occasion.

Cllr Adamson noted that for the Millennium the Town Council had bought school children a millennium 'mug'.

Following further discussion it was

**Resolved: that local bodies, associations and business groups be approached to establish the interest in pursuing a local event to celebrate the Diamond Jubilee.**

#### **350.f Thirsk and District RBL Parade and Church Service**

Cllr F. Roberts advised that the Thirsk and District branch was having a parade and church service for the 90<sup>th</sup> anniversary of the Royal British Legion on 3 July.

The Branch would incur a charge of £120 for traffic management together with refreshment costs.

It was expected that Sowerby would meet half the refreshment costs.

**Resolved: that the Town Council fund the traffic management costs and half the refreshment costs for the event**

#### **350.g Thirsk in Bloom/ Thirsk Clock**

The Meeting received thank-you letters from Thirsk Clock and Thirsk in Bloom in respect of the grants made.

**Resolved: that the letters be noted.**

#### **350.h Millgate Toilets**

The Clerk reported receipt of an email from a resident of York regarding the condition of the toilets on Saturday 18 June.

Cllr Adamson advised that the problems that had occurred with the toilets had been as a result of Hambleton DC moving the cleaner to cover at Northallerton. The District Council accepted that it had been a mistake and the matter would not re-occur.

Cllr Penson advised that the general cleanliness of the toilets was poor and in particular the disabled toilet required attention.

Cllr Morton considered that the closing time of the toilets should be altered from 6.00pm to 7.00pm as there were still a considerable number of people in the town during this period.

**Resolved:**

- a) that Hambleton District Council be advised of the condition of the toilets**
- b) that the Council be requested to alter the closing time from 6.00pm to 7.00pm**

#### **350.i Northallerton Prison**

The meeting received an email from the Resettlement Manager in respect of placing offenders into working in the local community. The prison already had placements in charity shops and local volunteering projects and would be interested in undertaking work for the Town Council.

**Resolved: that the Town Council discuss work projects with Northallerton Prison Resettlement Manager.**

#### **350.j Sowerby Gateway**

The Clerk reported receipt of an email from Sowerby Parish Council advising that a public meeting to discuss the Sowerby Gateway project was to be held on 6 July, between 7pm and 9pm, at Sowerby Parochial Hall.

**Resolved: that the information be noted**

#### **351.k Meetings**

It was noted that the six month trial of one meeting per month had expired.

**Resolved: that the Town Council adopt the schedule of one Council meeting per month**

#### **352. Annual Return for the Year ended 31 March 2011**

The Meeting received the annual return for the year ended 31 March 2010 together with the internal audit report undertaken by W.G Pearson ACA,FCCA of the Barker Partnership.

The meeting considered the annual governance statement and the scope and effectiveness of the internal audit.

**Resolved:**

- a) that the statement of accounts for the year ended 31 March 2011 be approved and signed by the Chair**
- b) that numbers 1 to 8 on the annual governance statement be agreed and the statement signed by the Chair**
- c) that the standards and effectiveness of the internal audit be agreed**

#### **353. Finance**

**Resolved:**

- a) that the accounts for payment at 20 June be approved and cheques signed**
- b) that the balance sheet and budget report for May be received.**

#### **Committees/Representatives**

Members put forward their committee and representative requirements.

**Resolved:**

- a) that the Town Council Committees be appointed in accordance with schedule A**
- b) that representatives be appointed in accordance with schedule B**

### **354. Reports from Members/Representatives**

Cllr Roberts reported that she had attended the YLCA AGM and that Hambleton was no longer in the North Yorkshire Playing Fields Association.

She noted that it had been Ian Strong's last meeting who was to retire and asked that a letter be sent wishing him a happy retirement.

Cllr Penson had attended the early part of the Business Association Meeting, which had clashed with Central Areas, and the problems with the smell from drains in the town had been raised.

Cllr Adamson noted the time spent at St James Green by Thirsk Clock and that a sponsored cycle ride from Morecambe to Saltburn was being undertaken to help raise much needed funds.

Cllr Hesmondhalgh had attended the Junior Schools swimming competition at Thirsk swimming pool.

### **355. On-Going Items**

HDC replacement of cobbles – Market Place

Cllr Watson advised that the matter was on the Thirsk Forum to be held on 12 July.

Cllr Roberts referred to the ribbon stone adjacent to the Market Place cobbles which were in a bad state of repair and unsuitable for delivery vehicles. The NYCC local highway engineer had advised that to replace a single flagstone cost £200. The original work had been carried out with grant funding.

Cllr Roberts considered that the footpaths should be examined at the same time as the cobbles.

## **Part II**

**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 business.**

### **356. Councillor Vacancies**

The Meeting received three résumés from residents interested in filling the vacancies.

**Resolved: that Mr Edward David Fraser and Mr David Duffey be co-opted onto Thirsk Town Council to fill the two vacancies**

The meeting closed at 9.45pm

## **Minutes of the Meeting of Thirsk Town Council held on Monday 18 July 2011 at Thirsk and Sowerby Town Hall.**

**Present:** Cllrs: C.Hesmondhalgh (Chair), D.Adamson, D.Duffey, E.Fraser, J.Jackson, H.Mills, A. Morton, M.Penson, F.Roberts, A. Robinson, J.Watson.

**Apologies:** None

### **357. Police Report**

No Police were present.

### **358. Reports on Matters Relating to Thirsk**

#### **358.a N.Y.C.C**

Cllr Dadd advised that Chapel Street was included in the programme of high priority maintenance. In response to a question Cllr Dadd noted that it was not possible to install a mini-roundabout at Chapel Street.

He advised that NYCC was undertaking a consultation on civil parking enforcement.

Cllr Watson questioned how enforcement would be effected and it was noted that the scheme could be run in partnership with District Councils with Local Authority Wardens undertaking the enforcement.

Cllr Adamson advised that that the County Council intended to re-organise the personal care at home service with plans to put visitors into different jobs and using the private sector. He noted that this had been done without consultation

#### **358.b HDC**

Cllr's Adamson and Robinson had no items to report.

### **359 Open Forum**

#### **Resolved: that standing orders be suspended**

David Tucker advised that he was attending at the behest of Sowerby Parish Council with a view to setting up a joint working party to plan an event for the Queens Diamond Jubilee.

He had sent a proposal which noted all national events, local groups, venues and possible local events, which had been circulated with the agenda. It was proposed that the working party should have two to three representatives from each Council.

N.Redfern advised that he was attending in respect of a request to site a temporary scaffolding bridge at the picnic area to gain access to his property's rear garden to enable building work to be carried out. Cllr Watson advised that the issue had been considered by the Central Areas Committee and several concerns had been raised. N.Redfern gave further information regarding the matter and noted that the Environment Agency had given permission for the river to be bridged.

Cllr Hesmondhalgh advised that the letter seeking consent would be dealt with under correspondence.

**Resolved: that standing orders be re-instated.**

### **360. Minutes**

#### **360.a Town Council Meeting held on 20 June 2011**

**Resolved: that the minutes of the Meeting of the Town Council held 20 June 2011 be confirmed as a correct record and signed by the Chair.**

### **360.b Matters Arising from the Minutes of the Town Council Meeting held on 20 June 2011**

#### **Minute 350.i Northallerton Prison**

The Clerk advised that a meeting had been held with the Resettlement Manager and Risk Assessor of the prison with regard to community work and weeding of the Market Place, painting of benches, maintenance of plinths and planters on Long Street had been discussed. Requirements included appropriate tools for the work and storage facilities, area to eat lunch, ability to clock in and out at a given time during the day, first aid facilities. It was noted that the workers would not be supervised. Following further discussion it was:

**Resolved: that the Resettlement Manager be invited to attend a Town Council Meeting to discuss community working.**

### **361. Committee Minutes and Reports**

#### **361.a. Planning Committee**

The Meeting received the minutes of the Planning Committee held on 7 July 2011.

#### **361.b. Sensory Garden**

The Meeting received the minutes of the Sensory Garden Working Party held on 6 June 2011.

It was noted that the developer's fences along the riverside walk were still in place and this was being pursued by HDC.

#### **361.c Central Areas**

Cllr Watson reported on the Central Areas Meeting held on 13 July.

Cllr Watson noted that a letter had been received from Diane Miller advising that she was unable to continue with the care of the picnic area and requested that a letter of thanks and appreciation be sent for all the voluntary work that she had undertaken.

**Resolved: that a letter of thanks and appreciation be sent to Diane Miller for all her work and effort in respect of the planting and maintenance of the Picnic Area.**

### **362. Burial Board**

Resolved: that the memorial/inscription applications for Florence Ethel Stevens, Freda Rosalie Lucy Furniss Foxton, David Brown, Iris M. Wilkinson and Georgina Partridge be approved.

### **363. Correspondence/Items Raised**

#### **363.a Public Open Space, Sport and Recreation Action Plans**

A letter dated 28 June 2011 was received from HDC with regard to Town and Parish Councils developing Action Plans in consultation with local groups. The Action Plans would identify public open space projects that were eligible for section 106 monies.

**Resolved: that Open Spaces and Greens Committee consider the preparation of an Action Plan and report back to the Town Council**

#### **363.b Queens Diamond Jubilee**

The Meeting received the proposal for a combined programme of celebrations prepared by D.Tucker which detailed the various national events, objectives, local groups, venues and possible events.

**Resolved: that Cllrs Hesmondhalgh, Mills and Penson represent the Town Council on the joint working party with Sowerby Parish Council.**

### **363.c Outdoor Fitness Class – The Holmes**

An email dated 5 July 2011 was received from M.Woods with a summary of an outdoor fitness boot camp he wished to run on the Holmes with classes proposed for Monday and Wednesday evenings and Saturday mornings.

Members felt that the Holmes should remain as a recreational area for use by everybody and were concerned that a fitness class could have an impact on people who used the Holmes. It was suggested that Carrs Field may be an appropriate location.

**Resolved:**

- a) that M.Woods be advised that the Town Council wished the Holmes to remain as a recreational area for all residents.**
- b) that the email be referred to the Carrs Field Trustees**

### **363.d Temporary Bridge Across Cod Beck**

The Meeting considered a letter dated 7 July from N and J Redfern requesting permission to erect a temporary scaffolding bridge across the river from the Picnic Area to enable building material to be transported to the rear of their property for the development of an extension.

Members raised various health and safety issues and concerns and following further discussion it was:

**Resolved: That N and J Redfern be requested to supply the following additional information:-**

- a) Details of the access requirements at Mill Gardens, whether this would include vehicles and if so the type and expected frequency of use.**
- b) Details of the expected amount of waste to be taken from site and how the disposal is to be achieved.**
- c) Anticipated daily hours of work and hours of use of the bridge.**
- d) Anticipated duration of contract**
- e) Copy of letter of permission from the Environment Agency.**
- f) Copy of Contractors risk assessment in respect of the bridge.**

### **363.e Sponsors Signs-Whitemare Roundabout**

The Meeting received details of proposed signs for the roundabout from Calverts Carpets.

The maximum size allowed was 0.06m square and the Highway Authority had to agree to the sign to ensure that there was no safety hazard with the location or size of the sign, taking into account the size of the roundabout.

**Resolved: that signs of appropriate size in relation to the roundabout with minimum wording be approved.**

### **363.f A61 Bridge Street, St James Green and Stammergeat – Footway Improvement Work**

A letter dated 11 July 2011 was received from NYCC advising of footway improvement works which were to commence on 25 July for a period up to three weeks.

**Resolved: that the letter be noted**

### **364. Finance**

The Clerk advised that due to time and work constraints the balance sheet and budget report were not available for the Meeting.

**Resolved: that the accounts for payment as at 18 July 2011 be approved and cheques signed.**

### **365. Reports from Members/Representatives**

Cllr Watson advised that the re-cobbling of the Market Place had been discussed at the Area Forum and any capital expenditure had to be approved by the District Councils Strategic Management Team and Cabinet. A report was to be submitted for consideration in September or October and it was not guaranteed that the original £100,000 allocation would be approved.

Cllr Adamson noted the good turnout for the Royal British Legion 90<sup>th</sup> Anniversary parade and service.

## **Part II**

**Resolved: that in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded for the discussion of confidential items.**

The meeting closed at 9.15pm

## **Minutes of the Meeting of Thirsk Town Council held on Monday 15 August 2011 at Thirsk and Sowerby Town Hall.**

**Present:** Cllrs: C.Hesmondhalgh (Chair), D.Adamson, E.Fraser, J.Jackson, H.Mills, A.Morton, M.Penson, F.Roberts, J.Watson.

**Apologies:** Cllr D.Duffey (holiday)

### **367. Police Report**

PCSO Morrison reported the crime figures for the last thirty days which included damage to two vehicles, damage to a window and fence on Hambleton Estate, six thefts and five cases of violence. He advised that there had been no purse thefts or burglaries. Cllr Watson commended the police with regard to the immediate action they had taken when she had reported a youth breaking bottles on the day of the last race meeting.

### **368. Reports on Matters Relating to Thirsk**

#### **368.a N.Y.C.C**

Cllr Dadd advised that NYCC was pursuing assistance with winter salting in towns and villages. Cllr Watson noted a pooling problem on Station Road.

#### **368.b HDC**

Cllr Adamson advised that a mini review of disabled parking in the Town was being undertaken. Cllr Dadd advised on the Licensing Committee to be held on Friday.

### **369 Open Forum**

**Resolved: that standing orders be suspended.**

K.Reynard advised that it was apparent that a lot of the tourists to Thirsk were not aware of the location of the Herriot Centre or St Marys Church and questioned whether some additional form of signage could be placed in the Town. She also raised the issue of the footpath from the Holmes to the Rotary Garden not being cut and maintained.

**Resolved:**

- a) That better signage for the Herriot Centre and St Marys Church be recommended to the appropriate authority.**
- b) that NYCC be advised of the overgrown condition of the footpath between the Rotary Garden and the Holmes.**
- c) that standing orders be re-instated**

### **370. Northallerton Prison Resettlement Scheme**

Helen Bates the Resettlement Manager and Sam Boyle a member of the team were in attendance. Helen Bates gave details of the resettlement scheme and of the work undertaken in the community. All the offenders were near to the end of their term and were allowed to undertake work in the community on licence. The resettlement team worked with various agencies and undertook rigorous risk assessments in relation to the community work. Offenders had been placed in various locations including charity shops in Thirsk.

Discussion took place with regard to the requirements and provisions including ability to clock in and out, area to eat lunch, first aid facilities and the various work that the Town Council would put forward.

Following further discussion it was

**Resolved: that the Town Council examine community work through the Northallerton Prison Resettlement Scheme.**

### **371. Minutes**

#### **371.a Town Council Meeting held on 18 July 2011**

**Resolved: that the minutes of the Meeting of the Town Council held 18 July 2011 be confirmed as a correct record and signed by the Chair.**

#### **371.b Matters Arising from the Minutes of the Town Council Meeting held on 18 July 2011**

##### **Minute no.363.b Queens Diamond Jubilee**

Cllr Penson advised that following consideration she had decided not to become a member of the joint working party.

##### **Minute no.361.c Central Areas**

Cllr Jackson questioned whether any progress had been made in relation to a strip of land adjacent to the Picnic Area which had been offered to the Town Council some years ago.

Cllr Watson asked that the matter be examined and reported to the Central Areas Committee.

### **372. Committee Minutes and Reports**

#### **372.a. Planning Committee**

The Meeting received the minutes of the Planning Committee held on 4 August 2011.

#### **372.b. Sensory Garden Working Party -11 July 2011**

The Meeting received the minutes of the Sensory Garden Working Party held on 11 July 2011.

The Council was advised that the official opening of the area was being planned for September.

Cllr Adamson proposed that Mr and Mrs Baker be invited to open the garden.

#### **372.c Public Convenience Working Party – 11 August 2011**

The Clerk advised that the Working Party was examining alteration of the toilets to provide a superintendant controlled facility. Cllrs Penson and Roberts were undertaking a foot fall count to give an indication of numbers.

It was envisaged that the toilets would be transferred in early October and it had been agreed that initially the facility should be run as existing.

**Resolved: that the report be noted**

### **373. Burial Board**

Cllr Adamson advised that a meeting had taken place with the two local undertakers and N.Collinson to resolve issues in respect of the cemetery including the positioning and digging of graves and how graves were left. N. Collinson and R.Hill had re-measured the remaining rows in the current area and N.Collinson had drawn up a map incorporating revisions to accommodate variances in an existing row.

### **374. Correspondence/Items Raised**

#### **374.a County Council Highway and Transportation Services**

A letter dated 16 July 2011 was received from NYCC updating on the highway and transportation services for 2011/12.

**Resolved: that the letter be received and noted.**

#### **374.b Consultation to refresh the Sustainable Community Strategy for North Yorkshire**

The Meeting received a letter dated 26 July 2011 from NYCC enclosing a draft revised strategy which was out to public consultation.

**Resolved: that the Town Council agrees with the three new priorities proposed for the strategy.**

**374.c Minerals Core Strategy Issues Consultation and Waste Scoping Consultation**

A leaflet dated July 2011 was received from NYCC providing information on the consultation as part of the process of preparing new planning policies for minerals and waste.

**Resolved: that the information be received and noted**

**374.d Traffic Order – Chapel Street**

The meeting received a copy memorandum from NYCC in respect of a temporary traffic order for Chapel Street.

**Resolved: that the information be received and noted.**

**374.e Trustees of Thirsk Infants School Charity**

The Clerk reported receipt of a letter dated 11 August from the Trustees enclosing a cheque in the sum of £2000 as a grant towards the provision of seats in the Sensory Garden. An email dated 2 August had also been received from the Secretary advising that a nomination for Patrick Millar had been received for the Trustees.

**Resolved:**

- a) that the Trustees be thanked for their grant**
- b) that the nomination be noted and approved**

**375. Finance**

**Resolved:**

- a) that the accounts for payment at 15 August 2011 be approved and cheques signed**
- b) that the balance sheet and budget report for July be received and approved.**

**376. Reports from Members/Representatives**

The Clerk advised that Cllr Fraser had put himself forward for the vacant representative position on the Town Hall Management Committee.

Cllr Adamson advised that Thirsk Clock had successfully completed the sponsored cycle ride and to date had raised £1300. He referred to the Localism Bill which was due to be in force by the end of the year and of the issues it would address including doing away with standards boards, members code of conduct and the adoption of certain principles and complaints procedures.

Cllr Mills advised of litter problems in the Rotary Garden after race days.

Cllr Roberts reported on the situation regarding the chairmanship of the YLCA and that the new chair was Cllr Derek Liddell of the South Yorkshire Branch.

The meeting closed at 9.13pm

## **Minutes of the Meeting of Thirsk Town Council held on Monday 19 September 2011 at Thirsk and Sowerby Town Hall.**

**Present:** Cllrs: C.Hesmondhalgh (Chair), D.Adamson, D.Duffey, E.Fraser, J.Jackson, H.Mills, A.Morton, M.Penson, F.Roberts, A.Robinson, J.Watson.

**Apologies:** None

### **377. Police Report**

No Police were present

### **378. Reports on Matters Relating to Thirsk**

#### **378.a N.Y.C.C**

Cllr Robinson advised that a road closed sign needed removing from Millgate.

Cllr Roberts noted that there were old roadwork signs in various locations which had not been collected.

#### **378.b HDC**

Cllr Adamson advised on a proposal to reduce the number of District Councillors to 26 which would include combining seats which were close together. Seven District Councillors would conduct reviews including Cllr Adamson.

Cllr Robinson advised that the Olympic torch would be carried through Thirsk, Northallerton and Bedale. It was estimated that waste management would be £61000 over budget as a result of the rising cost of fuel. The Council was developing a new website, the World of James Herriot had a new manager in place and had a twenty point marketing plan. The Council was examining the transfer of footway lighting.

### **379 Open Forum**

#### **Resolved: that standing orders be suspended**

Mrs Konieczny was concerned that the various agencies involved in flood management were not acting in a unified approach and were wasting time and money. She advised the meeting of the issues that had arisen during previous floods and she noted that the Town Council had recently agreed to resurrect the flood risk action plan. The involvement of the IDB was discussed and it was noted that Anne McIntosh MP had raised issues concerning Thirsk flood risk and considered that the IDB should be allowed to take a greater role. Cllr Hesmondhalgh advised of the various actions the Town Council was pursuing with regard to an action plan and confirmed that Mrs Konieczny would be kept informed.

Mr R.Happs advised of the concern regarding the possible closure of the staffed ticket office at Thirsk railway station and the disabled access problems that would arise.

#### **Resolved:**

**a) that a letter be sent to Network Rail advising of the disabled access facilities at Thirsk Railway Station and the necessity of a staffed ticket office.**

**b) that standing orders be reinstated.**

### **380. Minutes**

#### **380.a Town Council Meeting held on 15 August 2011**

**Resolved: that the minutes of the Meeting of the Town Council held 15 August 2011 be confirmed as a correct record and signed by the Chair.**

#### **380.b Matters Arising from the Minutes of the Town Council Meeting held on 15 August 2011 Minute no.368 (a) NYCC**

Cllr Watson advised that the pooling problem on Station Road had been resolved.

### **381. Committee Minutes and Reports**

#### **381.a. Planning Committee – 1 September 2011**

The Meeting received the minutes of the Planning Committee held on 1 September.

#### **381.b. Christmas Festivities Committee- 12 September 2011**

The Meeting received the minutes of the Committee held on 12 September. The Clerk advised that quotations for the lights needed to be discussed under confidential items.

#### **381.c Central Areas**

The Meeting received the minutes of the Committee held on 13 September 2011.

### **382. Burial Board**

Cllr Adamson noted that the applications for memorials were within the six month period that allowed for grave settlement and that memorial illustrations had not been included.

**Resolved: that consideration of the memorial applications be deferred pending receipt of illustrations.**

### **383. Correspondence/Items Raised**

#### **383.a Taxi Stands in Hambleton District**

The meeting considered a letter dated 19 August from HDC advising of the review undertaken in respect of taxi ranks and questioning whether any further provision was required.

Members noted the number of allocated spaces and the various usage.

**Resolved: that on the information available the Town Council consider that the existing taxi rank is sufficient for the current and proper usage.**

#### **383.b Thirsk 10 Road Race – 20 November 2011**

A letter dated 24 August was received from Centurion Traffic Management giving details of the Thirsk 10 Road Race,

**Resolved: that the letter be noted**

#### **383.c Parking in Thirsk**

The meeting received an email dated 29 August from Sowerby Parish Council regarding free parking over the Christmas period and re-designation of the short stay car park in Millgate.

Cllr Adamson advised that car park usage was being reviewed and formal consultation would be carried out in due course. Cllr Roberts noted that the signage indicating the parking durations was unclear.

**Resolved:**

**a) that the Town council support a request for free parking over the Christmas period.**

**b) that the usage of the Millgate car park be considered when formal consultation is undertaken by HDC.**

### **383.d NYCC A19 Winter Damage Meeting**

Notes of a meeting held on 5 September were received. Cllr Adamson advised that the only proposals that had an effect on Thirsk were the A19 York Road and A19 to Shipton.

**Resolved: that the Notes be received.**

### **383.e Planning Application 11/01435/Ful – Formation of an improved junction of the A168 (T) and B1448 to permit northbound and southbound movements.**

Cllr Robinson declared an interest as a member of the District Council Planning Committee and took no part in the discussion.

Cllr Roberts advised on the details of the application which was part of the Sowerby Gateway proposals and noted that Sowerby PC had raised several issues. Cllr Duffey noted that there was a general trend to move away from crossing over carriageways. Members were also advised of the shortness of the slip road.

**Resolved: that the Town Councils concerns regarding the shortness of the slip road and traffic crossing over the carriageway be submitted to HDC**

### **384. Finance**

The Clerk advised that due to time and work constraints the balance sheet and budget report were not available for the Meeting.

**Resolved: that the accounts for payment as at 19 September 2011 be approved and cheques signed.**

### **385. Reports from Members/Representatives**

Cllr Hesmondhalgh advised that she and Cllr Adamson had attended a cocktail party at RAF Leeming. Cllr Morton noted that the Church clock was not working and the meeting was advised that the PCC was pursuing its repair.

Cllr Robinson noted that the lights on the Town clock were not working. He advised that he had been approached by two residents who had fallen in the Millgate toilets following the work carried out by HDC.

Cllr Mills advised that the Business Association understood that revised parking charges were to be introduced in October. Cllr Adamson and Robinson both confirmed that this was not the case. Cllr Adamson advised that the Tranmire Ditch was full of various items. The Chair of the Millennium Green Trust had resigned and nobody had expressed an interest in taking over as chair. A chair would be appointed at each meeting. The Trust was to write to seek assistance in clearing the ditch out. Cllr Adamson advised that the footpath between Hambleton Avenue and Gormire Close was again littered with rubbish and the hedge was completely overgrown and required severe pruning. Cllr Roberts advised that she had attended a farewell lunch for Ian Strong of the YLCA held at the Tithe Barn at Nether Poppleton.

## **Part II**

**Resolved: that in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded for the discussion of confidential items.**

The meeting closed at 9.25pm

**Minutes of the Meeting of Thirsk Town Council held on Monday 17 October 2011 at Thirsk and Sowerby Town Hall.**

**Present:** Cllrs: C.Hesmondhalgh (Chair), D.Adamson, D.Duffey, E.Fraser, H.Mills, M.Penson, F.Roberts, J.Watson.

**Apologies:** Cllrs: J.Jackson (abroad), A. Morton (ill)

**388. Police Report**

No Police were present

**389. Reports on Matters Relating to Thirsk**

**389.a N.Y.C.C**

The Meeting was advised that Cllr Dadd had submitted his apologies.

**389.b HDC**

Cllr Adamson advised that examination of utilising the company set up by NYCC and York City Council for internal audit was being undertaken.

**390. Open Forum**

No members of the public were present.

**391. Minutes**

**391a Town Council Meeting held on 19 September 2011**

**Resolved:** that the minutes of the Meeting of the Town Council held 19 September 2011 be confirmed as a correct record and signed by the Chair.

**391.b Matters Arising from the Minutes of the Town Council Meeting held on 19 September 2011**

**Minute 383.d NYCC A19 Winter Damage Meeting**

Cllr Adamson advised that the works to be undertaken were in the main to be carried out at night and would have little effect on Thirsk.

**392. Committee Minutes and Reports**

**392.a. Planning Committee – 19 September 2011**

The Meeting received the minutes of the Planning Committee held on 19 September.

Cllr Roberts advised that amended details in respect of the the formation of an improved junction of the A168 (T) and B1448 had been submitted and the plans were difficult to assess. No roundabout had been included and crossing of the carriageway was still required. Cllr Roberts also advised that HDC was examining requiring an application to be submitted in respect of the re-surfacing of the Methodist Church car park.

Following further discussion it was:-

**Resolved:**

- a) that HDC be advised that the format of the amended plans was difficult to assess and understand and it appears that there is still a requirement for traffic to cross carriageways at the junction. At the very least the Town Council would like to see provision of a roundabout.**
- b) that HDC be advised that it would not be in the public interest to pursue any action in respect of re-surfacing of the Methodist Church car park.**

### **393. Burial Board**

Cllr Adamson reported that the repairs and refurbishment to the Cemetery Lodge were underway.

### **394. Correspondence/Items Raised**

#### **394.a 2013 Review of Parliamentary Constituencies in England.**

The Meeting received a letter dated 21 September from the boundary Commission for England advising of the initial proposals for new parliamentary constituencies in England.

The proposals for Thirsk would see it become part of a Richmond and Thirsk Constituency.

**Resolved: that the letter be noted**

#### **394.b Employment Law, HR and Health and Safety Services**

A letter was received from Ellis Whittam, who was the employment law advisers to the SLCC, advising of the service they provided to local councils which included employment law, health and safety and general health and safety.

Following discussion it was

**Resolved: that Ellis Whittam be requested to provide a quotation for providing the employment law, HR and Health and Safety services.**

#### **394.c Provision of Grit Bins**

Emails dated 1 October 2011 were received from Cllr G.Dadd and J.Haile regarding the provision of grit bins through the NYCC Winter Maintenance Community Involvement Scheme.

An email and letter dated 11 October was received from NYCC giving details of the scheme and advising of training and briefing sessions.

It was noted that as part of the scheme parish councils could order a maximum of one tonne of salt and Local Councils would need to provide the necessary equipment and insurance cover. Members discussed the effectiveness, requirements and cost implications in a large parish such as Thirsk.

**Resolved: that further information and costings be obtained to enable detailed consideration**

#### **394.d Herriot Country Visitor Guide**

An email dated 4 October was received regarding the cost of adverts in the visitor guide.

**Resolved: that the email be noted**

#### **394.e The Bribery Act 2010**

The meeting received an advice note from the YLCA regarding the bribery act 2010 which had come into force on 1 July 2011.

**Resolved: that the advice note be received and noted.**

#### **383.f A19 Carriageway Improvements**

A letter dated 6 October was received from NYCC advising of the area and times of works to be carried out between 17 th and 27th of October.

**Resolved: that the letter be noted**

#### **394.g Request for Bulb Planting at Norby**

Cllr Duffey advised that local residents from the housing development at Norby had developed a community initiative for bulb planting in the area and had approached Thirsk in Bloom . The cost to Thirsk in Bloom for the bulbs would be £60.00

**Resolved: that the Town Council reimburse Thirsk in Bloom £60.00 for the cost of bulbs for Norby.**

### **384. Millgate Public Toilets**

The Clerk advised the Meeting of the current position and that the transfer was likely to be at the end of October.

**Resolved: that the report be noted.**

#### **384. Finance**

The Clerk advised that due to time and work constraints particularly in respect of the office move the balance sheet and budget report were not available for the Meeting.

**Resolved: that the accounts for payment as at 17 October 2011 be approved and cheques signed.**

#### **385. Reports from Members/Representatives**

Cllr Watson advised that the Central Areas Meeting had been cancelled in view of the office move. She also noted that in respect of the request for finger posts for the sensory garden and riverside walk there was only sufficient space for one additional finger post.

Cllr Roberts advised on the YLCA Joint Executive Board and noted that NALC subscriptions had risen by 3%. The YLCA had appointed a new Deputy Chief Officer.

Cllr Hesmondhalgh noted that the library staff had approached Cllr Penson with regard to concern in respect of a dead tree which it was considered could be dangerous. She had established that the tree came under the management of the Nursery Mews Estate and contact had been made.

#### **386. On-Going Items**

##### **Insurance Document/Accounts - Ethel Johnson Bequest Trust**

**Resolved: that the Trust be advised that the Town Council requires sight of the Insurance documents in respect of Carrs Field and the dates for the appointment of Trustees.**

The meeting closed at 8. 33 pm

## **Minutes of the Meeting of Thirsk Town Council held on Monday 21 November 2011 at Thirsk and Sowerby Town Hall.**

**Present:** Cllrs: C.Hesmondhalgh (Chair), D.Adamson, D.Duffey, E.Fraser, A.Morton, M.Penson, F.Roberts, A.Robinson, J.Watson.

**Apologies:** Cllrs: J.Jackson (abroad), H.Mills (alternative engagement)

### **399. Police Report**

PCSO Morrison reported the crime figures for the last 30 days which comprised four burglaries including one on Long Street for which there had been an arrest, two vans being broken into on Gormire Close, seven instances of violence, and a motor vehicle being stolen from Long Street which was linked with a similar crime in Northallerton.

The Police were undertaking an operation dealing with poaching and rural crime with joint patrols in Ryedale and utilising farmer volunteers.

A multi agency initiative regarding metal thefts was being undertaken and a drink drive campaign leading up to Christmas was underway.

PCSO Morrison advised that in relation to the issue raised by the Town Council in respect of the parking bays fronting Arabica and the Blacksmiths Arms there was no time limit on the bays and Jane Charlton of NYCC would review the issue in the new year.

Cllr Watson asked what the opening hours of the Police Station were and was advised that they were 9.30 am to 1.00pm Monday to Friday.

Cllr Robinson noted that a police vehicle had recently been parked on the bus collection point in the Market Place which prevented buses accessing the area and requested that the matter be noted.

Cllr Hesmondhalgh thanked PCSO Morrison for his attendance and report.

### **400. Reports on Matters Relating to Thirsk**

#### **400.a N.Y.C.C**

Cllr Dadd advised that a decision on the outcome of the library review was to be made on Tuesday and he noted that it was likely that Thirsk would only have a small reduction in the weekly opening hours. Cllr Dadd noted that he was pressing the Environment Agency for the dredging of the Cod Beck and removal of the silting under the bridge.

Members noted the condition of Station Road, where St Marys Walk joined Stockton Road and the footpath at the bottom end of Chapel Street.

#### **400.b HDC**

Cllr Dadd reported that Aspire had had its daily licensing hours reduced from 2.30 am to 1.00am and had been closed by the managing company. He advised that HDC had decided that it would not be in the public interest to pursue any action in respect of the tarmacadamming of the Methodist church car park.

Cllr Robinson advised that the Yorkshire Air Ambulance had ceased working from Bagby Airfield pending a planning application being submitted.

Cllr Adamson reported that the Scrutiny Committee was to review Thirsk and Northallerton Markets the following Tuesday. He advised that the scheme for re-cobbling the Market Place was being considered at the next Cabinet meeting with £100,000 being sought.

Mention was made of the refusal to allow the sale of woollens at the market in view of an existing stall but it was considered that the two ranges were quite different.

#### **401. Open Forum**

No members of the public were present.

#### **402. Minutes**

##### **402a Town Council Meeting held on 17 October 2011**

**Resolved: that the minutes of the Meeting of the Town Council held 17 October 2011 be confirmed as a correct record and signed by the Chair subject to amending minute 389.b to read Cllr Adamson advised that examination of utilising the company set up by NYCC and York City Council for internal audit was being undertaken.**

##### **402.b Matters Arising from the Minutes of the Town Council Meeting held on 17 October 2011**

###### **Minute no.394.g Request for bulb planting at Norby**

The Clerk advised that an additional £17.00 had been spent by Thirsk in Bloom

#### **403. Committee Minutes and Reports**

##### **403.a. Planning Committee – 3 November 2011**

**Resolved: that the minutes be received**

##### **403.b. Open Areas committee- 10 November.**

The meeting received the minutes of the Open Areas Committee held on 10 November 2011.

Cllr Hesmondhalgh reported that it was intended to continue the boundary fencing on the Holmes to prevent unauthorised access by vehicles.

It was noted that local mothers were intending to form a group to improve the facilities at Shire Close play area and Cllr Adamson pointed out the insurance aspects in this respect. Cllr Hesmondhalgh confirmed that this would be addressed.

The meeting noted that Elaine Coulson undertook the planting at the sign on Station Road at her own expense and it was considered that a contribution should be made.

**Resolved:**

**a. that the minutes be received and noted**

**b. that a yearly contribution towards the planting on Station Road be made**

#### **404. Burial Board**

Cllr Adamson advised that it was intended to hold a Burial Board Meeting to consider the cemetery charges for the next financial year.

**Resolved: that the headstones and inscriptions for Mary McKinley, Marjorie Snelling, Tom Swales, Lesley Frost, Constance Dodds, Dagmar Paula Brosch be approved.**

#### **405. Correspondence/Items Raised**

##### **405.a Thirsk in Bloom**

A letter dated 21 October was received from Thirsk in Bloom requesting confirmation that the safety net for any shortfall up to £500 was still available for the current financial year and noting the requirements for the next financial year.

Cllr Watson noted that specific details of any shortfall would be required.

The budget for the next financial year would be considered when the precept was set.

The meeting was advised that Cllr Duffey had offered to become the Town Councils representative on Thirsk in Bloom.

**Resolved:**

- a. that Thirsk in Bloom be advised that specific details of any financial shortfall for the current financial year would be required.**
- b. that the last full year accounts and the programme for 2012/13 are required for consideration for the budget for 2012/13**
- c. that Cllr D.Duffey be the Town Council's representative on Thirsk in Bloom.**

**405.b Yorkshire Forward**

A letter dated 28 October 2011 was received from Yorkshire Forward advising about the closure of the organisation and transition of responsibilities to other bodies.

**Resolved: that the letter be noted**

**405.c YLCA Training Event**

The Clerk reminded members of the 'What Councillors Need to Know' training event to be held on 23 November by the YLCA at a cost of £35.00 per place. There were currently fifteen attendees from parish councils in the area.

**Resolved: that Cllrs Duffey, Penson, Roberts and Watson attend the training event.**

**406. Meetings/Committees**

**Resolved:**

- a. that an Extraordinary Meeting of Thirsk Town Council to set the precept for 2012/13 be held at 6.00pm on Friday 16 December at Thirsk and Sowerby Town Hall**
- b. that a Personnel Committee Meeting be held at 2.00pm on Thursday 8 December at the Town Council office.**
- c. that a committee to deal with the Millgate Public Conveniences be established based on the membership of the working party.**

**407. Finance**

**Resolved:**

- a. that the accounts for payment be approved and cheques signed.**
- b. that the balance sheet and budget report for October be received and approved.**

**408. Reports from Members/Representatives**

Cllr Duffey advised that the planting of bulbs at the new development at Norby had been undertaken by residents in conjunction with Thirsk in Bloom.

Cllr Watson reported that the Central Areas Committee had been attended by Jill Miller who had updated on the Christmas Fayre which was to take place on Friday 25 November through to Sunday 27 November. She proposed that the Business association be thanked for all their hard work and achievement.

Cllr Morton advised that the Thirsk and Sowerby Swimming Bath Charity had agreed a 4% increase for the coming year.

Cllr Adamson reported that the Millennium Green Trust had undertaken a clean-up but because of the high level of water in the beck it had proved difficult.

Cllr Hesmondhalgh noted that she had attended the Remembrance Sunday service and parade and had been very impressed with the turn out.

Cllr Watson advised that she and Cllr Roberts had altered the Market Place clock and had been present for the erection of the Christmas tree. **The meeting closed at 9.17 pm**

## **Minutes of the Meeting of Thirsk Town Council held on Monday 19 December 2011 at Thirsk and Sowerby Town Hall.**

**Present:** Cllrs: C.Hesmondhalgh (Chair), D.Adamson, D.Duffey, E.Fraser, J.Jackson, H.Mills, A.Morton, M.Penson, F.Roberts, J.Watson.

**Apologies:** None received.

### **409. Police Report**

No Police representatives were present

### **410. Reports on Matters Relating to Thirsk**

#### **410.a N.Y.C.C**

Cllr Dadd advised that the Sowerby Gateway application had been considered and the four way road junction had been approved in principle subject to the Highway Agency approving further design.

Cllr Watson questioned the situation regarding the provision of low cost homes in the development and Cllr Dadd advised that affordable homes would be available to local people first.

Members questioned the situation regarding construction traffic and were advised that there would be a 7.5 ton weight limit and that the cleaning of construction traffic was conditional.

#### **410.b HDC**

Cllr Dadd advised that David Murkett had been made an alderman in the previous week.

Cllr Adamson advised that Cabinet had approved the £100,000 for the work to the Market Place and £10000 for the renovation work at the World of James Herriot. A peer review of shared services had concluded that it was working extremely well and that customer services was outstanding.

Cllr Adamson advised that Yorkshire Air Ambulance were to be based at RAF Topcliffe.

### **411. Open Forum**

No members of the public were present.

### **412. Minutes**

#### **412.a Town Council Meeting held on 21 November 2011**

**Resolved: that the minutes of the Meeting of the Town Council held 21 November 2011 be confirmed as a correct record and signed by the Chair.**

#### **412.b Matters Arising from the Minutes**

##### **Minute no. 403.b Open Areas Committee**

Cllr Hesmondhalgh advised that a quote of £2400 had been accepted for the provision of the additional fencing on the Holmes.

##### **Minute no.406 Meetings/Committees**

The Meeting was advised that the Finance Meeting of the Town Council had been arranged for Monday 9 January at 7.00pm at the Town Hall.

### **413. Committee Minutes and Reports**

#### **413.a. Planning Committee**

The Meeting received the minutes of the Planning Committee held on 8 December.

#### **413.b.Central Areas Committee**

The Meeting received the Minutes of the Central Areas Committee held on 16 November.

#### **413.c Personnel Committee – 8 December**

The Meeting received the Minutes of the Personnel Committee held on 8 December.

The Clerk advised that the various items had been in confidential session and therefore any discussion in relation to those items should be held at the end of the meeting.

#### **413.d Public Conveniences Committee**

The Minutes of the Committee held on 16 December were circulated.

Cllr Duffey advised that a meeting was to be held at the end of January to evaluate costings and options for the facility.

#### **414. Burial Board**

Cllr Adamson advised that a Burial Board Meeting was to be arranged to set the fees for the next financial year. He informed the Meeting that R.Hill was to be the tenant of the Cemetery Lodge.

**Resolved: that memorial applications for Joan Pallister and Stephen Windross be approved.**

#### **415. Correspondence/Items Raised**

##### **415.a South Cleveland Heart Fund**

The Meeting received a letter dated 28 October regarding the South Cleveland Heart Fund.

**Resolved: that a donation of £50.00 be made to the South Cleveland Heart Fund**

##### **415.b Review of District Council Electoral Arrangements**

A letter dated 16 November was received from Hambleton District Council advising of the review of electoral arrangements with a view to reducing the number of councillors.

**Resolved: that the letter be noted**

##### **415.c Localism Bill and Draft National Planning Policy Framework**

The Meeting received a letter dated 17 November from MD2LLP advising of the services they could offer in relation to the localism bill and draft national policy framework. Cllr Duffey noted the reference to parish plans at the recent YLCA training event and that they were seen as best practise. Following further discussion it was

**Resolved: that Rural Action Yorkshire be invited to send a representative to a Town Council meeting to discuss parish plans.**

##### **415.d Great North Air Ambulance Service**

A letter dated 16 November was received advising of the aim of the service and charity.

**Resolved: that the letter be received and noted.**

##### **415.e Thirsk Clock**

The Meeting received a letter dated 15 December from Thirsk Clock advising of the requirements for a performing rights license. It was noted that finance was available within the youth activities budget.

**Resolved: that a donation of £100 be made to Thirsk Clock in respect of the performing rights licence.**

##### **415.f Uthie Youth Club**

A letter was received from R.Stapylton the Chair of Uthie regarding money required for equipment for the club.

**Resolved: that the accounts of the youth club be requested**

#### **416. Finance**

**Resolved:**

- a. that the accounts for payment as at 19 December 2011 be approved and cheques signed.**
- b. that the balance sheet and budget report for November be received and approved.**

#### **417. Reports from Members/Representatives**

Cllr Penson advised members of the Thirsk web cam set up by Thirsk Tourist Information.

Cllr Morton noted that a van for sale was parked on the roadway at St James Green.

Cllr Adamson advised on the bad condition of the Tranmire ditch.

#### **418. On-Going Items**

**Resolved: that the dates for the appointment of trustees of the Ethel Johnson Bequest Trust be obtained**

### **Part II**

**Resolved: that in accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the press and public be excluded for the discussion of confidential items.**

The meeting closed at 9.25pm

## **Minutes of the Meeting of Thirsk Town Council held on Monday 16 January 2012 at Thirsk and Sowerby Town Hall.**

**Present:** Cllrs: C.Hesmondhalgh (Chair), D.Adamson, H.Dalgleish-Brown, D.Duffey, E.Fraser, J.Jackson, A. Morton, M.Penson, F.Roberts, J.Watson.

**Apologies:** None received

### **420. Police Report**

No Police representatives were present

Cllr Fraser requested that if no Police representatives were available for a meeting the Police be asked to submit a brief report on any issues relevant to Thirsk.

**Resolved: that in the absence of a representative to attend the Town Council meeting the police be requested to submit a report.**

### **421. Reports on Matters Relating to Thirsk**

#### **421.a N.Y.C.C**

Cllr Dadd advised that following problems with dog fouling a successful trial of transfer stickers on pavements had been undertaken in the Ryedale District. Cllr Watson advised that she would be interested in being involved in a trial in Thirsk and proposed that any areas of concern should be reported to the office.

Cllr Morton noted that the junction of St Marys walk with Stockton Road was in a bad state of repair. Cllr Watson questioned the situation regarding the possible reduction in services at the Friarage Hospital. Cllr Dadd noted the various considerations involved and advised that the results of the report into the issues was not yet published.

#### **421.b HDC**

Cllr Adamson reported that the Scrutiny Committee was examining the operation of markets which was a work in progress with recommendations likely in March.

He had attended a County Council Area Committee which had produced road accident figures and there had been an increase in motor cycle accidents. He noted that in virtually every case the motor cycle had been the only vehicle involved.

### **422. Open Forum**

No members of the public were present.

### **423. Minutes**

#### **423.a Town Council Meeting held on 19 December 2011**

**Resolved: that the minutes of the Meeting of the Town Council held 19 December 2011 be confirmed as a correct record and signed by the Chair.**

#### **423.b Matters Arising from the Minutes**

##### **Minute 417 Reports from Members /Representatives**

The Clerk advised that the van had been reported to the Planning Enforcement Officer.

#### **423.c Town Council Finance Meeting held on 9 January 2012**

The clerk advised that following confirmation regarding the grass cutting contract the budget had been reduced by £1000. Section 106 maintenance monies in the sum of £1000 had also been applied in respect of the Sensory Garden. The precept had therefore been set at £107000.

**Resolved:**

- a) that the minutes be confirmed as a correct record and signed by the Chair.**
- b) that the report be noted and actions endorsed.**

**424. Committee Minutes and Reports**

**424.a. Planning Committee**

The Meeting received the minutes of the Planning Committee held on 19 December 2011

**424.b. Central Areas Committee**

The Meeting received the Minutes of the Central Areas Committee held on 28 December 2011

Cllr Watson asked Cllr Adamson whether any documents relating to the refurbishment of the Market Place would be made available. Cllr Watson noted that to date one quotation had been received in respect of the stone cleaning of the Town Clock.

**425. Burial Board**

Cllr Adamson advised that the Cemetery Lodge was now occupied by R.Hill.

**Resolved: that the memorial applications for Phyllis Elizabeth Holyoake, Joan Winifred Pollitt and Tom Swales be approved.**

**426. Correspondence/Items Raised**

**426.a Council Tax referendums**

The meeting received a letter dated 16 December 2011 from the Department for Communities and Local Government advising on the changes to council tax following the commencement on 3 December of the Localism Act's provision for council tax referendums.

It was noted that precepting authorities were not included in the proposed principles but that the government would monitor increases in the precepting sector and did not rule out setting principles in 2013-14.

**Resolved: that NALC be requested to take up any issue of principles being applied to Town and Parish Councils precepts particularly taking into account the services being devolved from principal authorities.**

**427. Finance**

**Resolved:**

- a. that the accounts for payment as at 16 January 2012 be approved and cheques signed. (Schedule A)**
- b. that the balance sheet and budget report for December 2011 be received and approved.**

**428. Reports from Members/Representatives**

Cllr Jackson advised on the history of the changing room facilities run by the Thirsk and Sowerby Flatts Trust and the financial shortfall. Cllr Adamson noted that £7000 Section 106 monies had been allocated to the Flatts Trust.

Cllr Watson noted that the willow tree in the picnic area needed pruning.

Cllr Roberts reported that several lights were out in the Market Place.

Cllr Hesmondhalgh advised on the on-going discussions regarding events for the Diamond Jubilee including the possibility of a Jubilee Fair.

Cllr Watson questioned whether the memorial seat that had been proposed adjacent to the District Council Millgate car park next to the river had been sited.

**429. On-Going Items**

**Resolved: that item c) NYCC traffic study in Chapel Street be removed from the list.**

The meeting closed at 9.20pm

**Minutes of the Meeting of Thirsk Town Council held on Monday 20 February 2012 at Thirsk and Sowerby Town Hall.**

**Present:** Cllrs: C.Hesmondhalgh (Chair), D.Adamson, H.Dalgleish-Brown, D.Duffey, E.Fraser, J.Jackson, A. Morton, M.Penson, F.Roberts, J.Watson.

**Apologies:** None received

**430. Police Report**

PCSO Morrison reported the crime figures in Thirsk for January which consisted of three automobile crime incidents, three burglaries, six instances of criminal damage and five thefts. To date in February there had been two burglaries, six instances of criminal damage and one theft.

It was noted that that crime figures in North Yorkshire were down and that North Yorkshire had the lowest crime rate in England.

Cllr Hesmondhalgh thanked PCSO Morrison for his attendance and report.

**431. Reports on Matters Relating to Thirsk**

**431.a N.Y.C.C**

Cllr Dadd reported that both NYCC and HDC were in general support of the retention of essential services at the Friarage Hospital and it was hoped that the NHS would look for solutions to the problems. Cllr Dadd advised that there was to be no increase in the County Council tax.

**431.b HDC**

Cllr Adamson advised that the proposed reduction in the number of Councillors had been referred to the Boundary Commission. The proposal for Thirsk was a reduction from three to two Councillors.

**432. Open Forum**

No members of the public were present.

**433. Minutes**

**433.a Town Council Meeting held on 16 January 2012**

**Resolved: that the minutes of the Meeting of the Town Council held 16 January 2012 be confirmed as a correct record and signed by the Chair.**

**433.b Matters Arising from the Minutes**

**Minute no.426.a Council Tax Referendums**

The Clerk advised that NALC had requested YLCA to obtain information from local councils that had increased the precept by more than 3.5%. The information was to be used in a report to Communities and Local Government to argue against local councils being subject to referendums on precept increases in 2012/13.

**434. Committee Minutes and Reports**

**434.a. Planning Committee**

The Meeting received the minutes of the Planning Committee held on 2 February 2012

**324.b Public Conveniences Committee**

The Meeting received the minutes of the Public Conveniences Committee held on 3 February 2012. Cllr Duffey noted that the Committee had proposed that the British Toilet Association be appointed to undertake a consultation in respect of the Millgate toilets. It had also been agreed that footfall counters and donation boxes be installed in the premises.

**Resolved: that the Minutes be approved and adopted.**

**434.c Central Areas Committee**

The Meeting received the minutes of the Central areas Committee held on 8 February 2012.

**435. Burial Board**

**Resolved: that the memorial vase for Thomas Swales be approved.**

**436. Correspondence/Items Raised**

**463.a Pre-Olympic Briefing**

A report from Thirsk Tourist Information was received in respect of a pre-Olympic briefing attended at York Racecourse including details of the Olympic torch relay coming through Thirsk on 20 June.

**Resolved: that the report be received and noted.**

**436.b Thirsk RBL Band**

The Meeting received a letter dated 20 January from the Thirsk Royal British Legion Band regarding a tour by the RBL band and Chirons training band and seeking donations to subsidise the cost of the trip for children and young adults in full time education.

**Resolved: that a donation of £100 be made to the RBL Band from the 2012/13 Youth Activities Budget.**

**436.c Sowerby Nursery School**

A letter dated 3 February was received from Sowerby Nursery School in respect of donations for the school year.

**Resolved: that the letter be noted.**

**436.d Abolition of the current Standards Regime and Implementation of a New System**

A briefing note was received from YLCA reporting on the fundamental changes to the system of regulation of standards of conduct for councillors under the Localism Act 2011.

**Resolved: that the Briefing Note be received and noted.**

**436.e Public Interest Reports into Local Governance and Financial Management**

The meeting received an Advice Note from YLCA including suggestions for good practise in financial administration.

**Resolved: that the Advice Note be received and noted.**

**436.f Repeal of the Local Government (Discretionary Payments) Regulations 1996**

The Meeting received an Advice Note from YLCA which covered the revocation of the 1996 regulations and the payment of gratuities. It was noted that the view was held that local councils could still fulfil any existing contractual obligations which relate to the payment of gratuities.

**Resolved:**

**a) that the Advice Note be received and noted.**

**b) that the matter be referred to the Personnel Committee.**

**436.g Section 137 Expenditure Limit for 2012/2013**

An email dated 13 February was received from YLCA advising that the Section 137 expenditure limit for 2012/13 had been set at £6.80.

**Resolved: that the information be noted.**

**436.h Childrens and Maternity Services at the Friarage Hospital**

The Meeting received a letter dated 13 February 2012 from Dr Vicky Pleydell the Shadow Accountable Officer of the Hambleton, Richmondshire and Whitby Clinical Commissioning Group in response to concerns raised at a public meeting in Northallerton in relation to children's and

maternity services at the Friarage Hospital. The letter noted that the major concerns raised was the access to maternity services for people in Hambleton and Richmondshire and Dr Pleydell stated that the issue of access and transport would be taken very seriously during the development phase of the project. The letter also included a guide to show travelling distances from locations in Hambleton and Richmondshire to various hospitals. Members noted the various distances advised and it was also pointed out that the Air Ambulance was not allowed to fly at night. Cllr Robinson advised that a public meeting was to be held in Thirsk to discuss the proposals. Following further discussion it was **Resolved:**

**a) that the NHS be advised of the Town Councils strong concerns about the possible downgrading of services at the Friarage Hospital.**

**b) that the dates for public meetings be requested.**

#### **437. Finance**

**Resolved:**

**a) that the accounts for payment as at 20 February 2012 be approved and cheques signed.**

**(Schedule A)**

**b) that the balance sheet and budget report for January 2012 be received and approved.**

#### **438. Reports from Members/Representatives**

Cllr Dalgleish-Brown advised that the Planning Enforcement Officer had been made aware of concerns regarding the condition of the proposed building site adjacent to the Little Green. Cllr Watson noted that the Thirsk Town Council Sign was still above the ginnel adjacent to the Darrowby.

Cllr Hesmondhalgh circulated minutes of the Diamond Jubilee planning and co-ordination meeting held on 8 February. She noted that the minutes mentioned the proposal to undertake restoration works at the Market Place clock. Cllr Watson advised that further quotes were being sought together with costings for scaffolding.

#### **439. On-Going Items**

##### **439.a Ethel Johnson Bequest Trust**

The Clerk reported that he had been advised that the Trust had no other income other than the Town Council finance and all payments were made through the Town Council.

A copy of the insurance renewal notice and community risks policy schedule had been received. It was also noted that one of the trustees was to retire.

The Trust had asked about investing in a machine to do the brush cutting works to Carrs Field. Members noted the requirements with regard to storage, servicing, maintenance and insurance. It was considered that it was more viable to utilise a contractor for the amount of work undertaken. Members asked that the Chair of the Trustees be invited to attend a future Town Council Meeting.

##### **439.b Committee Clerk**

The Clerk advised that the Job Description and Person Specification had been formalised and that he was awaiting information regarding the other proposed post for a joint advert to be produced.

The meeting closed at 9.20pm

## **Minutes of the Meeting of Thirsk Town Council held on Monday 19 March 2012 at Thirsk and Sowerby Town Hall.**

**Present:** Cllrs: C.Hesmondhalgh (Chair), D.Adamson, H.Dalgleish-Brown, D.Duffey, E.Fraser, J.Jackson, A. Morton, M.Penson, F.Roberts, J.Watson.

**Apologies:** Cllr A.Robinson (holiday)

### **440. Police Report**

The Clerk advised that it was unlikely that a Police representative would be attending the meeting. Cllr Watson expressed concern at the inconsiderate and illegal parking that continually happened in certain locations in Thirsk. She noted several examples including problems encountered for deliveries to Julian Graves and parking on the double yellow lines at Gillings Court, causing problems for deliveries to the businesses in that location and which could result in certain cases in lack of access for emergency services.

### **441. Reports on Matters Relating to Thirsk**

#### **441.a N.Y.C.C**

Cllr Dadd advised that a meeting was to be held by the NHS in the Fleece on the 19 April to discuss the future of children's and maternity services at the Friarage hospital. A family march was to take place on the 26 May in Northallerton which would be addressed by William Haigh MP.

Councillor Dadd noted that formal consultation was the next step to be carried out.

Cllr Dadd advised that the County Council were examining the extension of the yellow lines on Norby Front Street following a request to extend to the Tyre garage due to visibility problems.

The County Council was to undertake a visibility assessment following which consultations with residents and the Town Council would be carried out.

Cllr Dadd advised that the County Council received numerous requests for speed matrix signs and thought was to be given to the provision of mobile facilities that could be offered for a specific period.

#### **441.b HDC**

Cllr Adamson noted that Cabinet was to consider the use of S106 monies from the Sowerby gateway project for offsite recreational facilities including two rugby pitches.

He advised that the Standards Board would cease at the end of July and a new Audit, Governance and Standards Committee would be formed. An independent person would have to be appointed to work in conjunction with the Council's legal officer. The District Council's solicitor was working on a new code of conduct.

### **442. Open Forum**

No members of the public were present.

### **443. Minutes**

#### **443.a Town Council Meeting held on 20 February 2012**

**Resolved: that the minutes of the Meeting of the Town Council held 20 February 2012 be confirmed as a correct record and signed by the Chair.**

#### **443.b Matters Arising from the Minutes**

##### **Minute no.436h. Children's and Maternity Services at the Friarage Hospital**

The Clerk advised that the meeting to discuss the issues was now to be held at 6.30pm on Thursday 19 April at the Fleece.

#### **444. Committee Minutes and Reports**

##### **444.a. Planning Committee**

The Meeting received the minutes of the Planning Committee held on 20 February 2012.

##### **445. Burial Board**

Cllr Adamson advised that a Burial Board Meeting at the Cemetery was to be arranged.

**Resolved: that the additional inscriptions for Bob Stuart and John McLauchlan be approved.**

##### **446. Correspondence/Items Raised**

###### **446.a Review of District Council Electoral Arrangements**

The meeting received a letter dated 24 February from Hambleton District Council enclosing the material presented by the Local Government Boundary Commission at the Parish Council briefing on the 10 February.

**Resolved: that the letter be received and noted.**

###### **446.b Library Opening Hours**

The meeting received an email dated 1 March from NYCC enclosing the final list of staffed opening hours in libraries following the recent consultation process involving local communities and library staff.

**Resolved: that the information be noted.**

###### **446.c Health Engagement Network**

An email and attachments dated 15 March was received from the NHS regarding a Health Engagement Network which had been set up by the Hambleton, Richmondshire and Whitby Clinical Commissioning Group. The Network gave people the opportunity to have a say in local health service provision.

**Resolved: that the information be received and noted.**

###### **446.d Heroes Welcome Campaign**

An email dated 6 March was received from the YLCA advising of the campaign which gave businesses and other organisations the opportunity to display sticker to indicate a warm welcome and special acknowledgement to serving, or former, armed service personnel and their families.

**Resolved: that the Town Council support the campaign**

###### **446.e Uthie Youth Club**

Following a request for funding for equipment for the club, the accounts of the organisation had now been received.

**Resolved: that a donation of £100 be made to Uthie for the purchase of equipment for the club.**

#### **447. Finance**

##### **447.a Accounts for payment**

Cllr Duffey noted the Business Rate demand notice for the public toilets.

The Clerk advised that the business rates for the financial year was £2700 in total.

Members noted that the facilities were provided for the benefit of the community and questioned how a public toilet could be regarded as a business.

Following further discussion it was:-

**Resolved:**

**a) that the accounts for payment as at 19 March 2012 be approved and cheques signed.**

**(Schedule A)**

- b) that a letter be sent to Eric Pickles, Secretary of State for Communities and Local Government, advising of the Town Council's concern that Public Conveniences were subject to business rates.**
- c) that the Balance sheet and Budget report for February be approved.**

#### **448. Reports from Members/Representatives**

Cllr Adamson advised that Thirsk Clock was holding a meeting on 18 April at 7.00pm to examine finding a solution to the youth homeless problem.

He noted that two children's scooters and a collection of wood and rubbish had collected in the Tranmire ditch near to the bridge. Cllr Adamson agreed to contact HDC Environmental Health to assess whether they could deal with the problems.

Cllr Hesmondhalgh advised that she and Cllr Dagleish-Brown had attended the AGM of the St. James Green residents association and had discussed the bye-laws, car parking and general issues associated with the greens.

Cllr Dagleish-Brown reported on the meetings held in respect of jubilee events, advising that the Rotary Club and Round Table were not now organising music in the Market Place.

A bus would be run on the day to ferry people to and from the beacon on Sutton Bank.

#### **449. On-Going Items**

##### **439.a Ethel Johnson Bequest Trust**

The Clerk advised that the Chair of the Trust hoped to be able to attend the next Town Council Meeting.

##### **449.b Committee Clerk**

A meeting of the Personnel Committee was to be called to finalise job descriptions and person specifications, advertising and interview panel.

The meeting closed at 9.10pm