

**MINUTES OF THE ANNUAL MEETING OF EASINGWOLD TOWN  
COUNCIL HELD AT THE GALTRES CENTRE EASINGWOLD AT 7.00  
PM ON TUESDAY MAY 15<sup>th</sup> 2018**

**PRESENT:** Councillors P. Nottage (Chairman), C. Barnes, N. Madden, J. Fowell, F. Johnston-Banks, G. Bingham, G. Ellis, A. Gledhill, C. Jackson

**Clerk of Meeting: Mrs Jane Bentley**

18/17	<b>ELECTION OF CHAIRMAN</b> 17.1 Councillor Nottage was nominated by Councillor Ellis, seconded by Councillor Bingham and duly elected Chairman and Town Mayor. The Chairman's Declaration of Acceptance was signed and received. 17.2 It was noted that the Chairman's Allowance for 2018/19 is £440.00
18/18	<b>ELECTION OF VICE CHAIRMAN</b> Councillor Barnes was elected Vice-Chairman.
18/19	<b>APOLOGIES</b> Apologies were received from County Councillor Sowray, District Councillor Knapton and Councillors Shepherd and Tanfield and reasons approved.
18/20	<b>MINUTES</b> 20.1 The minutes of the Council Meeting 17 <sup>th</sup> April (already circulated) were considered and approved for signature. 20.2 Draft minutes of Annual Parish Assembly 24 <sup>th</sup> April 2018 were noted and will be published on the council website.
	It was <b>RESOLVED</b> to adjourn the meeting for up to 15 minutes to take questions or comments through the Chairman from members of the public. There were 6 members of the public present and no questions were asked.
18/21	<b>NORTH YORKSHIRE POLICE</b> No members of the police were available but a written update was received from North Yorkshire Police.
18/22	<b>HESLEY GROUP – DEVELOPMENT OF FORMER NHS SITE COPPERCLAY WALK</b> Councillor Nottage welcomed two representatives from the Hesley Group who provided an update on proposals for the development of the NHS site on Copperclay Walk. The Hesley Group has purchased the site and will develop it into 9 units for adults with autism. It will be a community facing project and 30-40 jobs will be created. Existing buildings will be regenerated. It was <b>AGREED</b> that Councillor Gledhill will liaise with Easi Works and the Hesley Group to put them in contact with each other. Councillor Nottage thanked the Hesley Group representatives for attending the meeting.
18/23	<b>OPERATION LONDON BRIDGE</b> An email (previously circulated) from Hambleton District Council was considered and it was <b>RESOLVED</b> that the Clerk should forward the completed appendix 5 to Hambleton District Council.
18/24	<b>GENERAL DATA PROTECTION REGULATION (GDPR)</b> An update was received from the Chairman, and the Clerk confirmed that the data audit trail was being undertaken in the Council office.
18/25	<b>MATTERS ARISING AND CLERK'S PROGRESS REPORT</b> To note progress on action points from previous minutes (information items only). <b>a) Responses/letters sent:</b> <ul style="list-style-type: none"> <li>• The Clerk sent an email to EGSG on 2/5/2018 giving the council's approval for their request to apply for a bench in Chase Garth</li> <li>• The Clerk sent an email to Councillor Tanfield on 2/5/2018 giving the council's approval for the requests for Rockin' All Over the Wold, plus the donation.</li> </ul> <b>b) Events granted under the delegated powers of the Chairman and Clerk –</b> <ul style="list-style-type: none"> <li>• Permission was given on 8<sup>th</sup> May 2018 for Autism Plus to hold a plant stall on the Market Green</li> <li>• Permission was given on 27<sup>th</sup> April 2018 for the running club to hold an informal event at Millfields</li> <li>• Permission was given on 2<sup>nd</sup> May for the Easingwold Runners Club to hold a running event on 22<sup>nd</sup> May using the Memorial Park.</li> </ul>

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**c) Projects**

- **Seats** – The Miscellaneous Works Contractor has identified 3 vacant spaces, one at the end of Crabmill Lane near the rose bed, one halfway up Uppleby on the right hand side and one on Church Avenue. The Clerk will order 3 seats in May 2018
- **Toilets** – The Clerk is creating a brief
- **Skate Park lights**– The lights have been installed
- **Car Park lights** – The lights have been installed
- **Skate Park** - Councillor Jackson has installed the barrier at a cost of £300.00 Wheelscape has offered to pay 50% of the costs.
- **Christmas lights** – The Clerk requested an update on 8<sup>th</sup> May 2018
- **Rumble strip** - Recommendations have been received from Hambleton District Council on materials and the way forward needs to be agreed.
- **The Galtres Run** – The Clerk is in ongoing discussions with the organiser
- **Armistice project** – A meeting took place on 23<sup>rd</sup> April with interested parties and the next meeting will take place on June 11<sup>th</sup>.
- **Hambleton Parish Liaison Meeting** – Will take place on 17<sup>th</sup> May 2018 with the confirmed attendance of Councillors Barnes and Johnston-Banks
- **Tylers Walk** – the Chairman provided an update by email – NYCC have agreed to put double yellow lines on Crabmill Lane at the Junction with the Market Place down past Boots the Chemist up to the start of Tylers Walk. Double Yellow lines will also be put on the opposite side of the road from the Junction for 10m.
- **Dementia friendly** – Dementia in Action confirmed on 25<sup>th</sup> April that following staff changes the process of registration has been delayed but that it is being chased up.
- **Planters in Long Street** – Clerk to progress following year end.
  
- **MATTERS ARISING:**
- It was **AGREED** that the Clerk should appoint a contractor for the rumble strip.
- Cars are parking opposite the Co-op and the Horseshoe on the green. It was **AGREED** that Councillor Nottage & the Clerk should undertake a site visit to ascertain the most suitable planters and position.
- Roundabout Stillington Road – a meeting was held with Councillors Johnston-Banks, Jackson, District Councillor Knapton and Paul Roberts from NYCC. The design is agreed but there will be an opportunity to review it.
- It was **AGREED** that Councillor Jackson would visit Harrowells to look at the accessibility options.

18/26

**CORRESPONDENCE**

- a. To note (to be found at the back of these minutes)  
b. For decision

**Correspondence for Decision: May 2018**

No.	Date Received	Request From	Request
N1	23/04/2018	G H Smith	Fair & Market – it was agreed that the Clerk should thank G H Smith for the letter but explain that the council has taken into account all of the comments made about the fair, discussed the issue and decided to proceed with the decision made at the November 2017 council meeting, minute reference 17/135.

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	N2	30/04/2018	Fun Run	Request for a donation - <b>approved</b>
	N3	08/05/2018	Fun Run	Request to cut grass and collect tables – it was agreed that the Clerk should speak to the grass cutting contractor to see if he can fit it in his schedule. Councillor Jackson will liaise with the Clerk and the organiser to transport the tables.
	N4	05/05/2018	Olive Branch	Request to hold a barbecue outside for the fun run and Rockin' All Over the Wold – request <b>approved</b> , it was <b>AGREED</b> that this opportunity should be open to any establishment that currently serves food and that the Chairman is given delegated powers to authorise any such requests. It was <b>AGREED</b> that the Clerk should write to the business forum to inform them.
	N5	02/05/2018	Councillor	Thornton's butchers – it was <b>AGREED</b> that Councillor Fowell would inform the member of the public to refer the matter to environmental health at Hambleton District Council. The meeting was opened up to public and then closed to provide clarity about the issue raised. HDC have raised concerns with the owners about the condition of the properties on Chapel Street formerly linked to Thornton's butchers.
	N6	08/05/2018	Regency Dress agency	Request to place an 'A' board on the cobbles. The request was rejected due to the fact that people need to park there for access to the Post Office. The Clerk will advise the owner to suggest they speak to the Post Office about the parking of their vehicles and put a sign in window asking for drivers not to park too close to the window.
18/27	<b>EMERGENCY EXPENDITURE</b>			
	<i>There was no emergency expenditure actioned by the Clerk since the last meeting</i>			
18/28	<b>COMMITTEE REPORTS &amp; MATTERS</b>			
	28.1 The Operations Committee report was received and approved from the 16 <sup>th</sup> April 2018 and the Recreation and Open Spaces Committee report from the 14 <sup>th</sup> May 2018 was received.			
	28.2 To consider any other matters			
18/29	<b>FINANCE</b>			
	29.1 The income from the previous month and the Income & Expenditure Report for April 2018 were noted.			
	29.2 The accounts for payment (list was circulated prior to the meeting) were approved.			
	<b>EASINGWOLD TOWN COUNCIL LIST OF PAYMENTS - MAY 2018</b>			
			<b>Amount</b>	
	<b>Payee Name</b>	<b>Reference</b>	<b>Paid</b>	<b>Transaction Detail</b>
	HM Revenue & Customs	BP180501	532.84	Tax & NI
	Salary 2	BP180502	571.72	Salary 2
	Salary 1	BP180503	1568.50	Salary 1
	NY Pension Fund X3300	BP180504	681.07	Superannuation
	Lawnmower Services York Ltd	BP180505	21.78	Miscellaneous materials
	J Hudson	BP180506	1500.00	Market Stalls Contract
	BATA	BP180507	60.49	Misc. O/S materials
	ME Willis Ltd	BP180508	371.27	Miscellaneous O/S materials
	W Brian Taylor	BP180509	288.00	Year end assistance

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	The George Hotel	BP180510	119.25	Council Dinner
	The George Hotel	BP180511	121.50	Friendliness Initiative
	SSE Scottish Hydro	BP180512	195.43	Electricity toilets
	Easingwold Town Hall Co Ltd	BP150513	186.00	Adverts
	The Galtres Centre Charity	BP180514	9.50	Room hire
	Welcoms	BP180515	83.13	Wifi
	A Nelson	BP180516	1060.00	Miscellaneous Works Contractor
	T Pooley	BP180517	196.00	Opening/closing toilets
	C Jackson	BP180518	794.90	Expenses
	Puro Design	BP180519	1885.00	Website development
	A&M Cleaning	BP180520	537.38	Cleaning toilets
	BT	DDR	58.56	Business bill
	HDC	DDR	82.00	Rates
	CE & CM Walker Ltd	103256	990.00	Grass cutting
	<b>Total</b>		<b>11914.32</b>	
	29.3 Annual Governance and Accountability Return 2017/18.			
	29.3 (i) The Annual Governance Statement (page 4) as prepared by the Clerk and validated by the Internal Controls procedure by Councillor R. Tanfield and the Internal Auditors was received, considered and it was <b>RESOLVED</b> to approve it.			
	29.3 (ii) The Accounting Statements were considered by the members meeting as a whole.			
	29.3 (iii) It was <b>RESOLVED</b> to approve the Accounting Statements.			
	29.3 (iv) The Accounting Statements were signed and dated by the Chairman.			
	It was <b>AGREED</b> that the Annual Governance and Accountability Return should be submitted to the External Auditor, Littlejohn LLP to comply with the statutory deadline of 11 <sup>th</sup> June 2018.			
	29.4 The receipt of the first precept instalment from Hambleton District Council for £66618.50 was noted.			
18/30	<b>URGENT ITEMS AND ITEMS FOR THE NEXT AGENDA</b>			
	Items which need urgent repair/replacement under delegated powers and other less urgent items for inclusion on the agenda for the next meeting include Yorkshire Day on 1 <sup>st</sup> August. The slip between Linden & Redrow developments.			
18/31	<b>TOWN REPAIRS AND MAINTENANCE</b>			
	Councillor Fowell notified the Clerk that the tree opposite the Scout Hut tree was covered in ivy and was being suffocated. The Clerk will speak to the Miscellaneous Works Contractor about any urgent work needed to the cobbles. It was <b>AGREED</b> that the Clerk should find alternative repairers for the cobbles.			
18/32	<b>PLANNING MATTERS</b>			
	32.1 The Town Council response to planning applications received (see list attached) was considered <b><i>This item was taken at 8.00pm.</i></b>			
	Ref No	Application details	Address	Applicant's name
a	18/00647/MRC	Variation of Condition No. 17 (The approved landscape drawing is to be NE-1971-03-LA-01 rev K) to previously approved application: 15/01500/FUL Wish to see <b>REFUSED</b> . ETC considers the current situation unsatisfactory and steps should be taken to address the concerns of	Stillington Oaks, Stillington Road, Easingwold	18/00647/MRC

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		the residents who cannot access the gardens easily due to the three additional parking spaces.		
b	18/00624/FUL	Alterations to the garage to form bins store, domestic store, ground floor toilet facility and garden room, box in staircase to form hall and under stair cupboard, canopy over front door and installation of a sky television dish to front elevation wall Wish to see <b>APPROVED</b> but wish to express reservations about a satellite dish being mounted on the front of the property in a conservation area.	Malham Cottage, Back Lane Easingwold	18/00624/FUL
c	18/00661/FUL	The change of use of storage/workshop to business use as craft workshops with ancillary retail use. Wish to see <b>APPROVED</b>	Summersgill auctioneers Unit 1 Roxby House Business Park, York Road.	18/00661/FUL
d	13/01703/DCN01	Condition 22 only - Discharge of condition application relating to appeal approval 13/01703/OUT for a residential development Wish to see <b>APPROVED</b> . ETC wish to see the oak tree retained.	Land North West Of Football Ground, Stillington Road, Easingwold	13/01703/DCN01
e	18/00649/FUL	Revised application for a conservatory extension to side of the dwelling Wish to see <b>APPROVED</b>	The Brambles Stonefield Lane Easingwold	18/00649/FUL
f	13/01703/DCN	Condition 11 only - Discharge of condition application relating to appeal approval 13/01703/OUT for a residential development Wish to see <b>APPROVED</b> . ETC wish to see the oak tree retained.	Land off Stillington Road Easingwold	13/01703/DCN
g	18/00613/MRC	Application for removal of occupancy condition to previously approved application 4/1/1768/E/G Wish to see <b>APPROVED</b> . The Council approves of it being returned to residential use.	The Bungalow, Burn Hall, Tollerton Rd. Huby	18/00613/MRC
h	18/00409/FUL	Installation of a dropped kerb and construction of a grasscrete area to the front of the dwellinghouse Wish to see <b>APPROVED</b>	Land to the Front Of Orchard House, Market Place,	18/00409/FUL

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			Easingwold	
i	18/00778/RPN	Demolition of existing conservatory and construction of single storey rear extension Wish to see <b>APPROVED</b>	Bonnyville, 6 Bonneycroft Lane, Easingwold	18/00778/RPN
<p><i>32 .2 Decisions on planning applications considered by Hambleton District Council and total of applications for new dwellings approved were noted.</i></p>				

The meeting closed at 8.08 pm

Signed.....

Date: 19/06/2018

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<b>Correspondence to Note May 2018</b>			
<b>Note</b>	<b>Date Received</b>	<b>From</b>	<b>Subject</b>
N1	17/04/2018	NYCC Area 2 Thirsk	Priority gritting/ Millfields Surgery
N2	17/04/2018	YLCA	Offer of Data Protection Officer Service
N3	20/04/2018	Market Trader	Market trader taken ill
N4	23/04/2018	HDC	Armed Forces Day Flying the Flag Ceremony
N5	24/04/2018	YLCA	E01-18 Salary scales 2018-2019
N6	24/04/2018	NYCC	Parish Council Archives
N7	24/04/2018	YLCA	Planning Seminars
N8	27/04/2018	NY Pension Fund	Deficit Payment
N9	27/04/2018	Neighbourhood Watch	Talk by Trading Standards - Targeting Scams
N10	27/04/2018	Member of public	Stillington Oaks
N11	27/04/2018	Member of public	Stillington Oaks
N12	27/04/2018	NYCC Area 2	Road Closure North Moor Lane
N13	27/04/2018	Survivors Time to Change	Mental health anti-stigma project
N14	30/04/2018	HDC	Hambleton Parish Liaison Meeting
N15	01/05/2018	RAF Linton on Ouse	Increased flying activity
N16	01/05/2018	Member of public	Neighbourhood Planning newsletter