

**MINUTES OF THE VIRTUAL MEETING OF EASINGWOLD TOWN COUNCIL**  
**ON 21<sup>ST</sup> JULY 2020 AT 7.00PM**

**Present:** Councillors P. Nottage (Chairman), C. Barnes (Vice-Chairman), N. Madden, F. Johnston-Banks, A. Gledhill, K. Osborne, K. Butcher, S. Shepherd, R. Varney, R. Tanfield, County Councillor P. Sowray

**In attendance:** Assistant Clerk Mrs J. Fairbrother

**Clerk:** Mrs J. Bentley

<b>20/51</b>	<b>APOLOGIES</b> Apologies were received from District Councillors Malcolm Taylor and Paula Thompson, Councillor Fletcher and reasons given approved.
<b>20/52</b>	It was resolved to adjourn the meeting for 15 minutes to take questions or comments and representations through the Chairman in respect of the business on the agenda. There were two members of the public present and agenda item 16. School Car Park was moved to this point.
<b>20/53</b>	<b>SCHOOL CAR PARK</b> The current position of the school car park on Thirsk Road was reviewed. The Headteacher and Chair of Governors of Easingwold Community Primary School confirmed that they wished that the car park remain open for school users to ensure the safety of parents and children. The owner of the car park subsequently joined the meeting and confirmed that he had legal advice that the original planning condition that required the creation of the school car park was flawed and that there was no legal obligation on him to retain this as a car park and that he had therefore dug up the entrance and exit and applied for permission to build houses on that site as part of a redevelopment of the wider site that includes the current industrial units. Easingwold Town Council confirmed that as this was a very important community asset it would be prepared to adopt the school car park and take over responsibility for owning and maintaining it. However, the owner made it clear that he was not prepared to consider handing it over as a community asset and would continue with his plans to build on the site. The Town Council expressed disappointment at this and reiterated its position of objecting to the planning application.
<b>20/54</b>	<b>MINUTES</b> The minutes of the Council meeting of 16 <sup>th</sup> June 2020 were received and approved.
<b>20/55</b>	<b>NORTH YORKSHIRE POLICE</b> An update was received and noted from North Yorkshire Police.
<b>20/56</b>	<b>CLERKS PROGRESS REPORT</b> Progress on action points from previous minutes (information items only) was noted.  <b>a) <u>Events granted under the delegated powers of the Chairman and Clerk</u> –</b> <ul style="list-style-type: none"> <li>• No events are taking place due to the Covid-19 pandemic</li> </ul> <b>b) <u>Responses sent</u></b> <ul style="list-style-type: none"> <li>• An email was sent on 22<sup>nd</sup> June to Marie Curie refusing their request for a donation but agreeing to support fundraising activities in Easingwold</li> <li>• An email was sent on 22<sup>nd</sup> June to St Leonard’s Hospice to approve the Rainbow of Ribbons</li> <li>• An email was sent to the Member of the Public regarding surface drainage on 22<sup>nd</sup> June</li> <li>• An email was sent on 22<sup>nd</sup> June to the British Red Cross refusing their request for a donation but agreeing to support fundraising activities in Easingwold</li> <li>• An email was sent to Tea Hee on 22<sup>nd</sup> June to agree their request in principle and a site visit was carried out by Councillors Fletcher and Barnes and the Clerk and an extension of the seating area approved</li> <li>• An email was sent to the Curious Table to confirm details as Tea Hee (above)</li> <li>• The path between Kellbalk Lane and the bowling green was reported to NYCC</li> </ul> <b>c) <u>Projects</u></b>

**MINUTES OF THE VIRTUAL MEETING OF EASINGWOLD TOWN COUNCIL**  
**ON 21<sup>ST</sup> JULY 2020 AT 7.00PM**

	<ul style="list-style-type: none"> <li>• <b>AGAR</b> (Annual Governance and Accountability Return) – Councillor Varney has completed the internal controls and the Clerk has completed the provisional work. Yorkshire Internal Audit have confirmed that they require additional time to complete the work. The Clerk has requested an extension from PKF Littlejohn until the 31<sup>st</sup> August so that the return may be approved at the council meeting on the 18<sup>th</sup> August.</li> <li>• <b>Toilets</b> – Healthmatic has carried out a site visit with a view to commencing the refurbishment of the ladies’ toilets and will confirm dates shortly.</li> <li>• <b>PAT Testing</b> – Councillor Tanfield carried out PAT testing of all electrical equipment in the Easingwold Town Council offices on 22<sup>nd</sup> June.</li> <li>• <b>Bandstand</b> – The Clerk is awaiting starting times from the painting contractor.</li> <li>• <b>Signs</b> – The Easingwold Georgian Market Town sign has been collected from Howells and requires concreting in on the farmer’s land. The Clerk’s office is in contact with Hambleton District Council to ensure the sign is safe in the proposed new siting and Hambleton District Council via the Vibrant Market Town has approved a grant to pay for advertising consent. Chris Jackson and the Clerk have made a site visit and the Clerk will contact NYCC regarding exact siting. The re-siting of the stone town signs requires an application for Street Furniture Protocol. The Clerk will complete the form with assistance from a qualified builder to confirm necessary details.</li> <li>• <b>Benches:</b> The Miscellaneous Works Contractor has carried out a survey of all benches. Several benches are being repaired and therefore not in situ, but the Clerk will liaise with the Miscellaneous Works Contractor to order benches to fill the gaps.</li> </ul>												
20/57	<p><b>COMMITTEE REPORTS &amp; MATTERS</b></p> <p>57.1 The minutes of the Social &amp; Events Committee meeting from the 15<sup>th</sup> June were received and approved. The minutes of the Operations Committee meeting were received. Councillor Shepherd proposed that the Yorkshire Flag be flown for the month of August if two flags are unable to be flown together. It was put to the vote and 3 supported this motion whilst 7 supported the option of flying the Yorkshire Flag on the 1<sup>st</sup> August and the NHS flag for the remainder if only 1 flag can be flown at one time. It was confirmed that work for the widening the horseshoe path and extension to form a jogging track as previously agreed will begin on 1<sup>st</sup> August. The rugby posts are being removed for safety reasons with no plans to replace them, but this item will be discussed at the next Recreation &amp; Open Spaces committee meeting. A site visit has taken place to confirm that the Noticeboard will be placed on right hand side bottom entrance of Millfields beyond the welcome board which will be cleaned and repainted.</p>												
20/58	<p><b>CORRESPONDENCE</b></p> <p>Correspondence for decision –circulated prior to the meeting</p> <table border="1" data-bbox="204 1451 1278 1592"> <tr> <th colspan="4">Correspondence for Decision: July 2020</th> </tr> <tr> <td>No</td> <td></td> <td></td> <td></td> </tr> <tr> <td>N1</td> <td>07/07/2020</td> <td>ETIC</td> <td>Funding for walking leaflets; request <b>approved</b></td> </tr> </table> <p>b) To note –circulated prior to the meeting. It was <b>AGREED</b> that the Clerk would re-circulate correspondence N7.</p>	Correspondence for Decision: July 2020				No				N1	07/07/2020	ETIC	Funding for walking leaflets; request <b>approved</b>
Correspondence for Decision: July 2020													
No													
N1	07/07/2020	ETIC	Funding for walking leaflets; request <b>approved</b>										
20/59	<p><b>EMERGENCY EXPENDITURE</b></p> <p>Emergency expenditure actioned by the Clerk since the last meeting included hardbacked social distancing signs for the parks x 3 for the sum of £100.00.</p>												
20/60	<p><b>ROAD SAFETY PROJECTS FROM SALE OF AJ1 REGISTRATION</b></p> <p>A range of proposals were considered, and it was <b>AGREED</b> to delegate this item to the VAS group, with the addition of Councillor Butcher, who will circulate their recommendations and costings by email then authorised by delegated authority.</p>												
20/61	<p><b>NEW MODEL CODE OF CONDUCT CONSULTATION</b></p> <p>The proposed new model member code of conduct from NALC was received and approved and it was <b>RESOLVED</b> that the Clerk would respond on behalf of Easingwold Town Council to support the new code of conduct.</p>												

**MINUTES OF THE VIRTUAL MEETING OF EASINGWOLD TOWN COUNCIL**  
**ON 21<sup>ST</sup> JULY 2020 AT 7.00PM**

20/62	<p><b>FINANCE MATTERS</b></p> <p>62.1 The income from previous month and the Income &amp; Expenditure Report for June 2020 were noted.</p> <p>62.2 The accounts for payment (list circulated prior to the meeting) were approved.</p> <p><b>EASINGWOLD TOWN COUNCIL LIST OF PAYMENTS - JULY 2020</b></p> <table border="1"> <thead> <tr> <th>Payee Name</th> <th>Reference</th> <th>Amount Paid</th> <th>Transaction Detail</th> </tr> </thead> <tbody> <tr> <td>J Hudson</td> <td>BP200701</td> <td>1500.00</td> <td>Market stalls contract</td> </tr> <tr> <td>G Bentley</td> <td>BP200702</td> <td>245.00</td> <td>Opening/closing toilets</td> </tr> <tr> <td>Salary 2</td> <td>BP200703</td> <td>483.78</td> <td>Salary 2</td> </tr> <tr> <td>Salary 1</td> <td>BP200704</td> <td>1681.22</td> <td>Salary 1</td> </tr> <tr> <td>HM Revenue &amp; Customs</td> <td>BP200705</td> <td>571.75</td> <td>Tax &amp; NI</td> </tr> <tr> <td>NY Pension Fund X3300</td> <td>BP200706</td> <td>941.61</td> <td>Superannuation</td> </tr> <tr> <td>S Shepherd</td> <td>BP200707</td> <td>160.00</td> <td>Friendliness teas</td> </tr> <tr> <td>A Nelson</td> <td>BP200708</td> <td>2240.30</td> <td>Miscellaneous Works Contract</td> </tr> <tr> <td>Powerpoint Northern Ltd</td> <td>BP200709</td> <td>186.24</td> <td>Hire of cones for the market</td> </tr> <tr> <td>Staples Direct</td> <td>BP200710</td> <td>51.36</td> <td>Stationery</td> </tr> <tr> <td>Easingwold Town Hall Co Ltd</td> <td>BP200711</td> <td>15.00</td> <td>Adverts</td> </tr> <tr> <td>Circuit Innovations</td> <td>BP200712</td> <td>43.20</td> <td>PAT testing office</td> </tr> <tr> <td>Bartlett Tree Experts</td> <td>BP200713</td> <td>336.00</td> <td>Copperclay Walk tree works</td> </tr> <tr> <td>Puro Design</td> <td>BP200714</td> <td>35.99</td> <td>Website</td> </tr> <tr> <td>CE &amp; CM Walker Ltd</td> <td>BP300715</td> <td>2094.00</td> <td>Grass cutting</td> </tr> <tr> <td>Welcoms</td> <td>BP200716</td> <td>82.42</td> <td>Wifi</td> </tr> <tr> <td>A &amp; M Cleaning Services</td> <td>BP200717</td> <td>1343.93</td> <td>Cleaning toilets</td> </tr> <tr> <td>BT</td> <td>DDR</td> <td>60.48</td> <td>Business bill</td> </tr> <tr> <td>Corona Corporate Solutions</td> <td>DDR</td> <td>16.20</td> <td>Toner</td> </tr> <tr> <td>Hambleton District Council</td> <td>DDR</td> <td>85.00</td> <td>Rates</td> </tr> <tr> <td>Petty Cash</td> <td>103311</td> <td>83.52</td> <td>Petty Cash top up June</td> </tr> <tr> <td>Petty Cash</td> <td>103312</td> <td>60.55</td> <td>Petty Cash top up July</td> </tr> <tr> <td><b>Total</b></td> <td></td> <td><b>12317.55</b></td> <td></td> </tr> </tbody> </table>	Payee Name	Reference	Amount Paid	Transaction Detail	J Hudson	BP200701	1500.00	Market stalls contract	G Bentley	BP200702	245.00	Opening/closing toilets	Salary 2	BP200703	483.78	Salary 2	Salary 1	BP200704	1681.22	Salary 1	HM Revenue & Customs	BP200705	571.75	Tax & NI	NY Pension Fund X3300	BP200706	941.61	Superannuation	S Shepherd	BP200707	160.00	Friendliness teas	A Nelson	BP200708	2240.30	Miscellaneous Works Contract	Powerpoint Northern Ltd	BP200709	186.24	Hire of cones for the market	Staples Direct	BP200710	51.36	Stationery	Easingwold Town Hall Co Ltd	BP200711	15.00	Adverts	Circuit Innovations	BP200712	43.20	PAT testing office	Bartlett Tree Experts	BP200713	336.00	Copperclay Walk tree works	Puro Design	BP200714	35.99	Website	CE & CM Walker Ltd	BP300715	2094.00	Grass cutting	Welcoms	BP200716	82.42	Wifi	A & M Cleaning Services	BP200717	1343.93	Cleaning toilets	BT	DDR	60.48	Business bill	Corona Corporate Solutions	DDR	16.20	Toner	Hambleton District Council	DDR	85.00	Rates	Petty Cash	103311	83.52	Petty Cash top up June	Petty Cash	103312	60.55	Petty Cash top up July	<b>Total</b>		<b>12317.55</b>	
Payee Name	Reference	Amount Paid	Transaction Detail																																																																																														
J Hudson	BP200701	1500.00	Market stalls contract																																																																																														
G Bentley	BP200702	245.00	Opening/closing toilets																																																																																														
Salary 2	BP200703	483.78	Salary 2																																																																																														
Salary 1	BP200704	1681.22	Salary 1																																																																																														
HM Revenue & Customs	BP200705	571.75	Tax & NI																																																																																														
NY Pension Fund X3300	BP200706	941.61	Superannuation																																																																																														
S Shepherd	BP200707	160.00	Friendliness teas																																																																																														
A Nelson	BP200708	2240.30	Miscellaneous Works Contract																																																																																														
Powerpoint Northern Ltd	BP200709	186.24	Hire of cones for the market																																																																																														
Staples Direct	BP200710	51.36	Stationery																																																																																														
Easingwold Town Hall Co Ltd	BP200711	15.00	Adverts																																																																																														
Circuit Innovations	BP200712	43.20	PAT testing office																																																																																														
Bartlett Tree Experts	BP200713	336.00	Copperclay Walk tree works																																																																																														
Puro Design	BP200714	35.99	Website																																																																																														
CE & CM Walker Ltd	BP300715	2094.00	Grass cutting																																																																																														
Welcoms	BP200716	82.42	Wifi																																																																																														
A & M Cleaning Services	BP200717	1343.93	Cleaning toilets																																																																																														
BT	DDR	60.48	Business bill																																																																																														
Corona Corporate Solutions	DDR	16.20	Toner																																																																																														
Hambleton District Council	DDR	85.00	Rates																																																																																														
Petty Cash	103311	83.52	Petty Cash top up June																																																																																														
Petty Cash	103312	60.55	Petty Cash top up July																																																																																														
<b>Total</b>		<b>12317.55</b>																																																																																															
20/63	<p><b>TOWN REPAIRS AND MAINTENANCE</b></p> <p>Items noted included brush cutters which need to be serviced annually. It was <b>AGREED</b> that a Millfields maintenance/management plan would be put on the agenda for the next Recreation &amp; Open Spaces committee meeting. At the bottom of Mallinson Hill woods there is a mountain of grass cuttings next to the bin, it was <b>AGREED</b> that Councillors Johnston-Banks and Osborne would request that this practice be stopped on facebook. It was <b>AGREED</b> that Surface Drainage would be put on the August meeting agenda. It was <b>AGREED</b> that Chris Jackson will fill the holes with gravel in Millfields car park. Councillor Peter Sowray <b>AGREED</b> to look at the resurfacing of Church Hill.</p>																																																																																																
20/64	<p><b>PLANNING MATTERS</b></p> <p><i><b><u>This item will be taken at 8.00pm</u></b></i></p>																																																																																																

**MINUTES OF THE VIRTUAL MEETING OF EASINGWOLD TOWN COUNCIL**  
**ON 21<sup>ST</sup> JULY 2020 AT 7.00PM**

64.1 The Town Council's response to planning applications received (see list attached) was considered			
	<b>Ref No</b>	<b>Application details</b>	<b>Address</b>
a	20/01081/TPO	Proposed works to a Beech tree (T1) - to crown reduce to a maximum of 25% and a Sycamore tree (T2) - to crown reduce to a maximum of 25% both subject to Tree Preservation Order Nos: 1991/15 and 1997/12 Wish to see <b>APPROVED</b>	28 Mallison Hill Drive Easingwold
b	20/01063/FUL	Construction of a single storey rear extension, replacement windows to east, south and western elevations, car port to side of house, detached garden building to rear of garage, external landscaping works and installation of gates. Wish to see <b>APPROVED</b>	St Mary Mount, Spring Street Easingwold
c	20/00975/TPO	Works to tree subject to Tree Preservation Order 1987/01 Wish to see <b>APPROVED</b> subject to replacement of the tree	37 The Nurseries Easingwold York North Yorkshire
d	20/01217/TPO	Proposed works to 1No. Ash Tree subject to Tree Preservation Order Wish to see <b>REFUSED</b> since retaining the tree was a condition of the planning application.	16 Thornlands, Easingwold North Yorkshire YO61 3QC
e	20/01312/CAT	Works to trees in a Conservation Area Wish to see <b>APPROVED</b>	Barclays Bank PLC, Chapel Street Easingwold
64.2 Decisions on planning applications considered by Hambleton District Council and total of applications for new dwellings approved were noted			
<b>20/65</b>	<b>MILLFIELDS - This item was deferred to the next Recreation &amp; Open Spaces Committee meeting.</b> 65.1 To receive a revised quote for the wood carvings in Millfields and resolve the way forward 65.2 To receive a proposal from Councillor Osborne for the border of Millfields and resolve the way forward		
<b>20/66</b>	<b>TREE FELLING AT STILLINGTON ROAD</b> A proposal was received from Councillor Johnston-Banks. It was <b>AGREED</b> that Easingwold Town Council should plant 2 fairly mature trees with tree guards in place of the existing damaged trees, liaising with Hambleton District Council and Linden Homes regarding the cost and implications of TPO's.		
<b>20/67</b>	<b>CORONAVIRUS PANDEMIC</b> 67.1 A Risk Assessment for working conditions in Easingwold Town Council office was received and it was <b>RESOLVED</b> to approve it subject to the social distancing measurement changing from 2 metres to 1 metre. 67.2 The way forward under existing conditions was reviewed. Councillor Peter Sowray noted that the locality budget was now available for any funding required. It was <b>AGREED</b> that the Clerk would confirm the costings of sanitiser stations, and ongoing management and circulate by email for delegated authority on the way forward.		

The meeting closed at 8.30 pm