

MINUTES OF THE VIRTUAL MEETING OF EASINGWOLD TOWN COUNCIL
ON 18TH AUGUST 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, C. Fletcher, County Councillor P. Sowray, District Councillor Nigel Knapton

Clerk: Mrs J. Bentley

20/68	APOLOGIES Apologies were received from District Councillors Paula Thompson and Malcolm Taylor and approved.
20/69	It was resolved to adjourn the meeting for up to 15 minutes to take questions or comments and representations from members of the public through the Chairman in respect of the business on the agenda. There was 1 member of the public present at that time and no questions were asked. 2 members of the public joined the meeting at a later stage but no questions asked.
20/70	MINUTES The minutes of the Council meeting of 21 st July 2020 were received and approved.
20/71	NORTH YORKSHIRE POLICE An electronic update was received from North Yorkshire Police.
20/72	<p>CLERK'S PROGRESS REPORT</p> <p>a) <u>Events & items granted under the delegated powers of the Chairman and Clerk</u> –</p> <ul style="list-style-type: none"> • A request from Cancer Research for a craft stall to be held on the buttercross on the 4th September 2020 was approved by the Chairman on 3rd August 2020. • A request to place a skip on the cobbles outside of the George Hotel was approved by the Chairman on 5th August 2020. • A request from the Royal British Legion to pay the piper a £50 donation for VJ Day was approved by the Chairman on the 15th July 2020. • A request from Councillor Shepherd to buy a gift for Kay & Michael Riley to thank them for the friendship teas on their retirement was approved on 27th July by the Chairman. • An Easingwold Town Council wreath for Remembrance Day was approved by the Chairman on 28th July 2020. • A request from the Assistant Curate to use the market green to hold a pet service was approved by the Chairman on 24th July 2020. <p>b) <u>Responses sent</u></p> <ul style="list-style-type: none"> • An email was sent on 27th July 2020 to ETIC to confirm funding of the walking leaflets. • The survey on the proposed new model member code of conduct from NALC was completed by the Clerk on 27th July 2020. • N7 on correspondence to note was re-circulated on 27th July 2020. <p>c) <u>Projects</u></p> <ul style="list-style-type: none"> • AGAR (Annual Governance and Accountability Return) – Councillor Varney has completed the internal controls and the Clerk has completed the provisional work. Yorkshire Internal Audit has signed off the AGAR and it will be presented for approval at the 18th August council meeting, in time to meet the statutory extended deadline. • Toilets – Healthmatic has carried out a site visit with a view to commencing the refurbishment of the ladies' toilets and will begin work on the 24th August. They have provided a quote for the disabled toilets and the Clerk has requested 2 additional quotes from alternative suppliers.

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	<ul style="list-style-type: none"> • Bandstand – The painting contractor confirmed that he will begin work on the roof during the first week in August. • Play Park Risk Assessments, Coronavirus – The Clerk and Assistant Clerk carried out a risk assessment of the Play Parks on the 27th July 2020 regarding Coronavirus and put up additional solid signs to advise members of the public. • Signs – 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. • Benches: The Miscellaneous Works Contractor and the Clerk liaised to confirm that there are no current gaps. 																
20/73	<p>COMMITTEE REPORTS & MATTERS</p> <p>73.1 The minutes of the Operations committee meeting from the 20th July 2020 were received and approved and the draft minutes of the Recreation & Open Spaces committee meeting from the 17th August 2020 were received and revised to incorporate confirmation of a quote for £2100 for the table tennis table and mat.</p> <p>73.2 Updates received from the other committees and working groups included a VAS update from Councillor Johnston-Banks and a request for £500.00 for the installation of a post on Raskelf Road in order to site the VAS Unit, which was AGREED. An update was received from Councillor Nottage on the Millfields Working Group confirming that good progress is being made by the volunteers working on the path and a meeting is scheduled for next week.</p>																
20/74	<p>CORRESPONDENCE</p> <p>a) Correspondence for decision – circulated prior to the meeting</p> <table border="1" data-bbox="188 1173 1267 1487"> <thead> <tr> <th colspan="4">Correspondence for Decision: August 2020</th> </tr> <tr> <th>No</th> <th></th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td>N1</td> <td>24/07/2020</td> <td>Easingwold with Raskelf Churches</td> <td>Easingwold Parish Graveyard – it was agreed that the Clerk should confirm that Easingwold Town Council supports the request in principle but that more detail is required before a sum is determined.</td> </tr> <tr> <td>N2</td> <td>20/08/2020</td> <td>Citizens Advice</td> <td>Request for funding – a donation of £500 was approved.</td> </tr> </tbody> </table> <p>b) To note –circulated prior to the meeting</p>	Correspondence for Decision: August 2020				No				N1	24/07/2020	Easingwold with Raskelf Churches	Easingwold Parish Graveyard – it was agreed that the Clerk should confirm that Easingwold Town Council supports the request in principle but that more detail is required before a sum is determined.	N2	20/08/2020	Citizens Advice	Request for funding – a donation of £500 was approved .
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20/75	<p>EMERGENCY EXPENDITURE</p> <p>Emergency expenditure actioned by the Clerk since the last meeting included: £10.98 for camera equipment for cobbles, £66.00 for market sheet, £47.99 for grass seeds for Millfields</p>																
20/76	<p>FINANCE MATTERS</p> <p>76.1 Income from previous month and the Income & Expenditure Report for July 2020 were noted</p> <p>76.2 Accounts for payment (list circulated prior to the meeting) were approved.</p> <p>EASINGWOLD TOWN COUNCIL - LIST OF PAYMENTS AUGUST 2020</p> <table border="1" data-bbox="188 1886 1098 2067"> <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>BP200801</td> <td>1566.00</td> <td>Market stalls contract</td> </tr> <tr> <td>Salary 2</td> <td>BP200802</td> <td>483.78</td> <td>Salary</td> </tr> <tr> <td>Salary 1</td> <td>BP200803</td> <td>1707.20</td> <td>Salary</td> </tr> </tbody> </table>	Payee Name	Reference	Amount Paid	Transaction Detail	J Hudson	BP200801	1566.00	Market stalls contract	Salary 2	BP200802	483.78	Salary	Salary 1	BP200803	1707.20	Salary
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	HM Revenue & Customs	BP200804	571.75	Tax & NI
	NY Pension Fund X3300	BP200805	941.61	Superannuation
	G Bentley	BP200806	196.00	Opening/closing toilets
	A Nelson	BP200807	1868.43	Miscellaneous Works Contract
	Shirley Shepherd	BP200808	80.00	Friendliness teas
	ME Willis Ltd	BP200809	87.90	Miscellaneous Open Space costs
	Puro	BP200810	35.99	Hosting email
	The Flower Shop	BP200811	30.00	The Flower Shop
	HAGS	BP200812	216.00	HAGS
	Gala Signs	BP200813	90.00	Signs
	Scottish Hydro Electric	BP200814	79.83	Electricity
	Browns Nurseries	BP200815	839.14	Summer planting
	Welcoms	BP200816	82.44	Wifi
	Playscheme	BP200817	1412.40	Playscheme
	A & M Cleaning	BP200818	1123.96	Cleaning toilets
	C Jackson	BP200819	836.50	Costs June 1st - August 10th
	Hambleton District Council	DDR	85.00	Rates
	BT	DDR	60.48	Business bill
	BNP Paribas	DDR	381.64	Photocopier
	Hebdon & Sons	103313	100.00	Hebdon & Sons
	Yorkshire Internal Audit Services	103314	395.00	Yorkshire Internal Audit Services
	Total		13271.05	
	76.3 Annual Governance and Accountability Return 2019/20			
	76.3 (i) The Annual Governance Statement as prepared by the Clerk and validated by the Internal Controls procedure by Councillor R. Varney and the Internal Auditors was received, considered and it was RESOLVED to approve it. The recommendations would be reviewed by Councillor Varney and the Clerk.			
	76.3 (ii) The Accounting Statements were considered by the members meeting as a whole.			
	76.3 (iii) It was RESOLVED to approve the Accounting Statements.			
	76.3 (iv) It was ensured that the Accounting Statements were signed and dated by the person presiding at the meeting at which that approval was given.			
	It was RESOLVED that the Annual Governance and Accountability Return should then be submitted to the External Auditor, Littlejohn LLP to comply with the statutory extended deadline of 31 st August 2020.			
	76.4 There were no other matters to consider.			
20/77	UNITARY COUNCIL PROPOSALS			
	A letter was received from Hambleton District Council and an update from North Yorkshire County Council and it was AGREED that a special meeting would be organised to debate the response following the NYCC on-line seminar. It was AGREED that the Clerk would send the link of the recording to all councillors.			
20/78	PUBLIC TOILETS			
	78.1 The quotations for the refurbishment of the disabled toilet were received and it was AGREED that a deadline should be set to receive quotations which would then be circulated to all councillors and the contract agreed at that stage.			
	78.2 There were no other matters to consider.			

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20/79	ANNUAL PARISH ASSEMBLY		
	The revised legislation was received and it was RESOLVED to defer the Annual Parish Assembly until 2021.		
20/80	TOWN REPAIRS AND MAINTENANCE		
	Requirements and actions to be taken include spreading the grass cuttings on Mallison Hill Wood and creating a sign to request that the public stop fly tipping with grass cuttings. If there is no response it was AGREED that the Clerk would write a letter to all residents.		
20/81	PLANNING MATTERS		
	<i>This item will be taken at 8.00pm</i>		
	81.1 The Town Council's response to planning applications received was considered and approved.		
	Ref No	Application details	Address
A	20/01357/FUL	Revised application for apartment Block A Replace softwood timber painted windows with white wood grain finish PVC vertical sliding sash and top hung casement windows Wish to see APPROVED but the design should comply with the original covenant when the building was built. We accept replacing with PVC.	Block A Wilkinsons Court Easingwold
B	20/01424/OUT	Application for outline planning permission with some matters reserved (considering access) for residential development and demolition of existing agricultural shed Wish to see REFUSED on the basis that it is not an allocated site in the current Local Development Framework or the draft Local Plan. We share the concerns expressed by NYCC about the way the consultant presented the traffic flow analysis and believe it is inaccurate. We also have concerns over the proposed design and layout which are not sympathetic to the local character of the area.	Land adjacent 1 Alne Road Easingwold
C	20/01414/FUL	Demolish single storey element to front elevation and replace with double storey extension. Loft conversion with dormer at the rear. Wish to see APPROVED	Church View Church Hill Easingwold
D	20/01327/FUL	Single storey rear extension, alterations and construction of 3 dormer windows to the rear and 2 dormer windows and 2 rooflights to the front elevation of the dwelling house to form habitable rooms in the roof space Wish to see APPROVED .	Belmont Church Hill Easingwold
E	20/01393/FUL	Conversion of former shop and domestic accommodation to three self-contained one bed units Whilst we welcome a proposal for single bedroom dwellings we wish to see REFUSED because of the loss of retail space in the centre of the town. We do not wish to see the original shop front destroyed and the lack of parking	Thorntons Butchers Chapel Street Easingwold

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		provision makes the proposal unsuitable for the location.	
F	20/01563/TPO	Works to 61 trees subject to a tree preservation order TPO: 1991/15 and TPO: 1997/12 former Claypenny hospital Wish to see APPROVED	Amenity Land at Larch Rise Easingwold
G	20/01603/FUL	Two storey side and single storey rear extension to existing dwelling Wish to see APPROVED.	Rose Croft Back Lane Easingwold North Yorkshire
H	20/01610/MRC	Removal of condition 3 (obscure glazing) on previously approved Application Reference Number: 2/99/041/0306B. This item was moved to the top of the Agenda. Wish to see REFUSED.	Doveacres 3 Millfield Lane Easingwold North Yorkshire
I	20/01611/FUL	Construction of a detached single storey summer house and covered barbeque area in the south east corner of the northern garden area of the dwelling house Wish to see APPROVED.	The Mount Spring Street Easingwold North Yorkshire
J	20/01612/LBC	Listed building application for the construction of a detached single storey summer house and covered barbeque area in the south east corner of the northern garden area of the dwelling house Wish to see APPROVED.	The Mount Spring Street Easingwold North Yorkshire
K	20/01414/FUL	Demolish single storey element to front elevation and replace with double storey extension. Loft conversion with dormer at the rear. New driveway and dropped kerb to be formed at the front of the house. Wish to see APPROVED subject to clarification on what will happen to the two trees on the drive.	Church View Church Hill Easingwold North Yorkshire
L	20/01588/CAT	Works to trees in a conservation area. Proposed crowning of three (3) conifer trees, as recommended by arboriculturist, because of excessive shading impact upon two (2) whitebeam trees in same garden. Wish to see APPROVED.	Ivelet House 6 The Spinney Easingwold North Yorkshire
M	20/01396/TPO	Works to 4 trees subject to tree preservation order 15/00009/TPO2 Wish to see APPROVED subject to confirmation that the trees will be replaced.	Street Record Footway from Kell Balk Lane to Crabmill Close Easingwold North Yorkshire
N	20/01572/FUL	Two storey rear extension, also a link single storey extension and conversion of outbuildings, plus construction of a two car garage. Wish to see APPROVED	Brooklands Thirsk Road Easingwold North Yorkshire
O	20/01528/FUL	Construction of a garden room at rear Wish to see APPROVED	South Villa York Road Easingwold North Yorkshire

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	P	20/01130/TPO	Works to an Oak tree (reduce back branches from the telegraph pole by no more than 1m and pruning lower limb overhanging neighbouring property by 1.5m) covered by Tree Preservation Order 12/00001/TPO Wish to see APPROVED but would wish to see the ivy removed at the same time.	16 Abbott Close Easingwold North Yorkshire YO61 3QY
	Q	20/01594/FUL	Construction of new garage with office over Wish to see APPROVED	Field House Low Crankley YO61 3NY
82.2 Decisions on planning applications considered by Hambleton District Council and total of applications for new dwellings approved were noted				
20/83	HAND SANITISER UNITS The provision of hand sanitiser units in the play parks was reviewed and subsequently withdrawn.			
20/84	SURFACE DRAINAGE An update was received from Chris Jackson. It was AGREED that Councillors Barnes & Nottage would draft a letter with Chris Jackson and the Clerk to the CEO of Yorkshire Water outlining the progress and history to date and requesting that Yorkshire Water re-engage with the project, copying in Persimmon Homes.			
20/85	SCHOOL CAR PARK The current position on the school car park on Thirsk Road was reviewed and it was noted that Easingwold Town Council has made a submission to Hambleton District Council to the Head of Planning for the planning panel to consider.			
20/86	PARKING ON LONG STREET The issue of cars/vans parking on Long Street was considered. It was agreed that Easingwold Town Council would like to prevent parking on the verges following a vote of 9 for and 1 against (Councillor Gledhill had left the meeting). It was AGREED that a small group should make recommendations at the September meeting led by Councillor Nottage. Interested parties should email the Clerk.			
20/87	TREES ON LONG STREET A proposal from Councillors Butcher & Johnston-Banks was received and it was RESOLVED to approve the proposal and liaise with the Clerk to progress it.			
20/88	ROAD SAFETY PROJECTS FROM SALE OF AJ1 REGISTRATION A proposal was received from Councillor Johnston-Banks and APPROVED .			
20/89	CORONAVIRUS PANDEMIC The way forward under the existing conditions was considered and it was AGREED to continue reviewing and adapting to changing legislation.			

The meeting closed at 20.34pm