

**MINUTES OF THE ANNUAL MEETING OF EASINGWOLD TOWN COUNCIL ON
18TH MAY 2021 AT 7.00PM, THE GEC, THE GALTRES CENTRE**

Present: Councillors P. Nottage (Chairman), C. Barnes (Vice-Chairman), N. Madden, F. Johnston-Banks, K. Butcher, S. Shepherd, R. Tanfield, C. Fletcher, K. Osborne, District Councillor N. Knapton, Assistant Clerk J. Fairbrother

Clerk: Mrs J. Bentley

21/21	ELECTION OF CHAIRMAN Councillor Nottage was nominated by Councillor Madden, seconded by Councillor Johnston-Banks, unanimously voted for as Chairman (who is also Town Mayor) and duly elected. Councillor Nottage received and signed the Chairman's Declaration of Acceptance of Office. The Chairman's Allowance for 2021/22 is £440.00 was noted.
21/22	ELECTION OF VICE-CHAIRMAN Councillor Barnes was nominated by Councillor Osborne, seconded by Councillor Madden, voted 7 for, 1 against 1 abstained and duly elected Vice-Chairman.
21/23	GENERAL POWER OF COMPETENCE It was RESOLVED that Easingwold Town Council meets the criteria for eligibility relating to the electoral mandate and relevant training of the clerk: Electoral Mandate: At the time the resolution is passed, at least two thirds of the council must hold office as a result of being declared elected (i.e. not co-opted). For Easingwold Town Council all 11 councillors have been elected. Qualified Clerk At the time that the resolution is passed, the Parish Clerk must hold a recognised professional qualification: The Clerk holds The Certificate in Local Council Administration (CiLCA).
21/24	APOLOGIES Apologies were received from Councillors Gledhill and Varney and District Councillors Taylor and Thompson.
21/25	It was RESOLVED to adjourn the meeting for up to 15 minutes to take questions or comments and representations through the Chairman in respect of the business on the agenda. 1 member of public was present, and no questions were asked.
21/26	MINUTES The minutes of the meeting of the full council of 20th April 2021 were received and approved.
21/27	NORTH YORKSHIRE POLICE An update from North Yorkshire Police was received from PC Jan Powell who introduced himself to Easingwold Town Council as the beat officer, followed by a Q & A session with councillors.
21/28	CLERK'S PROGRESS REPORT Progress on action points from previous minutes (information items only) was noted: a) <u>Events & items granted under the delegated powers of the Chairman and Clerk</u> – <ul style="list-style-type: none"> • On the 20th April 2021 the Chairman authorised St Leonard's hospice to host the Rainbow of Ribbons on the Market Green from 1st July to 31st July. • On the 11th May 2021 The Chairman authorised Easingwold Running Club to hold an internal time trial on Tuesday 25th May starting and finishing in Millfields. • On the 11th May 2021 The Chairman authorised the Curious Coffee Company to temporarily extend the seating on the Market Green due to birds nesting in the tree. b) <u>Responses sent</u> <ul style="list-style-type: none"> • An email was sent on 26th April to U3A approving their request for a U3A day and agreeing to participate in the day. • An email was sent on 26th April to a Member of the Public agreeing to support the Ride of Thanks and to donate a maximum of £500, providing that SAG are consulted. • The Clerk requested the litter bin and the waste bin at the entrance to Millfields were replaced with black bins on 26th April

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	<ul style="list-style-type: none"> The new code of conduct has been uploaded onto the website. Peter Cole from Hambleton District Council responded to the Clerk's email of 11th May suggested a meeting with some members of Easingwold Town Council to determine funding opportunities. A notice was placed in the Advertiser to thank Mr & Mrs Hickman for their work in tending the Crescent over many years. They have confirmed that they would like to donate their gift to Cancer Research UK and the Stroke Association. 																
21/29	<p>COMMITTEE REPORTS & MATTERS</p> <p>29.1 The committee structures and terms of reference were reviewed, and it was RESOLVED to retain the existing structures and terms of reference.</p> <p>29.2 The working group structures were reviewed, and it was RESOLVED to remove the Market group and the VAS group and add the Climate Change group and the Memorial Park Group. Michael Riley is no longer in the Town Centre Path and Cobbles group and Eddie Copley-Farnell is no longer in the Vibrant Market Town, Councillor Fletcher was added to the Vibrant Market Town group.</p> <p>29.3 The representation on outside bodies was reviewed and Councillor Johnston-Banks was added to the Beckwith Trust.</p> <p>29.4 The minutes of the Operations committee meeting from the 19th of April 2021 were received and approved and the minutes of the Recreation & Open Spaces Committee meeting from the 17th of May 2021 were received. It was AGREED that the Action Plan created by Councillor Osborne would be used for all committees and the full council meetings and distributed to all councillors. It was AGREED that the Clerk would send the management plan for Millfields to all councillors.</p> <p>29.5 Councillor Butcher provided an update on the Millfields Working Group. It was AGREED to spend up to £1,500 on soil for the Friendship Garden, the benches for the garden have been chosen and the next phase is to put the correct grade soil in and to create the stone path. The wildflower border has been sprayed and sown, the area behind the border and the areas along Jacko's way have been mown. Councillor Nottage extended thanks to Councillor Butcher, Bruno Butcher, Chris Jackson, Councillor Barnes, John Roberts and Jane Jackson. Councillor Madden provided an update on the Memorial Park Working Group, a quote from Fraser Lane was received for the work to the wall in the Memorial Park at a cost of £5895.00 and approved. Councillor Barnes provided an update on the Town Centre Paths and Cobbles Working Group, confirming that he had met and briefed the NYCC project manager allocated to the task.</p>																
21/30	<p>CORRESPONDENCE</p> <p>a) Correspondence for decision</p> <table border="1"> <thead> <tr> <th colspan="4">Correspondence for Decision: May 2021</th> </tr> <tr> <th>No.</th> <th>Date Received</th> <th>Request From</th> <th>Request</th> </tr> </thead> <tbody> <tr> <td>N1</td> <td>07/05/2021</td> <td>Member of the Public</td> <td>Request for a Covid Memorial; it was agreed that the request would be reconsidered at a later date.</td> </tr> <tr> <td>N2</td> <td>11/05/2021</td> <td>Brymor Ice cream van</td> <td>Request to sell ice cream from a van in the Market Place; request approved</td> </tr> </tbody> </table> <p>To note – was circulated prior to the meeting</p>	Correspondence for Decision: May 2021				No.	Date Received	Request From	Request	N1	07/05/2021	Member of the Public	Request for a Covid Memorial; it was agreed that the request would be reconsidered at a later date.	N2	11/05/2021	Brymor Ice cream van	Request to sell ice cream from a van in the Market Place; request approved
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21/31	<p>HAMBLETON DISTRICT COUNCIL</p> <p>Councillor Knapton provided an update on Hambleton District Council. It was AGREED that the Clerk would circulate the email from Hambleton District Council regarding the planning application of Land North East of Easingwold Community Primary School to all councillors, copying in Councillor Knapton and Councillor Taylor.</p>																
21/32	<p>EMERGENCY EXPENDITURE</p> <p>Emergency expenditure actioned by the Clerk since the last meeting included a cable reel for £52.04 and a telescopic window pole rod opener for £27.99 which was noted and approved.</p>																
21/33	<p>FINANCE MATTERS</p> <p>33.1 The income from previous month and the Income & Expenditure Report for April 2021 were unavailable due to Year End work.</p> <p>33.2 The accounts for payment (list circulated prior to the meeting) were approved.</p> <p>EASINGWOLD TOWN COUNCIL - LIST OF PAYMENTS MAY 2021</p>																

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	Payee Name	Reference	Amount Paid	Transaction Detail
	J Hudson	BP210501	1500.00	Market Stalls contract
	NY Pension Fund X3300	BP210502	894.09	Superannuation
	H M Revenue & Customs	BP210503	596.03	Tax & NI
	Salary 2	BP210504	500.51	Salary 2
	Salary 1	BP210505	1842.44	Salary 1 plus subscription & map & electrical eqpmt
	M E Willis	BP210506	223.04	Miscellaneous O/S costs
	A Nelson	BP210507	1578.72	Miscellaneous Works Contract
	M G Electrical	BP210508	1661.10	Public toilets electrical work
	The National Allotment Soc.	BP210509	66.00	Allotment society membership
	Garden Studio	BP210510	150.00	Friendship Garden
	C Jackson	BP210511	383.93	Market Stalls storage & Miscellaneous works
	Yorkshire Paddock Care	BP210512	580.00	Flail, spray and plant wild flower seeds
	BATA	BP210513	485.74	Miscellaneous O/S costs
	Everedge	BP210514	1175.40	Edging for the Friendship Garden
	Top Cut Trees	BP210515	60.00	VAT from a previous invoice
	Welcoms Network	BP210516	82.40	Wifi expenditure
	Zurich Insurance	BP210517	2158.72	Annual insurance
	SSE Scottish Hydro	BP210518	255.68	Electricity toilets
	A & M Cleaning	BP210519	1056.95	Cleaning toilets
	Blackwood Herefords	BP210520	486.00	Topping Millfields
	BNP Paribas	DDR	381.64	Photocopier
	BT	DDR	60.72	Business bill
	Hambleton District Council	DDR	85.00	Rates
	CCS	DDR	116.47	Photocopier
	Total		16380.58	
	33.3 The arrangements for the Annual Governance and Accountability Return 2020/21 were reviewed and it was RESOLVED to appoint Councillor Varney to carry out the internal control measures.			
	33.4 There were no other matters to consider			
21/34	SEATS/BENCHES			
	34.1 The introduction of a policy on seats/benches for Easingwold including the parks, roads and town centre was considered. It was RESOLVED that the sponsor should pay for the cost and installation of the bench and the sponsorship should be for the lifetime of the bench; when a replacement is required the sponsor should be asked if they wish to fund it. 3 – 4 designs should be agreed, and appropriate areas designated. It was AGREED that Councillors Butcher and Osborne would put forward a proposal.			
	34.2 An email was received from Councillor Johnston-Banks requesting the sponsorship of a bench in Millfields and the request was APPROVED .			
21/35	TOWN REPAIRS AND MAINTENANCE			
	Requirements and actions to be taken notified to the Clerk included: the birdmouth fencing near Claypenny park should be removed, the icicles should be taken off the buttercross. The broken birdmouth fencing on Spring Street/Uppleby needs to be made safe as a matter of urgency. The Clerk should contact contractors such as Mark Sowerby and Galtres fencing to look at the remainder of the birdmouth fencing on Uppleby/Spring Street. The birdmouth fencing on the tarmac on Spring Street is the responsibility of NYCC, they have inspected it and determined that it does not need repair.			
21/36	PLANNING MATTERS			
	<i>This item was taken at 8.00pm</i>			

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36.1 The Town Council's response to planning applications received (see list attached) was considered:			
	Ref No	Application details	Address
a	21/00895/FUL	Demolition of existing conservatory and replacement with glazed aluminium sunroom Wish to see APPROVED	Grasslyn Thirsk Road Easingwold
b	21/00881/FUL	The refurbishment, extension and internal reconfiguration of the property. The works to the main façade will include the redecoration of the entrance frontage, including the replacement of a part glazed entrance door, the replacement 2no sliding sash windows and the repositioning of the existing rainwater pipe. The remodelling of the existing 3rd bedroom, within the attic space, will form a new dormer window unit, completing the main works to the front facade. To the rear of the property, the demolition of the narrow single storey brick out buildings will be replaced with a single storey extension, providing a new kitchen and living space. Wish to see APPROVED	23 Uppleby Easingwold YO61 3BQ
c	21/01004/CAT	Proposed work to trees in a conservation area Wish to see the dead tree removed but to leave the silver birches in their current state.	7 Carpenters Court Easingwold YO61 3QS
d	21/00951/FUL	Proposed brick skin to existing barn (following approval of Class Q Application 20/00857/MBN) Wish to see APPROVED	Gill Moor Farm North Moor Road Easingwold North Yorkshire
e	21/01055/RPN	Notification of prior approval for a proposed larger home extension to the rear to extend 5.30m beyond the rear wall of the original dwelling measure externally, maximum height measure externally from natural ground level 3.00m and height at eaves measured externally from ground level 3.00m. Wish to see APPROVED	4 West Avenue Easingwold YO61 3DQ
f	21/01018/FUL	Proposed re-instatement of access door to serve private flat over shop, renovate attic to create domestic study and domestic storage. Wish to see APPROVED	Charles Hobsons Malt Shovel House Spring Street Easingwold
g	21/01108/RPN	Notification of prior approval for a proposed larger home extension to the rear to extend 5m beyond the rear wall of the original dwelling measured externally, maximum height measured externally from natural ground level 3.80m and height at eaves measured externally from ground level 2.50m. Wish to see APPROVED	Oakleaf cottage, 16 Hurns Way, Easingwold
h	21/00970/TPO	Works to trees subject to 4No. Trees subject to a tree Preservation Order Wish to see APPROVED	Prospect Close, Thirsk Road, Easingwold
36.2 Decisions on planning applications considered by Hambleton District Council and total of applications for new dwellings approved were noted.			

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21/37	THE FUTURE OF REMOTE MEETINGS An email from the YLCA was received and it was AGREED that the Clerk would respond on behalf of Easingwold Town Council.
21/38	FDCMS RURAL BROADBAND CONSULTATION An email was received from the YLCA and it was AGREED that councillors would respond as individuals.
21/39	CORONAVIRUS PANDEMIC The way forward under the existing conditions was reviewed and it was RESOLVED that the council will continue to adhere to all legislation.

The meeting finished at 8.30pm

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Correspondence to Note May 2021			
Note			
N1	19/04/2021	Member of the public	Closure of charity shop on Long Street
N2	19/04/2021	HDC	Road signage on Chapel St and little Lane
N3	19/04/2021	HDC	Premises Licence for Friday Market
N4	20/04/2021	NY Police	Report
N5	20/04/2021	HDC	CIL Monies
N6	20/04/2021	HDC	CIL Monies
N7	20/04/2021	HDC	CIL Monies
N8	26/04/2021	Member of the public	Road signage ref Covid restrictions
N9	26/04/2021	Joe Tate	Quote for cutting at Millfield Park
N10	04/05/2021	Galtres Centre	Notification of death
N11	04/05/2021	YLCA	Law and Governance Bulletin
N12	04/05/2021	HDC Planning enforcement	Food Station
N13	07/05/2021	HDC	Neighbourhood planning
N14	07/05/2021	NYCC Area 2	Children's safety outside Primary School
N15	07/05/2021	NYCC	Road Closure Church Hill
N16	07/05/2021	Bamford Doors	Spring is in the air
N17	07/05/2021	Brymor Dairy	Icecream van in Market Place
N19	07/05/2021	Member of the public	Broken park equipment
N20	10/05/2021	HDC Planning	Mallison Woods