

**MINUTES OF THE ANNUAL MEETING OF EASINGWOLD TOWN COUNCIL
ON 16TH MAY 2023 AT 7.00PM, THE COUNCIL CHAMBER, GALTRES CENTRE**

Present: Councillors: P. Nottage (Chairman), C. Barnes (Vice-Chairman), K. Butcher, F. Johnston-Banks, C. Bilson, R. Varney, S. Shepherd, C. Cranfield, A Gledhill

Clerk: Mrs J. Bentley

In attendance: Mrs J Fairbrother

23/20	<p>ELECTION OF CHAIRMAN Councillor Varney proposed that Councillor Nottage be elected Chairman (and also Town Mayor), it was put to the vote and Councillor Nottage was duly elected Chairman. Councillor Nottage received and signed the Chairman's Declaration of Acceptance of Office* It was noted that the Chairman's Allowance for 2023/24 is £250.00</p>
23/21	<p>ELECTION OF VICE-CHAIRMAN Councillor Varney proposed that Councillor Barnes be elected Vice-Chairman, it was put to the vote and Councillor Barnes was duly elected Vice-Chairman.</p>
23/22	<p>GENERAL POWER OF COMPETENCE It was RESOLVED that Easingwold Town Council met the criteria for eligibility relating to the electoral mandate and relevant training of the clerk: Electoral Mandate: At the time the resolution was passed, at least two thirds of the council held office as a result of being declared elected (i.e., not co-opted). For Easingwold Town Council all 10 councillors were elected. Qualified Clerk At the time that the resolution was passed, the Parish Clerk must hold a recognised professional qualification: The Clerk holds The Certificate in Local Council Administration (CiLCA)</p>
23/23	<p>APOLOGIES Apologies were received from Councillor Neil Madden and approval of reasons given.</p>
23/24	<p>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. There were 4 members of the public present, and a question was asked about extending the area of seating for the Fika Rooms and Tea Hees. It was AGREED that those concerned should put forward a proposal to the Clerk for consideration at a future council meeting.</p>
23/25	<p>MINUTES The minutes of the meeting of the Council of 18th April 2023 were received and approved.</p>
23/26	<p>CLERK'S PROGRESS REPORT</p> <ul style="list-style-type: none"> • The Chairman approved a request on 2nd May for a hog roast for Rockin' All Over the Wold • The Chairman approved a request on 13th April for portaloos in Millfields car park for the running club's Easingwold 10k race on 23rd May 2023 • The Clerk has contacted Colin Fletcher to request an update on the lighting project for the jogging track • Easingwold Town Council's complaints procedure has been updated with NYC contact details
23/27	<p>LAND ADJACENT TO THE SURGERY An update was received, and it was RESOLVED that the agreement should be sent to the Chairman to review and sign on behalf of the council.</p>
23/28	<p>NORTH YORKSHIRE POLICE An update was received from North Yorkshire Police. Councillor Johnston-Banks asked about the results of the speeding survey, and it was AGREED that North Yorkshire Police would pass on any results. The police agreed to try to prevent cars from parking on the new pavements.</p>
23/29	<p>ACTION PLAN The action plan was received.</p>
23/30	<p>COMMITTEE REPORTS & MATTERS 30.1 The committee structures and terms of reference were reviewed and confirmed as follows:</p> <p>Finance Committee: Meets when required: Council Chairman and Vice-Chairman, Chairmen of Operations Committee, Recreation & Open Spaces Committee and the Social & Events Committee</p>

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Confidential Matters Committee: Meets when required: Council Chairman and Vice-Chairman, Chairmen of Operations Committee, Recreation & Open Spaces Committee and the Social & Events Committee

Operations Committee: Meets every 3 months on the night before the regular meeting and considers plans on same night

Councillors: S. Shepherd, N. Madden, K. Butcher, C. Bilson, C. Barnes, R. Varney, F. Johnston Banks

Recreation & Open Spaces Committee: Meets every 3 months on the night before the regular meeting and considers plans on same night

Councillors: A. Gledhill, P. Nottage, K. Butcher, C. Bilson, R. Varney, S. Shepherd, C. Cranfield

Social & Events Committee: Meets every 3 months on the night before the regular meeting and considers plans on same night

Councillors: C. Barnes, F. Johnston-Banks, A. Gledhill, C. Cranfield, P. Nottage, N. Madden

30.2 The working group structures were reviewed, and confirmed as:

Vibrant Market Town: Peter Nottage, Clive Barnes, Frank Johnston-Banks

Millfields Working Group: Peter Nottage, Clive Barnes, Chris Jackson, Frank Johnston-Banks, Neil Madden, Shirley Shepherd, Colin Fletcher, Kathleen Butcher, Jean Fairbrother, Kelly Osborne, Jane Bentley

Neighbourhood Plan: Clive Barnes, Peter Nottage, Richard Varney

Anti-Social Behaviour: Peter Nottage, Clive Barnes, Panda Gledhill (together with NYC and the Police)

Memorial Park Refurbishment: Clive Barnes, Kathleen Butcher, Richard Varney, Neil Madden, Carl Bilson

Climate Change: Neil Madden, Kathleen Butcher, Panda Gledhill

30.3 The representation on outside bodies was reviewed and confirmed as:

Beckwith Trust Councillors F. Johnston-Banks and N. Madden

C.O.Z.I.E Councillor N. Madden

Galtres Management Committee Councillor S. Shepherd

Easingwold United Charities Councillors N. Madden, F. Johnston-Banks

YLCA Councillors P. Nottage, C. Barnes

Community Fridge Councillor A. Gledhill

EDCCA Councillor S. Shepherd

30.4 The minutes of the Operations committee meeting from the 17th of April 2023 were received and approved and the minutes of the Recreation & Open Spaces Committee meeting from the 15th of May 2023 were received.

30.5 Councillor Varney provided an update on the Memorial Park Working group; a detailed action plan has been produced, Councillor Barnes provided an update on the Town Centre Paths and Cobbles Working Group. It was **AGREED** to remove the Market Working Group.

23/31

CORRESPONDENCE

a) Correspondence for decision

Correspondence for Decision: May 2023

No.	Date Received	Request From	Request
N1	28/04/2023	Cllr Johnston-Banks	Banner for ESM – already agreed
N2	18/04/2023	Practice Manager – Millfields Surgery	Signage for surgery - it was agreed that the Clerk should contact the surgery to discuss the way forward once ownership is transferred, suggesting a joint approach to the matter.

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	N3	05/05/2023	Member of the public	Council storage, it was agreed to pay £1800 in backdated rent.																																																																																																												
	b) To note – was circulated prior to the meeting																																																																																																															
23/32	NORTH YORKSHIRE COUNCIL Councillor Knapton provided an update on North Yorkshire Council. It was AGREED that £800 from the locality budget would be given to continue the friendship initiative. It was AGREED that Councillor Knapton would speak to Stuart Grimston regarding the potential meeting concerning road conditions in Easingwold.																																																																																																															
23/33	EMERGENCY EXPENDITURE No emergency expenditure had been actioned by the Clerk since the last meeting.																																																																																																															
23/34	<p>FINANCE MATTERS</p> <p>34.1 The income from previous month and the Income & Expenditure Report for 31st March 2023 were noted.</p> <p>34.2 The accounts for payment (list circulated prior to the meeting) were approved:</p> <p>EASINGWOLD TOWN COUNCIL - LIST OF PAYMENTS MAY 2023</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>BP230501</td><td>1500.00</td><td>Stalls contract</td></tr> <tr><td>H M Revenue & Customs</td><td>BP230502</td><td>634.40</td><td>Tax & NI</td></tr> <tr><td>NY Pensions fund</td><td>BP230503</td><td>915.35</td><td>Superannuation</td></tr> <tr><td>Salary 1</td><td>BP230504</td><td>1887.40</td><td>Salary 1 plus subscriptions</td></tr> <tr><td>Salary 2</td><td>BP230505</td><td>560.63</td><td>Salary 2</td></tr> <tr><td>Easingwold Town Hall Company</td><td>BP230506</td><td>46.20</td><td>Adverts</td></tr> <tr><td>70Five</td><td>BP230507</td><td>960.00</td><td>Paths project management fee</td></tr> <tr><td>CE & CM Walker</td><td>BP230508</td><td>2112.00</td><td>Grass cutting</td></tr> <tr><td>A Nelson</td><td>BP230509</td><td>1510.78</td><td>Miscellaneous Works Contract</td></tr> <tr><td>HAGS SMP Ltd</td><td>BP230510</td><td>16594.28</td><td>Swings</td></tr> <tr><td>Gary Stewart</td><td>BP230511</td><td>600.00</td><td>Coronation weekend singing</td></tr> <tr><td>The Galtres Centre</td><td>BP230512</td><td>43.00</td><td>Room hire</td></tr> <tr><td>Easingwold Community Library</td><td>BP230513</td><td>6000.00</td><td>Office rent</td></tr> <tr><td>M4UKLtd</td><td>BP230514</td><td>177.60</td><td>Banner</td></tr> <tr><td>Chris Jackson</td><td>BP230515</td><td>173.33</td><td>Market stall storage</td></tr> <tr><td>Handyman</td><td>BP230516</td><td>896.50</td><td>Memorial Park work</td></tr> <tr><td>BATA</td><td>BP230517</td><td>579.26</td><td>Miscellaneous Open Spaces cost</td></tr> <tr><td>Welcoms</td><td>BP230518</td><td>82.39</td><td>Wifi</td></tr> <tr><td>A & M Cleaning</td><td>BP230519</td><td>1123.98</td><td>Cleaning toilets</td></tr> <tr><td>M E Willis</td><td>BP230520</td><td>56.70</td><td>Miscellaneous Open Spaces cost</td></tr> <tr><td>SSE Scottish Hydro</td><td>BP230521</td><td>697.15</td><td>Electricity toilets</td></tr> <tr><td>North Yorkshire Council</td><td>BP230522</td><td>366.18</td><td>Dog bin</td></tr> <tr><td>Cozie</td><td>BP230523</td><td>100.00</td><td>Youth council rent to Cozie</td></tr> <tr><td>BT</td><td>DDR</td><td>78.64</td><td>Business bill</td></tr> <tr><td>BNP Paribas</td><td>DDR</td><td>381.64</td><td>Photocopier</td></tr> <tr><td>Total</td><td></td><td>38077.41</td><td></td></tr> </tbody> </table> <p>34.3 The arrangements for the Annual Governance and Accountability Return 2022/23 were reviewed and it was AGREED that Councillors Bilson & Shepherd would carry out the internal controls before the internal audit on the 10th June.</p>				Payee Name	Reference	Amount Paid	Transaction Detail	J Hudson	BP230501	1500.00	Stalls contract	H M Revenue & Customs	BP230502	634.40	Tax & NI	NY Pensions fund	BP230503	915.35	Superannuation	Salary 1	BP230504	1887.40	Salary 1 plus subscriptions	Salary 2	BP230505	560.63	Salary 2	Easingwold Town Hall Company	BP230506	46.20	Adverts	70Five	BP230507	960.00	Paths project management fee	CE & CM Walker	BP230508	2112.00	Grass cutting	A Nelson	BP230509	1510.78	Miscellaneous Works Contract	HAGS SMP Ltd	BP230510	16594.28	Swings	Gary Stewart	BP230511	600.00	Coronation weekend singing	The Galtres Centre	BP230512	43.00	Room hire	Easingwold Community Library	BP230513	6000.00	Office rent	M4UKLtd	BP230514	177.60	Banner	Chris Jackson	BP230515	173.33	Market stall storage	Handyman	BP230516	896.50	Memorial Park work	BATA	BP230517	579.26	Miscellaneous Open Spaces cost	Welcoms	BP230518	82.39	Wifi	A & M Cleaning	BP230519	1123.98	Cleaning toilets	M E Willis	BP230520	56.70	Miscellaneous Open Spaces cost	SSE Scottish Hydro	BP230521	697.15	Electricity toilets	North Yorkshire Council	BP230522	366.18	Dog bin	Cozie	BP230523	100.00	Youth council rent to Cozie	BT	DDR	78.64	Business bill	BNP Paribas	DDR	381.64	Photocopier	Total		38077.41	
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	34.4 There were no other matters to consider.		
23/35	TOWN REPAIRS AND MAINTENANCE Requirements and actions to be taken included reporting the blocked grill in front of the Post Office and the blocked drains on Long Street to Area 2. The bin next to bandstand is broken.		
23/36	CASUAL VACANCY The Clerk provided an update on the Casual Vacancy process.		
23/37	PLANNING MATTERS <i>This item was taken at 8.00pm</i> 37.1 The Town Council's response to planning applications received was considered and approved.		
	Ref No	Application details	Address
	ZB23/00788/FUL	Retrospective application for the construction of an access track and hardstanding NO OBJECTION	Water Meadows, Thornhill Farm Thirsk Road Easingwold
	ZB23/00808/CAT	Works to 2 trees in a conservation area Wish to see APPROVED	St Johns The Baptist Church Church Hill Easingwold
	23/00336/FUL	Proposed demolition of existing garage and replace with one and two storey side extensions, internal alterations and single extension as amended by revised plans received 18 April 2023 ALREADY APPROVED	Hall Windows Millfields Lane Easingwold
	ZB23/00868/FUL	Construction of a detached concrete sectional garage Wish to see APPROVED	35 Whiteoak Avenue Easingwold
	ZB23/00948/FUL	Single storey extension Wish to see APPROVED	11 Chase Garth Road Easingwold
	ZB23/00927/FUL	Conversion of Parish Church Rooms to form one dwelling house with associated domestic curtilage, vehicular access and landscaping Wish to see APPROVED . Councillor Shepherd declared an interest.	St Johns Parish Room Tanpit Lane Easingwold
	37.2 Decisions on planning applications considered by Hambleton District Council and total of applications for new dwellings approved were noted.		
23/38	MISCELLANEOUS WORKS CONTRACTOR The current rate was reviewed, and the 2023/4 rate agreed, to be reviewed in a year's time.		

The meeting finished at 20.03pm

Signed

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Correspondence to Note May 2023			
Note	Date Received	From	Subject
N1	14/04/2023	Zurich Insurance	Coronation Celebration
N2	14/04/2023	Business forum	Coronation Celebration
N3	14/04/2023	North Yorkshire Pension Fund	Contributions return
N4	18/04/2023	North Yorks Council	Request for information - market traders
N5	21/04/2023	Cllr. Barnes	Footpaths update
N6	21/04/2023	NYC	New email for Planning Dept
N7	24/04/2023	NYC	Notice of change of Landlord
N8	24/04/2023	NYC	CIL Payment
N9	28/04/2023	YLCA	Councillor vacancy advice
N10	28/04/2023	Easingwold Players	Calendar Girls banner
N11	02/05/2023	Moorsbus	Support for Moorsbus services
N12	05/05/2023	The Angel	Parking on new footpath
N13	05/05/2023	North Yorkshire Police	New address