

EASINGWOLD TOWN COUNCIL**Annual Meeting of the Council held in the Council Chamber, the Galtres Centre 21st May 2024
7.00pm**

Present: Councillors: P. Nottage (Chairman), C. Barnes (Vice-Chairman) K. Butcher, F. Johnston-Banks, R. Varney, C. Bilson, N. Madden, B. Sparrow, I. Buckle,

Clerk: Mrs J. Bentley

24/17	ELECTION OF CHAIRMAN Councillor Varney nominated Councillor Nottage to be Chairman, the nomination was seconded by Councillor Madden and Councillor Nottage was duly elected Chairman (also Town Mayor). Councillor Nottage received and signed the Chairman's Declaration of Acceptance of Office. It was noted that the Chairman's Allowance for 2024/25 is £250.00.
24/18	ELECTION OF VICE-CHAIRMAN Councillor Varney nominated Councillor Barnes to be Vice-Chairman, the nomination was seconded by Councillor Buckle and Councillor Barnes was duly elected Vice-Chairman.
24/19	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 held office as a result of being declared elected (i.e. not co-opted). For Easingwold Town Council 7 councillors have been elected. Qualified Clerk At the time that the resolution was passed, it was confirmed that the Clerk holds The Certificate in Local Council Administration (CILCA).
24/20	APOLOGIES Apologies were received from Councillor Shepherd, the Assistant Clerk and County Councillor Knapton and approval of reasons given.
24/21	No members of the public were present therefore the meeting was not adjourned.
24/22	MINUTES The minutes of the meeting of the Council of 16 th April 2024 were received and approved.
24/23	CLERK'S PROGRESS REPORT <ul style="list-style-type: none"> • An email was sent on 17th April to the police to request an urgent response to the vandalism issue • A site visit was carried out with Healthmatic, Councillor Johnston-Banks, the Handyman and the Clerk on Wednesday 8th May • An email was sent to Acorn Lighting Services on 17th April to approve the removal and storage of the Christmas lights • An email was sent on 17th April to The Trading House to request a plan for the reworking of the pavement outside of the former Costa building • An email was sent to the pharmacist on 17th April 2024 to respond to his request for a new pharmacy • An email was sent on 17th April to the Member of the Public regarding cutting the lawn in front of the houses on Spring Street • The internal audit was carried out on the 9th May • The surgery sign has been installed and the Handyman has removed the previous sign
24/24	NORTH YORKSHIRE POLICE No report was received from North Yorkshire Police.
24/25	ACTION PLAN The action plan was received and updated.
24/26	NORTH YORKSHIRE COUNCIL No report was received from North Yorkshire Council.
24/27	COMMITTEE REPORTS & MATTERS 27.1 The committee structures and terms of reference were reviewed, and it was RESOLVED to retain the current structure with some minor amendments and to keep the shortened version of the Terms of Reference. It was RESOLVED to retain the current co-opted members on the committees. 27.2 The working group structures were reviewed, and it was RESOLVED to retain 3 working groups:

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	<p>1. The Millfields Working Group comprising Councillors Butcher, Barnes, Bilson, Johnston-Banks and Chris Jackson</p> <p>2. The Chase Garth Working Group comprising Councillors Buckle (Chair), Butcher and Madden</p> <p>3. The Memorial Park Working Group comprising Councillors Varney (Chair), Barnes, Bilson, Butcher and Madden</p> <p>27.3 The representation on outside bodies was reviewed and it was RESOLVED to retain the current representation with some minor amendments.</p> <p>27.4 An email was received from the YLCA regarding representatives from Easingwold Town Council and it was RESOLVED to appoint Councillors Nottage and Barnes as representatives.</p> <p>27.5 The minutes of the Operations committee meeting from the 15th of April 2024 were received and approved and the minutes of the Recreation & Open Spaces Committee meeting from the 20th of May 2024 were received.</p> <p>27.6 Updates were received from the Working Groups and Councillor Barnes confirmed that the newsletter has been issued. It was AGREED that Councillor Barnes would indicate the lack of white lines on the way in to Millfields Lane to Paul Crosby at their meeting on 28th May.</p>																				
24/28	<p>CORRESPONDENCE</p> <p>a) Correspondence for decision</p> <table border="1"> <thead> <tr> <th colspan="4">Correspondence for Decision: May 2024</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>22/04/2024</td> <td>Hambleton independent Living</td> <td>Alzheimers society Memory Walk: it was agreed to support it in principle and to help publicise it. It was agreed that the Clerk should ask to be kept up to date with progress.</td> </tr> <tr> <td>N2</td> <td>10/05/2024</td> <td>British Legion</td> <td>Request for contribution: the request was approved.</td> </tr> <tr> <td>N3</td> <td>10/05/2024</td> <td>Colin Fletcher</td> <td>Lighting funding request: it was agreed that Easingwold Town Council would underwrite the funding in principle, not exceeding the sum of £10,870 but the council will not fund the project in piecemeal and works should not begin until funding is obtained.</td> </tr> </tbody> </table> <p>To note – was circulated prior to the meeting</p>	Correspondence for Decision: May 2024				No	Date Received	Request From	Request	N1	22/04/2024	Hambleton independent Living	Alzheimers society Memory Walk: it was agreed to support it in principle and to help publicise it. It was agreed that the Clerk should ask to be kept up to date with progress.	N2	10/05/2024	British Legion	Request for contribution: the request was approved .	N3	10/05/2024	Colin Fletcher	Lighting funding request: it was agreed that Easingwold Town Council would underwrite the funding in principle, not exceeding the sum of £10,870 but the council will not fund the project in piecemeal and works should not begin until funding is obtained.
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24/29	<p>ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2023/24</p> <p>29.1 The Annual Governance Statement as prepared by the Clerk and validated by the Internal Controls procedure by Councillor I. Buckle and the Internal Auditors was received, considered and it was RESOLVED to approve it. Thanks was given to Councillor Buckle for the Internal Controls.</p> <p>29.2 The Accounting Statements were considered by the members meeting as a whole.</p> <p>29.3 It was RESOLVED to approve the Accounting Statements.</p> <p>29.4 The Accounting Statements were signed and dated by the Chairman presiding at the meeting at which that approval is given.</p> <p>It was AGREED that the Annual Governance and Accountability Return will be submitted to the External Auditor, PKF Littlejohn LLP to comply with the statutory deadline of 1st July 2024.</p> <p>29.5 There were no other matters to consider.</p>																				
24/30	<p>EMERGENCY EXPENDITURE</p> <p>No emergency expenditure had been actioned by the Clerk since the last meeting.</p>																				
24/31	<p>FINANCE MATTERS</p> <p>31.1 The income from previous month and the Income & Expenditure Report for 30th April 2024 were noted.</p> <p>31.2 The accounts for payment (list circulated prior to the meeting) were approved.</p>																				
	EASINGWOLD TOWN COUNCIL - LIST OF PAYMENTS MAY 2024																				

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	Payee Name	Reference	Amount Paid	Transaction Detail
	J Hudson	BP240601	1900.00	Market stalls contract and new sheet
	Chris Jackson	BP240602	173.33	Stalls storage
	Salary 2	BP240503	625.99	Salary 2 plus expenses
	Salary 1	BP240504	1985.28	Salary 1 plus expenses
	HM Revenue & Customs	BP240505	654.41	Tax & NI
	NY Pension Fund X3300	BP240506	945.74	Superannuation
	Elkerlodge Services Ltd	BP240507	540.00	Internal audit
	Healthmatic	BP240508	363.56	Toilet door call out
	Grays Solicitors	BP240509	6678.60	Invoice for Land Registry
	Streetmaster (South Wales) Ltd	BP240510	7660.80	Benches - Memorial Park
	ME Willis Ltd	BP240511	126.44	Grass cutting accessories
	The George Hotel	BP240512	200.00	Friendliness teas
	Acorn Festive Lights Ltd	BP240513	936.00	Removal & storage of Xmas lights
	Welcoms	BP240514	82.58	Wifi
	The National Allotment Society	BP240515	66.00	Membership
	CE & CM Walker Ltd	BP240516	2112.00	Grass cutting
	Easingwold Town Hall Co Ltd	BP240517	181.50	Adverts
	BATA	BP240518	342.96	Various Misc O/S equipment
	J Tate Ltd	BP240519	1140.00	Millfields work
	Robin Hannaway	BP240520	325.00	Handyman contractor
	George Bentley	BP240521	91.00	Memorial Park bench work
	T Bentley	BP240522	91.00	Memorial Park bench work
	GH Smith & Son	BP240523	823.20	Millfields surgery sign
	Andrew Nelson	BP240524	2480.14	Misc. Works Contract
	A & M Cleaning	BP240525	1431.18	Cleaning toilets
	Total		31956.71	
	31.3 Revise Financial Regulations were received. It was RESOLVED that these will be considered for adoption at the June full council meeting.			
	31.4 Other matters included the request from Councillor Bilson to send f/y 2023/4 final figures to the council.			
24/32	TOWN REPAIRS AND MAINTENANCE			
	Requirements and actions to be taken included reporting the overgrown footpath on Thirsk Road and the gate at the top of the Angel to NYC.			
24/33	VISION			
	Version 7 of the vision was received, and it was AGREED to adopt it as the final version, subject to a minor wording amendment. It was AGREED to write to David Skaith, the Mayor of York and North Yorkshire, and the leader North Yorkshire Council, Councillor Carl Les with copies of the 2023-24 Newsletter and the new Vision to invite them to visit Easingwold. This letter would be copied to our MP Kevin Hollinrake and our County Councillor Nigel Knapton.			

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24/34	CASUAL VACANCY An update was received on the Casual Vacancy process and it was RESOLVED unanimously that the interview panel should remain the 3 committee Chairs and the Mayor who will interview all candidates and shortlist for final interview and selection at full council.		
24/35	PLANNING MATTERS <u><i>This item was taken at 8.00pm</i></u> 35.1 The Town Council's response to planning applications received was considered.		
	Ref No	Application details	Address
	b	ZB24/00698/TPO Application for works to 4No. Pine trees subject to a group Tree Preservation Order (2007/12). T1T2T3T4 shown on location plan. NO OBJECTIONS	22 Low Medstone Drive Easingwold
	c	ZB24/00775/CAT Works to a tree in a Conservation Area NO OBJECTIONS	Barnholm Back Lane Easingwold
	d	ZB24/00762/FUL Demolition of existing agricultural building and construction of dwelling (self-build) NO OBJECTIONS	Thornhill Farm Thirsk Road Easingwold
	e	ZB24/00816/FUL Single storey rear extension NO OBJECTIONS	17 Lime Tree Avenue Easingwold
	f	ZB24/00872/TPO Works to Trees Subject to a Tree Preservation Order 12/00001/TPO NO OBJECTIONS	Mowberry Lodge 15 Hurns Way Easingwold
	35.2 Decisions on planning applications considered by Hambleton District Council and total of applications for new dwellings approved were noted.		

The meeting finished at 20.25

Signed

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Correspondence to Note May 2024			
Note	Date Received	From	Subject
N1	22/04/2024	NYC	Town Investment Plan
N2	22/04/2024	NY Police	Vandalism
N3	22/04/2024	NYC	Call for sites consultation
N4	22/04/2024	Market Trader	Termination of contract
N5	26/04/2024	Northern Gas	Mains replacement work Crayke Road
N6	30/04/2024	NYC	Digital Inclusion Hub Development Support Package
N7	03/05/2024	Easingwold against Foxhunting	Letter for circulation
N8	10/05/2024	NYC	Millfields drainage works