

**MINUTES OF THE ANNUAL MEETING OF EASINGWOLD TOWN
COUNCIL HELD AT THE GALTRES CENTRE EASINGWOLD AT 7.00
PM ON TUESDAY MAY 16TH 2017**

PRESENT: Councillors P. Nottage, (Chairman), R. Tanfield, C. Jackson, F. Johnston-Banks, G. Bingham, G. Ellis, N. Madden, County Councillor P. Sowray and District Councillor N. Knapton

Clerk of Meeting: Mrs Jane Bentley

17/21	<p>ELECTION OF CHAIRMAN 21.1 Councillor Ellis nominated Councillor Nottage, seconded by Councillor Johnston-Banks and Councillor Nottage was duly elected Chairman and Town Mayor. The Chairman's Declaration of Acceptance of Office was signed and received. 21.2 It was noted that the Chairman's Allowance for 2017/18 is £440.00.</p>
17/22	<p>ELECTION OF VICE CHAIRMAN Councillor Barnes and Councillor Tanfield were proposed, voting was carried out by a show of hands Councillor Barnes received 4 votes, Councillor Tanfield received 3 Councillor Barnes was duly elected Vice-Chairman.</p>
17/23	<p>APOLOGIES Apologies were noted and the reasons approved from Councillor Shepherd.</p>
17/24	<p>MINUTES 24. The minutes of the Council Meeting 18th April (already circulated) were considered and approved for signature. 24.2 Draft minutes of Annual Parish Assembly 25th April 2017 which are to be published on the council website were noted.</p>
	<p>It was resolved to adjourn the meeting for up to 15 minutes to take questions or comments through the Chairman from members of the public. There were 2 members of the public and no questions were asked</p>
17/25	<p>NORTH YORKSHIRE POLICE North Yorkshire Police were unable to attend but had provided an update by email which had been circulated to all members of the council. Councillor Barnes provided an update on the latest meeting with the police, HDC, COZIE and NYCC regarding anti-social behaviour.</p>
17/26	<p>EASINGWOLD SPORTIVE Paul Smith gave a presentation on the planned Easingwold Cycling Sportive. He outlined proposals to create an annual event in Easingwold that would also feature on the cycling calendar. He aims to create a festival of cycling that can be tied in to other events. He is currently seeking funding and sponsorship and is in conversation with the Business Forum. He is also proposing resurrecting the Galtres Fun Run with the help of a colleague from the Galtres Centre. Councillor Madden asked when the run would take place and Paul's response was during October half term in 2017. The Chairman suggested that Paul liaise with Easingwold Running Club over the Fun Run. The Council was very supportive of Paul's ideas and vision for such events. It was AGREED that the Council would engage further with Paul Smith. The Chairman thanked Paul Smith.</p>
17/27	<p>HAMBLETON DISTRICT COUNCIL – VIBRANT MARKET TOWN PROJECT The Chairman welcomed David McKnight from Hambleton District Council (HDC) who gave a presentation on the three year Vibrant Market Town Project that will run until the end of 2019. He emphasised the importance of communications, the visitor experience and the environment of towns. Every fortnight a business to business bulletin is produced for each Market Town by Hambleton District Council. A draft plan has been prepared and will be submitted to HDC cabinet soon. The Chairman also welcomed Eddie Copey-Farnell who gave a presentation on behalf of Easingwold Business Forum. He shared latest examples of the branding progress to date. There will be a presentation in the Galtres Centre to the rest of the businesses in Easingwold at the beginning of June. The Business Forum believe that there would be great benefit if Christmas in Easingwold was better co-ordinated between all interested parties. Councillor Knapton asked how many members there were in the business forum and</p>

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	the reply was currently 13 with the hope of growing that substantively in the near future following the June event at the Galtres Centre. Councillor Barnes asked how we could contribute to Hambleton District Council's plan and it was AGREED that drafts of Easingwold Town Council's vision and Hambleton District Council's plan should be shared.
17/28	<p>COMMITTEE REPORTS & MATTERS – THIS ITEM WAS MOVED ON THE AGENDA</p> <p>28.1 The Town Centre Committee Report from the 15th May 2017 was received.</p> <p>28.2 The committee structures and terms of reference were reviewed. Councillor Barnes's suggested revised structure was considered and The Chairman proposed a new structure based on a slight adjustment comprising 3 committees with 6 councillors and up to 5 non-councillors and a sub-committee for confidential items. This was AGREED with 5 voting for it, 3 against and 1 abstaining. It was AGREED that the current structure would continue for a month and the membership of the new agreed committees would be agreed at June's council meeting. Councillor Barnes AGREED to circulate a detailed draft of the agreed revised structure.</p> <p>28.3 There were no other matters to consider.</p>
17/29	<p>GALTRES CENTRE AGREEMENT</p> <p>The continued use of the Council Chamber for Easingwold Town Council following the Asset Transfer was considered and it was RESOLVED that Easingwold Town Council would pay for a legal agreement to protect the Town Council in the future. It was RESOLVED that Councillor Nottage will open informal discussions with the Galtres Centre about the future of the COZIE and TIC sites.</p>
17/30	<p>MATTERS ARISING AND CLERK'S PROGRESS REPORT</p> <p>To note progress on action points from previous minutes (information items only).</p> <p>a) <u>Responses/letters sent:</u></p> <ul style="list-style-type: none"> • An email was sent to Easingwold Sportive on 24th April requesting that they present their ideas at the May Council Meeting <p>b) <u>Events in the Market Place granted under the delegated powers of the Chairman and Clerk –</u></p> <ul style="list-style-type: none"> • Permission was given to Easingwold tennis club to put a banner in the market place on 24th April • Permission was given on 24th April to sell cupcakes in aid of Alzheimers in the buttercross on 17th June 2017 <p>c) <u>Projects</u></p> <ul style="list-style-type: none"> • Seats – an audit has been carried out following annual repairs and there are currently spaces for 4 seats: 2 on the market green, 1 at the top of Spring Street and 1 on Church Avenue. It was agreed at the Recreation Committee meeting on 10th April to buy 4 x Glasdon Stanford Seats at a cost of £921.73 each excluding VAT. The Clerk has contacted Glasdon to discuss a bulk order and plaques. • Drainage – Philliskirk have finished work on Millfields. • Market Place refurbishment – The Clerk has taken photos of the required work and has also suggested that the gravel around the toilets be included as part of the spec as gravel is blocking the drains and requires constant removal from the baby changing area. This was agreed and a spec will be sent out to potential contractors w/c 21st May 2017.

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- **Toilets** – Awaiting confirmation of start dates for the floor from Aaztec and confirmation of further details as requested in an email on 10th March 2017.
- **Cobbles** – The Clerk has telephoned Mark Snowball and left a message w/c 30th April and he has still not responded; the Clerk will contact him again.
- **Skate Park** – The Clerk met with COZIE on 5th April and an opening date of 1st July has been suggested. The Clerk has contacted Wheelscape re: seeding the area and Wheelscape began seeding w/c 8th May. The Clerk will follow up on the sign.
- **Memorial Park benches** – The Clerk had a meeting with Bill Cleghorn from the Town Band and he outlined the area that the band use for performances and indicated removing the roof would have a detrimental effect on the performance of the band acoustically.
- **Defibrillator** – The Clerk spoke with Michael Riley of the George and he suggested that there is possibly a fourth partner in addition to The George, The Lions and Easingwold Town Council. The cost of the defibrillator is £1500 plus VAT. Michael has enlisted the advice of John Sutherland from The Lions to move the project forward. The Clerk will ask Councillor Peter Sowray for clarification on the availability of the Locality budget.
- **Signage and Noticeboard** – The Assistant Clerk has ordered the signs and a further contractor has been asked to look at the noticeboard and provide a quote.
- **Clean up Easingwold** – there have been some volunteers but more are needed. The Clerk will place another advertisement in the Advertiser on Wednesday 17th May 2017.

MATTERS ARISING:

17/31

CORRESPONDENCE

a. To note to be found at the back of the minutes.

b. For decision

Correspondence for Decision: May 2017

No.	Date Received	Request From	Request
N1	21/04/2017	Nigel Knapton	IT Upgrade – the expenditure was agreed
N2	05/02/2017	EDCCA	Funding request – it was agreed that the Clerk would contact EDCCA to ask them to provide fuller details and present it at the next meeting.
N3	05/04/2017	Good councillors guide 2017	YLCA – it was agreed to order 10 copies
N4	05/04/2017	Spring Street Almshouses	Nominative Trustees – their recommendation was approved
N5	05/04/2017	SLCC	Regional Training Seminar – It was agreed that the Clerk should attend.
N6	05/08/2017	British Legion	Battles's Over A Nation's Tribute – it was agreed that the Council should become involved.
N7	07/05/2017	Councillor	Lions marching band contest and cup – a donation has been agreed and the Lions will try and find the previous cup.

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17/32	EMERGENCY EXPENDITURE There was no emergency expenditure actioned by the Clerk since the last meeting.
17/33	FINANCE MATTERS 33.1 The income from the previous month and the Income & Expenditure Report for April 2017 were noted. 33.2 The following accounts for payment were approved:

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LIST OF PAYMENTS MAY 2017 - EASINGWOLD TOWN COUNCIL			
Payee Name	Reference	Amount Paid	Transaction Detail
BATA	BP170501	236.14	Miscellaneous materials
Staples Direct	BP170502	29.60	Stationery
Falcon Documents Solutions Ltd	BP170503	383.63	Photocopier
ME Willis Ltd	BP170504	24.99	Miscellaneous Works mats
EDCCA	BP170505	8500.00	Minibus & Donation
A E Spink	BP170506	610.00	Market stall storage
Park Lane Services Ltd	BP170507	144.00	Play Area Inspection
The George Hotel	BP170508	80.00	The George Hotel
The George Hotel	BP170509	126.90	Council Dinner
Philliskirk	BP170510	45979.08	Drainage Millfields
Salary 1	BP170511	1512.50	Salary 1
Salary 2	BP170512	537.81	Salary 2
HM Revenue & Customs	BP170513	510.82	Tax & NI
NY Pension Fund X3300	BP170514	832.37	Superannuation
T Pooley	BP170515	196.00	Opening/closing toilets
Easingwold Town Hall Co Ltd	BP170516	447.00	Adverts
CLANNET	BP170517	85.64	Wifi expenditure
Zurich Municipal Insurance	BP170518	1903.06	Annual Insurance
Lawnmower Services York Ltd	BP170519	32.58	Miscellaneous materials
A Nelson	BP170520	1244.66	Miscellaneous Works
WV & A Hickman	BP170521	35.00	Green bin license
A&M Cleaning	BP170522	541.58	Cleaning toilets
Joseph Hudson	BP170523	1500.00	Market Stall erection
SSE	103209	33.51	Electricity toilets
Gala Signs	103210	145.00	Banners
CE & CM Walker Ltd	103211	780.00	Grass cutting
SSE Scottish Hydro	103212	141.60	Toilets electricity
York Transmission Supplies	103213	511.20	Market stall repairs
WBTaylor	103214	276.00	Year end assistance
Wallgate Ltd	103215	525.60	Annual service
Petty Cash	103216	29.30	Petty Cash
BT	DDR	56.76	Business bill
HDC	DDR	79.00	Rates
Total		68111.33	

33.3 The Annual Return 2016/17 was received, considered and it was **RESOLVED** to approve the Annual Return as prepared by the Clerk and validated by the Internal Controls procedure by Councillor Tanfield. The Annual Return will then be submitted to the External Auditor, Littlejohn LLP to comply with the statutory deadline of 12th June 2017.

33.4 It was **RESOLVED** to approve the Annual Governance statement as per page 2 of the Annual

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	Return in advance of approving Section 2 – Accounting Statements. 33.5 It was RESOLVED to: a) the Accounting Statements were considered by the members meeting as a whole; b) the Accounting Statements were approved by resolution; and c) it was ensured that the Accounting Statements were signed and dated by the Chairman presiding at the meeting at which that approval was given. 33.5 The receipt of the first precept instalment from Hambleton District Council for £63229.57 was noted.																																								
17/34	URGENT ITEMS AND ITEMS FOR THE NEXT AGENDA Items which need urgent repair/replacement under delegated powers and other less urgent items for inclusion on the agenda for the next meeting were considered and none were raised.																																								
17/35	TOWN REPAIRS AND MAINTENANCE It was noted that Crabmill Lane is flooding; Clerk to email Councillor Jackson and County Councillor Peter Sowray will notify NYCC.																																								
17/36	<p>PLANNING MATTERS <i>This item was taken at 8.00pm</i> 36.1 The Town Council's response to planning applications received was considered:</p> <table border="1"> <thead> <tr> <th></th> <th>Ref No</th> <th>Application details</th> <th>Address</th> <th>Applicant's name</th> </tr> </thead> <tbody> <tr> <td>a</td> <td>17/00655/FUL</td> <td>Two storey extension to rear of the dwelling house Wish to see APPROVED</td> <td>66 Uppleby Easingwold, North Yorkshire YO61 3BB</td> <td>Mr Scott Bramhall</td> </tr> <tr> <td>b</td> <td>17/00752/FUL</td> <td>Revised application for proposed front porch extension containing ground floor toilet and shower room Wish to see APPROVED</td> <td>9 Gill Croft Easingwold North Yorkshire YO61 3HH</td> <td>Mr & Mrs Boddison</td> </tr> <tr> <td>c</td> <td>17/00790/FUL</td> <td>Proposed single storey extension Wish to see APPROVED</td> <td>6 Church Hill, Easingwold, North Yorkshire YO61 3JS</td> <td>Mr Dennis McCarthy</td> </tr> <tr> <td>d</td> <td>17/00822/TPO</td> <td>Application to fell two trees the subject to TPO 1 992/07. 1 x apple 1 x Beech Wish to see APPROVED</td> <td>Cobble Court 16 Bonneycroft Lane Easingwold North Yorkshire</td> <td>Mr Mark Burton</td> </tr> <tr> <td>e</td> <td>17/00850/CAT</td> <td>Proposed work to remove tree in rear garden in a conservation area Wish to see APPROVED</td> <td>The Haven Church Hill Easingwold North Yorkshire</td> <td>Mr T Baker</td> </tr> <tr> <td>f</td> <td>17/00755/CAT</td> <td>Proposed work to remove Oriental Hornbeam in a Conservation area Wish to see APPROVED</td> <td>Old Manse 13 Uppleby Easingwold North Yorkshire</td> <td>Mrs Elaine Stephens</td> </tr> <tr> <td>g</td> <td>17/00815/FUL</td> <td>Alterations to windows and doors and internal walls Wish to see APPROVED</td> <td>Cadogan House Spring Street Easingwold North Yorkshire</td> <td>Mrs Maxine Simpson</td> </tr> </tbody> </table> <p>Street Naming and Numbering: 1 – Former fire station Easingwold</p> <p>Response to HDC request for comments on the Local Plan Alternative Sites and Green Spaces Consultation Document (previously circulated) Question 44</p>		Ref No	Application details	Address	Applicant's name	a	17/00655/FUL	Two storey extension to rear of the dwelling house Wish to see APPROVED	66 Uppleby Easingwold, North Yorkshire YO61 3BB	Mr Scott Bramhall	b	17/00752/FUL	Revised application for proposed front porch extension containing ground floor toilet and shower room Wish to see APPROVED	9 Gill Croft Easingwold North Yorkshire YO61 3HH	Mr & Mrs Boddison	c	17/00790/FUL	Proposed single storey extension Wish to see APPROVED	6 Church Hill, Easingwold, North Yorkshire YO61 3JS	Mr Dennis McCarthy	d	17/00822/TPO	Application to fell two trees the subject to TPO 1 992/07. 1 x apple 1 x Beech Wish to see APPROVED	Cobble Court 16 Bonneycroft Lane Easingwold North Yorkshire	Mr Mark Burton	e	17/00850/CAT	Proposed work to remove tree in rear garden in a conservation area Wish to see APPROVED	The Haven Church Hill Easingwold North Yorkshire	Mr T Baker	f	17/00755/CAT	Proposed work to remove Oriental Hornbeam in a Conservation area Wish to see APPROVED	Old Manse 13 Uppleby Easingwold North Yorkshire	Mrs Elaine Stephens	g	17/00815/FUL	Alterations to windows and doors and internal walls Wish to see APPROVED	Cadogan House Spring Street Easingwold North Yorkshire	Mrs Maxine Simpson
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Agreed – preferred site
Question 45
 Agreed - not a preferred site
Question 46
 Agreed – preferred site subject to demonstrating that there is no need to retain this as a health facility
Question 47
 Agreed – not a preferred site

Appeals to the Inspectorate: 0

**Response to Hambleton District Council Green Space Assessment:
 Easingwold Town Council agrees with the assessment on the following 8 sites:**

EASINGWOLD

Easingwold sites

Site Reference	Site Address	Allocation	Reason for decision
ALT/E/041/049/G	Communal Land Behind Hunters Close, Adjacent to Gate Grains Lane, Easingwold, North Yorkshire	Y	Local recreational value and richness of wildlife
ALT/E/041/050/G	Amenity Land To The Rear Of The Galtres Centre, Market Place, Easingwold, North Yorkshire	Y	Local recreational value
ALT/E/041/051/G	Land Including Cricket Ground and Recreation Area, Back Lane, Easingwold, North Yorkshire	Y	Local recreational value
ALT/E/041/052/G	Recreational Land, Millfield Lane, Easingwold, North Yorkshire	Y	Tranquility, local recreational value and richness of wildlife
ALT/E/041/053/G	Land at Mallison Hill, Adjacent to Oulston Road, Easingwold, North Yorkshire	Y	Local recreational value and richness of wildlife
ALT/E/041/054/G	Land to the South of Stonefield Avenue, East of Knott lane, Easingwold, North Yorkshire	N	Not special
ALT/E/041/056/G	Land to the North Side of Sandholme Close, Easingwold, North Yorkshire	N	Not special
ALT/E/041/057/G	Strip of Land to East Side and South Side of Large Field Adjacent to Easingwold Primary School	N	Not special

36.2 Decisions on planning applications considered by Hambleton District Council and total of applications for new dwellings approved were noted.

The meeting closed at 9.15pm

Signed.....

Date: 20/06/2017

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Correspondence to Note May 2017			
Note	Date Received	From	Subject
N1	21/04/2017	HDC	Local Plan Alternative Sites Consultation
N2	21/04/2017	BBC Radio York	Spring Tour Postponed
N3	21/04/2017	Councillor HDC	HDC Small grant Scheme 2017-18
N4	24/04/2017	HDC	Alternative Sites and Greenspace Public Consultation
N5	24/04/2017	NYCC	Election of County Councillor for Easingwold
N6	24/04/2017	Chairman	Local Plan Alternative Sites Consultation
N7	25/04/2017	Zurich Insurance	Revised premium
N8	27/04/2017	HDC	Certificate Town Council of the Year
N9	27/04/2017	HDC	Armed Forces Day Flying the Flag Ceremony
N10	27/04/2017	HDC	Remittance Advice precept
N11	27/04/2017	Area2 Thirsk	Road Closure - Larch Rise
N12	27/04/2017	Norris & Fisher	Insurance
N13	27/04/2017	Member of public	Cupcake day in aid of Alzheimers request
N14	27/04/2017	Zurich Insurance	Policy documents
N15	02/05/2017	Councillor	Nationwide Building Society Noticeboard
N16	02/05/2017	HDC	Hambleton Parish Liaison Meeting
N17	02/05/2017	Clannet	Quarterly report
N18	04/05/2017	Member of public	Community Led Housing
N19	04/05/2017	Image Playgrounds	Memorial Park repair to mini slide completed
N20	08/05/2017	Ryedale District Council	Notice of Election
N21	08/05/2017	YLCA	YLCA Council representatives
N22	09/05/2017	HDC	Casual vacancy on ETC
N23	09/05/2017	YLCA	YLCA Council representatives
N24	09/05/2017	HDC	Casual vacancy on ETC