**MINUTES OF THE MEETING OF THE**

**MALTON TOWN COUNCIL**

**HELD IN COMMUNITY HOUSE, ON WEDNESDAY 27 MARCH 2019**

**PRESENT** Councillors P Andrews (Mayor), P Emberley (Deputy Mayor), G

 Lake, D Lloyd-Williams, Mrs J Lawrence, Cllr K Ennis and Mrs A Hopkinson

**IN ATTENDANCE** Mrs G Cook (Clerk), Mr T Hicks (Assistant Clerk), District

 Cllr E Jowitt, Canon J Manchester, D Jeffels, Ray King (Mayor of Norton) and one Member of the public

**APOLOGIES** Councillors C Turner, C Delaney, M Dales and County Councillor L Burr

**161. CODE OF CONDUCT**

 Members were reminded of their individual responsibility under the Code of Conduct in respect of making declarations of interest. If Members have already identified a situation which would require this, the declaration could made now.

 Cllr Lloyd-Williams declared an interest in agenda item 7 as a Member of Norton Town Council.

**162. PUBLIC ACCESS**

None

**163. MINUTES**

 **RESOLVED**

 **That the Minutes of the Council Meeting held on 27th February 2019 be approved** **and signed as a correct record with the suggested amendments.**

**164. MATTERS ARISING**

 155. **Modifications to the Local Plan Sites Document**

 It was agreed to wait until after the local elections before Cllr Andrews put the motion to Ryedale District Council.

**165. FINANCIAL REPORT AND ACCOUNTS**

 (i) Members noted the financial report showing the position as of 28th February 2019.

 (ii) Twenty six accounts were submitted for approval.

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| --- | --- | --- | --- |
| Scarborough Borough Council | Qtr 1 CCTV Monitoring  | 3000.00 | On-line Payment |
| Nynet Ltd | Connection Charge | 4968.00 | On-line Payment |
| VideCom | Firewall Routers  | 1176.00 | On-line Payment |
| Directions Planning Consultancy Ltd | M&N Neighbourhood Plan | 3540.45 | On-line Payment |
| Milton Rooms | Room Hire  | 144.50 | On-line Payment |
| Bayes Tree Services | MIB Tree Works | 222.00 | On-line Payment |
| MKM | Materials | 83.17 | On-line Payment |
| Society of Local Council Clerks | Subscription | 60.00 | On-line Payment |
| Hurrells | MIB Wildflower Seeds | 94.80 | On-line Payment |
| Stuart Bainbridge | Additional Manpower | 22.75 | On-line Payment |
| Malton, Norton & District Lions Club | Section 137 Grant  | 200.00 | On-line Payment |
| J B Motors  | Fuel | 101.04 | On-line Payment |
| Playdale Playgrounds | Play Equipment Rainbow Lane | 37000.00 | On-line Payment |
| R Yates & Sons | Materials | 132.62 | On-line Payment |
| Tim Hicks | Reimbursement of Postage | 14.20 | On-line Payment |
| Fields In Trust | Rainbow Lane Land Registration | 80.00 | On-line Payment |
| Gail Cook | Reimbursement of New Office Materials | 119.24 | On-line Payment |
| Gail Cook | Reimbursement of 2 x Chairs | 114.00 | On-line Payment |
| Hopkinson & Sons Ltd | Materials | 42.99 | On-line Payment |
| Milton Rooms | Grant for Decorating Assembly Rooms - Section 145 | 4089.60 | On-line Payment |
| North Yorkshire Pension Fund | Pension Contributions | 2041.52 | On-line Payment |
| HMRC | Tax/NI Contributions | 1872.57 | On-line Payment |
| Staff Salaries | Salaries | 5466.83 | On-line Payment |
| Spoton.net Ltd | MIB Website Subscription | 48.00 | Direct Debit |
| EE | Cemetery Mobile Phone | 21.31 | Direct Debit |
| XLN | Phone/Internet | 63.05 | Direct Debit |
| **Total** |   | **64718.64** |   |

 **RESOLVED**

 **That twenty six accounts be approved for payment.**

**166. PROPOSED ERECTION OF FILLING STATION & FORECOURT SHOP AT 5 WELHAM ROAD, NORTON**

The Mayor reported on planning application No: 17/01249/FUL (report previously circulated).

 **RESOLVED**

 **(i) Subject to a further discussion at a meeting of Town Councillors which was fixed for 1st April 2019 which Mike Gwilliam would be invited to attend, Malton Town Council support Norton Town Council by asking the Inspectorate to continue with the appeal despite the decision of Ryedale District Council not to, and to authorise Mike Gwilliam, a former Chief Planning Officer and resident of Norton and Cllr P Andrews to prepare for and attend the hearing on the Council’s behalf.**

 **(ii) That any support for the Norton issue should not have ANY financial exposure whatsoever for Malton Town Council and such support should be contingent on that factor.**

**167.** **MAYORS ANNOUNCEMENTS**

 The Mayor reported as follows:-

 **Functions Attended.** In March the Mayor had attended the Mayors concert held on 2nd March at The Milton Rooms, the service for Claudia Lawrence at St Mary’s priory and Civic Service on 26th March at The Wesley Centre.

**168. PURDAH GUIDELINES & RESTRICTIONS**

 The Clerk circulated a report on what purdah means in practice.

**169. CHRISTMAS LIGHTS**

 The Clerk reported on the proposals for Malton Christmas lights (previously circulated).

 **RESOLVED**

 **(i) That Malton Town Council instruct LITE to supply and install Christmas lights on a four year contract with a higher year one cost of £19,118.00 but vastly reduced year two, three and four costs. This would require an additional £7,118.00 for Christmas lights in the next financial year.**

 **(ii) That Malton Town Council arrange a traditional Christmas Tree Lighting Ceremony to be held at 4pm on Friday 6th December in place of a switch on this Christmas.**

**170. REPORT OF THE TOWN CLERK**

**(a)** **CEMETERY MANAGER UPDATE**

 **FUNERALS**

 **Old Malton Cemetery**

 27th March Ashes Plot

 **OTHER WORK**

Straighten up grave stones Malton Cemetery

 Dig out base and concrete ready for new planters for Malton In Bloom at Broughton Road

 Dig out post holes and re-site information board at Castle Gardens

 Remove damaged picnic table from Orchard Fields

 Clear away heavy items no longer needed from cemetery chapel of rest

 Remove partition walls and archive from the chapel of rest

The clerk had received a letter has been received from a Malton resident expressing his appreciation for the quality of maintenance at Malton Cemetery (previously circulated).

**(b) CEMETERY LODGE**

It was **agreed** to replace the two dining room windows to white double glazed upvc units, leaving one bedroom window to be replaced in the next financial year.

 **(c) INTERNAL FINANCIAL CONTROLS**

On 7th March 2019, Councillor Lakecarried out the quarter 2 and 3 internal financial control audit. No issues were raised and the report would be submitted to the external auditor.

**(d) COUNCIL WEBSITE**

 It was **agreed** to replace the Malton Town Council website. The preferred web design company was ‘it’seeze’ websites who designed the Malton In Bloom site. The local company were extremely professional, supportive and had good two way communication. The company were forward thinking and would develop the Town Council’s online presence.

**(e) ORCHARD FIELDS LEASE**

 The clerk had attended a meeting with the Estate Manager regardingthe lease for Orchard Fields which was due for renewal on 5th April 2019.  The lease was previously £4,000 per annum, which went towards the maintenance of the site i.e. grass cutting, litter picking and tree maintenance.

The clerk had requested that the lease going forward should be lowered to reflect the two days a year which the CIC utilise the site for food festival parking and to be more comparative to other green area lease contracts the Estate had in place in Malton and Norton.

 **RESOLVED**

 **Members recommended the renewal of the lease at a reduced rate. Clerk to make this offer to Malton Fitzwilliam Estate.**

**(f) LADY SPRING WOOD**

 Cemetery staff had installed the two digital counters at the entrance to the boardwalk and the bridge near the rugby fields at Lady Spring Wood, the counters were purchased with external grant aid.

**(g) WAR MEMORIAL WALL STABILISATION**

 The clerk had received confirmation that a grant had been approved from the Ryedale District Council Community Grant Scheme for £2,528 towards the stabilisation of the wall. The clerk reported on the tenders which had been received.

 **RESOLVED**

 Members recommended that the contractor with the cheapest quote be instructed to start work once the drawings have been approved by a qualified structural engineer.

**(g) CEMETERY CHAPEL REPAIR & RENOVATION**

 The clerk has obtained advice from a financial advisor regarding the most suitable loan for the repair and renovation works at the chapel.

 The financial advisor explored the options available for Town Councils for this type of project and recommended that the most suitable loan for the Town Council project would be Public Works Loan Board Fixed Rate EIP Loan (Equal Instalments of Principal) taken over the shortest period of time possible.

 The EIP Loan option would initially be a higher annual repayment but the interest would be reduced as the loan was paid, making this option more suitable if the loan was repaid early. The Annuity loan option would be a lower annual repayment but the total cost repayable would be higher over full the term of the loan. Additional annual payments are not permitted on either loan type. Please see repayment options below:-

 **EIP**

 Amount borrowed Term Total Paid Annual Repayment

 £160,000 25 years £210,544.00 £10,162.50

 £160,000 20 years £198,136.00 £11,436.88

 **£160,000 15 years £186,752.00 £13,666.58**

 **Annuity**

 Amount borrowed Term Total Paid Annual Repayment

 £160,000 25 years £216,597.00 £8,494.00

 £160,000 20 years £201,574.86 £9,832.92

 £160,000 15 years £188,281.29 £12,147.18

 **RESOLVED**

 **(i) Members recommended that the Town Council apply for a Public Works EIP loan of £160,000 over 15 years subject to Malton Town Council holding a budget review meeting on Monday 8th April 10am at The Wesley Centre.**

**(h) MALTON IN BLOOM**

* The basket tree planter bases had been installed ready for planting on Broughton Manor and Pasture Lane roundabouts.
* The new street furniture to be installed on the pedestrian area at the top of Newbiggin is due to be delivered shortly.
* The Plantscape commercial planting order had been placed and would be installed in late May. The MIB external funding donations and grant aid to date is £15,080.
* Work had commenced on the new Castlegate community planting area, including the reduction of the overgrown Laurel tree. The improvements to this area would enhance the overall look of Castlegate.
* A wildflower area at the Sheepfoot Hill entrance to Orchard Fields had been prepared by MIB volunteers and planted by Malton Scouts.

**(i) RAINBOW LANE PLAY AREA**

 Playdale had started work on the Revolutionary play equipment project at Rainbow Lane, once complete a press release and photo would be arranged.

 The clerk had received confirmation from Ryedale District Council Section 106 funds for £8,770.00 (100% of the cost) to make improvements to the multi-use games area at the Rainbow Lane play area.

 Following advice from RDC it was **agreed** that the clerk apply for planning permission for the new multi-use games due to the increased height and subject to permission the work be authorised.

**171. REPRESENTATIVES**

**Ryedale Cameras in Action** – The system was fully operational and Scarborough Borough Council were monitoring the cctv cameras 24/7.

**Milton Rooms** – The stabilisation of the assembly rooms was completed mid-March and available to hire. It was **agreed** to pay the remaining £411.00 to The Milton Rooms for the additional electrical sockets.

**Malton & Norton Neighbourhood Plan** – The next Steering Group meeting would be held on in May 2019.

**172.** **PLANNING APPLICATIONS**

 Nine applications to the Local Planning Authority were considered.

**19/00256/TPO 3 Orchard Gardens, Malton, YO17 7NA**

Crown lift to 5m, thin and remove dead wood to 2no. Limes of TPO 219/1996.

**RESOLVED Recommend approval**

**19/00257/TPO 2 Orchard Gardens, Malton, YO17 7NA**

Cut back overhanging branches by 1-5m and removal of dying wood of 1no. Sycamore of TPO 219/1996.

**RESOLVED Recommend approval**

**4 Orchard Gardens, Malton, YO17 7NA**

Cut back overhanging branches by 1-5m and removal of dying wood of 1no.

**RESOLVED Recommend approval**

**19/00216/FUL 14 Saville Street, Malton, YO17 7LL**

Installation of double doors to the rear elevation and erection of a boundary fence with access gates to the rear yard.

**RESOLVED** **Recommend approval**

**19/00241/MREM Land at Eden House Road, Old Malton, Malton**

Use of land adjacent to Unit B1 as an extension to the service yard to accommodate existing and future staff parking and to enable the storage of raw materials (metal rolls) in containers and finished products on racks (outline approval 14/00426/MOUTE dated 24.03.2015 as amended refers)

**RESOLVED Recommend approval subject to additional mature screening.**

**19/00259/HOUSE Copper Beeches, York Road, Malton, YO17 6AX**

Erection of a single storey rear extension together with erection of detached double garage following demolition of existing double garage.

**RESOLVED Recommend approval**

**19/00284/LBC 29 Market Place, Malton**

**19/00328/ADV** Display of a non-illuminated hand painted gable end sign.

**RESOLVED Recommend refusal**

**19/00336/HOUSE 21 Lime Tree Avenue, Malton, YO17 7BZ**

Erection of two storey rear extension.

**RESOLVED Recommend approval subject to neighbour satisfaction**

**173. MEMBERS QUESTIONS**

 None

**174. NEXT MEETING**

The next Town Council meeting:- **Wednesday 24TH April 2019 at 7.15pm** at The Wesley Centre, Saville Street, Malton.

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