LEYBURN TOWN COUNCIL
Market and Burial Authority

A meeting of the above named Council convened by the Council to be held in the Oak Room, Thornborough Hall on Monday 20th June at 7pm.

Signed Charlotte Smith
Clerk to Town Council
Date: 14.6.22

AGENDA

22.134 PUBLIC REPRESENTATIONS

22.135 APOLOGIES - To receive apologies for absence and consider approving reasons given.

22.136 DECLARATION OF INTEREST -To receive any **Declaration of Interest** under the Council's Code of Conduct or Members' Register of Interest.

22.137 MINUTES OF MEETING- held on Monday 16th May 2022– To approve the Minutes of the meeting as a correct record.

22.138 REPORTS

a. **Leyburn Police Report**.
b. **Reports from Meetings Attended By Councilor's.**
c. **Update from the Leyburn Town Plan Groups.**
d. **Update from the Clerk on Upcoming Events –** Helping Richmondshire Heat, Eat and Greet to be held on Friday 1st July 2022 10am-3pm at Tennants Auction Rooms.

22.139 PLANNING INFORMATION

a. RDC Ref: **22/00001/REFPP** Proposal: **Appeal of Full Planning Permission for Lifting of Proposed Roof to Allow Additional Space for 2 More Bedrooms on New Floor**
Location: **90 Dale Grove, Leyburn, DL8 5GA** APPEALED

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22.140 PLANNING APPLICATIONS AND DECISIONS – to include discussion of applications:

a. **RDC Ref: 22/00296/Full Proposal: Proposed Kitchen Extension to the Rear Location: 39 Park View, Leyburn, North Yorkshire, DL8 5HN**

b. **RDC Ref: 22/00183/Full Proposal: Full Planning Permission for Staff Offices building, Two Agricultural Buildings, Weighbridge and Surface Water Collection/Recycling Pond Location: Washfold Farm, Moor Road, Leyburn, DL8 5JZ**

c. **RDC Ref: 22/00342/S257 Proposal: Order to Divert Stop up of a Public Right of Way under S257 of the Town and Country Planning Act 1990 Location: Land at Harmby Road, Leyburn**

d. **RDC Ref: 22/00267/Full Proposal: Replace a Number of Existing Single Glazed Windows and Doors with Double Glazed Upvc Units Including a Foil Coating Highlighting a Wood Grain Effect, this will be in keeping with Existing Anthracite Grey Double Glazed Windows Location: Throstlenest Barn, Mill Lane, Leyburn, DL8 5HF**

e. **RDC Ref: 22/00323/Full Proposal: Change of Use from Former Joiners Workshop to Two Bedroom Dwelling Location: Former Joiners Workshop, Richmond Road, Leyburn**

22.141 CEMETERY

a. **Memorial Bench Application-** To discuss and take decision on the application received.

22.142 CHANGING PLACES LEYBURN PROPOSAL

a. **RDC Agreement-** To discuss the proposal for Leyburn and take decision on signing the agreement.

22.143 LAND

a. **Land in front of 11 Grove Square-**To discuss and take appropriate action on the request to purchase the strip of land outside 11 Grove Square.

b. **Use of Land Request-** To take decision on granting use of the Shawl Playing Fields.

c. **Playing fields Wild Verges-** Update on the progress of the project.

22.144 MARKET

a. **Electric Charges-** To review the current costs amending charges accordingly.

22.145 PLAY AREAS

a. **Play park inspections-** To discuss the requirement from the insurance company to carry out weekly walk round inspections.

22.146 INSURANCE

a. **Renewal-** To ratify the decision taken to appoint BHIB for the Council's insurance cover.

b. **Asset Register Review-** To discuss and take appropriate action on a review of the current value & rebuild/replacement value of all Council assets.

22.147 ROAD SAFETY CONCERNS- To discuss and take appropriate action on setting up a group to address speeding concerns in Leyburn.

22.148 GRANTS- To consider and take decision on the following grant requests:

a. **Round Table Bonfire-** Request for £500.

b. **Jazz festival-** Request for £500.

22.149 FINANCE

a. To **approve** Bank Reconciliation Statement dated 31st May 22.

b. To **note** budget situation detailed in the current net position.

c. To approve payments list (Regular Payments made since last meeting) and note receipts list.

d. To discuss **approval** of invoices awaiting payment.

e. **SLCC Subscription**- To discuss and consider a contribution towards the subscription to the Society of Local Council Clerks.

22.150 EXCLUSION OF THE PRESS AND PUBLIC - to consider passing the following resolution:

"That in accordance with the Public Bodies (Admissions to Meeting) Act 1960 (as extended by s.100 of the Local Government Act 1972), the press and public be excluded from the meeting during the consideration of the following matter on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act 1972."

The meeting will re-convene in a closed session after item 21.149 with the press and public excluded due to the nature of the business being prejudicial under the Public Bodies (Admission to Meetings) Act 1960.

22.151 WRITING OF OFF INVOICES- To take decision on writing off the following non recoverable debts, as all reasonable debt collection steps have been taken.

a. **Invoice 256 (2021-2022) £103.50**
b. **Invoice 319 (2021-2022) £9.00**
c. **Invoice 357 (2021-2022) £117.00**

22.152 EXCHANGE OF INFORMATION

22.153 DATE OF NEXT MEETING: Monday 18th July 2022, in the Oak Room, Thornborough Hall at 7.00 p.m.

Meeting closed
By Order of the Council.

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Appendix

Draft Minutes

Can be viewed using the link below:

https://leyburntowncouncil.gov.uk/documents/minutes-2022/

Dales Police Report- yet to be received

Planning Items

22/00296/FULL

22/00296/FULL | Full Planning Permission for Proposed Kitchen Extension to the Rear | 39 Park View Leyburn North Yorkshire DL8 5HN (richmondshire.gov.uk)

22/00183/FULL

https://planning.richmondshire.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=R8L97HNAJQ100

RDC Ref: 22/00342/S257

See attachment

22/00267/FULL

https://planning.richmondshire.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=RADGASNAK3000

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22/00323/FULL
https://planning.richmondshire.gov.uk/online-applications/applicationDetails.do?activeTab=externalDocuments&keyVal=RBRLVSNAKC700

Cemetery

MEMORIAL DEDICATION APPLICATION FORM

Thank you for your interest in placing a memorial on Leyburn Town Council's land. Please complete the application form and return by email to clerk@leyburntowncouncil.gov.uk or by post to: Leyburn Town Council, Thornborough Hall, Leyburn, North Yorkshire, DL8 5AB.
Subject to there being a suitable location, Leyburn Town Council can offer the following
Memorials:

- Memorial bench with plaque
- Gravestone
- Inscription on plaque/gravestone
- Memorial plaque on an existing bench
- Memorial tree with or without a plaque

Name of Purchaser / Donor or Representative	Alan
Address	Woodside, Leyburn
Telephone No	Redacted

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Email	Redacted
Type of Memorial	Memorial bench with plaque
In Memory Of:	Harry and Elsie Jackson

The Council may specify the type of benches, trees to be installed/ planted to be in keeping with the intended location.

Memorial Bench Details	
Type of bench	Rowlinson Weston Bench
Manufacturer	Rowlinson Garden Products
Size	H 90cm W 124cm D59cm

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Please provide details of dedication and plaque wording. W 170mm H 60mm In Memory of Harry and Elsie Jackson Always Loved
Memorial Tree Details
Specimen of Tree requested (please see attached list)NA Inscription on plaque: NA
Memorial Plaque in Cemetery Details
Inscription on plaque: NA Please note the Council have a set charge for placing a plaque in the Cemetery, a copy of the Cemetery charges can be found on the Town Council Website.
Location Details

1st Preference	We propose to place the bench next to a tree at the bottom of the cemetery, just in front of the hedge on the left side (looking down from the road). Close to the graves of Harry and Elsie Jackson
2nd Preference	
3rd Preference	

Note: The location and/or species requested is not guaranteed. The Town Council will work with the donor to best accommodate the request.
The Council reserve the right to refuse requests or suspend applications if the location selected already has an adequate amount of memoriam benches or trees.

Signed……A. Jackson……
Date…15/05/2022……..

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Land

11 Grove Square - without prejudice

Dear Charlotte
Further to our previous conversation with Mr Sanderson, we are interested in purchasing the strip of land (1.5m) in front of 11 Grove Square. This would help ensure clear access to the property and prevent obstruction to the main door of the bungalow.
Please can you advise who is best to discuss that with?
I look forward to hearing from you.

Kind regards
Allison Calvert

Playing Fields wild verges

Sometime in September 2021, I approached the Council with the idea of planting trees in a corner of the playing field. This would have the dual effect of celebrating the Queen's Platinum Jubilee (Queen's Green Canopy Project) and enhancing biodiversity
I was delighted that the Council took this on board and offered to fund the buying of 20 small native trees (2yr whips) from Braithwaites.
The area was strimmed and raked and in early December a mix of spindle, guelder rose, Hazel, field maple, mountain ash, hawthorn and wildcrab was planted by a small working party. In March we received another 22 of the same species from Communitree through the Council working with Val Adams, Richmondshire climate change officer. Another working party duly planted these as well. We had a forest now!

Meanwhile the strip to the north, adjacent to the caravan park had been cleared. A local Councillor, Mary Wood suggested wild flowers could be sown. These were bought from Pretty Wild Seeds of Darlington, supplemented by locally collected seed.
The plan was to encourage a hedgerow mix and seed was sown in October in patches, the rest left to develop and see what came up.
In spring we were pleased to see clumps of snowdrops appearing, having been lost in the dense nettles and grass. More were planted.
The trees were growing away nicely and a lovely display of cow parsley, much appreciated by people in the caravan park.

In May/June a species survey was done.
We found 30 native flowers and grasses and 14 introduced. The former included 4different speedwell and 2 different Fumitory, one White Ramping Fumitory being relatively uncommon.
It is early days yet but hopefully we can build on this promising beginning.
The Friends of the Dales are interested in what we are doing as part of their Living Verges campaign.
Good to know that Leyburn is being active in this increasingly important area.
Jennie White

Market Electric

Current rates

Consumption charge, 29.10 kWh
22 Standing charge, 380.550p a day

Current charges to Market traders- £7 larger vans/pitches and £4.75 for the smaller pitches per week.

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Asset register review- For Councillors to start to look at the rebuild/replacement costs for Council assets. I would recommend that a small group of cllr's are tasked with assisting with updating the figures for review by the full Council at a future meeting.

SLCC Subscription

The Society of Local Council Clerks is the professional body for Local Council Clerks. In order to be a member and be able to access the resources, advice notes, template documents etc. you have to pay membership. This is a very helpful resource which the Clerk has used the majority of template policies from the SLCC toolkit.

The Clerk has paid this subscription for the past 3 years, however it does state in the Clerks contract of employment that professional fees should really be paid for by your Council. With the cost of living increasing the Clerk would now like to ask for a contribution towards these fees which are £198.00 for the year.
A donation towards the subscription costs has not been included in the budget for this year.