



# LEYBURN TOWN COUNCIL

## Market and Burial Authority

---

### Minutes of the Meeting of the above named Council convened by the Council held in the Oak Room, Thornborough Hall on Monday 20<sup>th</sup> September at 7.00pm.

**Present:** Cllr Alderson      Cllr Beswick      Cllr Medley      Cllr Sanderson  
Cllr Spenceley      Cllr Walker      Cllr Wood  
County Cllr Sedgwick      Clerk Mrs C Smith      Two Members of the public

#### 21.131 PUBLIC REPRESENTATIONS

Concerns were raised by a member of the public over the speed of vehicles going past St Matthew's Church as well as the condition of the former HSBC/ Costa Coffee building.

Cllr Sedgwick passed on thanks from Kirkwood Hall for the provision of a Christmas tree last year and requested if it would be possible for the Town Council to donate a small tree with roots this year? Cllr Sedgwick updated the Council that Road improvements for Leyburn are on track to commence on 27<sup>th</sup> September and that the plans for the proposed cycle/ footpath from Bellerby to Leyburn are progressing. Cllr Sedgwick conveyed concerns raised by residents regarding overgrown footpaths from Leyburn to Wensley as well as the one from Richmond Rd to Woodburn Drive.

21.132 **APOLOGIES** –Received from Cllr Holder and reasons for absence approved.

21.133 **DECLARATION OF INTEREST** – Cllr Medley declared an interest in planning application 21/00739 as a resident of Riseber.

21.134 **MINUTES OF MEETING** held on **Monday 16<sup>th</sup> August (Appendix 1)** approved and signed as a correct record.

21.135 **PRESENTATION**- Brierley Homes gave a presentation to the Council on the proposal to build a new Dental Practice in addition to 20 new homes on the Brentwood Lodge site. An information leaflet will be circulated to Leyburn residents by Brierley Homes as part of the local consultation prior to the planning application being submitted in November.



# LEYBURN TOWN COUNCIL

## Market and Burial Authority

### 21.136 REPORTS

a. **Leyburn Police Report (Appendix 2).**

b. **Reports from Meetings Attended By Councillors.**

Cllr Medley attended a Library management meeting and reported that they are currently looking for volunteers.

c. **Update from the Leyburn Town Plan Groups.**

Shawl Play area- groundworks will commence this week (Monday 20<sup>th</sup>) on the installation of the tarmac paths, work is anticipated to take two weeks.

Cllr Spenceley updated the Council that she has been in discussion with RDC over housing needs in addition to affordable housing and requested that the Housing working party meet to discuss this further.

d. **Update from the Clerk on Upcoming Events- None.**

### 21.137 PLANNING INFORMATION

a. **RDC Ref: 21/00103/FULL Proposal:** Permission to replace the existing single glazed wooden Georgian windows at the front of the house, also the bedroom window at the back of the house with double glazed upvc sash windows and replace front door, retrospective planning permission for replacements of the back door and three windows (as amended)

**Location:** 3 Riseber Lane, Leyburn, North Yorkshire, DL8 5DQ **GRANTED**

b. **RDC Ref: 21/00452/LBC Proposal:** Listed Building Consent for Timber Signal Box **Location:** Leyburn Station, Harmby Road, Leyburn **GRANTED**

c. **RDC Ref: 21/00442/Full Proposal:** Permission for two storey side and rear extension and removal of front porch **Location:** 96 Dale Grove, Leyburn, North Yorkshire, DL8 5GA **GRANTED**

d. **RDC Ref: 19/00158/Full Proposal:** 2 No. industrial Buildings (E(g) and B8 Use) and Associated Parking and Landscaping (as Revised) **Location:** Harmby Road Industrial Estate, Harmby Road **GRANTED**

e. **RDC Ref: 20/00246/LBC Proposal:** Listed Building Consent for New Timber Pergola to Existing External Drinking Area, New Raised Timber Decking with Festoon Lighting and New Children's Play Area all to Existing Car Park as revised by amended site layout and elevations, noise management plan



# LEYBURN TOWN COUNCIL

## Market and Burial Authority

and acoustic fence detail and revised drawing ref: 761-(p)-02B received 14.07.2020 to include access panels in acoustic fence (as Amended)

**Location:** Bolton Arms, Market Place, Leyburn **GRANTED**

- f. **RDC Ref:** 20/00245/**Full Proposal:** Permission for New Timber Pergola to Existing External Drinking Area, New Raised Timber Decking with Festoon Lighting and New Children's Play Area all to Existing Car Park as revised by amended site layout and elevations, noise management plan and acoustic fence detail and revised drawings ref: 761-(P)-02C and 761-(P)-03B received 25.8.2020 to include maintenance access zone (As Amended)

**Location:** Bolton Arms, Market Place, Leyburn **GRANTED**

### PLANNING APPLICATIONS– to discuss and comment on the following applications (Appendix 3):

- g. **RDC Ref:** 21/00739/**Full Proposal:** Permission for Detached Garage Store and Store Room **Location:** 2 Riseber, DL8 5DF **NO OBJECTIONS**
- h. **RDC Ref:** 21/00618/**Full Proposal:** Permission for Demolition of Existing Single Storey Attached Garage and Construction of New Single Storey Side Extension **Location:** 41 Brentwood, DL8 5HW **NO OBJECTIONS**
- i. **RDC Ref:** 21/00615/**Full Proposal:** House Extension & Internal Alterations **Location:** Dale Cottage, Railway St, Leyburn, DL8 5BA **NO OBJECTIONS**
- j. **RDC Ref:** 21/00688/**Full Proposal:** Permission for Proposed Two Storey Gable Extension to Provide Two Additional Bedrooms **Location:** 22 Station Rise, Leyburn, DL8 5BZ **NO OBJECTIONS**
- k. **RDC Ref:** 21/00671/**FULL Proposal:** The Construction of 2 - Three Bedroom Semi Detached Houses **Location:** Land To The East Of Trevor Cottage, Richmond Road, Leyburn, North Yorkshire, DL8 5DN  
*Councillors have concerns over other potential culverts that might go under this site that remain unmapped. Developers must ascertain where culverts are; ensuring that if planning is granted any culverts found are properly dealt with. The plans only show two parking spaces, the council do not believe that this is ample parking for the properties.*
- l. **RDC Ref:** 19/00742/**Full Proposal:** Permission for 127 Dwellings, Garages, Public Open Space and Landscaping and Means of Access to Moor Road. Formation of Pedestrian Link to Thornborough Hall Gardens and Formation



# LEYBURN TOWN COUNCIL

## Market and Burial Authority

---

of Surface Water Outfall (Revised Details/Plans dated 03<sup>rd</sup> September 2021) AMENDED PROPOSAL

**Location:** Land at Hilltop Farm, Moor Road, Leyburn, DL8 5DJ

*The Council have a number of concerns still about the proposed development, as the original matters raised by authorities and residents have not yet been addressed.*

*The Council are apprehensive over the reduction in affordable housing on the development; the town needs affordable houses for local people.*

*The Council share the concerns of NYCC highways about the access route to the development; Moor Road is a steep winding road with limited visibility which currently already poses road safety concerns.*

*Future flooding is still the foremost concern, Councillors note that the revised surface water solution is to direct the water from holding tanks towards the culverts on Bellerby Road. The culvert system in its current form would be easily overwhelmed, if this is not addressed drainage from the development is likely to exacerbate flooding.*

*The Council note that the creation of a new path through Thornborough Woods may result in the removal of some of the trees and increase surface water runoff towards Thornborough Hall. Any trees that the developers want to remove must be marked in advance so these can be viewed first.*

**m. RDC Ref: 21/00719/Full Proposal:** Permission for Replacement of Existing Timber Rear Dormer Window with UPVC Dormer Window.

**Location:** 10 St Matthews Terrace, Harmby Rd, DL8 5EL **NO OBJECTIONS**

**n. RDC Ref: 21/00718/Full Proposal:** Permission for Single Storey Side Extension **Location:** 15 St Marys Mount, DL8 5JB **NO OBJECTIONS**

### 21.138 HIGHWAYS

**a. A684 Safer Roads (Appendix 4 Information only)-** Leyburn improvement works due to commence Monday 27th September 2021 and are expected to last for up to 5 weeks.



# LEYBURN TOWN COUNCIL

## Market and Burial Authority

---

- b. **Proposed Loading Bay & Disabled Bay, Market Place, Leyburn (Appendix 5)** – The Council resolved to support the proposal.
- 21.139 **LAND**
- a. **Grove Square-** The Council **resolved** that they would permit an area of one car space directly in front of 11 Grove Square to be rented, a lease and valuation of the area to be rented would be required.  
**Action: Clerk to obtain costs and inform the applicant that all legal costs must be covered.**
- b. **Wensleydale Avenue Trees-** The Council **resolved** to appoint PM’s Tree Care to prune the overhanging trees in the play area.
- c. **Playing Fields Wild Verges Project-** The Council **resolved** to set a budget of £100.00 for the project.
- 21.140 **POLICE AND CRIME PLAN AND FIRE AND RESCUE PLAN CONSULTATION (Appendix 6)** –The Council **resolved** to submit comments and fill out the consultation individually.
- 21.141 **TOURIST INFORMATION** - The Council **resolved** to accept the offer from Robert Sturdy, Golden Lion Yard to accommodate a tourist information service.
- 21.142 **ENERGY CONTRACTS**
- a. **Review of energy contacts** – The prices received from the energy comparison companies have unfortunately been affected by the fire in France today which has had a considerable impact on current supply tariffs. Due to this unexpected issue the Council **resolved** to reobtain prices and only review the energy supplies that are due to go out of contract.
- 21.143 **FINANCE**
- a. **Grant Request** - The Council **resolved** to grant £500.00 towards the Leyburn Jazz Festival event.
- b. **Section 3 of the AGAR (Appendix 7)** our External Auditor Report and Certificate & Notice of Conclusion of Audit) - **Noted.**

**21.06 Cllr Beswick left the meeting.**



# LEYBURN TOWN COUNCIL

## Market and Burial Authority

- 
- c. Bank Reconciliation Statement dated 31<sup>st</sup> August 2021 – **approved**.
  - d. Budget situation as detailed **noted**.
  - e. Invoices awaiting payment **approved**.
  - f. Payments list (Regular Payments made since last meeting) **approved** and receipts list **noted**.

### 21.144 EXCHANGE OF INFORMATION

Cllr Sanderson informed Councillors that Cllr Waites has resigned from the Town Council due to other commitments & responsibilities. Cllr Sanderson thanked Andrew for his time and work carried out over the years he has been on the Town Council.

Cllr Walker requested that the overgrown shrubbery on love lane is reported to NYCC again.

Cllr Medley raised concerns over the state of the pavements in Leyburn.

***Actions: Clerk to report overgrown footpath to NYCC and the rubbish and untidy footpaths in Leyburn to the District Council street scene team.***

21.145 **DATE OF NEXT MEETING** Monday 18<sup>th</sup> October, 2021 in the Oak Room, Thornborough Hall at 7.00 p.m.



# LEYBURN TOWN COUNCIL

## Market and Burial Authority

---

### Appendix

#### Appendix 1

##### **Draft Minutes**

Can be viewed online using the link below:

<https://leyburntowncouncil.gov.uk/documents/minutes-2021/>

#### Appendix 2

##### **Dales Police report**

##### **Monthly Crime Bulletin – August 2021**

Incidents of note over the last month;

3rd August there were 2 shop thefts from shops in Leyburn. A child stole a hat which was subsequently retrieved by shop staff, and Yankee candles were stolen to a value of £70 by an unidentified female.

There have been further thefts from Co-op:

9th August 2 males stole razor blades

26th August goods worth £24 was stolen

28th August a quantity of alcohol was stolen

8th August a refrigerated van near Bainbridge received £800 of damage by unknown persons attempting to break in to the rear doors.

19th August the Burgoyne Hotel at Reeth was broken on to and an untidy search made, nothing was taken.

Overnight on 23rd August a vehicle was damaged at Thwaite with dents caused to the roof

Between 4th August and 25th August 2 galvanised rabbit drop boxes valued at £270 have been stolen from woods near Aysgarth station

Between 24th and 31st August a fence has been damaged at Stalling Busk by a vehicle having driven through it.



# LEYBURN TOWN COUNCIL

## Market and Burial Authority

---

During the recent shooting season protests several traps have been stolen and a row of grouse butts damaged.

The neighbourhood team have now completed the move into the Fire Station and are in the process of emptying the old police station.

On a personal note, I am pleased to join the Leyburn and Dales Neighbourhood Team, taking over from PC Julian Sutcliffe after his retirement. I am looking forward to the unique challenges such a vast rural area brings. I have previously been Beat Manager for Richmond town and part of the Response team prior to that.

### **Appendix 3**

Planning-Access the District Council planning portal by clicking the link below:

<https://www.richmondshire.gov.uk/planning-and-climate-change/planning-applications/view-planning-applications-and-decisions/>

### **Appendix 4**

NYCC Highways Information A684 SAFER ROADS FUND - LEYBURN IMPROVEMENT WORKS

Dear Resident/ Proprietor

#### **A684 SAFER ROADS FUND - LEYBURN IMPROVEMENT WORKS**

This letter is to inform you that North Yorkshire County Council will be undertaking highway improvement works in Leyburn on the A684, between the junctions with the High Street (A6108) and Brentwood. The works comprise alterations to the existing mini-roundabout at the A684/High Street junction and introduction of a new mini roundabout at the A684/Brentwood junction. Please refer to the attached plan for more details.

Please note that during the construction of the scheme temporary traffic signal control will be deployed on the A684 to ensure the safe operation of the highway for all users. These works are currently programmed to commence on Monday 27th September 2021 and are expected to last for up to 5 weeks.



# LEYBURN TOWN COUNCIL

## Market and Burial Authority

---

Please note, this work is part of an extensive programme and therefore it is possible that some adjustment to this start date or the duration of the works may be necessary should unforeseen circumstances such as significant weather events or emergencies on the highway network arise. Operatives working on site will be observing all current Government guidelines on safe social distancing.

The works will be carried out between 07:30hrs and 17:30hrs. This may inevitably delay vehicular travel but we will endeavour to reduce delay times during the working period. We request your assistance in the following ways: -

- ☒ Please contact the Site Supervisor on 07753 813247, or the Council Customer Service Centre, 01609 780780, to advise of any special access needs you may require during the work period;
- ☒ Cooperate and comply with any instructions issued by site staff and the Traffic Safety & Control Officer and take extra care whilst near the works area.

Please note on completion of these improvement works the A684 will be fully resurfaced, from the A684/High Street junction extending to the eastern extents of the town, terminating adjacent to Tennants Auctioneers. A further communication will provide more information on the arrangements for this resurfacing work prior to the works commencing onsite.

For further information, including diversion information and to sign up for alerts, please go to;

<https://www.northyorks.gov.uk/roadworks-road-closures-and-diversions>

May I draw your attention to the County Councils Corporate Privacy Policy by using the following link <https://www.northyorks.gov.uk/privacy-notice>. When submitting a response, we will record personal information including your name and address.

We would like to take this opportunity to apologise for any disruption that these works may cause and would again request your co-operation to help ensure an efficiently and safely executed project.

Yours faithfully  
Michael Bell  
Site Manager



# LEYBURN TOWN COUNCIL

## Market and Burial Authority

### **Appendix 5**

NYCC Highways PROPOSED LOADING BAY & DISABLED BAY – MARKET PLACE,  
LEYBURN

10 September 2021

Dear Leyburn Town Council,

#### **PROPOSED LOADING BAY & DISABLED BAY – MARKET PLACE, LEYBURN**

Please find attached for your information, details of the above proposed Traffic Scheme. In order that I may continue to progress the scheme, I should be grateful if you would give consideration to the details and then indicate on the attached pro-forma whether or not you are in support of the proposal. It would be appreciated if this could then be returned by e-mail to [area1.richmond@northyorks.gov.uk](mailto:area1.richmond@northyorks.gov.uk)

May I confirm that if as a result of this consultation with yourself and other interested parties there is general agreement about the terms of the proposal, then it is my intention that public advertisement of the details will take place. Should it however become necessary to make major changes to the proposed scheme, then further consultation will be undertaken as appropriate.

I trust that you find this information helpful and would welcome any comments you may have on this proposal, within 28 days of the date of this letter.

Please be advised that the contact details on this letter are to discuss this subject matter only and should not be used for any other purpose.

Yours sincerely  
Ian Beighton  
Project Engineer

#### **PROPOSED 'DISABLED' BAY / 'LOADING BAY' - MARKET PLACE, LEYBURN STATEMENT OF THE COUNCIL'S REASONS FOR PROPOSING TO MAKE THE ORDER LEGAL POWERS AND DUTIES**

Under Section 1(1) of the Road Traffic Regulation Act 1984 the County Council, as traffic authority for North Yorkshire, has powers to make a Traffic Regulation Order (TRO) where it appears expedient to make it on one or more of the following grounds:-

(a) for avoiding danger to persons or other traffic using the road or any other road or for preventing the likelihood of any such danger arising, or

(b) for preventing damage to the road or to any building on or near the road, or

(c) for facilitating the passage on the road or any other road of any class of traffic (including pedestrians), or



# LEYBURN TOWN COUNCIL

## Market and Burial Authority

(d) for preventing the use of the road by vehicular traffic of a kind which, or its use by vehicular traffic in a manner which, is unsuitable having regard to the existing character of the road or adjoining property, or

(e) (without prejudice to the generality of paragraph (d) above) for preserving the character of the road in a case where it is specially suitable for use by persons on horseback or on foot, or

(f) for preserving or improving the amenities of the area through which the road runs; or

(g) for any of the purposes specified in paragraphs (a) to (c) of subsection (1) of Section 87 of the Environment Act 1995 (air quality).

Section 122(1) of the Road Traffic Regulation Act 1984 also provides that it shall be the duty of every local authority upon whom functions are conferred by or under the 1984 Act so to exercise those functions as to secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway.

### **REASONS FOR MAKING THE ORDER**

The County Council considers that it is expedient to make this TRO on grounds (f) above, having taken into account its duty under Section 122(1) of the 1984 Act, for the following reasons:-

#### **Location(s) of Proposed Order**

The area in question is presently marked out as an advisory 'Loading' Bay and is used by local businesses which include a supermarket directly adjacent. As the bay is advisory, the space is however also used for the parking of cars and the situation can at times become chaotic. The proposal seeks to formalise the 'Loading' Bay such that it can only be used by delivery vehicles and to utilise the remainder of the area in question to create a 'Disabled' Bay. The presence of this bay would be of benefit for drivers wishing to visit the supermarket which has no car park.

It is intended that these measures will be introduced on an experimental basis in the first instance and the County Council as Local Highway Authority will in due course consider whether the bays should be retained indefinitely.

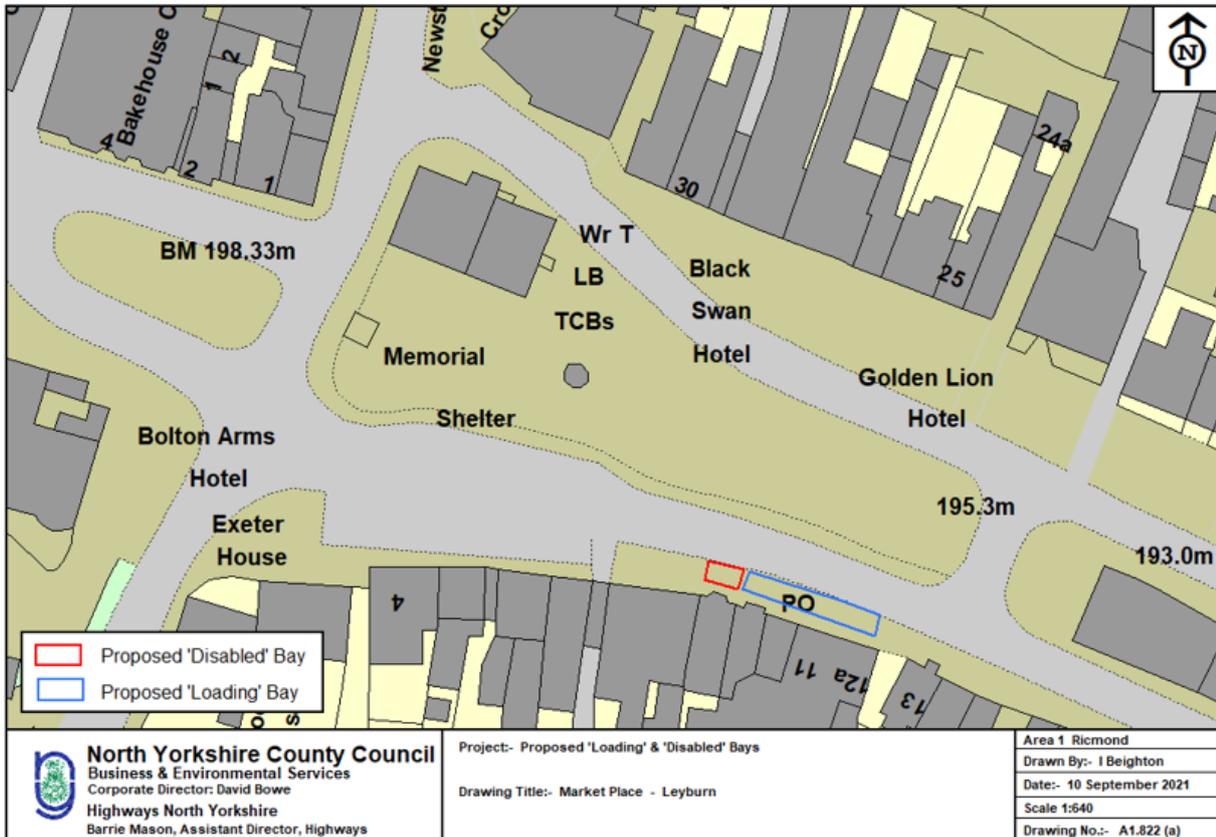


# LEYBURN TOWN COUNCIL

## Market and Burial Authority

The extent of the proposal is as illustrated on Drawing A1.822 (a)

(c) Crown Copyright. North Yorkshire County Council. Licence Number 100017948 ( )





# LEYBURN TOWN COUNCIL

## Market and Burial Authority

---

### CONSIDERATION OF OBJECTIONS

Under the County Council's Constitution, the consideration of objections to a proposed TRO is delegated to the Corporate Director - Business and Environmental Services (BES) in consultation with the BES Executive Members. For each TRO where there are objections, it will be necessary to bring a report to the Corporate Director - BES and the BES Executive Members seeking a decision on the consideration of the objections. The report will include the views of the relevant local member who will also be invited to the meeting that considers the report. The Corporate Director - BES may wish to refer the matter to the Council's Executive for a final decision.

A report to the relevant Area Committee will only be necessary when there are objections to a wide area impact TRO.

A wide area impact TRO is defined as a proposal satisfying all of the three criteria set out below:

- The proposal affects more than one street or road and,
- The proposal affects more than one community and,
- The proposal is located within the ward of more than one County Councillor

The report will seek the views of the Area Committee and these views will then be included in a report to the Corporate Director - BES and the BES Executive Members seeking a decision on the consideration of the objections. The Corporate Director - BES may wish to refer the matter to the Executive for a final decision.

The existing arrangements for members of the public wishing to attend or speak at committee meetings will apply and it may be appropriate for the Corporate Director - BES to have his decision making meetings open to the public, so that the public and in particular those with objections, have the opportunity to put their views across directly.

N.B. The Corporate Director - BES has delegated powers to make decisions on TROs where there are no objections.



# LEYBURN TOWN COUNCIL

## Market and Burial Authority

---

### Appendix 6

#### **Police and Crime Plan and Fire and Rescue Plan consultation**

To all County, City, Borough, District, Town and Parish Councils  
By email, 17 August 2021

Dear Leaders, Chief Executives, Chairs and Clerks,

#### **Police and Crime Plan and Fire and Rescue Plan consultation**

As you may well have seen, yesterday I launched my consultation on the Police and Crime Plan and Fire and Rescue Plan for 2021-25.

These Plans will set the strategic vision for how our policing and fire and rescue services develop and best serve the public of North Yorkshire and York during my term of Office and it is crucial that they reflect what the public think is important.

The consultation is open for 12 weeks, until 7 November, and I would welcome a formal response from Councils to my survey at [www.tellphilip.co.uk](http://www.tellphilip.co.uk). I have written to Councillors individually to invite them to respond, but would also invite staff to respond and would be grateful if you could promote this internally. I would of course be very grateful if you would promote this as widely as you are able to residents and businesses in your area and to that end have attached a poster and social media image which can be used. Alongside the survey, I am holding events across the area, a full list of which can be found on the website, and look forward to talking to residents about what they think their Services should focus on. Thank you to those of you who have supported my team in arranging these.

If you have any questions about the consultation please do contact my Office.

Sincerely,

Philip Allott

North Yorkshire Police, Fire and Crime Commissioner

### **Appendix 7**

Conclusion of audit notice

<https://leyburntowncouncil.gov.uk/wp-content/uploads/2021/04/conclusion-of-audit-notice-2021.pdf>

Section 3 external auditor report and certificate

<https://leyburntowncouncil.gov.uk/wp-content/uploads/2021/04/AGAR-Section-3-2021.pdf>