



# LEYBURN TOWN COUNCIL

## Market and Burial Authority

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### MINUTES of the Town Council meeting held in the Oak Room, Thornborough Hall, Monday 17<sup>th</sup> April 2023 at 7pm

**Present:** Cllr Holder                      Cllr Laws                      Cllr Sanderson  
                 Cllr Spenceley                      Cllr Sedgewick                      Clerk – MRS C Smith  
                 2 Members of the public

#### 23.55      PUBLIC REPRESENTATIONS

A resident raised concerns over the lack of local public transport.

***Action: Cllr Sedgewick to raise these concerns with North Yorkshire Council. Cllr Holder recommended joining the HAR Bus Group who is working to lobby improvements to the local bus services.***

Cllr Sedgewick updated the Council on a meeting with NY Highways and the residents of Moor Road to discuss concerns over pedestrian safety. Cllr Sedgewick also informed the Council that the following donations will be made out of the locality budget- £300 to Leyburn Community Library for magazine subscriptions & £600 for the improving green spaces project.

***Action: Clerk to write to the local HGV operators to express concerns over the volume of traffic coming into Leyburn.***

**23.56      APOLOGIES**– from Cllr Barker approved.

**23.57      DECLARATION OF INTEREST** –Cllr Sanderson item 22.67 and pecuniary interest in item 23.66b as paint supplier.

**23.58      MINUTES OF MEETING** held on Monday 20<sup>th</sup> March 2023– **approved** as a correct record.

#### **23.59      REPORTS**

- a. Leyburn Police Report. Appendix**
- b. Reports from Meetings Attended by Councilor's-** Cllr Holder attended a meeting on the draft Parish Charter.
- c. Update from the Leyburn Town Plan Groups-** None.
- d. Update from the Clerk on Upcoming Events-** None.

Signed:

Date:



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### 23.60 PLANNING INFORMATION

- a. **RDC Ref:** 17/00311/AA **Proposal:** Advertisement Consent for Fixed Post and Board Sign 2.4m Wide x 1.2m High Advertising the Garden Centre Name and Contact Details **Location:** Wensleydale Garden Centre, Commercial Unit 1, Station Yard, DL8 5E **GRANTED**
- b. **RDC Ref:** 22/00501/Full **Proposal:** Extension of Existing Storage Room to Create Enlarged Storage Area/Beer Cellar **Location:** Cawkill Park, Wensley Road, Leyburn, North Yorkshire, DL8 5ED **GRANTED**

### 23.61 PLANNING APPLICATIONS AND DECISIONS

- a. **RDC Ref:** 23/00164/**Proposal:** Second Floor Extension to East Elevation to Create a Bedroom with Window to West Elevation **Location:** Button Barn, Wensley Road, Leyburn, DL8 5ED **No objections**
- b. **RDC Ref:** 23/00170/S106 **Proposal:** Modification of Agreement under S106 of the Town and Country Planning Act to Revoke Affordable Housing Contribution (20/00579/Full) **Location:** Shawl Ridge, Wensley Road, Leyburn, DL8 5BN

*The Council object, as they back the contribution towards affordable housing.*

- c. **RDC Ref:** 22/00583/Full **Proposal:** Creation of 5 New Dwellings and Access on Agricultural Land (Amended) **Location:** Land Adjacent to Runnymede, Leyburn

*The Council would like to know if there is a % or levy for affordable housing from this planned development? The Council also has concerns over the additional surface run off this development may cause.*

### 23.62 CEMETERY The council **resolved** to approve the following applications:

- a. **Memorial Permit Application-** plot E83.
- b. **Memorial Permit Application-** plot D6c.
- c. **Memorial Permit Application-** for the memorial wall.

### 23.63 LAND

- a. **Parking-** Cllr Spenceley updated the Council on the information gathered from the conveyance and associated papers relating to the purchase of the Market Squares.

Signed:

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***Action: Obtain further information on revoking Byelaws. Cllr Sedgewick to request information from North Yorkshire Council on Traffic Regulation Orders.***

- 23.64 PUBLICATION**-The Council discussed the requested fee for the publication of the Minutes in Leyburn Life and **resolved** to make a donation of £250 towards the amount requested.
- 23.65 MARKET**
- a. **New cones**- The Council **resolved** approve the purchase of 20 cones from Street Solutions.
- 23.66 THORNBOROUGH HALL**
- a. **Library update**— The Leyburn Community Library will be closed from **Monday 1<sup>st</sup> May until Monday 15<sup>th</sup> May** for repair work. There will also be a short period of closure for the redecoration at the end of May/ start of June.
- b. **Library painting**- The Council **resolved** to appoint Ms R Robinson to paint the Library ceiling.
- 23.67 Community Ownership Fund**- The Council **resolved** to support the application put in by Leyburn Community Leisure and Squash Club to try to purchase the building.
- 23.68 FINANCE**
- a. Bank Reconciliation Statement dated 31<sup>st</sup> March 23- **approved**.
- b. Budget situation detailed in the current net position- **noted**.
- c. Payments list and receipts list- **noted**.
- d. Invoices awaiting payment- **approved**.
- e. **Banking**- The Council discussed the removal of the cash service following the closure of the Barclays branch and **resolved** to approve using the cash collection service.
- 23.69 ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR)**
- a. Annual Internal Audit Report for 2022/23 included at page 3 of the AGAR - The Council discussed the internal Audit report and **noted** the recommendations.



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- b. **Section 1** - Annual Governance Statement 2022/23 for Leyburn Town Council on page 4 of the AGAR- **approved**
- c. **Section 2** - Accounting Statements 2022/23 for Leyburn Town Council on page 5 of the AGAR- **approved**.
- d. The Council **resolved** to duly sign the Section 1 & 2 of the Annual Governance and Accountability Return 2022/23.
- e. The Council resolved to **approve the publication** of documents listed below required by Accounts and Audit Regulations 2015:
  - *Annual Internal Audit Report 2022/23*
  - *Section 1 – Annual Governance Statement 2022/23*
  - *Section 2 – Accounting Statements 2022/23*
  - *Analysis of variances*
  - *Bank Reconciliation to 31 March 2023*
  - *Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.*

- 23.70 **EXCLUSION OF THE PRESS AND PUBLIC** – the Council passed 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.”*
- 23.71 **PAYSCALES**- The Council **resolved** to increase the hourly rate for the Caretaker & Market Super intendent from the 1<sup>st</sup> April 2023.
- 23.72 **EXCHANGE OF INFORMATION** Cllr Laws gave thanks to the group of volunteers working on improving the green spaces in Leyburn.
- 23.73 **DATE OF NEXT MEETING: Annual Meeting Monday 15<sup>th</sup> May 2023 at 6.30pm and ordinary meeting at 7pm**, in the Oak Room, Thornborough Hall.



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### Appendix

#### Draft Minutes

Can be viewed using the link below:

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

#### Dales Police Report

##### Monthly Police Report – March 7<sup>th</sup> – April 7<sup>th</sup>

Incidents of note over the reporting period:

Overnight 28<sup>th</sup> / 29<sup>th</sup> Mar Theft of a section of dry stone wall in the Ellerton Abbey area.

Overnight 30<sup>th</sup> / 31<sup>st</sup> Mar Theft of a trials bike and Quad from an outbuilding off Arkengarthdale Road Reeth.

Between 1200 and 1845 hrs 1<sup>st</sup> Apr Burglary of residential dwelling Reeth Road Caravan Park

We do not report crimes whereby victims could be identified for example, Domestic Violence or Harassment, although they are included in the totals below.

6 – Theft

13 – Abandoned Calls

4 – Violence

6 – Road Traffic Collision (minor)

20 – Suspicious Circumstances, involving reports of door to door sellers, vehicles observed in isolated locations by members of the public and possible poaching activity.

2 – Fraud

1 - Wildlife related incident.

1 – Vehicle offence.

7 – Anti Social Behaviour

1 – Criminal Damage

In total in the reporting period, for the area covered by Leyburn, 133 calls were received covering a variety of incidents.

Once again the door to door sellers are visiting the area, claiming to be selling household goods as part of their probation or to gain points towards an apprenticeship scheme. Do not feel that you are helping them in anyway, politely refuse, close the door and report the incident to North Yorkshire Police , providing a description and if possible any vehicle details.

We are also asking that you sign up to North Yorkshire Community Messaging, don't worry, it's FREE.

This is a free email messaging service from the North Yorkshire Police and the Office of the Police, Fire and Crime Commissioner, providing news and updates on policing matters that are relevant to you and your local community. To sign up, please visit <https://www.northyorkshirecommunitymessaging.co.uk>.

PCSO Don Watson

PC355 Heather Campbell

PCSO 5550 Tracie Taylor- Page

PCSO 5777 Sharon Diamond

#### Planning Items

Signed:

Date:



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[23/00164/FULL | Full Planning Permission for Second Floor Extension to East Elevation to Create a Bedroom with Window to West Elevation | Button Barn Wensley Road Leyburn North Yorkshire DL8 5ED \(richmondshire.gov.uk\)](#)

[23/00170/S106 | Application for Modification of Agreement Under S106 of the Town and Country Planning Act to Revoke Affordable Housing Contribution \(20/00579/FULL\) | Shawl Ridge Wensley Road Leyburn North Yorkshire DL8 5BN \(richmondshire.gov.uk\)](#)

[22/00583/FULL | Full Planning Permission for the Creation of 5 New Dwellings and Access on Agricultural Land | Land Adjacent To Runnymede Leyburn North Yorkshire \(richmondshire.gov.uk\)](#)

Signed:

Date: