



LEYBURN TOWN COUNCIL

Market and Burial Authority

Minutes of the Town Council Meeting held in the Oak Room, Thornborough Hall, Monday 11th December 2023 at 7pm

Present: Cllr Henry Cllr Holder Cllr Laws Cllr Sanderson
4 Members of the Public Cllr K Sedgewick
Clerk – MRS C Smith Assistant Clerk- MRS S Fowler

23.211 PUBLIC REPRESENTATIONS

Cllr Sedgewick updated the Council that a works order has been put in place to address the remedial work highlighted in the signage report. Cllr Sedgewick gave thanks to the working group that put together the report.

A resident from the better Leyburn Group updated the Council that they are working on obtaining grant funding for improvements to be made to the Marketplace Bus Shelter. Quotes and recommendations will be presented to the Council at the next meeting.

23.212 APOLOGIES – Received and accepted from Cllr Spenceley.

23.213 DECLARATION OF INTEREST – None.

23.214 MINUTES OF MEETING HELD ON MONDAY 20TH NOVEMBER 2023- Approved and signed as a correct record.

23.215 REPORTS

a. Leyburn Police Report.

b. Reports from Meetings Attended By Councilor's.

Cllr Henry updated the Council on concerns over the obstructions of pavements. Cllr Sanderson clarified LTC have no jurisdiction over items placed on the pathways, we will forward this onto NYC again as LTC cannot take enforcement action.

Cllr Laws, Henry & Holder attended the meeting at tenants to receive an update on how Kirkwood Hall operate and to gain an insight into what activities are held.

Signed:

Date:



LEYBURN TOWN COUNCIL

Market and Burial Authority

Cllrs Sanderson, Laws & Spenceley attended a meeting to de-brief following the Christmas event. Cllr Sanderson updated the Council- the event was a success and busier than expected. St Matthews Church reported back that the event had a positive impact and increased footfall to their craft fair. If anyone is interested in joining the volunteers with the planning of next year's event, please get in touch with the town Council.

c. Update from the Leyburn Town Plan Groups.

Changing Places Toilet- Cllr Sanderson read out the report (Appendix). Cllr Sanderson thanked Diane Howarth for all the hours of work and dedication put in to meet the short application deadline.

Cllr Sanderson requested more detail on the groundworks for the next meeting.

A Better Leyburn group update- Cllr Sanderson read out a report from the group (Appendix).

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

23.216 PLANNING APPLICATIONS AND DECISIONS

a. REF: ZD23/00581/FULL PROPOSAL: Garden Shed

LOCATION: Oak Lea 1, The Mount, Richmond Road **No Objections**

23.217 EMERGENCY PLAN- The Council discussed and updated the councillor contacts in the emergency plan and scheduled a meeting for Monday 29th January at 7pm for the resilience committee to review the plan in detail.

23.218 LAND- The Council discussed the tree report (Appendix) and **resolved** to approve of the volunteers to carry out the work highlighted.

Actions: Mr Patch to inform the planning department to give notice on planned tree works. Clerk to ask the Black Swan to remove the planter at bottom of the tree and to arrange a meeting to discuss the tree and tidying up of the area.

23.219 PARKING SIGNAGE- The Council discussed new signage and **resolved** to set the recommended donation at £1 per hour for parking.

Signed:

Date:



LEYBURN TOWN COUNCIL

Market and Burial Authority

Action: Clerk to look at other positions for parking signage in Grove & Commercial Square.

23.220 PLAY AREAS

- a. **Wensleydale Avenue-** The Council received an update that the National Lottery Awards for all fund has now increased to £20K. The Council **resolved** to obtain quotes for play area improvements and to put in an application.

23.221 VIOP PHONES- The Council discussed the quotations received and **resolved** to resign a 24month contract with BT for the Broadband & Viop phones.

23.222 FINANCE

- a. Bank Reconciliation Statement dated 30th November 2023- **approved**.
- b. Budget situation detailed in the current net position- **noted**
- c. Payments list (Regular Payments made since last meeting) and receipts list- **noted**.
- d. Invoices awaiting payment- **approved**.

23.223 EXCHANGE OF INFORMATION

Cllr Sanderson updated the Council on the Thornborough Hall gutter cleaning and possible bottle necks in the small outlets to the drainpipes.

Cllr Holder discussed the NYC Mayoral elections to be held on the 2nd May.

23.224 DATE OF NEXT MEETING: Monday 15th January 2024, in the Oak Room, Thornborough Hall at 7.00 p.m.

Signed:

Date:



LEYBURN TOWN COUNCIL

Market and Burial Authority

Appendix

Monthly Police Report – October 30th – November 27th

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

Crimes of note; Between 02/11/2023 and 04/11/2023 a large quantity of Tools and Garden equipment was stolen from a shipping container in Leyburn. Overnight on the 15th of November there was an attempted burglary in the Reeth/Fremington area; this was linked to another burglary in the Richmondshire area.

- 4 – Concern for safety
- 2 – Fraud (on line /phone)
- 7 - Road Traffic Collision (minor)
- 4 – Theft
- 1 – Burglary
- 3 – Violence (including animals)
- 1 – Hoax Emergency calls
- 6 – Abandoned Calls
- 1 – Anti Social Behaviour (personal)
- 0 – ASB (nuisance)
- 0 – Lost/Found Property (Dogs and Bikes)
- 1 – Wildlife (Raptors)
- 1 – Stalking/Harassment
- 2 - Road related offences (manner of driving/vehicles without tax or insurance and possible OPL)
- 0 – Drug related offence
- 6 – Suspicious Circumstances
- 5 – Highway Disruptions (Floods/Trees/Animals)

In total 93 calls were received reporting either the above or making General enquiries.

The Team continue attending Parish/ Council meetings and local Community groups, duties permitting. You can sign up to North Yorkshire Community messaging by visiting the NYP site or if you wish contact me, Donald.watson@northyorkshire.police.uk providing your First Name, Last Name, House Number/Name, Postcode, Mobile number and email address and I will sign you up.

Stop Scams UK. Call 159 if you think someone is trying to trick you into handing over money or personal details – stop, hang up and ring 159 to speak directly to your Bank. It works in the same way as 101 for the Police or 111 for the NHS.

PCSO 5232 Don Watson

PC355 Heather Campbell

PCSO 5777 Sharon Diamond

PCSO 5550 Tracie Taylor- Page

Signed:

Date:



LEYBURN TOWN COUNCIL

Market and Burial Authority

Planning

ZD23/00581/FULL

PROPOSAL: Full Planning Permission for Proposal of Garden Shed LOCATION: Oak Lea 1 The Mount Richmond Road Leyburn

Public Access

<https://planning.richmondshire.gov.uk/onlineapplications/applicationDetails.do?activeTab=externalDocuments&keyVal=S3C3SDNAGIY00>

Leyburn Changing Places Toilet - Update to Leyburn Town Council for Meeting on Monday 11 December 2023

Saturday 9 December 2023

To : Cllr Richard Sanderson, Leyburn Town Council (LTC) From : Diane Howarth, Cottage in the Dales, accessibility volunteer to LTC

Outlined below is the update regarding the Leyburn Changing Places Toilet since the November 2023 Leyburn Town Council meeting.

* November : Government confirmed extension to deadline to complete Changing Places Toilets from 31 March 2024 to 30 June 2024. Prior to this announcement, both RiseAdapt and Innova have said they had closed their books on being able to provide government funded projects by 31 March 2023 as their order books were full.

* Call with North Yorkshire Council (NYC) on Thursday 23 November 2023 regarding Feedback on EOI for UK SPF funding attended by Richard Sanderson, Charlotte Smith and Diane Howarth. Key points :

* They do not support the funding of a Town Centre Manager or Tourist Information Cabin so to be removed from the request.

* They support the theme of 'Accessibility Improvements to Leyburn' and to include all other items in the EOI within these theme as a full application.

* Matched funding is required (not previously stated). Hence as LTC have £49,200 already for accessibility, the full application can be to a maximum of a further £49,200.

* Deadline for December review is for full submission to be received by 30 November 2023 and deadline for March 2024 review is end of February 2024 - one week to submit.

* Diane Howarth created & revised the drafts of the full submission, gained final approval from Cllr Richard Sanderson and provided it to Council Clerk Charlotte Smith, who submitted it on Thursday 30 November 2023. Awaiting review and results.

* An updated comparison of the costs submitted by the 4 tender companies was provided to Cllr Sanderson & Council Clerk Charlotte Smith, which includes the updated groundworks costs from both RiseAdapt and Innova, who are the leading 2 tender companies who have provided the most detailed quotes.

* All 4 tender companies have received on 29 November and acknowledged an update from Diane Howarth regarding Leyburn Town Council awaiting UKSPF funding response either just before Christmas or early in January regarding the funding, which is needed before a decision can be made. Also thanked them for their support & patience over the long project period to date.

Signed:

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Market and Burial Authority

* Outstanding item is clarification of exact cost and details of the groundworks. Diane Howarth has requested a more detailed quote and written description of the groundworks from RiseAdapt as requested by Cllr Sanderson as they have the more complete quote with costs included, whereas Innova deal more with options. This is due week commencing 11 December 2023. RiseAdapt have the more complete quote with costs included, whereas Innova deal more with options. Need to review in detail to identify what local groundworks are required and what savings can be made.

* **ACTION REQUEST** : Request LTC to confirm preferred tender company to make a provisional reservation pending approval of UKSPF funding to ensure we have a slot provisionally booked and in order to enable detailed discussions to start regarding the scope and cost of groundworks.

A Better Leyburn (ABL)

Litter

There was no scheduled (ABL) work day scheduled in December but individuals continue to litter pick and weed if weather permits. Volunteers may be able to help to tidy up The Black Swan if time and weather permits and there is space to do so. It was stunning to find a lot of cable ties left on the ground after the Christmas event. Still there are lots of bits of plastic covered copper wire at both junction boxes. Attempts have been to contact Open Reach with little success.

Trees

This is the priority for the group at the present time due to the condition of some of the trees. Derek, Rose and Melanie have spent time looking again at the needs of these. Derek has done a second report which lists our recommendations and possible outcomes. Thank you Derek. An accompanying page summarizes these observations. The conclusion is that much of the work can be done by volunteers. However some specialist help and equipment is necessary to ensure the trees have a happy life in Leyburn.

Signage

Highways have been contacted about irrelevant signs and this has been acknowledged by email to the council. We look forward to action.

Benches (20 plus)

Are there too many benches for the council to maintain? Are they in the best places?

Information has been gathered about the treatment of the metal benches. They should be shot blasted which would take about 2 hours per bench. They must be painted very quickly after that to ensure rust does not develop. There is a facility nearby which does this. Volunteers would be willing to do the painting if there was a space in which it could be done eg. Market Store We still look forward to the wooden benches being repaired and repainted by those using the facility at The Arts Centre which is still being built and equipped. We have drawn up a list which prioritizes which benches should be worked on first.

Signed:

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LEYBURN TOWN COUNCIL

Market and Burial Authority

Equipment

3 yard brushes and 3 ash shovels is all that is needed. Yet to be bought. Do we buy local?

Market Store

Update on space available for storage of tools, litter pickers, buckets and jackets.

The Pod

Any news of developments.

We realise funding for suggested projects is small. What about Adopt a Bench or Adopt a Tree type funding initiatives by individuals/local Leyburn groups/ businesses?

Has the group been allocated any funds for 2024?

December 2023 A Better Leyburn Group (ABL)

Leyburn Town Squares – Trees Implementation

Supplement to Report and Appendix dated:- DP/10/2023

The care and management of the trees, those in the ground and those in tubs, falls into two categories:-

1. Protection of primarily the trees growing in the ground
2. Cultural care and management of all of the trees.

Longer term there could be benefit in establishing additional trees, particularly in the currently tree-less Grove Square.

1. Protection of the trees in the ground.

- 1.1). The trees growing in the ground are particularly at risk of damage from vehicle movements.

The existing iron tree guards have been distorted and displaced by vehicle impacts. As a result growth of the tree bringing the trunk/branch(es) into contact with the iron guards. Avoidable mechanical damage to the trees is occurring and this could lead to entry of disease into the tree, fracture occurring at the point(s) of damage and the ultimate loss of the tree.

Recommendation: The existing guards (about 140cm tall x 40cm diameter) should be removed and replaced with new protection which is more widely spaced around each tree. There are available commercially iron guards of various diameters and lengths. Guards about 110cm tall and 63cm diameter should be adequate (cost untreated metal £90 + VAT; painted £120 + VAT.; galvanised £140 + VAT). However, such guards generally have the upper parts of the uprights bent outwards. This could be a hazard for pedestrians. This potential hazard could be reduced by use of taller, but some might say 'more unsightly' guards. For example commercially available 'scroll-top' guards (160cm tall, 100cm diameter) costing £400 inc VAT, or 'ball-topped' guards 180cm tall 28cm diameter [needs confirming] costing £370 inc. VAT.

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LEYBURN TOWN COUNCIL

Market and Burial Authority

1.2). **Compaction/contamination of the soil.**

There is clear evidence that vehicles are being driven over the soil surrounding the trees growing in the ground (see particularly the tree opposite the Co-op). However, pedestrians can be as damaging, but more localised, in causing soil compaction. The incidence of such damage could be reduced by:-

- a). placing iron tree grids over the open soil around each tree. However, commercially available grids are usually square (70cm x 70cm.) or circular. The existing openings in the paving (110cm x 75cm) will require enlargement/reshaping of the opening around each tree, or alternatively modify the openings and placing the grid on the modified hard paving surrounding the area of open soil. That would, in effect, create a 'trip' hazard equal to the thickness of the metal grid. This would not be eliminated even if the edges of the grid were cemented and the cement graded to embrace the level differences.
- b). creation of seats over the open soil or surrounding the 'open' area could have dual benefits of reducing soil compaction and discouraging over enthusiastic motorists! However, any damage to the seats would have to be remedied in a timely manor for public safety and visual appearance of the Square. This would involve regular inspections and 'maintenance' costs.

2. Cultural care and management of all of the trees has three elements:-

- 2.1). Physical support - stakes and ties
- 2.2). Soil
- 2.3). Public safety

2.1). **Physical support**, stakes and ties or other systems, are generally necessary to keep a newly planted tree upright. However, if retained too long such aids can cause damage to the tree, and *in extremis*, constriction of the stem leading to dieback, fracture of the stem at the tie. Furthermore, even before 'damage' becomes visible the growth pattern of the stem can be adversely affected with maximum diameter growth being forced at the upper tie level instead of at ground level (c.f. the cylindrical stem of a woodland grown tree compared with the buttressed stem of a tree growing in isolation.).

It is important, therefore, that staked young trees should be assessed each Spring and appropriate adjustments/removal of stakes and ties (or other forms of support).

2.2a). **Soil compaction around trees in the ground** is discussed above (see 1.2 above). However, some positive steps are warranted to ensure the rooting conditions for the trees in the ground are not down graded. To this end the open ground around each tree should be carefully cultivated as a routine tidy up and weeding exercise. Further, formation of aeration holes (i.e. vertical 'pipes' within the open soil and back filling with pea gravel) could be beneficial for the tree.

Such cultural steps could facilitate movement of contaminating liquids (e.g. soapy water, chemical cleaners) into and through the soil. Those people offering sales/services in the Squares should be encouraged to dispose of their waste into drainage grids and not into the soil at the base of a tree!

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LEYBURN TOWN COUNCIL

Market and Burial Authority

2b). **Trees in tubs.** While the trees growing in tubs will not experience vehicle and pedestrian soil compaction they are vulnerable to restriction of root growth and there is potential for contamination of the soil. This could result from disposal of waste water. Also, over time, the soil nutrients will become exhausted with a net result of diminished growth, formation of large bonsai trees and ultimately death of the tree.

Adoption of soil management as described above (2.2a) should sustain the trees.

3). **Public safety.** While the physical presence of the trees is an obvious hazard to the public is generally accepted, shoot growth and failure of branch structures can lead to unexpected threats to public safety. Annual inspection of the trees should highlight potential hazards which can then be addressed by remedial pruning.

Implementation

Protection of the trees in the ground and the surrounding open soil requires decisions and purchase of the materials decided upon (i.e. tree guards, see 1.1 and 1.2 above).

a). Once purchased it should be feasible for volunteers to remove existing guards and secure the replacement guards.

b). Protection of the soil may warrant changing the shape and size of the visible ground openings. This will necessitate specialist civil engineering works to ensure firmness and durability.

c). Decisions leading to the care and management of supports (stakes and ties) and their adjustment/removal can be undertaken by observant volunteers. Costs might arise only if new stakes/ties are adjudged to be warranted. This applies equally to trees in the ground and those in tubs.

d). Management of the soil around both ground and tub based trees should involve minimal costs for materials (gravel, soil and fertilisers) and the application of them should be within the capability of volunteers.

DP/12/2023

Signed:

Date: