



# LEYBURN TOWN COUNCIL

## Market and Burial Authority

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### DRAFT Minutes of the Town Council Meeting held in the Oak Room, Thornborough Hall, Monday 15<sup>th</sup> April 2024 at 7pm.

Present: Cllr Holder Cllr Howe Cllr Laws Cllr Sanderson  
Clerk Mrs C Smith 10 Members of the public

#### 24.77 PUBLIC REPRESENTATIONS

Further concerns raised about the condition of the road surface on High Street.

A resident informed the Council that the new bus timetables are not informative, as they do not detail intermediate times.

**Action: Feedback this information to North Yorkshire Council.**

Praise given to Hybrid Property Care for the ground's maintenance at the Cemetery.

**24.78 APOLOGIES** – none.

**24.79 DECLARATION OF INTEREST** – All town Councilor's in Item 24.84 d, Cllr Sanderson pecuniary interest Item 24.84a.

**24.80 MINUTES OF MEETING** held on Monday 18<sup>th</sup> March & EOM Tuesday 2<sup>nd</sup> April 2024-Approved and signed as a correct record.

#### 24.81 REPORTS

a. **Leyburn Police Report-** *Appendix.*

b. **Reports from meetings attended by Councilor's**

**Brierly Homes-** Cllr Sanderson & Laws attended a meeting to discuss the proposal for 24 1-2 bed affordable apartments on the old Brentwood Lodge site.

**A Better Leyburn group-** Cllr Sanderson attended the meeting to discuss the budget and reported that he has taken some of the town's metal benches for refurbishment.

**NYC Community Partnership-** Cllr Sanderson attended the initial meeting to discuss the new community partnership which replaces the local area partnership.

**Wensleydale Railway-** Cllr Holder updated the Council that the Railway are hoping to extend the services up to Redmire Station by next spring.

Signed:

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Cllr Laws & Sanderson attended a meeting with the developers of the former HSBC building who are interested in working with and supporting the local community. Discussions were had about the possibility of accommodating a Tourist Information on the ground floor.

Cllr Laws had a meeting with Mark Ashcroft at the Wensleydale School about the Christmas Festival, as well as the potential for a youth Council for students to voice their opinions to the town Council.

c. **Update from the Leyburn Town Plan Groups-** The Council received an update from the A Better Leyburn group (Full report in Appendix).

d. **Events**

- LDWA Walking Group A Foot in the Dales A 50-mile/5,500ft circuit of the Yorkshire Dales for experienced walkers and runners.
- Yellow Yorkshire 20<sup>th</sup> April
- North Yorkshire Council Flood Community Engagement Friday 26<sup>th</sup> April

### 24.83 PLANNING INFORMATION

- a. **REF:** ZD23/00581/FULL **Proposal:** Permission for Proposal of Garden Shed **Location:** Oak Lea 1 The Mount Richmond Road Leyburn **GRANTED**

### 24.84 PLANNING APPLICATIONS AND DECISIONS

*Cllr Sanderson left the room.*

- a. **REF:**ZD24/00172/FULL **Proposal:** Replace 5 no Existing Wooden Windows and 1 no Wooden Door and Frame with UPVC Windows to Match Existing Design **Location:** Greyson Cottage Grove Square Moor Road Leyburn **No Objections**

*Cllr Sanderson rejoined the meeting*

- b. **REF:**ZD24/00065/FULL **Proposal:** Change Six 50 cm Wooden Windows to PCV Ones **Location:** 1 Manor Court (north) Moor Road **No Objections**
- c. **REF:**ZD24/00146/FULL **Proposal:** Replace Existing Wooden Windows with UPVC **Location:** 5 Manor Court (north) Moor Road **No Objections.**
- d. **REF:** ZD24/00167/FULL **Proposal:** Installation of a Changing Places Toilet Pod/Block in the Corner of the Car Park, with Ramp and Dedicated Disabled Parking Space **Location:** Golden Lion Yard Car Park Market Place Leyburn. ***The Council answered questions raised about the planning application.***

Signed:

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*The Council support the installation of a Changing Places Toilet in Leyburn as part of the Government Initiative to improve accessibility.*

- e. **ACCESSIBILITY** The Council discussed concerns raised about the accessibility of; a) Thornborough Hall as a public building b) The Market Shelter.

The Council explained that that these areas will be examined as part of the Accessibility Audit for Leyburn. The audit will commence in June and a detailed Strategic report will be produced with recommendations. Funding is secured to carry out the audit as well as workshops for local businesses to improve the accessibility of Leyburn.

**24.85 CHANGING PLACES TOILET** – The Council received an update on the installation (full update in Appendix).

**24.86 NATIONAL FLOOD FORUM-** The Council discussed the quotation received and resolved to move forward with the free event provided by North Yorkshire Council.

**24.87 KELBERDALE TOILETS**

- a. The Council discussed the recent damage to the toilets and the drainage problems.
- b. The feasibility of Kelberdale Toilets- deferred.
- c. Roof repair quotation- deferred.

**Action: Arrange site meeting to look at the issues and building in detail.**

**24.88 POLICIES-** The Council reviewed the following documents:

- a. **Complaints Policy**
- b. **Freedom of information request CA- will look at this.**
- c. **Health & Safety Policy**
- d. **Oak Room Hire Agreement**

The Council made amendments to the documents and the final versions are to be put on the next meeting Agenda for Adoption.

**24.89 FINANCE**

- a. Bank Reconciliation Statement dated 28<sup>th</sup> March 2024- **approved.**

Signed:

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- b. Budget situation detailed in the current net position- noted.
- c. Payments list (Regular Payments made since last meeting) approved and receipts list noted.
- d. Invoices awaiting payment- approved.

**24.90 CO-OPTION OF TOWN COUNCILLORS-** To receive written applications for the office of Parish councillor and to Co-opt a candidate to fill the existing vacancy.

- a. **Applications** – The Council discussed the written applications received with the candidates.
- b. **Appointment of new Members** - The Council resolved to duly elect Will Barber-Taylor & Robert Carlisle onto Leyburn Town Council.

**24.91 EXCHANGE OF INFORMATION** Cllr Holder updated the Council that he will be attending a meeting to discuss the Parish Charter. Concerns were received about the road surface on High Street and parking on the pavement on the Dale Grove estate.

**24.92 DATE OF NEXT ORDINARY MEETING: Monday 20<sup>th</sup> May 2024, Annual Parish Meeting Monday 29<sup>th</sup> April 2024** in the Oak Room, Thornborough Hall at 7.00 p.m.

Signed:

Date:



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### Appendix

#### Monthly Police Report – Mar 13th – Apr 5th

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 January and April approximately 100 sheep have been taken from the Marske area.

- 7 – Highway disruptions (Floods/Trees/Animals).
- 5 – Road related offences (manner of driving/vehicles without tax or insurance and possible OPL).
- 19 – Abandoned Calls.
- 13 – Suspicious Circumstances.
- 3 – Fraud/Forgery (online/phone).
- 5 – Concern for Safety.
- 14 – Road traffic Collisions (minor).
- 1 – Road traffic Collision (serious).
- 7 – Violence (including dog bites).
- 3 – Civil disputes.
- 2 – Lost/Found.
- 2 – Wildlife/poaching.
- 1 – Anti Social behaviour (personal).
- 1 – ASB (nuisance).
- 1 – Criminal damage.

In total 95 calls were received reporting either the above or making general enquiries.

If you wish to receive information and updates of events/incidents, sign up to North Yorkshire Community messenger either by visiting, <https://www.northyorkshirecommunitymessaging.co.uk> or contact me, [Donald.watson@northyorkshire.police.uk](mailto: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.

PCSO 5232 Don Watson  
PC 355 Heather Campbell  
PCSO 5777 Sharon Diamond  
PCSO 5550 Tracie Taylor-Page

Signed:

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### A Better Leyburn

A meeting has been held to establish the priorities for spending the amount given by Councillor Sedgwick for the Market Shelter, the trees and the benches. A spread sheet had been drawn up from the original list and adjustments made. See attached.

The Black Swan continues to look shabby with cigarette ends being left again in the large plant pots and broken glass left on the cobbles. The two rotting tables remain. The weeds are growing.

When will the boards be removed advertising the Antique Fair. There is another board fastened with cable ties on the left hand side of the Barclays fencing. Does this suggest there is not enough room for advertising events or we simply cannot advertise them. Sheila continues to keep an eye on the community display unit on the market shelter which is well used.

**Market Stall Event Friday 12<sup>th</sup> April** – We enjoyed speaking to lots of people from near and far who showed great interest in what we were trying to do in the ABL group and the Green Spaces group. The president of the Rotary had no doubt that they would be able to fund another metal bench. Once this is known perhaps other groups may follow. Some individuals appeared to be willing to contribute to the costs of the various projects. It is important, however, that we spend what we have been given before discussing fund raising. It was worth doing. Thank you to all who attended and helped.

### **Litter and Weeding**

Moor Road has been cleared of litter from end to end on both sides which is a mammoth task. No doubt it will need doing again in the future. Thanks to all the people involved. A total of 30 bags have been filled and taken away by the council. The monthly work day took place on 7<sup>th</sup> April and people battled the wind to make a substantial difference to the square, roads and garden areas. U3a have done their monthly litter picking session also.

### **The Pod**

The fire station did a splendid job of cleaning down The Pod during their training session on Tuesday April 9<sup>th</sup>. The new brushes were well used. The fire station would be happy to join us in what we do in the future. The window still remains broken and dangerous.

### **Signage**

We spotted a sign coming down Moor Road pointing to non-existent Tourist Information and the speed sign which are both completely hidden by the vegetation and should be cut back as soon as possible. The town signs have been cleared on Wensley Road and Richmond Road.

### **Market Store**

All items have now come and we are using the space well and have suitable containers for storing the equipment. We hope to paint the wall round our space to add light as there is no electricity.

### **Market Shelter**

No progress

### **Trees**

The tree outside the Black Swan is now pruned and looks a lot happier. The six black plastic bases near the Black Swan have been moved to the base of the tree opposite the Co-op. Interesting to note that the plant stall was using some of the base of the tree for their trays and had spread to such an extent that a mobility scooter had difficulty going down the side. No progress on the tree guards and/or protective measures has taken place.

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### Plants

The planter at the bottom of the steps has been moved to the other side of the telephone box and is no longer a hazard. Members of the group may adopt a planter (there are four in total) to take responsibility for their appearance and condition.

The small raised bed next to the One Shop has begun to be restored. We have yet to be told who owns the property so permission can be given to remove the sycamore saplings. It has potential to be a very attractive space.

### Metal Benches

Two benches are about to be taken to be repaired and restored. The Rotary Club are prepared to pay for a third to be done. They would like an appropriate plaque to be placed on it.

### Wooden Benches

No progress as the Community Shed is still not finished.

### Actions

1. Book builder for windows in Market Shelter.
2. Remove Co-op tree guard and replace with protection and repair tree guard. Deal with soil below the tree.
3. Advertise for donations for other remaining 6 metal benches (8 if including cemetery).
4. Follow up repair of The Pod.
5. Establish who owns the land next to the One Stop shop.
6. Delegate responsibility for other planters in the square.

**Rose and Melanie**

**April 2024**

Signed:

Date:





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### Leyburn Changing Places Toilet - Update to Leyburn Town Council for Meeting on Mon 15 April 2024

Outlined below is the update regarding the Leyburn Changing Places Toilet since the March 2024 Leyburn Town Council meeting.

1. Grant Deadline extension The extended deadline to 30 June 2024 is not a blanket extension but agreed with Fiona Jefferies, Govt Levelling-Up Dept on an individual basis. Leyburn must provide confirmation that :

- (1) Full funds are in place - All committed = COMPLETE.
- (2) Innova contract & timescale with payments dates = COMPLETE
- (3) Dept Levelling Up requires Innova to be on site by 31 March 2024 = COMPLETE
- (4) Project update forms submitted to the Levelling Up Dept with project timescales. Completed in January. Email Update 28 March. Delta system update on 18 April 2024 (deadline 26 April).
- (5) Any required planning permissions are in place - Plans submitted Fri 15 March. Liaising with Jonathan Smith (Case Officer) back in office Tues 16 April. Timescale decision confirmed by 16 May & awaiting review of possible 'permitted development' URGENT outstanding from NYC.

2. Funding Total committed funds are now £108K (excl VAT) to cover the CPT and the Accessibility Audit, all funding confirmed to be with LTC by end of March.

- \* Additional Lottery funding of £26,940 now approved for further Accessibility Audit actions
- \* Money received - YDMT £10K received - Levelling Up Dept total funding of £49,297.67 received - UKSPF 1 of 3 payments of £25,000 received - Outstanding monies due = UKSPF funding from NYC payments 2 and 3 on schedule
- \* (2) UK SPF payment 2 of 3 ( £12,100) by 30 June 2024
- \* (3) UK SPF payment 3 of 3 (£12,100) by 30 September 2024

### 3. Payments

Payments to chosen supplier Innova confirmed as follows (INCL VAT) = £96,955

- \* (1) 6 April 2024 (start of new financial year) = 20% = £19,391.04 = COMPLETE
- \* (2) 29 April 2024 (interim on completion of concrete base) = 20% = £19,391.04 = COMPLETE
- \* (3) 15 June 2024 estimate (after CPT registration approved) = 60% = £58,173.12 4.

Outstanding Actions TWO outstanding key approvals awaiting from NYC

- (1) Awaiting from NYC planning approval or if permitted development
- (2) Awaiting from NYC 'heads of terms approval'. When signed agent can put licence in place. Additional work items
- (3) Impact on timeline for worst case scenario of planning approval not until 16 May. Updated timeline received & project can still be done by 30 June with no contingency.
- (4) NPG electricity connection starting 22 May. Groundworks must be completed by this date.
- (5) Finalisation of groundworks to support water supply (local vs Innova) WIP by LTC
- (6) Actions to support grant extension to 30 June - as above.
- (7) Finalise mural photo & signage requirements by LTC

END OF REPORT

Signed:

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### Events

#### A Foot in the Dales Walk

Running on the weekend of 20/21 July 2024

A 50-mile/5,500ft circuit of the Yorkshire Dales for experienced walkers and runners

Using footpaths, bridleways and quiet roads through the attractive dales of Wensleydale and Swaledale including an ascent of Great Shunner Fell.

#### **Start/Finish:**

Harmby Village Hall, Brook Terrace, Leyburn, North Yorkshire, DL8 5PG GR: SE128895.

#### **Registration:**

Registration 06:30-07:45 on 20 July 2024

#### **Start:**

Start 08:00 on 21 July 2024. To be completed in 22 hours.

Over 18's only. No dogs allowed.

#### **Route & Checkpoints:**

Harmby – Redmire – Haverdale – Muker – Gt Shunner - Hardraw – Bainbridge – Thoraby – West Witton – Harmby

### Planning

[ZD24/00172/FULL | Full Planning Permission to Replace 5 no Existing Wooden Windows and 1 no Wooden Door and Frame with UPVC Windows to Match Existing Design | Greyson Cottage Grove Square Moor Road Leyburn North Yorkshire DL8 5AQ \(richmondshire.gov.uk\)](#)

[ZD24/00065/FULL | Full Planning Permission to Change Six 50 cm Wooden Windows to PCV Ones | 1 Manor Court \(north\) Moor Road Leyburn North Yorkshire DL8 5DD \(richmondshire.gov.uk\)](#)

[ZD24/00167/FULL | Full Planning Permission for Installation of a Changing Places Toilet Pod/Block in the Corner of the Car Park, with Ramp and Dedicated Disabled Parking Space | Golden Lion Yard Car Park Market Place Leyburn North Yorkshire DL8 5AS \(richmondshire.gov.uk\)](#)

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