



LEYBURN TOWN COUNCIL

Market and Burial Authority

Minutes of the Town Council Meeting held in the Oak Room, Thornborough Hall, Monday 19th February 2024 at 7pm

Present: Cllr Holder Cllr Laws Cllr Sanderson Cllr Spenceley NYC Cllr Sedgewick
PCSO Watson Clerk Mrs C Smith Assistant Clerk Mrs S Fowler
5 Members of the public

24.38 PUBLIC REPRESENTATIONS

A member of the public requested additional magnets for the noticeboard and reported that the streetlight on the corner of High St was out.

Action- Clerk to report of waterlogged path below Cemetery to NYCC Highways and the streetlight off.

Cllr Sedgewick updated the Council on the proposed development of the old Brentwood Lodge. The proposal is for 21 affordable flats to be built in the existing building.

24.39 APOLOGIES - None

24.40 DECLARATION OF INTEREST –Cllr Sanderson in item 24.48.

24.41 MINUTES OF MEETING held on Monday 15th January 2024- Approved and signed as a correct record.

24.42 REPORTS

a. Leyburn Police Report. (Appendix)

b. Reports from meetings attended by Councilor's.

Cllrs Sanderson, Law & Spenceley attended a meeting to discuss the 2024 Christmas Event.

Cllr Sanderson & Spenceley attended a meeting with NY Council to discuss ongoing concerns over the flooding.

Cllr Sedgewick discussed Emergency Resilience and informed the council that the NYC MIRT team are willing to come to provide drop-in sessions to offer support and advice.

Action: Clerk to arrange meeting with MIRT & speak to the Arts Centre to ensure that the emergency plans in place work collaborate.

Signed:

Date:



LEYBURN TOWN COUNCIL

Market and Burial Authority

- c. **Update from the Leyburn Town Plan Groups.** Report from A Better Leyburn Group (Appendix).
- d. **Update from the Clerk on upcoming Events.** None

24.43 PLANNING APPLICATIONS AND DECISIONS

- a. **REF: 22/00583/FULL_Proposal:** Creation of 4 new dwellings and access (amended description, amended plans and drainage documents)
Location: Land adjacent to Runnymede, Leyburn
- b. **REF: ZD23/00637/FULL Proposal:** Porch on side elevation (Revised Plan Dated 23.1.24) at 41 Brentwood, DL8 5HW – AMENDED
Location: 41 Brentwood, Leyburn.

The Council resolved to look at the applications in further detail and submit comments.

24.44 CHANGING PLACES TOILET

- a. **Update on progress since last meeting- CPT update given (appendix).**
- b. **Quotes-** The Council discussed the 4 quotes **resolved** to appoint Innova to build and install the Changing Places Toilet.

Action: Contract to be signed with Innova.

- c. **Electrical Kiosk-** The Council discussed the requirements provided by NPG and decided to obtain further quotes.
- d. **Electric supplier-** The Council resolved to appoint Scottish Power as the electric provider for the CPT.

Action: Clerk to arrange appointment and installation of electric meter.

- e. **Land agreement-** Deferred until a copy of the agreement is received from NY Council.

24.45 MARKET

- a. **Permission Request from Grinton District Church Council to hold their annual car boot sale on Monday 27th May 2024-** Approved.

24.46 UTILITIES

- a. **Contract renewal-** The Council discussed the proposal from Utilink and resolved to only renew the contract for Kelberdale Toilets ending June 2024 for a 12-month period.

Signed:

Date:



LEYBURN TOWN COUNCIL

Market and Burial Authority

***Action: Clerk to inform broker and send updated contract prices to councillors.
Future Agenda item- review other contracts again in October 2024.***

24.47 FINANCE

- a. Bank Reconciliation Statement dated 31st January 2024- Approved.
- b. Budget situation detailed in the current net position- Noted.
- c. Payments list noted & receipts list- Approved.
- d. Invoices awaiting payment- Approved.
- e. SLCC Fees- The Council *resolved* to contribute £100 towards the subscription fees.
- f. **Internal audit review** – The Council received and noted the interim report.

24.48 THORNBOROUGH HALL

- a. **Update on the recent leaks & repairs-** The Council received an update that there is evidence of further leaks in the Library and that the Oak Room repairs have been completed.
- b. **Heating system-** The Council discussed concerns raised by the hall users about the current heating system and temperatures.

Action – Clerk to contact heating engineer to discuss the options and obtain quotations for upgrading the heating thermostat.

- c. **Replacement carpet top floor corridor-** Deferred until 3 quotations are received.

Action – Clerk to chase contractors re quotations requested.

- d. **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.”*

The meeting re-convened in a closed session after item 24.48c with the press and public excluded due to the nature of the business detailed below being prejudicial under the Public Bodies (Admission to Meetings) Act 1960.

Signed:

Date:



LEYBURN TOWN COUNCIL

Market and Burial Authority

- e. **Rental rate review**-The Council resolved to review and increase the rental rate on the rental review date of each tenant's agreement.
Cllr Spenceley abstained.
- f. **Service charge review**- The Council **resolved** that the service charge will remain the same for 2024, this will be reviewed again alongside the Service Charge Statement after the end of the financial year.

Action: Future Agenda item to review and discuss the Service Charge Statement.

24.49 EXCHANGE OF INFORMATION-Cllr Laws updated the Council on Yellow Yorkshire incentive. From 1st to 30th April 2024 Yorkshire Air Ambulance would love for you to help them turn Yorkshire Yellow. They have seen the success of the Christmas window competition in Leyburn and would love us to run something similar in April this year. This an opportunity to potentially get some PR for the town and get us on the map to encourage more visitors from across the Yorkshire region and further afield. Cllr Laws has drafted a letter to all local businesses to gain support.

24.50 DATE OF NEXT ORDINARY MEETING: Monday 18th March 2024, in the Oak Room, Thornborough Hall at 7.00 p.m.

Signed:

Date: