



# 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 18<sup>th</sup> March 2024 at 7pm.

Present: Cllr Holder Cllr Laws Cllr Sanderson NYC Cllr Sedgewick  
Clerk Mrs C Smith PCSO Watson 4 Members of the public

Cllr Sanderson opened the meeting and notified everyone that Cllr Mandy Spenceley has stepped down as Chair of the Town Council. Mandy has served on the Town Council for the past 5 years. The Town Council would like to express thanks to her for everything she has done for the Council and wish her all the best for the future.

The Town Council are now unfortunately operating on minimum capacity, we need people with an interest in improving the local community to come forward.

**If you are passionate about your local community, we need you. Councillors make a huge difference to the quality of life of local people and how local issues are dealt with. We need people from all backgrounds and experiences who reflect the communities they serve to put themselves forward to join the Town Council. For more information contact the Town Council Office.**

**24.51 PUBLIC REPRESENTATIONS** Cllr Sedgewick updated the Council that Brierly Homes will be submitting plans to convert the old Brentwood Lodge building into 24 1–2-bedroom affordable flats, the Dentist is to be relocated in Leyburn. Residents were updated that there will be a transport survey going out door to door to ensure that the local transport network is connected, the survey can also be completed online [www.keane4mayor.co.uk/campaigns/transport-and-roads-survey](http://www.keane4mayor.co.uk/campaigns/transport-and-roads-survey) .

Cllr Sedgewick spoke about the North Yorkshire Councils plan to develop community partnerships around Market towns, and that Leyburn and Middleham has been selected as a pilot area. Cllr Sanderson agreed to attend the steering group as a LTC representative.

The Council raised concerns received with NYC Cllr Sedgewick about the road condition at the junction near the old Police Station. Cllr Sedgewick updated the

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Council that this section is scheduled to be resurfaced when they complete the improvements to the A6108.

A resident reported several Streetlights out on Moor Road.

**Action: Clerk to report this to North Yorkshire Council.**

**24.52 APOLOGIES** – None.

**24.53 DECLARATION OF INTEREST** -Cllr Sanderson item 24.58.

**24.54 MINUTES OF MEETING HELD ON MONDAY 19<sup>th</sup> FEBRUARY 2024**-approved and signed as a correct record.

### **24.55 REPORTS**

- a. **Leyburn Police Report**- received (Appendix).
- b. **Reports from meetings attended by Councilor's**- Cllr Holder updated the Council that there is a new operator Hodgeson's Coaches for the 159 bus service. Cllr holder has written to them to ask if bus route will go via new medical centre in Catterick.  
Cllr Laws met with Yorkshire Air Ambulance with regards to yellow Yorkshire. A Leyburn shop window competition will be held in support of Yellow Yorkshire.
- c. **Update from the Leyburn Town Plan Groups.** The Council received an update from the Better Leyburn group (Appendix).
- d. **Update from the Clerk on upcoming Events:**
  - **Tuesday 26<sup>th</sup> March- Easter Activity Afternoon 1-4pm** in the Oak Room, Thornborough Hall, Leyburn- tickets can be booked at [www.wensleydale.org](http://www.wensleydale.org)
  - **Sunday 7<sup>th</sup> April 9am April Spring clean litter picking event** - to meet at the Market Store, Leyburn (near the Fire Station).
  - **Saturday 20th April, Market Place, Leyburn** - The Yorkshire Air Ambulance promotional vehicle will be visiting the town.
  - **Friday 26<sup>th</sup> April -North Yorkshire Council Community Engagement Event, Market Place, Leyburn**- If you have been affected by flooding come along to discuss this.



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**24.56 CONSULTATIONS-** To note the following consultations by North Yorkshire Council:

- a. Lets talk food
- b. Cost of living
- c. Wellbeing

### 24.57 PLANNING INFORMATION

- a. **REF:** ZD23/00581/FULL **Proposal:** Proposal of Garden Shed  
**Location:** 1 The Mount Richmond Road Leyburn **GRANTED**
- b. **REF:** ZD23/00555/FULL **Proposal:** Replacement Wooden Windows with UPVC Windows  
**Location:** 2 Manor Court Leyburn DL8 5DD **GRANTED**

### PLANNING APPLICATIONS AND DECISIONS

- c. **REF** ZD24/00065/FULL **Proposal:** to Change Wooden Windows to PCV Ones  
**Location:** 1 Manor Court (north), Leyburn DL8 5DD  
*No objections as long as these abide by the Conservation Area guidelines.*
- d. **REF:** CTIL 11092623 **Proposal:** PROPOSED UPGRADE TO EXISTING RADIO BASE STATION INSTALLATION AT CTIL 11092623 **Location:** Hill Top Farm, DL8 5DJ NGR E: 410830 N: 491090. **No Objections**

**24.58 CEMETERY MEMORIAL ENQUIRY-** deferred.

**24.59 CHANGING PLACES TOILET-** Update received (Appendix).

### 24.60 HIGHWAYS

- a. **Road traffic regulation act 1984 – section 23 proposed zebra crossing A6108 Richmond Road, Leyburn-** The Council have concerns over the proximity of the crossing to the entrance to the Auction Mart, this would be better located further along Richmond Road.

### 24.61 MARKET

- a. **Permission request from Wensley Village Hall to hold their annual Car Boot Sale on Monday 1<sup>st</sup> April 2024-** Approved.

### 24.62 POLICIES

- a. **Council Risk Assessment-** Reviewed
- b. **Health & Safety Policy-** Comments to be submitted on the draft.

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### 24.63 FINANCE

- a. Reconciliation Statement dated 29<sup>th</sup> February 2024- **approved.**
- 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.

**24.64 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.”

**24.65 WAYLEAVE AGREEMENT-** The Council discussed the agreement for Grove Square and resolved to approve the agreement on the condition that there is an indemnity clause included clearly stating that any damage caused to the square and culverts beneath must be made good.

### 24.66 THORNBOROUGH HALL

- a. **Barclays Agreement 2024-25-** The Council approved the agreement and annual fee.
- b. **Replacement Carpet-** The Council resolved to appoint NH Flooring to replace the top floor corridor carpet.
- c. **Ground floor redecoration-** The Council resolved to appoint MR Kevin Chandler to carry out the plastering and redecoration works.
- d. **Repairs Office 9-** The Council discussed the concerns raised, resolving to obtain a quotation for the replacement of carpet and will arrange for the ceiling tile to be replaced alongside painting of the section that has water damage.

**24.67 EXCHANGE OF INFORMATION-** None.

**24.68 DATE OF NEXT ORDINARY MEETING:** Monday 15<sup>th</sup> April 2024, in the Oak Room, Thornborough Hall at 7.00 p.m.

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### Appendix

#### Monthly Police Report

Monthly Police Report – Feb 8th – Mar 13th 2024

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; overnight 14th Feb a Quad bike was stolen from the Angram area. Overnight 13th Mar a Mule farm vehicle was stolen from the New Biggin area.

14 – Abandoned calls.

2 – Stolen vehicles.

21 – Suspicious Circumstances (door to door sellers/ vehicles parked).

9 – Violence.

4 – Highways disruption (Floods/trees/animals).

8 – Road related offences (manner of driving/vehicles without tax or insurance and possible OPL).

5 – Fraud/Forgery (online/phone).

9 – Concern for safety.

12 – Road Traffic Collisions (minor).

2 – Criminal damage.

2 – Civil disputes.

2 – Lost/Found.

4 – Wildlife/Poaching.

5 – Theft.

2 – Anti social behaviour nuisance.

1 – Burglary.

In total 143 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, 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

PC355 Heather Campbell

PCSO 5777 Sharon Diamond

PCSO 5550 Tracie Taylor-Page.

Signed:

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### A Better Leyburn

There has been little progress in completing the action plans. It is proving very difficult to find people who will commit to the work and/or provide estimates. The weather has meant work planned could not be done. This is very disappointing in view of the fact that we started planning months ago and have been given a large amount of money to use to improve the appearance of the town. Sadly we are regularly hearing local people remarking how shabby Leyburn looks. Summer is coming and tourists will be moving round the town and we hope they will not be going home thinking the same.

### **Metal Benches**

Are local businesses going to help? If not can we go ahead and have at least one bench repaired and repainted to inspire the residents to fund more. Richard has an estimate for £220. Decision needed from the council. One metal bench at the end of St Matthew's Terrace has been moved to the opposite pavement facing towards Penhill. The sign has been cleaned and can be seen more clearly.

### **Wooden Benches**

The Community Shed is not finished so work on the wooden benches has not begun. This will probably not happen until May. Councillor Sanderson is donating the materials for the benches. Thank you.

### **The Pod**

Communication has been made but no replies forthcoming. The Fire Station is happy to help wash it when the clocks go forward as they can do it as part of their evening training sessions. At least it is a start. The first communication about the Pod was October 2023.

### **Signage**

Still finding cable ties at the bottom of posts where people/companies have not removed them. Could the dog poo boards with holders for plastic bags be removed as the Council no longer provides the plastic bags. Decision needed. Could we question the quality of the signage and placement being used for the monthly Antique Fair at Thornborough Hall.

### **Market Shelter**

Sheila and Rose have been spending time removing old sellotape and duck tape from the windows to make it look smarter. Only David Ward has offered a price for the windows. Could we not go with his estimate? Decision please.

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### Trees

Weather prohibited the pruning of the tree outside The Black Swan. Derek hopes to do it in the near future. No decisions made about the tree guards. Parking improvements would help to protect any new tree guards replaced or even better remove the need for tree guards. The tree guard outside the bakers must be removed soon as the tree continues to be damaged. Could some form of heavy objects be put round the edge of the tree roots until a decision about the guard is made. New guards could still suffer the same fate.

### Litter and Weeding

Monthly litter picking is still taking place by members of Leyburn u3a. Other members of the u3a are aiming to clear Moor Road on Sunday 17th March.

### **The ABL group will meet again for Leyburn Spring Clean on Sunday April 7th. 9.00am-11.00am**

March 15th -31st is designated The Great Britain Spring Clean. We have been given a lot of the specially produced bags and these will be distributed to groups and individuals.

Cigarette ends removed from The Black Swan but already new ones have appeared. Weeds are beginning to grow again around frontages of businesses. Hopefully the owners will tackle these this year. Could another letter reminding the businesses of their responsibilities in maintaining a clean, weed /free, litter/ free and attractive appearance. We are grateful for the businesses who do that.

### Green Spaces

Some preparation work for the resowing of wild flowers next to the main car park has been done.

Some planting by Rose and Jenny has been done to the right of the steps leading to the Auction Mart. The plants were donated. Shall we ask for more such donations for other spaces or tubs?

### Actions

- Action plans still need completing.
- A meeting for the ABL group to discuss progress and future plans.

Rose and Melanie

March 2024

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[North Yorkshire Health and Wellbeing Board](#) has written a new joint local health and wellbeing strategy for the county, which sets out the proposed priorities for action, and ideas for working together to achieve them. The aim of the joint local health and wellbeing strategy is to improve people's health and reduce health inequalities.

The Board is taking the draft strategy out for public consultation until 31<sup>st</sup> March 2024. There are several ways to take part, including a survey (with easy read version), on-line events and informal drop-in events at local libraries. The strategy documents, the survey and event details are available on the council's consultation web page, and paper copies will be available from libraries: [www.northyorks.gov.uk/WellbeingStrategyConsultation](http://www.northyorks.gov.uk/WellbeingStrategyConsultation)

### **The One Thing community conversations**

North Yorkshire Health and Wellbeing Board is very interested in hearing from a wide range of communities in North Yorkshire, including those who are sometimes called 'seldom-heard' or 'marginalised', to find out what matters most to them. However, the Board knows that reading a strategy document and filling in a survey isn't for everyone, and they are therefore hoping that local community-based organisations such as local councils could assist them with a more informal approach.

If you have events, community groups, coffee mornings, etc, already planned during the consultation period, would you be able to fit in a short conversation about health and wellbeing, and about 'The One Thing' people would like to see happen to improve health and wellbeing for them, their community and where they live? To help with the conversations, the North Yorkshire Health and Wellbeing Board has attached a brief facilitator guide and a pro-forma to capture feedback.

Thank you for your assistance with the consultation and for helping the Board find out what matters about health and wellbeing for our communities. If you have any questions, please contact North Yorkshire Health and Wellbeing Board at- [HASConsultation@northyorks.gov.uk](mailto:HASConsultation@northyorks.gov.uk).

Yours sincerely,

Ruth Batterley  
Team Support & Member Liaison Officer

Signed:

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### Planning

#### **ZD23/00581/FULL**

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

#### **ZD24/00065/FULL**

<https://planning.richmondshire.gov.uk/onlineapplications/applicationDetails.do?activeTab=externalDocuments&keyVal=S8J52FNAGYJ00>

#### **CTIL 11092623**

PROPOSED UPGRADE TO EXISTING RADIO BASE STATION INSTALLATION AT CTIL 11092623 HILL TOP FARM – LEYBURN, HILL TOP FARM, MOOR ROAD, LEYBURN, DL8 5DJ, NGR E: 410830 N: 491090.

Cornerstone is the UK's leading mobile infrastructure services company. We acquire, manage, and own over 20,000 sites and are committed to enabling best in class mobile connectivity for over half of all the country's mobile customers. We oversee works on behalf of telecommunications providers and wherever possible aim to:

- promote shared infrastructure  
maximise opportunities to consolidate the number of base stations
- significantly reduce the environmental impact of network development

Cornerstone is in the process of identifying a suitable site in the LEYBURN area for a radio base station to maintain and improve existing levels of service provision. The purpose of this letter is to consult with you and seek your views on our proposal before proceeding with the works. We understand that you are not always able to provide site specific comments, however, Cornerstone is committed to consultation with communities on our mobile telecommunications proposals and as such would encourage you to respond. As part of Cornerstone's continued network improvement program, there is a specific requirement for an upgrade to the existing installation at this location to provide enhanced coverage and capacity, and new 5G coverage ensuring that this area of LEYBURN has access to the latest technologies. This upgraded site will also ensure that we will be able to continue to utilise the same site and maintain, enhance and provide new 5G service provision in the area as well. Mobiles can only work with a network of base stations in place where people want to use their mobile phones or other wireless devices. Without base stations, the mobile phones, and other devices we rely on simply won't work. Please find below the details of the proposed site: - Our technical network requirement is as follows: CTIL 11092623 HILL TOP FARM – LEYBURN

The site is needed to provide enhanced 2G, 3G, 4G coverage and capacity as well as new 5G service provision to ensure that customers experience access to the latest technologies currently available. The installation will also meet the extra demands on the network in this area as new technologies improve increasing the demand for 4G and 5G technologies. The Government recognises that widespread coverage of mobile connectivity is essential for people and businesses. People expect to be connected where they live, work,

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visit and travel. That is why the Government is committed to extending mobile geographical coverage further across the UK, with continuous mobile connectivity provided to all major roads and to being a world leader in 5G. This will allow everyone in the country to benefit from the economic advantages of widespread mobile coverage. As well as improved mobile signal, 5G networks are also crucial to drive productivity and growth across the sectors that local areas are focusing on through their emerging Local Industrial Strategies. Enabling and planning for 5G implementation is central to achieving the Government's objective to deliver prosperity at the local level and enable all places to share in the proceeds of growth. The Government is determined to ensure the UK receives the coverage and connectivity it needs. To this end, the Government wants to be a world leader in 5G, the next generation of wireless connectivity, and for communities to benefit from the investments in the new technology. The case for 5G is compelling as it will bring faster, more responsive and reliable connections than ever before. More than any previous generation of mobile networks, it has the potential to improve the way people live, work and travel, and to deliver significant benefits to the economy and industry through the ability to connect more devices to the Internet at the same time, creating the so-called "Internet of Things". This will enable communities to manage traffic flow and control energy usage, monitor patient health remotely, and increase productivity for business and farmers, all through the real-time management of data. The demand for mobile data in the UK is increasing rapidly, and as households and businesses become increasingly reliant on mobile connectivity, the infrastructure must be in place to ensure supply does not become a constraint on future demand. The preferred Cornerstone option is as follows: HILL TOP FARM – LEYBURN, HILL TOP FARM, MOOR ROAD, LEYBURN, DL8 5DJ, NGR E: 410830 N: 491090. The proposed works comprise Removal of the top section of the existing tower and associated antennas, dish and RRUs. Installation of a new tower section and headframe complete with 6 No. antennas, 15 No. RRUs and 2 No. 300mm dishes. All other works within the existing equipment cabin. The operators are proposing to upgrade their existing installation to ensure the latest high quality, reliable, secure communications technology is able to be provided from this location. The amendments to the existing scheme are essential in order that customers' handheld devices continue to operate for the purposes in which they have become accustomed, accessible wherever they are whether that be indoors or outside. As this is an existing ground-based installation, this is sequentially the most preferable site for the operators to upgrade their existing service provision to this cell area. As such, no other options have been considered.

The Local Planning Authority mast register and our records of other potential sites have already been reviewed, the policies in the Development Plan have been taken into account and the planning history of the site has been examined. All Cornerstone installations are designed to be fully compliant with the public exposure guidelines established by the International Commission on Non-Ionizing Radiation Protection (ICNIRP). These guidelines have the support of UK Government, the European Union and they also have the formal backing of the World Health Organisation. A certificate of ICNIRP compliance will be included within the Regulation 5 notification. In order to give you time to send your comments or request further information, we commit to allow at least 14 days before proceeding with the works. This 14-day period starts from the date at the top of this letter. We would also be grateful if you could please advise of any local stakeholders or groups that might like to make comments. For your information pre-consultation letters and a set of plans have been sent to the local ward councillors for Leyburn & Middleham Ward (Cllr

Signed:

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K. Sedgwick), the local MP and Planning officers. We look forward to receiving any comments you may have on the proposal within 14 days of the date of this letter. Should you have any queries regarding this matter, please do not hesitate to contact me (quoting cell number [CTIL 11092623])

Yours faithfully

E Johnstone

Eilidh Johnstone Acquisition Surveyor Acquisition Clarke Telecom Tel: +44 161 785 4500 Email: Eilidh.Johnstone@Clarke-Telecom.com (for and on behalf of Cornerstone)

### **Highways**

125406 Proposed Zebra Crossing

[www.northyorks.gov.uk/traffic-regulation-orders](http://www.northyorks.gov.uk/traffic-regulation-orders).

### **CPT Update**

#### **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.

#### **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.

#### **3. Payments**

Payment schedule to chosen supplier Innova confirmed.

#### **4. Outstanding Actions**

- (1) Site layout agreed (CPT external & internal colorings & equipment, electricity box spec, accessibility parking, ramp, bollards) & submitted to NYC planning – COMPLETE
- (2) Finalisation of groundworks to support water supply (local vs Innova) tbc before end March
- (3) Detailed review & documentation of actions required by Innova & LTC (First pass) completed to timeline point 12 (CPT module build & site setup). Second pass points 13-26 first week in April.
- (4) Actions to support grant extension to 30 June - as above. Update to LevellingUp Dept on Tues 19 March by Diane. All in place ready except 3 items awaited from NYC (a) to provide planning approval (b) provide Land Agreement & (c) provide confirmation funding will be delivered by 31 March 2024 - all of which are URGENT.

**END OF REPORT**

Signed:

Date: