

Minutes of the Annual Meeting of the Town Council held in the Council Chamber
Commercial Street, Norton-on-Derwent on Monday 21 May 2018 at 7.30pm.

PRESENT Councillor R. King (Mayor) in the Chair;
Councillors B. Barrett, Ms S. Cawte, A. Croser, Mrs D. Keal, D Lloyd-Williams,
P. Mooring, Mrs A Spencer, H. Spencer, Mrs A. Stokell Beckett.
Also Mrs R. Tierney, Mr T. Hicks

001. (05/18) **ELECTION OF CHAIRMAN (TOWN MAYOR)**

Councillor Ray King was proposed and seconded, there being no other nomination it was;

RESOLVED that Councillor Ray King be elected to the office of Chairman of the Council and Town Mayor for the council year 2018/19.

Councillor King thanked members for electing him for a further year.

Councillor King signed his Declaration of Acceptance of Office. Noted.

002. (05/18) **ELECTION OF VICE CHAIRMAN (DEPUTY MAYOR)**

Councillor Antony Croser was proposed and seconded, there being no other nomination it was;

RESOLVED that Councillor Antony Croser be elected to the office of Vice Chairman of the Council and Deputy Mayor for the council year 2018/19.

Councillor Croser thanked members for electing him for a further year.

Councillor Croser signed his Declaration of Acceptance of Office. Noted.

003. (05/18) **APOLOGIES AND ATTENDANCE RECORD**

(a) No Apologies all present.

(b) Members received a copy of their attendance record for the year 2017/18. Noted.

004. (05/18) **GUEST SPEAKER**

No guest speaker in attendance.

005. (05/18) **PUBLIC SESSION**

No member of the public spoke.

006. (05/18) **DECLARATIONS OF INTEREST**

Cllr R King declared an interest in Agenda item 10 Planning Matters in respect of a proposal for housing on Scarborough Road, Norton.

007. (05/18) **REPRESENTATION ON OTHER ORGANISATIONS**

RESOLVED that the following members be appointed to serve as the Council's representatives on the organisations listed below, for the year 2018/19.

Derwent Riverside Project	Mrs D. Keal, H. Spencer.
Malton & Norton Comm. Police Committee.	Mayor, Ms S. Cawte.
Malton & Norton Area Partnership Executive	D. Lloyd-Williams.
Malton & Norton Area Partnership	Mayor, P. Mooring.
Neighbourhood Plan Chairman	D. Lloyd-Williams.
Neighbourhood Plan Committee	Mayor, A. Croser
Malton Museum Foundation	Mrs A. Stokell Beckett.
Malton School Endowment Governors	B. Barratt.
Milton Rooms Management Committee	Mrs A Spencer.

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007. (05/18) **REPRESENTATION ON OTHER ORGANISATIONS** (continued)

Ryedale Cameras in Action	Mayor, D. Lloyd-Williams, P. Mooring.
Ryedale Five Towns Meeting	Mayor, A. Croser.
Ryedale Market Towns Promotion	Mayor, Ms S. Cawte.
Ryedale Skatepark	Mayor, B. Barratt.
Yorkshire Local Councils Assoc. Ryedale Br	Mayor.
Woodhams Stone Collection	Mrs D. Keal.

Town Council Committees:

Christmas Party Committee	Mayor, B. Barratt, Ms S. Cawte, A. Croser Mrs D. Keal, P. Mooring, Mrs A. Spencer, H. Spencer.
Staffing and Finance Committee	Mayor, A. Croser, Mrs D. Keal, Mrs A Spencer.

008. (05/18) **CONFIRMATION OF MINUTES**

RESOLVED that the Minutes of the Town Council meeting held on Monday, 16 April 2018 (Minutes 197 to 215 inclusive) be confirmed and signed by the Chairman.

009. (05/18) **CLERK'S REPORT**

Whitewall Quarry

Members noted below the response from a Senior Planning Policy Officer at North Yorkshire County Council with regard to the letter sent on behalf of the town council.

'Yes, I can confirm that at the Examination in Public session on 23 March 2018 the Inspector recommended that both the Whitewall Quarry sites: MJP12 (extraction of limestone) and the MJP13 (recycling) area should be allocated. As discussed at the session on 23 March and the subsequent session on 13 April this will be done in the form of proposed main modifications to the Plan. These main modifications will be subject to formal consultation prior to the Inspector finalising her report as she wishes to take into account the responses to that consultation. There is no date yet for the start of that consultation, but it will not be until later this year. The Town Council will be notified when that takes place.

With regard to the monitoring and enforcement of existing planning permissions at the Whitewall site, I understand that there is not currently a fixed schedule of monitoring visits to the various quarry, waste and other sites relevant to the Authority's function as Minerals and Waste Planning Authority around the county, including with regard to Whitewall Quarry. There is some information on the Council's [Planning enforcement - North Yorkshire County Council](#) webpage about how breaches of planning control are investigated. At present the monitoring of the current activities Whitewall Quarry has to be in respect of the terms of the relevant current planning conditions of the extant permissions and any associated subsequent approvals. The site will continue to be monitored. That includes with respect to ancillary infrastructure be that as part of an extraction permission, if that is the applicable case; or a separate specific permission for the particular infrastructure, where that is the relevant case.

I note your request for the County Council to convene a meeting between various parties in order to alleviate concerns. Unfortunately, I am scheduled to be away after tonight for a number of weeks due to an operation, so will not be able to follow the request up personally in the short-term. Therefore, I am copying this response to the planning enforcement account and the Head of Planning Services as a request for attention on the matter of the meeting'

Continued.....

009. (05/18) **CLERK'S REPORT** (continued)Planning Development – Beverley Road

For members to note the response from PB Planning with regard to the proposed development on Beverley Road:

'We should have a final masterplan for the proposals within the next two weeks. We have been undertaking a number of further assessments and considered the comments from local stakeholders. Following the finalisation of the masterplan, we will then be hopefully looking to progress with a planning application in the early summer.'

Emergency Plan – Flood Pump

To inform members that the flood pump had arrived and been delivered to the Ryedale District Council Depot in Showfield Lane. Documentation to be completed in order to receive the remainder of the flood pump grant from the District Council.

Ryedale District Council – Parish Liaison Meeting

To inform members that the next Parish liaison meeting was scheduled for Wednesday 13 June 2018, at 7.00pm, at Ryedale House.
No agenda at present.

010. (05/18) **TOWN MAYOR'S REPORT**(a) Dance Expression

The Mayor attended an event at Norton College performed by Dance Expression this was a real treat. This organisation should really be known as Song and Dance Expression.

(b) Kirkbymoorside – Mayor Ball

The Mayor attended a ball hosted by the Mayor of Kirkbymoorside and held at Kirkbymoorside Golf Club, this had been very enjoyable and he thanked the other members for attending with him.

(c) Ryedale Book Festival

The mayor reported that brochures for the spring 2018 events being held in Malton were now available.

(d) Milton Rooms

The Mayor attended a performance of 'Blindfold' at the Milton Rooms, this had been a really stunning event.
It is obvious that the committee are really working very hard in order to bring interesting and diverse acts to Malton. Also saw Richard Digence, a real rave from the past, but still very amusing.

(e) Tour de Yorkshire

The Mayor reported that he had been a 'tourmaker' this year, which had been very interesting.

(f) Pocklington – Mayor Making

The Mayor reported on his attendance at the Mayor making ceremony at Pocklington. On comparing notes with the Deputy Mayor, who had attended the previous year they had both found the experience 'interesting'.

(g) Fabric Bags

The idea of producing fabric bags for the two towns is to be presented to Malton Town Council at their meeting this month, the Mayor will report back if there is any interest.

(h) Plastic Free Town

Kirkbymoorside had declared that it was a 'Transition Plastic Free Town', maybe this is something Norton should be looking at.

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011. (05/18) **FINANCIAL MATTERS**

- (a) Accounts paid and for payment
The Clerk reported that accounts nos. 016 to 025 inclusive, amounting to £8,304.28 had been paid since the last meeting of the Council.
RESOLVED that account nos. 026 to 030 inclusive, amounting to £1,681.80 be paid. Cheques were drawn and signed accordingly.
- (b) Financial report
The Clerk’s financial report for the period 01.04.18 to 30.04.18 was received.
- (c) Budgetary monitoring
The Clerk’s report for the period ending 30 April 2018 was received.
- (d) Bank Mandate and Signing of Cheques
RESOLVED that the Mandate and cheque signatories remain the same.
- (e) Accounts for the year ending 31 March 2018
The Clerk had circulated copies of the Income and Expenditure Account and Balance Sheet for the financial year ending 31 March 2018.
RESOLVED that the accounts for the financial year ending 31 March 2018 be approved.
- (f) Annual Governance and Accountability Return for the year ending 31 March 2018
The Clerk had circulated copies of the Annual Return completed as far as was appropriate prior to approval of the Annual Governance Statement and the Accounting Statement
RESOLVED that;
 - (i) To receive and note the Annual Internal Audit Report for the year ending 31 March 2018;
 - (ii) The Annual Governance Statement of the Annual Return be approved and signed by the Chairman of the meeting and the Clerk;
 - (iii) To note that the Accounting Statements of the Annual Return to the External Auditor had been duly signed by the Clerk in her capacity as Responsible Financial Officer and that Councillor King in his capacity as Chairman of the meeting was to sign once approved;
 - (iv) To approve the Accounting Statement of the Annual Return;
 - (v) The Annual Return be submitted to the External Auditor.

012. (05/18) **PLANNING MATTERS**

- (a) Planning applications referred to the Town Council by Ryedale District Council, for comment and/or recommendation were dealt with as follows: -

18/00415/HOUSE Erection of a part single storey, part two storey extension to the west elevation following the demolition of detached garage.
3 Ryedale Close, Norton, Malton, YO17 9DQ
RESOLVED Recommend Approval

18/00340/HOUSE Erection of detached garden room.
38 Ryedale Close, Norton, Malton, YO17 9DQ
RESOLVED Recommend Approval

Continued.....

012. (05/18) **PLANNING MATTERS** (continued)

- 18/00365/FUL Change of use and alteration of former industrial unit to form racing stables comprising 41 no. stables, storage area, horse walker, reception and staff facilities together with change of use of agricultural land to form a canter ring, alterations to existing vehicular access, formation of 10no. additional car parking spaces and additional landscaping.
Warehouse, Langton Road, Norton, Malton
RESOLVED Recommend Approval, subject to consideration of lowering the speed limit along this section of Langton Road, and with a restriction of vehicle movements prior to 07.00am.
- 18/00396/HOUSE Erection of single storey extension to south and east elevations.
179 Welham Road, Norton, Malton, YO17 9DU
RESOLVED Recommend Approval
- 18/00416/HOUSE Erection of single storey rear extension together with rendering of both the proposed extension and the existing two storey extension and installation of 3no. replacement windows to rear elevation.
46 St Nicholas Street, Norton, YO17 9AQ
RESOLVED Recommend Approval
- 18/00256/FUL Erection of 4no. timber holiday lodges.
Land adjacent to Highfield Gallops, Beverley Road, Norton
RESOLVED Recommend Approval, subject to the lodges having restrictions to prevent permanent residence, and to make improvements to the landscaping.
- 18/00397/HOUSE Erection of single storey side extension, boundary fence and landscaping.
Lynwood, 94 Langton Road, Norton, YO17 9AE
RESOLVED Recommend Approval
- 18/00431/OUT Erection of 6no. semi-detached 3 bedroom dwellings (site area 0.114ha)
Land adjacent 64 Scarborough Road, Norton, Malton.
RESOLVED Recommend Refusal, on the grounds that the number of accesses on to Scarborough Road are a danger to traffic and pedestrians, and that this site lies within the flood plain with the adjacent beck liable to flooding.

(b) To receive decisions notified by Ryedale District Council.Approved

- 18/00147/HOUSE Erection of two storey rear extension with additional domestic living space above.
20 Farm View, Norton, YO17 9BF
- 18/00172/FUL Erection of two storey side extension following demolition of existing attached garage.
Paddock View, 51 Park Road, Norton, YO17 9EA
- 18/00106/FUL Erection of a three bedroom self-contained residential annex following demolition of existing stables and garden store.
Norton Grange, 55 Park Road, Norton, YO17 9EA
- 10/00191/HOUSE Conversion and alteration of existing detached garage and garden room to form additional domestic accommodation.
10 Brindle Way, Norton, YO17 8BA
- 18/00176/HOUSE Erection of detached single garage.
7 Beck Mill Close, Norton, YO17 9PD

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012. (05/18) **PLANNING MATTERS** (continued)(b) To receive decisions notified by Ryedale District Council.

18/00268/HOUSE Erection of single storey side extension and part single / part two storey rear extension following demolition of existing carport.
44 St Peters Crescent, Norton, YO17 9AN

18/00263/HOUSE Erection of part two storey / part single storey rear extension
11 Westfield Avenue, Norton, YO17 8DN

(c) To receive a response from the proposed developer of the Langton Road Site.
For information. Noted by Members.013. (05/18) **GENERAL DATA PROTECTION REGULATIONS**

Members received a General Data Protection Regulations pack containing policies that were required for compliance with the regulations, along with guidelines for assistance.

RESOLVED to approve and adopt the following policies in order to be compliant with the General Data Protection Regulations;

- The Information & Data Protection Policy
- The Data Audit policy
- The Consent Form
- The Privacy Notices
- The Security Incident policy
- The Document Retention Policy
- The Social Media Policy
- The Data Protection Officer Policy (to appoint the Local Councils Associations Officer, if it becomes necessary).

014. (05/18) **RIVERSIDE – RE-DEVELOPMENT PROPOSALS**

Members received a proposal for the updating and redevelopment of the Riverside Area, with the prospect of being able to apply for grant funding from the S106 money available for public open space in Norton.

RESOLVED to approve the quotation received from Robinsons Builders in the sum of £5,650 plus V.A.T. and to approve the scheme in principle in order to make a formal S106 grant application to Ryedale District Council.

015. (05/18) **CORRESPONDENCE**

- (a) Crime Statistics for Norton and Malton – April 2018. For information. Noted.
- (b) Yorkshire Wolds Cycle Challenge notification – For information. Noted.
- (c) North Yorkshire County Council Archives Service – Consultation for members to respond. Noted.
- (d) Ryedale District Council – Make do and mend. For information. Noted.
- (e) Ryedale Funding and Volunteering Fair – Notification. For information. Noted.
- (f) Minutes of the Ryedale Five Towns meeting – For information. Noted.
- (g) Residents letter – Household Bins. The Clerk to respond. Noted.
- (h) Residents letter – Parking in Wood Street. The Clerk to respond. Noted.
- (i) Councillor letter to North Yorkshire County Council – For information. Noted.

016. (05/18) **REPORTS OF REPRESENTATIVES ON OTHER ORGANISATIONS**

Councillor Mooring reported that the treasurer of Ryedale Cameras in Action had resigned from the group. Noted.

Councillor Mrs Spencer reported that the paid administrator at the Milton Rooms had now finished, and that the bid for lottery funding was to be re-submitted in July. Noted.

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017. (05/18) **MEMBERS QUESTIONS**

Councillor Spencer asked if all members received a copy of the Code of Conduct when they first join the Council, and were they aware of what was expected of them. In reply it was stated that all members received a copy of the Code of Conduct.

Councillor Mrs Keal asked if speeding on Welham Road could be placed on the agenda for the next meeting. Agreed.

Councillor Mrs Keal also asked if North Yorkshire County Council could be contacted and asked if it would be possible for some of the street lighting in St Nicholas Street to remain on for longer as it appeared that they were being turned off very early. The Clerk to contact the County Council.

018. (05/18) **EXCLUDED ITEMS**

RESOLVED that under the Public Bodies (Admission to Meetings) Act 1960, members of the press and public be excluded for the following items of business as the Council considers that the business to be transacted is prejudicial to the public interest.

Co-option of Councillors

- (a) Members considered three applications for the two vacancies in Norton East Ward.

RESOLVED that for the first vacancy with an absolute majority of the votes, Mr John Mackenzie be co-opted.

RESOLVED that for the second vacancy due to no majority being reached neither candidate be co-opted, and the vacancy remains.

- (b) Malton War Memorial

Members received a request from the Rotary Club for grant funding for the renovation of the war memorial in Malton.

RESOLVED to award a grant of £800.00 to cover the shortfall in funding.

- (c) National Salary Award 2018 -19

Members received a report detailing the National Joint Council for Local Government Services salary award, with new pay scales for the year to be implemented from April 2018.

Confirmed by members.

019. (05/18) **DATE OF THE NEXT ORDINARY MEETING OF THE COUNCIL**

RESOLVED that the next ordinary meeting of the Council be held on Monday, 18 June 2018, at 7.00pm in the council chamber.

(Meeting closed at 9.35pm)

_____(Chairman)