

RICHMOND TOWN COUNCIL
Minutes of the meeting held on 25 July 2011

Present: Councillors Blease (Mayor)
 Steggles
 Adams
 Curran
 Harris
 Heap
 Robinson
 World
 Lord
 McGarry
 World
 Hedges
 Denning
 Kilvington-Mason

In attendance: Ms H. Lawler (Town Clerk)
 Mrs C. Ord (Assistant Town Clerk)

Rev John Chambers joined Councillors in observing a minute's silence in memory of the victims of the recent sad events in Norway.

Prayers were said by Rev. John Chambers

Councillor World suggested that Councillors from Richmond Town Council send a letter of condolence to the Mayor of Vinstra, Nord Fron (twinned town with Richmond) to express sadness at the recent loss of life.

Councillor Steggles, who is council representative for The Twinning Association, informed members that she had already spoken with Richmond Mayor, (Councillor Blease) during the week-end and, as a result of their discussion an e-mail had been sent stating that prayers had been said at the Civic Service for the people of Norway. In the e-mail reference had also been made to the loss of life due to recent flooding.

It was agreed that the Mayor forward an official letter on behalf of the council.

01.07.11 Apologies: Apologies were received from Councillor White

02.07.11 Public Open Session:

There were two members of the public present.

Past Councillor Burrows informed members that whilst sorting through the Town Council archives, he had discovered photographs and information relating to a flag sent to a school in Tasmania in 1911. Alma Curry, one of the children identified in the school photograph, opened a B & B which is still

trading in Richmond, Tasmania. The Town Hall Keeper has also sourced information on the Terry family. In 1983 Councillor Carr visited Tasmania and the flag was still at the school. Unfortunately it had not been possible to identify exactly which school had sent the original flag but it was thought that the National School in Lombards Wynd is the most likely. He also suggested that it may be a nice gesture for Richmond to conduct another exchange of flags to commemorate 100th Anniversary.

Councillor Heap stated that it was an ideal opportunity to initiate links between the school in Tasmania and one of the local Richmond schools.

It was noted that an e-mail had been received earlier in the year from the school in (Tasmania). However, no acknowledgement appears to have been sent. Councillor Harris stated that a response to the e-mail should be sent in an effort to foster links between the schools.

Other artefacts rediscovered related to a local schoolgirl and a script for a school play to be performed at the Georgian Theatre. Past Councillor Burrows requested permission to forward copies of the information to the Civic Society.

Discussion took place on the purchase of a replica flag. Councillor Lord also stated that the Town Flag was in a poor state of repair and suggested that it be replaced at the same time.

Proposed: Councillor Parsons Seconded: Councillor Lord

RESOLVED: that a

- a) **the Town Clerk write to the C of E Primary School, in Richmond, North Yorkshire informing them of the recent discovery of artefacts and enquire whether they would like to foster links with Richmond Primary School, Tasmania.**
- b) **a replica of the original flag be obtained prior to the start of school term in September.**
- c) **that a replacement Town flag be purchased**

Proposed: Councillor Parsons Seconded: Councillor Heap

RESOLVED: that permission be granted for copies of the archive information be given to Past Councillor Burrows.

03.07.11 County Councillor:

County Councillor Parsons apologised for the lateness of communications informing the town council of commencement of works at Castle Walk, when they had in fact already been started. He stated that this was poor practice and not acceptable. However, he further stated that the work being done to underpin sections of Castle Walk was absolutely essential before the cold weather sets in and that money allocated was used in this financial year as there would not be any further money allocated for repairs to Castle Walk.

Councillor Harris asked if there were any further developments regarding the Bus Shelter and was informed that application should be through planning in September/October time. He also stated that English Heritage has been difficult to contact but has recently sought assistance and hoped to receive a response shortly.

The subject of repair/replacement of bus shelters on Reeth Road were discussed and County Councillor Parsons made members aware of the complexities surrounding replacement due to legal issues surrounding ownership of land.

04.07.11 Declaration of Interests and Lobbying:

It was agreed that these should be dealt with as and when they arose during the Meeting.

05.07.11 Minutes:

Proposed: Councillor Lord Seconded: Councillor Robinson

RESOLVED: that the Minutes of the Town Council Meeting held on 27th June 2011 be accepted as a true record subject to the following amendments.

(a) that Councillor Adams be added to the list of attendees

(b) (a) 11.06.11 West Ward/Central Ward

Proposed: Councillor Parsons Seconded: Councillor Harris

RESOLVED: that Mrs Fiona Denning be appointed Councillor for West Ward.

Proposed: Councillor Lord Seconded: Councillor Parsons

RESOLVED: that Mr. Daniel Kilvington- Mason be appointed Councillor for Central Ward.

(c) (12.06.11) Councillor Harris drew members attention to the lighting of Trinity Tower which does not seem to be working correctly.

06.07.11 Update:

Councillor Harris informed members that he had spoken with Colin Grant regarding the timing of the lighting at Trinity Tower, he had been advised that the timing device used was complicated to alter and the last attempt proved unsuccessful. However, he had agreed to try again.

07.07.11 Town Clerk's Report:

Wedding

The Town Clerk thanked all Councillors who had arrived to help on Saturday to clear the main hall after the coffee morning and prepare the room for the

wedding party scheduled for 1.30pm. It was also reported that a further two bookings had been received for August 2011.

Boundary Riding

The Town Clerk reminded Councillors that the next meeting of the Boundary Committee would be held on Wednesday 27th July at 10.00 a.m. in the Mayor's Parlour. It was reported that the possible funding from Balfour Beatty to help towards traffic management was not going to be possible as their community budget had already been allocated.

St. Mary's Churchyard – Update

The Town Clerk reported that the churchyard was tidier but a check needed to be made regularly to ensure the cutting was as per agreement. A meeting had been organised with a contractor to discuss the spraying of weeds on the paths and wall sides, as Mac Plant are licensed to spray. A quotation is to be submitted for this work.

West Ward Land Audit

The Town Clerk reported that a letter had gone to Richmondshire District Council outlining the Town Council's wishes but to date no response had been received.

Councillor Parsons declared an interest and informed members that he was disappointed that no further progress had been made, due to the member of staff being away, but stated he would pursue the matter when the officer returns.

Meeting with Reporter

The Town Clerk reported that a meeting was arranged on Thursday 28th July with Vicki Henderson from North of England Newspapers. This was to discuss the promotion of the Markets – both indoor and outdoor – and any comments or ideas that Councillors may have on this issue should be brought to the Town Clerk's attention before Thursday. The meeting was also to discuss the publicising of the Boundary Riding.

Pink Papers

The Town Clerk reported that following the discussion at the last Council meeting she had consulted with both Richmondshire District Council and YLCA regarding the use of pink paper. Both had stated that the use of coloured paper was not mandatory, but from here on pink paper will be used for all private matters.

Letter re: Community Covenant

The Town Clerk reported that following the previous Council meeting, a letter had been sent to Colonel Millen outlining our support of the Community Covenant.

08.07.11 Communications:

The communications were noted.

09.07.11 Accounts:

Discussion took place on previous virements from the building fund. Councillor Parsons drew member's attention to the overspend on Market Hall maintenance precept line and was informed by the Town Clerk that this was due to the installation of a wireless router. Members were also informed that the Building Fund Credit appears on the Period Trial Balance. The Town Clerk stated that it had always appeared on the trial balance sheet.

Proposed: Councillor Parsons Seconded: Councillor Lord

RESOLVED: that £600 be vired from Market Hall Repairs to Market Hall Maintenance.

Councillor Harris raised his concerns over the reduced income from markets and was informed that this matter had been discussed at the Resources Committee Meeting (R05.07.11) and was being monitored by the Town Clerk and will be reporting back to Resources in September.

Proposed: Councillor Parsons Seconded: Councillor Lord

RESOLVED: the accounts for June 2011 were noted

10.07.11 Committees:

Planning - 01 June 2011

The Minutes of the above meetings were noted.

Resources - 11 July 2011

The Minutes of the above meeting were noted subject to the following amendments.

- (a) Councillor Heap be recorded as an attendee**
- (b) that the Town Council adopt the following recommendations:**
 - (i) (R05.07.11) that any surplus funds from Audit coins precept be used to support the Freedom budget.**
 - (ii) (R8.07.11) that outstanding historic accounts be written off as per the Internal Auditor's Report.**

After due discussion on (R11.07.11 – Winter Gritting) Councillor Harris requested that the subject "Town Council Newsletter" appear on the Agenda for the Town Council meeting in September.

Communities - 18 July 2011

Councillor Parsons stated that this should read Community and not Communities.

The Minutes of the above meeting were noted.

Donations - 20 July 2011

The Minutes of the above meeting were noted subject to the following amendments.

Councillor Curran declared an interest.

(a) (D.05.07.11) Ist Richmond Scout Group

Councillors McGarry & Steggles declared an interest, left the meeting to enable the discussion to take place, and returned after the decision had been made.

Proposed: Councillor Adams Seconded: Councillor Harris

(b) (D.05.07.11) Richmond (Yorks) Bowls Club

Proposed: Councillor Harris Seconded: Councillor Heap

RESOLVED: to make a donation of £750 to Richmond (Yorks) Bowls Club from S137 funds, the award to contribute towards the specific projects, (either CCTV installation or access ramp) as determined by the Bowls Club.

11.07.11 Annual Return:

Proposed: Councillor Parsons Seconded: Councillor Lord

RESOLVED: that

- a) **Section 1 (Annual Return) the Annual Return be approved**
- b) **Section 2 (Annual Return) Annual governance statement be approved**

12.07.11 Internal Auditor's Report:

This matter had previously been discussed at the Resources Committee (R08.07.11) and all town councillors had received a copy of the Internal Auditor's Report.

Proposed: Councillor Lord Seconded: Councillor Parsons

RESOLVED: that the Auditor's Report be noted and any recommendations acted upon.

13.07.11 Freedoms:

Letters had been sent to three citizens relating to Freedoms.

Proposed: Councillor Parsons Seconded: Councillor Curran

RESOLVED: Richmond Town Council is minded to bestow Freedom of the Town of Richmond on Mr. R & Mrs. P. Cross on 12th December 2011. This decision was unanimous.

Proposed: Councillor Parsons Seconded: Councillor World

RESOLVED: Richmond Town Council is minded to bestow Freedom of the Town of Richmond on Mrs. M. E. Emmerson on 12th December 2011.

This motion was carried.

14.07.2011 2012 Mayor Making:

Considerable discussion took place on the merits of holding the Mayor Making ceremony in different premises due to overcrowding.

Proposed: Councillor World Seconded: Councillor Curran

RESOLVED: that the Civic Committee arrange a meeting to discuss Mayor Making and report back to Town Council in September.

15.07.11 Outside Bodies:

Councillor Harris stated that a Walking Book Festival Events schedule detailing events for Richmond and the outlying area, had been distributed to all councillors.

16.07.11 Members Comments:

Councillor Harris suggested that long serving Market Traders should be given some sort of recognition for their loyalty and service to the town. This matter is to be placed on the Agenda for the September Resources Meeting.

Councillor Steggle informed members that there would be a Norwegian Twinning visit in 2012. The visit coincides with the July Town Council meeting and Councillor Steggle is seeking permission to alter the date of the Town Council Meeting, making it a week earlier. This matter will be placed on the agenda of the next meeting of the Town Council.

Councillor Hedges stated that he had been impressed with the quality of the food served at Civic Sunday.

Councillor Kilvington-Mason thanked the Town Clerk and office staff for their help in assisting him with his enquiries whilst settling in to his new role.

Councillor Adams informed members that at a recent meeting at The Georgian Theatre she was asked about two paintings, for which the theatre have no paperwork. However, on the back of one of the paintings there is a note stating 'on loan from Richmond Town Council'. The Town Clerk stated that she would look on the list of town council assets to see if the paintings are listed as being on loan. Councillor Adams was requested to find out exactly which paintings they are and report back to council.

Councillor Curran informed members that Richmond Live is to be held on 5/6 August and approximately 1100 people are expected to attend the event. Councillor Curran also said that she was pleased to see that the Mayor had provided a list of events he had recently attended. However, she suggested that one of the events should not have been recorded. The Mayor apologized for the oversight and stated that the comments had been noted for future reference.

The Mayor Councillor Blease informed councillors that he had very much enjoyed Civic Sunday and wished to convey his thanks to the Rev'd Chambers for the memorable service. He also thanked Richmond Meet Ladies for providing the excellent buffet. The Mayor stated, however, that he was disappointed that some Councillors had chosen not to return to the reception and asked that in future all councillors assist with the "meet and greet" process at civic occasions.

Proposed: Councillor Harris Seconded: Councillor Lord

17.07.11 RESOLVED: to move into Private Session

Proposed: Councillor Parsons Seconded: Councillor Robinson

18.07.11 RESOLVED: to move out of Private Session

19.07.11 Appointment of Valuer:

Proposed: Councillor Parsons Seconded: Councillor Lord

RESOLVED: that

(a) Agreed valuer be appointed

(b) That the payment of fees be made from the General Reserve Fund