

Item 7

NORTON-ON-DERWENT TOWN COUNCIL

Minutes of the Meeting of the Town Council held in the Council Chamber,
Commercial Street, Norton-on-Derwent on Monday 16th January 2023 at 6.30pm.

PRESENT Councillors; D Keal (Mayor), M Brampton (Deputy Mayor), P Farndale, R King, D Lloyd-Williams, S Shaw, A Spencer, H Spencer, and J Vale.

IN ATTENDANCE S Rainsbury (Clerk), and T Hicks (Deputy Clerk).

APOLOGIES Councillors L Burr and I Conlan.

111. RESIGNATION

Members were made aware of the resignation of Councillor Francis Maietta with immediate effect.

112. COUNTY & DISTRICT MEMBER REPORTS

NONE

113. DECLARATIONS OF INTEREST

Councillor R King is a trustee of The Hive Library

114. MINUTES

RESOLVED – That the Minutes of the Town Council Meeting held on Monday, 19th December 2022 (Minutes 98 to 110 inclusive) be approved and signed as a correct record. Proposed by Cllr D Keal, seconded by Cllr M Brampton. All other Members approved.

115. MAYORS REPORT

Invitations

The Mayor has not received any invitations this past month.

Matters relating to Norton

The Mayor has been approached by a resident of St Nicholas Street who is writing to the County Council to ask that a 20mph limit should be introduced as the speed of vehicles using it as a rat run has become appalling and dangerous. Members agreed that this is the case – indeed the Mayor witnessed a near miss involving children from Norton School crossing the road recently. The Mayor would suggest that Norton Town Council supports this proposal and also writes to the County Highway department.

Ryedale Community Foodbank

The Foodbank saw its busiest month since reopening in December – feeding a total of 418 people compared with 260 in November – a substantial increase. The Foodbank has also been providing hot water bottles and warm hats and scarves to people who need them and during January will be a beneficiary of the York Mix radio ‘Tonne of Tins’ appeal.

Announcement

The Mayor reminded members that our Norton Town Council Seniors Party is at the Ryedale Community and Leisure Centre on Saturday 28th January at 3pm. Members were asked whether they knew of anyone able to help who can be at the venue from 2.30pm on the day that would be really helpful.

116. REPORT OF THE TOWN CLERK

Shelter of Coronation Seat – Welham Road

Members were informed that the shelter refurbishment has now been completed.

Community Drop-in

Members were informed that the pilot has now ceased due to lack of public interest and will be revisited again in Spring/Summer.

Karro Visit

The Clerks of Norton and Malton, with Councillors King and Spencer enjoyed a very Detailed and beneficial tour of the Karro plant from start to finish.

117. FINANCIAL MATTERS

Accounts for approval

<u>Company / Payee</u>	<u>Description</u>	<u>Amount</u>
RDC	Chamber - Business Rates	339.00
RDC	Cemetery - Business Rates	220.00
Salaries	Salaries	5295.33
HMRC	PAYE	1758.38
LGPS	Pension Contribution	960.05
Aviva	Pension Contribution	687.03
LA Builders	Skatepark signage	40.00
JDL	Boiler Service	72.00
Fitzwilliam Estate	Skatepark Rent (06/01-05/04)	462.50
Yorkshire Housing	Chamber Rent (Jan-March 23)	1711.32
LITE	Rental of Christmas Lights	7566.00
Harrison Hire	Skatepark Electricity Charges (June-Dec)	1106.70
R Yates	Play Area - Bin Bags	4.05
Julian Hall	Senior Event - First Aid	100.00
Spectrum	Chamber - Printing	6.67
British Gas	Gas - Chamber (Dec)	230.96
British Gas	Elec - Chamber (Oct-Dec)	224.39
British Gas	Elec - School Passagway (Oct-Dec)	66.34
British Gas	Elec - Cemetery (Oct-Dec)	105.07
Tyke 2000	Cemetery - Petrol	30.00
J S Graphix	Skatepark - Closed signage	86.40
	<u>Total</u>	21072.19

RESOLVED – That twenty-one accounts be approved for payment.

Proposed by Cllr D Lloyd-Williams, seconded by Cllr J Vale. All other members approved.

118. PLANNING MATTERS

22/01370/HOUSE Erection of a two storey rear extension following demolition of single storey rear extension.

72 Langton Road, Norton, Malton, YO17 9AE

RESOLVED – Recommend Approval. Proposed by Cllr D Lloyd-Williams, Seconded by Cllr J Vale. All other members approved.

119. POLICY AND FINANCIAL REGULATIONS REVIEW

- a) **Financial Regulations Policy**
- b) **Standing Orders**
- c) **Risk Assessment Policy**
- d) **Internal Audit Policy**
- e) **System of Internal Control**
- f) **Code of Conduct**

Members received and reviewed all six policies.

RESOLVED – It was requested by Cllr M Brampton that the Standing Orders title have the word ‘Model’ removed. Members agreed to approve all six policies.

As per the System of Internal Control; Cllrs M Brampton and D Lloyd-Williams agreed to inspect the accounts quarterly going forward.

Proposed by Cllr D Keal, seconded by S Shaw. All other members approved.

120. CCTV (Hive Library)

Members received a proposal by Cllr R King for the Town Council to fund a new CCTV camera at The Hive due to recent anti-social behaviour. The Hive have funds available to purchase the Camera and asked for it to be connected to the Scarborough Borough Council network at an approximate cost of £500.00.

Members agreed the proposal on the terms of one year to ascertain whether it was of value to the town.

RESOLVED – Proposed by Cllr D Lloyd-Williams, seconded by Cllr A Spencer. Members voted; R King (Exempt), M Brampton (Against). All other members (in favour).

121. APPOINTMENT OF INTERNAL AUDITOR

Members were asked to agree on the appointment of E L Bookkeeping as the 2023/24 Internal Auditor.

RESOLVED – Proposed by Cllr D Lloyd-Williams, Seconded by Cllr M Brampton, all members approved.

122. CORRESPONDENCE

Members received an email from a member of the Tidy Group requesting the return of a waste bin on the riverside near the Bus Station after the previous bin was lost from four years ago.

RESOLVED – Members agreed to have the bin replaced.

Proposed by Cllr D Lloyd-Williams, seconded by Cllr D Keal, All other members approved.

123. REPRESENTATIVES

Cllr S Shaw attended a trustees meeting of the Malton Museum.

124. MEMBERS QUESTIONS

Cllr R King asked that the Clerk make contact with Acorn Community Care and arrange a member's visit in the spring.

Cllr D Keal asked for an item for the next meeting to discuss the speeding vehicles on St Nicholas Street with an intention of requesting that the speed limit be reduced from 30 to 20mph. Clerk to add to the next meeting agenda.

125. STAFFING AND RECRUITMENT – Clerk's Salary (Excluded item)

Members were asked to approve the recommendation from the Staffing meeting (held on 4th January 2023) that following a salary evaluation, conducted by the YLCA that the Clerk's salary be increased with immediate effect from SCP 26 to SCP 30. Once CiLCA is completed for the Clerk's salary to be increased from SCP 30 to SCP 33. The Clerk's contracted working hours be increased from 30 to 37 hours per week.

RESOLVED – Members agreed. Proposed by Cllr D Lloyd-Williams, seconded by Cllr A Spencer. All other members approved.

126. STAFFING AND RECRUITMENT – Recruitment of an Assistant to the Clerk (Excluded item)

Members were asked to approve the recommendation from the Staffing meeting (held on 4th January 2023) that the council recruit a support officer to work with the Town Clerk on a 8 hours per week basis to be worked over two days each week, with one additional evening per month to attend the town council meeting. To be reviewed after six months.

RESOLUTION – Members agreed. Proposed by Cllr D Lloyd-Williams, seconded by Cllr A Spencer. Cllr M Brampton (against). All other members approved.

127. DATE FOR THE NEXT MEETING

Monday 20th February 2023, at 6.30pm, to be held at The Old Courthouse, 84b Commercial Street, Norton.

(Meeting closed at 7.40pm)

_____(Chairman)