

RICHMOND TOWN COUNCIL
Minutes of the meeting held on 26 October 2015

Present: Councillors World (Mayor)
Heap
Harris
Robinson
Lord
Preece
Parsons
White
Cooke
Hodgson
Steggles
Pearson
Spencer
Adams
Blease

In attendance: Rev'd J. Chambers, Ms S. Hartley (Filmed proceedings until the end of Item 2), Ms Amy Ellis

01.10.15 Apologies: Mrs C. Ord (Assistant Town Clerk)

02.10.15 Public Open Session:

Ms Ellis the Communications Officer from NYCC gave a presentation on 'Contacting NYCC' and an overview of the Highways Department and her role within the department.

Richmond currently has four Highway Officers, 5 Project Engineers, one Maintenance Manager and an Improvement Manager. Reporting of pot holes, flooding, damage to pavements, tree or hedge over growth, street lighting problems can all be made online. The response to the report will appear online with 5 working days. Responses to other e-mail enquiries or reports may take up to 20 days, although the department tries to reply to any enquiry within 15 days. Ms Ellis confirmed that a copy of her presentation and all contact details will be forwarded to Councillors following the meeting.

Members asked various questions regarding utility repairs and traffic delays at certain times of the day.

Proposed: Councillor Lord Seconded: Councillor White

RESOLVED: that a letter be sent to the head of department, thanking Ms Ellis for her professional and informative talk.

03.10.15 County Councillor:

County Councillor Parsons informed members that Richmond Library recently held a volunteer open session and reported that twenty potential volunteers attended.

Councillor Parsons reported that repair work following the fire in Finkle Street has raised a number of concerns for the businesses still operating there. Building Control, the Fire Service and individual Insurance companies are now responsible for the works. It is hoped that the size of barriers which cordons off the site, can be reduced within the next ten days to relieve access problems.

04.10.15 District Councillor:

Councillor Robinson requested that a dog waste bin be provided for the I'Anson Road/Frances Road area. This matter was referred to the Resources Committee.

Councillor Preece raised the subject of 'Dog Fouling' signs along Reeth Road and Councillor Robinson informed members that Richmondshire District Council signage had already been requested for that area.

05.10.15 Declarations of Interest:

It was agreed that Declarations of Interest should be dealt with as and when they arose during the meeting.

06.10.15 Minutes:

Proposed: Councillor Lord Seconded: Councillor Adams

RESOLVED that the Minutes of the Town Council Meeting held on 28 September 2015 be accepted as a true record.

07.10.15 Updates:

No updates to report

08.10.15 Town Clerk's Report:

5th November Fire-Works Display

The Town Clerk reported that Stewards are urgently required for the event on Thursday 5th November at Richmond School. Stewards are required at all entrances and to assist with bucket collections around the site. Please can all volunteer Stewards meet in the School Foyer for 5.30 p.m. – 6.00 p.m. Assistance is also required at approximately 4.15 p.m. to put out traffic cones in The Avenue.

Christmas Fayre – Sunday 6th December

The Town Clerk informed Councillors that live bands will be playing in the marquee to be erected opposite the Kings Head Hotel. The organising group have requested that Richmond Town Council insurers be used to cover these bands for public liability.

Proposed: Councillor Preece Seconded: Councillor Pearson

RESOLVED: that

- a) **providing the organising group provides a full risk assessment to cover the performances**
- b) **Richmond Town Council will cover public liability, providing there are no cost implications for the council.**

90th Anniversary Commemorative Coins

Members were informed that Tower mint had offered coins at £1.99 to commemorate the occasion.

Proposed: Councillor Heap Seconded: Councillor Spencer

RESOLVED: that the offer be declined as the audit coin precept has already been spent for the next two years.

Richmond Town Hall – Christmas Lunch

The Town Clerk asked whether the Town Hall is required again this year for the provision of a Christmas Lunch.

Proposed: Councillor Parsons Seconded: Councillor World

RESOLVED: that permission be given for the use of the Town Hall on Christmas Day.

Use of Town Hall for Wedding Preparations

The Town Clerk asked members to consider not allocating a Saturday coffee morning on 7th May 2016 to enable wedding preparations to take place prior to an afternoon event.

Proposed: Councillor White Seconded: Councillor World

RESOLVED: that

- a) **the request be refused**
- b) **that the organisation offered the coffee morning on the 7th May 2016 be asked to vacate the premises by 12.00 noon**
- c) **the use of the Chamber and Mayor's Parlour be offered for storage on the day prior to the wedding**

14.10.15 Guidance for New Councillors:

The Town Clerk reported that no comments or further amendments to the documents had been received.

Proposed: Councillor Parsons Seconded: Councillor Cooke

RESOLVED: that the Guidance documents produced for new Councillors be approved.

15.10.15 Green Burials:

Councillor Pearson reported that she had been looking at a potential site for woodland or natural burials. Information was given as burials of this nature are not on consecrated ground. Councillor Pearson stated that after further investigation she will bring the matter back to the Town Council.

15(a)10.15 Process of Election of Mayor:

A document produced by Councillor White and circulated to Councillors regarding a variation to the election process was discussed.

Proposed: Councillor White Seconded: Councillor Cooke

RESOLVED: that

a) Item 1. of the proposal be accepted

b) Item 2. be re-worded and brought back to council

15(b).10.15 Resolution to Move into Private Session

Proposed: Councillor Preece Seconded: Councillor Cooke

RESOLVED: to move into Private Session