

RICHMOND TOWN COUNCIL
Minutes of the meeting held on 27 June 2016

Present: Councillors Lord - Mayor
Preece
Parsons
White
Hodgson
Pearson
Spencer
Blease
Cooke
Croasdell
Harris
Heap
Steggles
World

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

01.06a.16 Apologies: Councillors Bryant and Rev'd J. Chambers

02.06a.16 Public Open Session:

No members of the public were present.

03.06a.16 County Councillor:

County Councillor Parsons gave an update on his discussions with North Yorkshire County Council regarding the A1 roadworks.

04.06a.16 Richmondshire District Council:

Councillor Harris asked whether anything could be done about the repainting of the street signs on the Whitefields development and stated that some of them are almost illegible. Councillor Lord responded and informed Councillors that although this issue has been raised on a number of occasions the lack of funding is the reason that no progress has been made.

05.06a.16 Declarations of Interest:

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

06.06a.16 Minutes:

Proposed: Councillor Pearson Seconded: Councillor Heap

RESOLVED that the Minutes of the Town Council Meeting held on 6 June 2016 be accepted as a true record, subject to the agreed amendments.

09.06a.16 Updates:

No updates to report

10.06a.16 Town Clerk's Report:

Part night lighting

The Town Clerk reported that the defibrillator has arrived and awaits confirmation of listed building consent.

Speed Measurements - Station Road

Councillor Parsons raised pedestrians, concerns regarding crossing the road from Station Road to near Lombards Wynd as speeding traffic both in both directions makes the situation very dangerous. He pointed out that there is no longer an option to cross under the bridge as the path has been washed away.

Proposed: Councillor Parsons Seconded: Councillor Cooke

RESOLVED: that a letter be sent to the Community Safety Partnership to request, that a speed matrix be carried out.

Speed Measurements – Gilling Road

Proposed: Councillor Harris Seconded: Councillor Steele

RESOLVED: that a speed matrix request be made to monitor the traffic from the shop to the Oliver Duckett turn off.

Speed Measurements – Conan Drive

Proposed: Councillor Parsons Seconded: Councillor Pearson

RESOLVED: that Conan Drive be added to the request for a speed matrix survey.

Beechfield Road/I' Anson Road/Reeth Road – (From Shop to Convent direction)

Proposed: Councillor Hodgson Seconded: Councillor Harris

RESOLVED: that a letter be sent requesting speed measurements be carried out at the locations above.

Traffic Survey

The Town Clerk informed members that the cost of the Traffic Survey for Gallowgate/Barrack Hill is £795.00 plus VAT.

Proposed: Councillor Parsons Seconded: Councillor Spencer

RESOLVED: that

- a) the quotation be accepted
- b) the cost be debited from the General Fund

Swaledale Runners – Sunday 9th October 2016

The Town Clerk reported a request for the use of the Market Hall on Sunday 9th October.

Proposed: Councillor World Seconded: Councillor Preece

RESOLVED: that permission be granted

Councillors felt that a meeting should be arranged with the traders.

YLCA Training Course

Due to a cancellation, the Town Clerk asked if a volunteer could be found to take up a place on the YLCA course being held locally on Wednesday evening. Councillor Hodgson volunteered to attend.

09.06a.16 Communications:

The correspondence was noted.

10.06a.16 Accounts:

Proposed: Councillor White Seconded: Councillor Cooke

RESOLVED: that the accounts for May 2016 be accepted.

This decision was unanimous

11.06a.16 Committees:

Planning 8 June 2016

Minutes of the above Planning Meeting were noted.

Resources 13 and 22 June 2016

R07.06a.16 – Loop system The Town Clerk confirmed that the quotation accepted was for £190.00 plus VAT

R05.06a.16 – Training for Councillors

Proposed: Councillor Parsons Seconded: Councillor Heap

RESOLVED: that

- a) a new “Councillor Training” Precept line be added
- b) the sum of £2,500 be transferred from the General Fund into “Councillor Training”.

Community 13 June 2016

Proposed: Councillor World Seconded: Councillor Spencer

RESOLVED: that the Minutes of the above Community Meeting be accepted as a true record, subject to addition of the following:-

Bench in Memory of the late Councillor John Robinson

Proposed: Councillor Spencer Seconded: Councillor World

RESOLVED: that

- a) **the quotation for the sum of £525 plus VAT for purchase of a bench and site works be accepted**
- b) **the costs be debited from the Allotment Precept line**
- c) **Donations from Councillors and Allotment Holders be used to offset the costs**
- d) **the works be completed in time for the official opening of “The Robinson Allotments” on Saturday 16th July**

Councillor Pearson asked for volunteer Councillors to help at the official opening of “The Robinson Allotments” on Saturday 16th July at 1.00p.m.

12.06a.16 Outside Bodies:

Councillor Pearson reported that she had attended a meeting of the YCLA.

13.06a.16 Christmas Lights:

Councillor Preece gave an explanation for a Christmas Lighting misunderstanding.

15.06a.16 Resolution to Move into Private Session

Proposed: Councillor Lord Seconded: Councillor Preece

RESOLVED: to move into Private Session

Private Session into Public Open Session

Community Minutes_C.15.06.16 & Resources Minutes R08.06a.16

Role of Lead Councillors

Proposed: Councillor Parsons Seconded: Councillor Harris

RESOLVED: that

- a) **the document on the Role of Lead Councillors (listed below) be approved by Full Council**
- b) **the document be attached as an appendix to Standing Orders**
- c) **the decision be brought into “Public Open Session”.**

ROLE OF LEAD COUNCILLORS

Lead Councillors have a responsibility to explore new ideas, promotional strategies, expertise, improvement theories and to bring these to the Committee at the earliest opportunity.

Individual Councillors are not legally entitled to act on behalf of Richmond Town Council.

Lead Councillors can only act with the authorisation of the relevant Committee.

Lead Councillors cannot incur expenditure. All expenditure must be authorised by the relevant Committee if it is within delegated budgets or by Richmond Town Council if the proposed expenditure leads to the delegated budget being potentially exceeded.

Once expenditure has been agreed all Purchase Orders must be issued by the Town Clerk's office

Quotations may only be obtained by the Town Clerk or the Officer delegated by her to do so. This process must be supported by a Committee resolution.

Quotations must be sent, by the bidder, to the office.

Quotations received are to be discussed/debated and then authorised by the committee before any order can be placed.

Lead Councillors must ensure that they report to the Town Clerk on any actions agreed by the committee.