

To all Middleham Town Councillors
I hereby summons and give you notice to attend a meeting MIDDLEHAM TOWN COUNCIL to be held in the Garden Room at Middleham Key Centre on Wednesday 11 December 2019 at 7.00 pm

Signed
David Keep Clerk

NOTE TO MIDDLEHAM RESIDENTS: Public participation is permitted at the start of a meeting and limited to 15 minutes. Questions or statements are restricted to items on the agenda. Members of the public wishing to raise matters not on the agenda should do so in writing or make an appointment with the Clerk or Chairman. The public cannot take part in the proceedings once the meeting has been convened

AGENDA

1. **Open Forum.** A 15-minute session to allow members of the public to raise issues with the Council.
2. **To accept apologies of absence.** An apology has been received from Cllr Fairhurst.
3. **Declarations of interest and any dispensation requests regarding items on the agenda.**
4. **Minutes**
 - 4.1 To confirm the minutes of the meeting held on 30 October 2019
 - 4.2 Review schedule of agreed actions.
5. **Confidential and Urgent Items.** To determine whether any part of the proceedings should be treated as confidential and excluded from the minutes to be made available for public inspection; to notify any items of urgent other business.
6. **Town Council (TC) – Information/Decision required**
 - 6.1 **Councillors and Clerk to report any meetings attended and actions undertaken (standing item)** **All**
 - 6.2 **Land Management Issues (standing item).**
 - 6.2.1 Trees in Town centre: to consider resident's suggestion.
 - 6.3 **Police Report (standing item).** For noting.
 - 6.4 **Website:** to consider updating the website
 - 6.5 **Town Guide** – to receive comments and suggestions for re-printing
 - 6.6 **NHS Matters**
 - 6.6.1 Closure of Leyburn Minor Injuries Unit. To consider response.
 - 6.6.2 Clinical commissioning groups (CCGs). To note the merger of NHS Hambleton, Richmondshire and Whitby CCG, NHS Harrogate and Rural District CCG and NHS Scarborough and Ryedale CCG to become the North Yorkshire Clinical Commissioning Group on 1 April 2020
 - 6.7 **Selection of contractors for building maintenance purposes.** To consider options
 - 6.8 **Office closure over festive period.**
7. **Review of Health & Safety and Environmental Matters (standing item).**
 - 7.1 **Play Area inspection reports.** For noting and action.
 - 7.2 **Street Lighting.** To note defects and report to RDC and NYCC.
 - 7.3 **Draft Emergency plan:** to report progress and to agree Christmas cover; receive update on run off issues from the Low Moor **All
TC /
HB**

7.4 Highways Issues:

- 7.4.1 Recent resurfacing of roads and accidents. Verbal update **HB**
- 7.4.2 Middleham Bridge – structural concerns. Note response from NYCC

8. Project Updates (standing item):

- 8.1 Burial Ground** To receive an update **TC**
- 8.2 MSCWA** Verbal report from AGM held on 20 November 2019; to receive annual accounts for information. **SW / NH**
- 8.3 Option Agreement:** To discuss delays to reaching agreement, seeking an additional contribution towards adviser's costs, review of land area. **TC**
- 8.4 Middleham Safer Roads.** To receive a verbal update **HB**
- 8.5 Play area improvements committee:** To receive a verbal update

9. Events in Middleham (standing item).

- 9.1 Spring Clean 2020:** Saturday 4 April 2020.

10. Planning (TC) - Information/Decision required

- 10.1 To report on planning decision notices received since the last meeting:**
 - 10.1.1 Full Planning Permission for Internal Alterations, Blocking of a Small Window and Refurbishment of Conservatory, Middleham Grange Market Place Middleham DL8 4NR 19/00625/FULL **GRANTED**
- 10.2 To comment on applications received since the last meeting.** None.
- 10.3 To note any potential planning enforcement issues.** Update on the Forbidden Corner Tower and progress with a strategic plan
- 10.4 Other Planning Matters:**
 - 10.4.1 RDC Conservation Area; management arrangements following officer retirement. For discussion
 - 10.4.2 S106 Agreement, St Alkelda's development. To note the quantum of financial contribution from developer and conditions applicable for payment to MTC.

11. Finance (TC/IH) - Information/Decision required

- 11.1 Payments - for approval, cheques to sign (TC only) and ratification of any payments made since last meeting with a full report on all receipts and payments for October and November (including a bank reconciliation as at 31 October and 30 November 2019) and December (to date).**
- 11.2 To approve Items of Expenditure as submitted to the meeting,** Professional fees and memberships:
- 11.3 Transfer of unspent expenditure to reserves.**
- 11.4 Transfer of balances to IH.**
- 11.5 Approve budget and precept for 2020-21.**

12. Central & Local Government Communications. To list documents that have been emailed or circulated to Cllrs since the last meeting

13. Correspondence, shared information and suggested agenda items.

- 13.1** Annual planner for agenda items; to note forthcoming business.
- 13.2** Items for next agenda:
 - 13.2.1 Potential for conversion of Methodist chapel for affordable housing
 - 13.2.2 Plantations. Future maintenance of hedges and open areas
 - 13.2.3 MKC. To receive annual report
 - 13.2.4 Middleham Herald. To consider future format and frequency
 - 13.2.5 Review of Funding Opportunities

The next monthly meeting will be held on Wednesday 29 January 2020.