

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 26 February 2020 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.** Apologies have been received from Cllrs Stocker and Byford.
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 29 January 2020
 - 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 Banners on the Buses. Application from Racing Welfare, for approval.
 - 6.3 **Police Matters:**
 - 6.3.1 Relocation of Leyburn Station to Fire Station. For discussion. Inspector Mark Gee will be present for this item.
 - 6.3.2 Police Report (standing item). February, for noting.
 - 6.4 **Middleham Herald.** To agree publication schedule and topics for the next issue. SF
 - 6.5 **Review of Funding Opportunities** GF
 - 6.6 **YLCA.**
 - 6.6.1 To note new website and how Council accesses advice
 - 6.6.2 To agree workshops for Clerk to attend at Training Day
 - 6.7 **Town Meeting 13 May 2020:** To agree speakers and topics. SF
 - 6.8 **Replacement Printer.** Proposal to procure second hand TC
 - 6.9 **Improving Communication between Town and Parish Councils and the District Council.** To respond to RDC request for suggestions
 - 6.10 **Request by RDC to ‘borrow’ temporary recycling bin for trial period in Leyburn.** For approval. SF
 - 6.11 **Meeting of Hambleton & Richmondshire Rural Transport & Access Partnership.** To note RTAP’s objectives and consider attending meeting to be held on 19th March 2020.
 - 6.12 **North Yorkshire County Council consultation on a new policy on developer contributions for education.** For response.
7. **Review of Health & Safety and Environmental Matters (standing item).**
 - 7.1 **Play Area inspection reports.** TC
 - 7.1.1 Refurbishment. To approve purchase of spare parts and action plan following inspection by GF and TC. ALL
 - 7.1.2 Bench in St Alkelda’s play area. Donated by MSCWA, for adoption
 - 7.2 **Street Lighting.** To note planned removal of light in West End and scope TC

for an additional light in Park Lane.

7.3 Wrong way traffic from the Springs. For discussion and action.

7.4 Emergency plan:

7.4.1 Feedback following bad weather on 10/11 and 15/16 February 2020

7.4.2 Sandbag supply and relative responsibility of Council and householders. For discussion.

TC

7.5 G5 Network Risks. To note further information received and agree response

8. Project Updates (standing item):

8.1 Burial Ground To note submitted planning application.

TC

8.2 MSCWA. To receive report on activity.

SW / NH

8.3 Option Agreement, St Alkelda's development: To note latest proposal received from GSC Grays and agree response.

8.4 Play area improvements committee: To receive a verbal update and consider outline funding request.

TC

GF / TC

NH / TC

8.5 Website update. To receive a verbal update

8.6 Town Guide: To receive a verbal update

8.7 MKC – assistance with recruitment of volunteers.

9. Events in Middleham (standing item).

9.1 Spring Clean 2020: Saturday 4 April 2020. To note publicity materials and arrangements.

TC

10. Planning (TC) - Information/Decision required

10.1 To report on planning decision notices received since the last meeting: None received.

10.2 To comment on applications received since the last meeting.

10.2.1 Erection of snack bar building adjacent to the "Potting Shed" and walled garden, Forbidden Corner, Tuppill Park Estate, Coverham DL8 4TJ R/60/30R

10.3 To note any potential planning enforcement issues. None

10.4 Other Planning Matters:

10.4.1 RDC Conservation Area; to note appointment of conservation officer.

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 January (including a bank reconciliation as at 31 January 2020) and February (to date).

11.2 To approve Items of Expenditure as submitted to the meeting,

11.3 To reappoint Kim Duke as internal auditor for a fee of £150

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:

13.3 Future Meetings

13.3.1 To move 1 July 2020 to 24 June 2020

13.3.2 To agree attached schedule for 2020-21

The next monthly meeting will be held on Wednesday 25 March 2020.