

**Minutes of a Meeting of Middleham Town Council held in Middleham Key Centre on Wednesday, 26 February 2020 at 7.00 pm. (SUBJECT TO APPROVAL AT NEXT COUNCIL MEETING)**

**Present**

Chairman Mrs S Fairhurst, Cllr Mr M Cade, Cllr Mr G Fortune, Mr S Wheeler and Cllr Mr N Hopper

County Cllr Mrs K Sedgwick, Police Inspector M Gee, Clerk Mr D Keep

Members of the public as the attached attendance sheet.

**Action**

**1. Open Forum.**

The Clerk was requested to report a defective general waste bin in Park Lane.

**Clerk**

Suggestions were made that the honesty box signs should face the other way and perhaps the colour of the box itself be changed to stand out more. Inspector Gee recommended that boxes were emptied regularly.

**Clerk**

Discussions on other matters raised are recorded under the relevant agenda heading.

**2. Apologies.**

Cllr Mrs H Byford and Cllr Mrs L Stocker. All other Councillors were present.

**3. Declarations of interest regarding items on the agenda.**

No interests other than those previously notified were declared in matters on the agenda.

**4. Minutes.**

**4.1 Minutes of the previous council meetings**

**IT WAS RESOLVED to accept the minutes of the Council meeting held on 29 January 2020 as a true and accurate record to be signed by the Chairman.**

**4.2 The schedule of agreed actions. Noted.**

**5. Confidential and Urgent Items.** There were no urgent or confidential matters for consideration at the current meeting that required recording in the confidential minute.

**6. Town Council - Information/Decision Required**

**6.1 Councillors' report of meetings attended and actions undertaken (standing item).** Cllr Hopper had met with a local biodiversity group at Pinkers Pond and would report at a future meeting once they had submitted a proposal to plant trees. Other meetings and actions are reported elsewhere in these minutes.

**6.2 Land Management Issues (standing item)**

**6.2.1 Banners on the Busks.** The annual application from Racing Welfare was approved

**Clerk**

**6.3 Police Matters.**

**6.3.1 Relocation of Leyburn Station to Fire Station.** The Mayor read Inspector Gee's email which explained the rationale. Some Councillors were concerned with public

**Action**

perception that police presence was reduced. Inspector Gee did not feel that there would be any deleterious impact upon police service levels whereas there were potential cost savings, particularly as the police station was unsuitable for modern policing methods and required considerable expenditure. In the absence of statistics for footfall, he opined that relatively few members of the public visited the station in person. He was unaware of any potential impact upon the fire service arising from sharing their building. There was ongoing debate regarding parking of police vehicles which currently were very much in view.

In future, Inspector Gee expected that the three emergency services would collaborate more closely and reported that shared premises worked well in other local towns. One of the Leyburn PCSO team had been seconded to a trial in Cravendale for 'Public Safety Officers', a new role combining PCSO, fire officer and first aider skills.

County Councillor Sedgwick raised concerns that the Richmondshire District police fleet would be reduced by three vehicles, following a review of the whole NYP vehicle fleet, and that PCSOs relied on lifts to reach areas of operation. Leyburn Town Council was disappointed not to have been consulted in advance of the announcement.

Following discussion, Council concluded that there were no substantive grounds for objecting to the move.

6.3.2 Police Report (standing item). The report was noted. Regarding issues in Middleham, some Councillors expressed concern at recent incidents of late evening noise and antisocial behaviour outside some public houses, which was reflected in TripAdvisor reviews which might put visitors off. Inspector Gee encouraged residents to report concerns at the time so that the Police licensing team could investigate. The Pub Watch scheme was supported by, but not run by the Police. Inspector Gee would report these incidents to the neighbourhood team.

**6.4 Middleham Herald.** Following discussion, it was agreed that the most effective means of communicating with all households would be to write articles in the Bridge. The Clerk would speak to the Bridge's publishers regarding deadlines and the assistance to be provided to collate and distribute copies. Councillors undertook to contribute regular articles.

**Clerk**

**6.5 Review of Funding Opportunities.** This was deferred to the next meeting.

**6.6 YLCA****Clerk**

6.6.1 New YLCA website. The Clerk drew attention to the updated website and would circulate log in details so Councillors could access the guidance.

**Cllr**

6.6.2 Spring Training Day 28 March 2020. It was agreed that the Mayor and Clerk liaise over which sessions were most relevant.

**Fairhurst  
/ Clerk  
Clerk**

**6.7 Town Meeting 13 May 2020:** It was noted with disappointment that RDC's Leader and Deputy Leader had declined an invitation to speak. Alternative speakers were suggested for the Clerk to contact.

**6.8 Replacement Printer.** The Clerk's proposal to procure a second hand printer was agreed. It had not been possible to find an alternative user and the Council's existing printer appeared to be nearing the end of its useful life. Subject to confirming that the printer worked well, it was suggested that a donation of £50 be made to the donor's nominated good cause.

**Clerk**

**6.9 Communication between Town and Parish Councils and the District Council.** No suggestions on how to improve communication were made.

**6.10 Request by RDC to 'borrow' Middleham's temporary recycling bin for trial period in Leyburn.** This was approved. A temporary general waste bin would be provided in Middleham.

**6.11 Meeting of Hambleton & Richmondshire Rural Transport & Access**

**Partnership.** RTAP's objectives were noted. Council briefly discussed how improving

bus services might benefit Middleham as many local buses appeared to be under-utilised outside the tourist season and the most pressing need was for residents to access medical services. To fully understand RTAP's scope for helping local transport, Cllr Fairhurst agreed to attend its meeting to be held on 19<sup>th</sup> March 2020.

**Action**  
**Cllr**  
**Fairhurst**

**6.12 North Yorkshire County Council consultation on a new policy on developer contributions for education.** This was noted to refer to larger educational projects and not relevant to Middleham.

## **7. Review of Health & Safety and Environmental Matters (standing item).**

### **7.1 Play Areas.**

7.1.1 Refurbishment. The Clerk had met with Mr Burren to inspect the equipment and agreed work activity that could be undertaken by a volunteer team. Mr Burren would speak to the church tower volunteers. Subject to volunteers coming forward, it was agreed to allocate up to £300 plus VAT to cover replacement seats, ancillary components and paint.

**Clerk**

7.1.2 Bench in St Alkelda's play area. This had been donated by MSCWA, and it was agreed that it should be adopted and maintained going forwards by Council. It was noted to be prepressure-treated.

**7.2 Street Lighting.** It was noted that light 24 in West End would be removed at the request of the householder where it was located and who provided the power; RDC had advised that there wasn't a suitable replacement location or access to alternative electrical supply. Cllr Fortune and the Clerk would look into this with a view to identifying an alternative location.

**Cllr**  
**Fortune /**  
**Clerk**

For the dark spot between Park House and MKC, RDC had provided a costing of £2k +VAT to supply a new light post. The Clerk was asked to clarify whether this cost included the light and electrical connection or just the post. The Clerk would also write to BT Openreach whether consent could be given for mounting a light on an existing pole.

**Clerk**

**Clerk**

**7.3 Wrong way traffic from the Springs.** Recent reports of vehicles passing the wrong way were received. It was agreed that anyone observing these movements should contact the PCSO team by dialling 101

**Clerk**

### **7.4 Emergency plan:**

7.4.1 Feedback following bad weather on 10/11 and 15/16 February 2020. Councillors reported on actions they had undertaken. Continuing concern was expressed at the Key Centre's vulnerability to flooding. A potential volunteer to monitor the pumps and take action would be suggested to the trustees. It was possible that bunds or other form of diversion might be necessary to supplement the pump system. The Clerk had requested that drains in the road be cleared and NYCC reported that this had indicated a further blockage which they would return and clear.

**Clerk**

7.4.2 Sandbag supply and relative responsibility of Council and householders. The sandbags supplied by RDC were now stored in the barn at the playing field. These were supplied on the understanding that they were available to all and used for genuine emergency only, i.e. any properties with a known flood risk were expected to have made their own arrangements.

Council agreed that this approach should also apply to its own response to residents and Councillors agreed to speak to those households where residents were elderly to assist making suitable arrangements, possibly including purchase of a water snake which was easier to move and store when not in use, when compared to sandbags.

**Cllr**  
**Fortune /**  
**Clerk**

**7.5 G5 Network Concerns:** Cllr Fortune had reviewed information supplied by Dr Green and from a variety of other sources which overall were inconclusive. He had sought to understand the underlying science; a distinction was drawn between ionised and non-ionised waves, the latter representing no risk to animal health. Information available on the UK government's appeared to be validated elsewhere that 5G did not represent a risk.

**Action****Cllr  
Sedgwick**

In response to Cllr Fairhurst, who questioned how Council should respond, County Cllr Sedgwick undertook to ask NYCC, which was applying for grant funding to roll-out 5G, whether there would be any formal consultation with residents/Town Councils and how best for residents and smaller Councils to raise their concerns. Was it possible to refuse to have 5G installed in their own area?

**8. Project Updates:**

**8.1 Burial Ground.** The planning application had been submitted. The Clerk outlined the further actions he was undertaking.

**8.2 MSCWA.** Mrs Wheeler requested consent for laying a concrete base and a shed with approximate dimensions of 5' x 5' within the garden area. This was approved. It was noted that the base had already been laid as concrete had been made available and that the shed was scheduled for delivery the next day. Greater notice of future installations was requested.

A digital cricket scoreboard had kindly been donated by Aysgarth School.

MSCWA was considering whether it wished to extend part of the community garden into the sports field paddock and would need to notify Council of its plans by November this year.

It was reported that water was coming onto the play area access road from neighbouring land. MSCWA was undertaking works to unblock the flow but there was concern that it might affect the structure of the boundary wall. The Clerk would take some photographs and Cllr Cade would speak to Mr R Tennant.

**Cllr Cade  
/ Clerk**

**8.3 Option agreement.** Council reviewed the latest communication received from the Scheme's promotor, GSC Grays. Council considered that it could not accept the latest commitment potentially reducing the proportion of affordable housing and that setting a deadline for acceptance for payment of Council's additional adviser's fees was unacceptable. The Clerk was instructed to make Council's position clear on these matters. The Clerk would also ascertain RDC's view on how a commuted sum might work in the local context.

**Clerk  
Clerk**

**8.4 Play area improvements; report of committee:** Mrs Wheeler outlined the type of equipment being considered as a phased improvement of facilities, initially for younger children, then older children and adults. She requested that agreement be given in principle to part-funding the play areas. Ideally the committee would seek full external funding however an indicative level of self-funding would assist applications. It was agreed in principle to contribute up to £20k to be formally approved at a later date upon receipt of a detailed proposal. A decision whether to fund from Council or by the charity would be made at that time.

**8.4.1 Website update.** No matters to report at the current time.

**8.5 Town Guide.** Cllr Fairhurst had viewed and been impressed by the suggested designs prepared by Mrs Hopper. The Clerk would liaise with Cllr Hopper to agree a timescale and with Cllr Fairhurst regarding content.

**Cllrs  
Fairhurst  
and  
Hopper /  
Clerk**

**8.6 MKC – assistance with recruitment of volunteers.** No matters to report at the current time.

**9. Events in Middleham (standing item)**

**9.1 Spring Clean 2020 Saturday 4 April 2020.** No matters to report

**10. Planning**

**10.1 Planning decision notices received since the last meeting:**

**Action**

10.1.1 There were none

**10.2 Planning Applications. :**

10.2.1 Full Planning for the erection of snack bar building adjacent to the "Potting Shed" and walled garden, Forbidden Corner, Tugill Park Estate, Coverham DL8 4TJ R/60/30R. Councillors were requested to review and submit comments to the Clerk by 3 March 2020.

**10.3 Potential Planning Enforcement Issues.** There were none.

**10.4 Other Planning Matters:**

10.3.1 RDC Conservation Area. It was noted that RDC had appointed a part time conservation officer on secondment from Yorkshire Dales National Park.

**11. Finance – Information/Decision required**

11.1 The cash book with a full bank reconciliation as at 31 January 2020 was received.

**IT WAS RESOLVED to approve the schedule of direct debits and internet bank transfers to approve and ratify all payments since the last Meeting as set out on the payments schedule.**

11.2 **Internal Auditor.** It was agreed to reappoint Kim Duke as internal auditor for year ending 31 March 2020 for a fee of £150

**12. Central & Local Government Communications: Documents that have been emailed or circulated to Cllrs since the last meeting.**

12.1.1 YLCA White Rose Update.

**13. Shared information and suggested items for the next agenda**

13.1 Annual planner for agenda items; to note forthcoming business.

13.2 Items for next agenda:

13.2.1 Review of Funding Opportunities

**14. Future Meetings**

14.1 It was agreed to change the date of the meeting scheduled for 1 July 2020 to 24 June 2020.

14.2 The attached schedule of meetings for 2020-21 was agreed.

**The next meeting would be held on 25 March 2020.**

**There being no further business the Chairman declared the meeting closed at 9.15pm**

**Signed.....Date.....**

All meetings to be held on Wednesdays

<b>2020</b>	
25 March	Monthly Council Meeting
29 April	Monthly Council Meeting
20 May	Annual Town Meeting
13 May	Annual Meeting / Monthly Council Meeting
24 June (to be confirmed, previously 1 July)	Monthly Council Meeting
29 July	Monthly Council Meeting
26 August	Monthly Council Meeting (Optional meeting, dependent upon business to be conducted. Council does not normally meet in August)
30 September	Monthly Council Meeting
28 October	Monthly Council Meeting
2 December	Monthly Council Meeting
16 December	Council Meeting (Optional meeting, to set the precept. Council does not normally meet in December)

<b>2021</b>	
6 January	Single purpose meeting to set precept
27 January	Monthly Council Meeting
24 February	Monthly Council Meeting
24 March	Monthly Council Meeting
28 April	Monthly Council Meeting
19 May	Annual Town Meeting
12 May	Annual Meeting / Monthly Council Meeting
23 June	Monthly Council Meeting
28 July	Monthly Council Meeting
25 August	Monthly Council Meeting (Optional meeting, dependent upon business to be conducted. Council does not normally meet in August)
29 September	Monthly Council Meeting
27 October	Monthly Council Meeting
1 December	Monthly Council Meeting
15 December	Council Meeting (Optional meeting, to set the precept. Council does not normally meet in December)