

**To all Middleham Town Councillors**  
**I hereby summons and give you notice to attend a meeting of**  
**MIDDLEHAM TOWN COUNCIL to be held by Online Conference on Wednesday 28**  
**October 2020 at 7.00 pm**

Signed  
David Keep Clerk

**NOTE TO MIDDLEHAM RESIDENTS:**

1. Due to Coronavirus and in accordance with Regulation 5 (6) of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (the '**Regulations**') this meeting shall be held by electronic means.
2. If you wish to participate, the connection details are as follows:  
<https://zoom.us/j/94036057484?pwd=eS9XcURUTnNKbmUrcGZZV3czaXp5Zz09>  
Meeting ID: 940 3605 7484  
Passcode: 704250  
Dial (using the Meeting ID and Password above) to any of the following numbers 0203 901 7895 0208 080 6591 0208 080 6592 0330 088 5830 0131 460 1196 0203 481 5237 0203 481
3. As with all Council meetings, 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.** No apologies have been received.
3. **Declarations of interest and any dispensation requests regarding items on the agenda.**
4. **Minutes**
  - 4.1 To confirm the minutes of the meetings held on 30 October 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 **Matters of local interest and concern as reported to Councillors or on Residents' Facebook page.**
  - 6.3 **Coronavirus.** Coordination of volunteers and support to the vulnerable. Brief verbal report on activity. SF/HB/NH
  - 6.4 **Land Management Issues (standing item).**
    - 6.4.1 Dog Fouling. Update on dog waste dispensers and additional bins TC
    - 6.4.2 Ragwort on local fields. To note actions taken by landowner. TC
    - 6.4.3 Plantations: Future maintenance plan, for discussion. GF
    - 6.4.4 Waste bins: Proposed removal by RDC of general bin on skate park, for discussion. TC
  - 6.5 **Consultations**
    - 6.5.1 Forthcoming devolution and unitary council for York and North Yorkshire. To agree response. SF/HB
    - 6.5.2 Central Government Consultation on Planning. To agree response. HB
  - 6.6 **Police Report** (standing item). October, for noting.
  - 6.7 **Middleham Herald.** To note latest issue.
  - 6.8 **Middleham Online website.** Update on possible transfer to Council and future operation.
  - 6.9 **Affordable Housing** – update on Chapel conversion. SF
7. **Review of Health & Safety and Environmental Matters (standing item).**
  - 7.1 **Play Area inspection reports.** For noting. TC

7.2	<b>Emergency plan:</b>	TC
7.3	<b>Traffic and Parking Issues.</b> One Way traffic between the Springs and St Alkelda's Road and Parking in Grove Terrace. For discussion.	TC
8.	<b>Project Updates (standing item):</b>	
8.1	<b>Burial Ground.</b>	TC
8.1.1	Tender for burial ground works	TC
8.1.2	Costings for drains redirection	TC
8.2	<b>MSCWA.</b> To receive the annual accounts to 31 March 2020 and a verbal report from Committee on ongoing maintenance issues and financial arrangements, including fund raising	SW/NH/HB
8.3	<b>MKC.</b> To receive a report from Trustees on ongoing maintenance issues and financial arrangements, including fund raising	
8.4	<b>Option Agreement, St Alkelda's development:</b> To receive an update.	
8.5	<b>Safer Roads Project.</b> To receive an update	HB
8.6	<b>Play area improvements committee:</b> To receive an update.	
8.7	<b>Tree Planting.</b> Update from Lower Wensleydale Biodiversity Action Group (LWBAG).	
9.	<b>Events in Middleham (standing item)..</b>	SF
10.	<b>Planning (TC) - Information/Decision required</b>	
10.1	<b>To report on planning decision notices received since the last meeting:</b> None received.	
10.2	<b>To comment on applications received since the last meeting.</b>	
10.2.1	None received	
10.3	<b>To note any potential planning enforcement issues.</b> None	
10.4	<b>Other Planning Matters:</b> Procedure for works undertaken in conservation area under permitted development rules.	TC
11.	<b>Finance (TC/IH) - Information/Decision required</b>	
11.1	<b>Payments</b> - 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 (including a bank reconciliation as at the end of September 2020):	
11.2	<b>To approve Items of Expenditure as submitted to the meeting,</b>	
11.3	<b>Review of interest rates on deposit accounts</b>	TC
11.4	<b>Budget.</b> To review draft 20-21 budget. (To be approved at next meeting)	TC
12.	<b>Central &amp; Local Government Communications.</b> To list documents that have been emailed or circulated to Cllrs since the last meeting	
13.	<b>Correspondence, shared information and suggested agenda items.</b>	
13.1	Annual planner for agenda items; to note forthcoming business.	
13.2	Items for next agenda:	
13.2.1	Amendments to Clerk's contract of employment (private session)	

**The next monthly meeting will be held on Wednesday 9 December 2020.**