

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 31
March 2021 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:
 Meeting ID: <https://zoom.us/j/94402096648?pwd=aktka1QvUHh1T2pBTnRhd0JxdDdPUT09>
 Meeting ID: 944 0209 6648
 Passcode: 415878
 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

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. **Apologies for absence.**
 - 2.1 To receive apologies for absence given in advance of the meeting. No apologies have been received.
 - 2.2 To consider approval of reasons given for absence
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 24 February 2021.
 - 4.2 Review schedule of agreed actions. All
5. **Confidential and Urgent Items.** To determine whether any part of the proceedings should be treated as confidential and excluded from minutes to be made available for public inspection; to notify any items of urgent 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.** HB
All
 - 6.3 **Coronavirus.**
 - 6.3.1 Coordination of volunteers and support to the vulnerable. To discuss current issues and receive weekly reports from Leyburn CSO hub HB / SF
 - 6.3.2 Local food bank. To discuss needs SF / LS
 - 6.3.3 Befriending scheme. To discuss needs TC
 - 6.3.4 Community restart programme. To discuss possible participation TC
 - 6.4 **Resumption of Face-to-Face meetings.** To note guidance TC
 - 6.5 **Date of Annual Town Meeting:** To be agreed, during April 2021 TC
 - 6.6 **Land Management Issues (standing item).** TC
 - 6.6.1 Storm drains on Council Lands – maintenance issues TC / SW
 - 6.6.2 Access to playing fields paddock. To approve cost of gate modification to improve access. SW
 - 6.6.3 BT Openreach Wayleave Agreement across Town Wastes. For approval. TC
 - 6.6.4 Metal Detecting on Council Land. Draft agreement, for approval. TC
 - 6.7 **Police Report** (standing item). March, for noting. NH
 - 6.8 **Middleham Herald.** To note publication. HB

	6.9 Housing matters: an update on potential for conversion of the Methodist Chapel	SF / HB
	6.10 Funding Opportunities. For discussion.	
7.	Review of Health & Safety and Environmental Matters (standing item).	
	7.1 Play Areas	TC
	7.1.1 Inspection reports. For noting.	
	7.1.2 Proposal to a willow woven fence knee high for the boundary fence	All
	7.2 Street Lighting.	
	7.2.1 To note recent increase in lighting failures and to review additional lighting needs.	All
	7.2.2 Jubilee Light. To agree colour when repainted by volunteers.	All
8.	Project Updates (standing item):	
	8.1 Burial Ground. Update on construction start date; election of stones; possible application to close footpath 14..	TC
	8.2 MSCWA. To receive a verbal report from Committee. Report on allotments training course	SW/NH/HB
	8.3 MKC.	
	8.3.1 To receive annual report and accounts for year ended 31 March.	TC
	8.3.2 To consider nominating additional trustees.	SF
9.	Events in Middleham (standing item)..	
	9.1 Great British Spring Clean. National event to take place between 28 May and 13 June. To agree local date.	SF / LS
	9.2 Post-Lockdown Community event. For discussion on format and possible dates.	SF
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. None received.	
	10.3 To note any potential planning enforcement issues.	
	10.4 Other Planning Matters:.	
11.	Finance (TC/IH) - Information/Decision required	
	11.1 Payments - for approval, cheques to sign 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 February 2021):	All
	11.2 Year End audit procedures.	
	11.2.1 To confirm appointment of Kim Duke.	TC
	11.2.2 To schedule internal control inspection.	All
	11.3 Amendments to Clerk's contract of employment (private session)	HB
12.	Correspondence, shared information and suggested agenda items.	
	12.1 Suggested Items for next agenda:	
	12.1.1 Play area improvements.	
	12.1.2 Review of interest rates on deposit accounts.	TC
	12.2 Banking arrangements. To approve application for a debit card to facilitate paying in at Post Offices.	TC
	12.2.1 Engagement with RDC's Climate Change Officer.	
	12.2.2 Friends of the Earth 50-point Climate Change Plan for Councils. To consider adoption and working with local partners.	
	12.2.3 Friends of the Plantations: approve risk assessment; agree programme of work for volunteer working party.	
	12.3 Burial Ground	
	12.3.1 Draft rules and regulations	
	12.3.2 Scale of charges	

The next monthly meeting will be held on Wednesday 28 April 2021.