

To all Middleham Town Councillors
I hereby summons and give you notice to attend a MEETING OF MIDDLEHAM TOWN COUNCIL to be held in the Lady Ann Neville Room at Middleham Key Centre on Wednesday 23 June 2021 at 7.00 pm

Signed
David Keep Clerk

NOTE TO MIDDLEHAM RESIDENTS:

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, other than any previously disclosed.**
4. **Minutes**
 - 4.1 To confirm the minutes of the meeting held on 28 April 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 **Annual Council Meeting**
 - 6.1.1 Election of Town Mayor and signing of Declaration of Acceptance. Clerk
 - 6.1.2 Election of Deputy Town Mayor / Vice-Chairman Chair
 - 6.1.3 To consider whether to establish standing Council Committees. Chair
 - 6.1.4 To consider allocation of specific areas of interest to Councillors eg footpaths, planning applications, MSCWA, MKC etc. Chair
 - 6.2 **Councillors and Clerk to report any meetings attended and actions undertaken (standing item)**
 - 6.3 **Matters of local interest and concern as reported to Councillors or on Residents' Facebook page.** All
 - 6.4 **Post Coronavirus.** Clerk
 - 6.4.1 Council Meetings. YLCA guidance attached. Clerk
 - 6.4.2 Approval of any Matters taken by the Clerk under delegated powers during period that Council meetings could not be held.
 - 6.4.3 Coordination of volunteers and support to the vulnerable. To discuss current issues and receive weekly reports from Leyburn CSO hub HB/NH/SF
 - 6.5 **Land Management Issues (standing item).** Clerk
 - 6.5.1 Storm drains on Council Lands – update on maintenance issues NH
 - 6.5.2 Friends of the Plantations: programme for volunteer working party. HB
 - 6.6 **Police Report** (standing item). May and June. HB
 - 6.7 **Middleham Herald.** To agree content of early summer issue.
 - 6.8 **Housing matters:** update on Methodist Chapel.
 - 6.9 **Funding Opportunities.** For discussion.
 - 6.10 **How to get young people involved in local councils.** For discussion. Clerk
 - 6.11 **Heatwave Planning.** To agree any actions.
 - 6.12 **Clerk's office attendance.** To agree future arrangements. Chair
7. **Review of Health & Safety and Environmental Matters (standing item).**
 - 7.1 **Play Areas**

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| 7.1.1 | Inspection reports. For noting. Risk Assessment for skate park for review. | Clerk |
| 7.1.2 | Update on repainting project. | NH |
| 7.1.3 | Replacement Scramble board. For consideration. | HB |
| 7.2 | Road surface concerns. To note recent deterioration in surfaces. | Clerk |
| 7.3 | Street Lighting. Update on funding application. | |
| 7.4 | Environmental Matters. | |
| 7.4.1 | Noise disturbance from clay pigeon event in Agglethorpe. | HB |
| 8. | Project Updates (standing item): | |
| 8.1 | Burial Ground. Update on progress. To consider appointing a Council Committee to oversee preparation of draft rules, scale of charges, burial plan and other matters to expedite opening. | NH / HB / |
| 8.2 | MSCWA. | |
| 8.2.1 | To receive a report from the Committee. | |
| 8.2.2 | Approvals for: a storage shed, petanque court, fencing by skate park. | |
| 8.3 | MKC. To receive an update from Trustees. | Clerk |
| 8.4 | Play Area Improvements. Update on funding applications. | Clerk |
| 9. | Events in Middleham (standing item).. | |
| 9.1 | Post-Lockdown Community event. Report from Coordinating Team. | |
| 9.2 | Oktoberfest. To receive an update. | |
| 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 | Full Planning Permission (FPP) for a Slurry Lagoon at Land Between Middleham and Wensley, South of The River Ure, Middleham. 21/000287.
Comments submitted under delegated powers, no objection. | |
| 10.2.2 | FPP for Redevelopment of Racing Yard, demolition of buildings, construction of Houses, Accommodation. Stable Blocks, Gallops, Parking, Landscaping etc. at Manor House Farm, Middleham, DL8 4RH 21/000285.
Comments submitted under delegated powers – no objection. | |
| 10.2.3 | FPP to Demolish Timber Shed and Link Proposed Garage to Existing Porch, above Existing Lean-to to Provide Sun Lounge at Ashdren Lodge Park Lane Middleham DL8 4QY 21/21/00500 | |
| 10.3 | To note any potential planning enforcement issues. | |
| 10.4 | Other Planning Matters: Local Plan – RDC Consultation | |
| 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 April 2021): | All |
| 11.2 | Annual Accounts | Clerk |
| 11.2.1 | Report on internal control inspection and other internal checks | |
| 11.2.2 | <u>Declaration of exemption from external audit</u> | |
| 11.2.3 | <u>To receive the report of the Internal Auditor</u> | |
| 11.2.4 | <u>To approve the governance statement</u> and provide explanations for any "no" response. | |
| 11.2.5 | <u>To approve the statement of accounts.</u> | |
| 11.2.6 | <u>Dates for exercise of public rights (inspection period).</u> For approval. | |
| 11.2.7 | <u>To note the explanation of variances</u> | |
| 11.2.8 | <u>Asset register as at 31 March 2020.</u> For noting. | |
| 11.2.9 | <u>Internal Audit Fee.</u> To approve the payment of £150 to Kim Duke | |
| 11.3 | Updated Risk assessment review. For discussion. | |
| 12. | Correspondence, shared information and suggested agenda items. | |

The next monthly meeting will be held on a date to be agreed.