

To all Middleham Town Councillors
I hereby summons and give you notice to attend an ORDINARY MEETING OF
MIDDLEHAM TOWN COUNCIL to be held in the Richard III Room at Middleham Key
Centre on Wednesday 9 February 2022 at 6.30 pm

Signed
David Keep Clerk / Proper Officer

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

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| 1. | Open Forum. 15-minute session for the public to raise issues with Council. | |
| 2. | Apologies for absence. To receive apologies for absence given in advance of the meeting. An apology has been received from Cllr Skelton (working out of area). 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 | All |
| 4.1 | To confirm the minutes of the meetings held on: | |
| 4.1.1 | 24 November 2021 (including the confidential minute). | |
| 4.1.2 | 15 December 2021. | |
| 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 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. | All |
| 6.3 | Post Coronavirus community support. To receive Leyburn CSO report, in particular that it may be possible to benefit from their review of ‘lessons learned’ for Middleham’s local response planning. | |
| 6.4 | Land Management Issues (standing item). | |
| 6.4.1 | Storm drains on Council Lands – update on maintenance issues | Clerk |
| 6.4.2 | Replacement Jubilee Light fitting. To consider designs and supplier. | HB |
| 6.5 | Police Matters Monthly Report (standing item). | |
| 6.6 | Middleham Herald. Future deadlines and content. | HB |
| 6.7 | Housing matters – update. | SF |
| 6.8 | Funding Opportunities. To consider establishing a joint review with community groups in Middleham. | Clerk |
| 6.9 | Supporting the Community: | |
| 6.9.1 | Drug Issues: Follow up of joint meeting with Police 1 December 2021. | SF |
| 6.10 | Update on Unitary Authority. Briefings for noting. | |
| 6.11 | Website Revised website design. To agree revised design, review content. | Clerk |
| 6.12 | Social Media. To consider undertaking social media audit. To consider a Facebook page. | Clerk |
| 6.13 | Civility & Respect and Handling Intimidation. To note guidance. | |
| 7. | Review of Health & Safety and Environmental Matters (standing item). | |
| 7.1 | Play Areas Inspection reports. To review condition of rubber matting. | Clerk |
| 7.2 | Road and Paths | |
| 7.2.1 | Road Surface concerns. Update on recent incidents and action required. | HB |
| 7.2.2 | Street Lighting. Update on funding application and repairs to faulty lights. | Clerk |
| 7.2.3 | Road Safety: Speed Limits. To note objectives of the “20’s plenty” campaign and to consider joining. | Clerk |
| 7.3 | Environmental Matters. None. | |
| 8. | Project Updates (standing item): | |

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| 8.1 | Burial Ground. To approve various matters: | |
| 8.1.1 | Rules | Clerk |
| 8.1.2 | Scale of charges (as recommended by the Burial Ground sub-committee) | Clerk |
| 8.2 | MSCWA. | |
| 8.2.1 | Report from the Committee including update on shed, petanque court. | NH / HB / |
| 8.2.2 | Cricket nets - to ratify the change from green nets to black. | SW |
| 8.3 | MKC. | |
| 8.3.1 | To receive the audited accounts for the year to 31 March 2021. | |
| 8.3.2 | Trustee succession planning. | SF |
| 8.4 | Play Area Improvements: | |
| 8.4.1 | Update on construction start date and ongoing reporting to funders | Clerk |
| 8.4.2 | Opening ceremony: discuss date and format. | Clerk |
| 8.4.3 | Next steps – volunteer participation, events, planting plans. | Clerk |
| 8.5 | Moving and restoring bench seats. Verbal update. | HB |
| 8.6 | Request for additional Christmas lights. For consideration. | Clerk |
| 8.7 | Jubilee Lantern replacement. To consider options. | HB |
| 9. | Events in Middleham (standing item).. | |
| 9.1 | To agree participation in the following. | |
| 9.1.1 | Spring Clean. To agree date. (Keep Britain Tidy's seventh annual Spring Clean will take place from 25 March to 10 April 2022.) | LS/SF |
| 9.1.2 | Platinum Jubilee Bank Holiday Thursday / Friday 2/3 3 June 2022. To discuss possible activities, organisation and funding. | All |
| 9.1.3 | Stables Open Day. Good Friday 15 April 2022. Request to erect signs. | |
| 9.2 | Publicising events. | |
| 10. | Planning (TC) - Information/Decision required | |
| 10.1 | To report on planning decision notices received since the last meeting: | |
| 10.1.1 | FPP for a Slurry Lagoon at Land Between Middleham and Wensley, South Of The River Ure, Middleham 21/000287 Granted | |
| 10.2 | To comment on applications received since the last meeting. | |
| 10.2.1 | FPP ('FPP') to Convert Existing Barn into a Two Storey, Two Bedroom Residential Property, Barn at West End Middleham 21/01011/FULL | |
| 10.2.2 | FPP for Conversion of Existing Methodist Chapel to Create a 3 Bedroom Dwelling with Demolition of Existing Modern Extensions and Install Solar Panels, Park Lane, Middleham, DL8 4PX 21/01084/FULL | |
| 10.2.3 | FPP single storey extension rear 48 Park Lane, Middleham, DL8 4QT 21/01060 | |
| 10.2.4 | FPP for Introduction of Three Roof Lights Meeting Conservation Criteria, Removal of Ceiling in Principal Bedroom and Ensuite, Insulation and Plasterboard to Underside of Roof, Cast Iron Railings to Kirkgate Garden Wall, Height in Keeping with Adjacent Properties, Gates Height Aligned with Wall Railings, Introduction of Ornamental Koi Pond to Rear Courtyard at Waterford House, 19 Kirkgate, Middleham, DL8 4PG 22/00004/FULL | |
| 10.2.5 | FPP for Redevelopment of Existing Racing Yard to Include Demolition of Farmhouse etc. Change in Description and Inclusion of an Underpass at the Point where the Linear Gallop would Cross Footpath Ref: 20.45.26/4) at Manor House Farm, Middleham, DL8 4RH, 21/00285/FULL | |
| 10.2.6 | FPP for Single Storey Garden Room, Porch Extensions, Alterations to Access Gateway at Ure View, Back Lane, Middleham, DL8 4PA 22/00037 | |
| 10.3 | To note any potential planning enforcement and other issues. None. | |
| 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 bank reconciliations at the end of months May to December 2021). | All |
| 11.2 | Risk Assessment and Review of Internal Controls. For completion. | Clerk |
| 11.3 | Transfer of Reserves. For approval | Clerk |
| 11.4 | Outsourcing of Bookkeeping. For consideration. | Clerk |
| 11.5 | Clerk's contract of employment Contract review (private discussion) | SF / HB |
| 12. | Suggested agenda items for next meeting. | |
| 12.1 | Consider establishing a Neighbourhood Watch scheme. | |

The next monthly meeting will be held on Wednesday 23 March 2022.