

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 Garden Room at Middleham Key Centre
on Wednesday 23 March 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. | |
| 2.1 | To receive apologies for absence given in advance of the meeting. To consider approval of reasons given for absence. County Councillor Sedgwick is unavailable. | |
| 3. | Declarations of interest and any dispensation requests regarding items on the agenda, other than any previously disclosed. | |
| 4. | Minutes | All |
| 4.1.1 | To confirm the minutes of the meetings held on 9 February 2022 (including the confidential minute). | |
| 4.1.2 | 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 (standing item) | All |
| 6.3 | Council Elections. To note dates that current appointments cease and procedure and timetable for elections. | Clerk |
| 6.4 | Land Management Issues (standing item). | |
| 6.4.1 | Storm drains on Council Lands – update on maintenance issues | Clerk |
| 6.4.2 | Direction signage to amenities | SM |
| 6.5 | Police Matters | |
| 6.5.1 | Monthly Report (standing item). Feedback received on content of reports. For noting. | SF |
| 6.5.2 | North Yorkshire Police, Fire and Crime Commissioner virtual meeting with YLCA branches 26 May 2022; to agree attendance and propose topics. | Clerk |
| 6.6 | Middleham Herald. To agree frequency, scope and size. | HB |
| 6.7 | Housing matters – update. | SF |
| 6.8 | Funding Opportunities.. | Clerk |
| 6.9 | Annual Town meeting 18 May 2022: To agree format and invite speakers. | SF |
| 6.10 | Update on Unitary Authority (standing item). Briefings for noting. | |
| 6.11 | Consultation on proposed new map of constituencies: 2023 Boundary Review. To consider responding | |
| 6.12 | Website Revised design. To agree revised design and review scope of content. | Clerk |
| 6.13 | Local Transport Options; Ride Tandem | SM |
| 7. | Review of Health & Safety and Environmental Matters (standing item). | |
| 7.1 | Play Areas Inspection reports. To review condition of rubber matting. To note guidance on dogs in play areas. | 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 | Don’t Lose Your Way Deadline abolished. For noting. | |

- 7.2.4 Parking issues. To consider reissuing guidance for parking on the Wastes; to reconsider creating additional parking areas in Park Lane.
- 7.2.5 Canaan's Lane – section of no man's land, to consider options for improving condition.
- 7.3 Environmental Matters.**
- 7.3.1 New Bin in Park Lane: to select design and approve purchase cost..
- 8. Project Updates (standing item):**
- 8.1 Burial Ground.** To receive an update:
- 8.1.1 Statutory grave plan; for approval **Clerk**
- 8.1.2 Retrospective planning application. For consideration. **Clerk**
- 8.2 MSCWA.**
- 8.2.1 Report from the Committee and update on shed, petanque court. **NH / HB /**
- 8.3 MKC.**
- 8.3.1 To receive a report from New Trustees. **SW**
- 8.3.2 To propose a vote of thanks to retiring Trustees. **HB**
- 8.4 Play Area Improvements:**
- 8.4.1 Update on construction, and reporting to funders; communication from resident **Clerk**
- 8.4.2 Opening ceremony: discuss date and format **GF**
- 8.4.3 Next steps – volunteer participation, events, planting plans. **GF**
- 8.5 NALC Smaller Councils Committee.** To consider participation. **Clerk**
- 9. Events in Middleham (standing item)..**
- 9.1.1 Spring Clean 27 February 2022. Receive a report. **LS/SF**
- 9.1.2 Platinum Jubilee Bank Holiday Thursday / Friday 2/3 June. To receive a report on arrangements and approve financial contribution pursuant to s137 Local Government Act. **SF/HB**
- 9.1.3 Stables Open Day. Good Friday 15 April. Update on arrangements.
- 10. Planning (TC) - Information/Decision required**
- 10.1 To report on planning decision notices received since the last meeting:**
- 10.1.1 Full planning permission for single storey extension to the rear 48, Park Lane, Middleham, DL8 4QT 21/01060 **Granted**
- 10.1.2 FPP to Replace an Existing oil Tank with a Larger Tank to Better Serve the Property at The Hall, West End, Middleham, DL8 4QQ 21/00893/FULL. **Granted**
- 10.1.3 FPP for erection of stables to provide 12 stable boxes and equipment/storage room at Thorngill House, Racing stables, Coverham, DL8 4TJ - R/60/8G **Granted**
- 10.1.4 FPP for Replacement of Existing Glazed Screen to Rear Extension with Stone Cavity Wall with New Door and Sash Window, Extension of Roof to Rear Extension to Form Small Canopy etc.at Hepple House, Kirkgate, Middleham, DL8 4PG 21/00947/FULL **Granted**
- 10.2 To comment on applications received since the last meeting.**
- 10.2.1 Variation of Condition 2 Attached to Listed Building Consent 21/00732/LBC - The Approved Lintel Replacement to the Front Elevation at Laundry Cottage, West End, Middleham, DL8 4QL 22/00107/VAR
- 10.2.2 Section 73 Application for variation of Condition 6 of R/60/30 and App/C9499/C/99/1031206 The Forbidden Corner, Tugill Park, DL8 4TJ R/60/30U
- 10.2.3 FPP for erection of stables etc. at Manor House Farm - 21/00285/FULL. Further changes to details, door and window specifications, overall heights on some buildings, removal of large double doors. To note applicant's report on the underpass.
- 10.2.4 Full Planning Permission to Erect a Double Garage and Plant Room at Fieldside Barn, East Witton Road, Middleham DL8 4PT 22/00051/FULL
- 10.3 To note any potential planning enforcement and other issues.** No enforcement matters. To approve delegation of powers to Clerk to submit comments until next meeting.
- 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 January and February 2022): **All**
- 11.2 Outsourcing of Bookkeeping.** For consideration.
- 11.3 Clerk's contract of employment** Contract review (private discussion) **Clerk**

- 12. Suggested agenda items.**
- 12.1 Operation London Bridge. To approve local plans.**
- 12.2 What Councils can do on Climate Change**
- 12.3 Consider change of bankers**

The next monthly meeting, which is also the Annual Meeting will be held on Wednesday 11 May 2022.

The Annual Town Meeting will be held on 18 May 2022