

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 2 November 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

- 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. Cllr Watson has submitted apologies.
 - 2.2** **Declarations of interest and any dispensation requests regarding items on the agenda, other than any previously disclosed. Councillors to update declarations for filing with the Clerk**
- 3. Minutes**
 - 3.1.1** To confirm the minutes of the meeting held on 7 September 2022 (including the confidential minute).
 - 3.2** **Review schedule of agreed actions.**
 - 3.3** **Confidential and Urgent Items and Order of Proceedings.** 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; to agree to take certain matters in priority. A 5-minute break shall be held at 8pm.
- 4. Town Council (TC) – Information/Decision required**
 - 4.1** **Councillors and Clerk to report any meetings attended and actions undertaken (standing item)**
 - 4.2** **Matters of local interest and concern as reported to Councillors or on Residents’ Facebook page (standing item)** **All**
 - 4.3** **Council Matters:**
 - 4.3.1** HM Queen Elizabeth funeral. Local arrangements, for noting.
 - 4.3.2** Civility and Respect Pledge for Smaller Councils. To consider adoption. **Clerk**
 - 4.4** **Land Management Issues (standing item).**
 - 4.4.1** Storm drains on Council Lands. To receive an update. **Clerk**
 - 4.4.2** Trees
 - 4.4.2.1** Trees 9 St Alkelda’s Road. Consider residents request for topping. **Clerk**
 - 4.4.2.2** Care of Trees along the Busks. To note recommended works. **Clerk**
 - 4.4.2.3** Hedges on ‘no-man’s land’ Park Lane. To consider paying to maintain. **Clerk**
 - 4.4.3** Refurbished benches. To note deterioration in condition following recent painting and status of discussions with contractor.
 - 4.4.4** Priorities for Land Management Contract 2023-24. For discussion.
 - 4.5** **Police Matters (standing item)**
 - 4.5.1** Monthly Report. For information.
 - 4.5.2** Council meeting with Police Commissioner (PFCC) 8 September. To receive feedback and consider scope for local initiatives.
 - 4.5.3** Planned Virtual Meeting for local councils with PFCC – to note event has been cancelled by the Commissioner without explanation.
 - 4.6** **Update on Unitary Authority (standing item).**
 - 4.6.1** To note developments and feedback from attendance at online briefings.
 - 4.6.2** ‘Let’s Talk North Yorkshire - a new Council’. Presentation by Sue White

Business and Community Manager Richmondshire District Council.

5. Review of Health & Safety and Environmental Matters (standing item).

5.1 Play Areas To note recent inspection reports and items highlighted for attention.

5.2 Road and Paths

5.2.1 To note responses from Area 1 Highways on recent matters and consider further actions.

**HB
Clerk**

5.2.2 To note recent incidents of horse falls on roads and agree role for Council to raise and support concerns to NYCC Highways.

Clerk

5.2.3 Street Lighting. Update on funding application and repairs to faulty lights.

5.2.4 Jubilee Light. Progress report on installation of new lantern.

5.3 Environmental Matters. None at current time.

6. Project Updates (standing item):

6.1 Burial Ground. To receive a verbal update and note grants of exclusive rights of burial.

Clerk

6.2 Funding for benches. To note successful funding application and grant of £953.75 from RDC and approve contribution from Council of £317.92. To agree location.

6.3 MSCWA. Verbal report from the Committee. To note successful re-establishment of Middleham Football Club.

6.4 Affordable Housing. To note receipt of housing feasibility funding from RDC and expenditure to date; to approve payment of architect's fees of £1740 (including VAT).

6.5 MKC – Business Review and Future Plans.

6.5.1 Trustees' Reports

6.5.1.1 Outcomes of business review and cost reductions. For noting.

6.5.1.2 Suggested potential options for future operation, including outline proposal received from Racing Welfare.

6.5.2 Evaluation of Options.

6.5.2.1 Agree assessment criteria.

6.5.2.2 Set timescale for completion of enquiries regarding future options, noting that MTCL Lease terminates 31 March 2023.

6.5.2.3 Community engagement: to discuss scope for a community questionnaire and a public meeting to consider proposals.

7. Events in Middleham (standing item)..

7.1.1 Community Harvest Celebration in the Community Gardens. Report.

SF/LS

7.1.2 Oktoberfest. Report.

7.1.3 Remembrance Sunday 13 November 2022. To receive a wreath and approve donation of £105 to Royal British Legion under s137 Local Government Act.

7.1.4 Christmas light switching on ceremony and carol service Friday 2 December 2022. To approve costs of light repair and switching on (£737), unmetered electrical supply (£155) and purchase of tree (£200), all items under s137 Local Government Act 1972.

**SM
TC**

7.1.5 Children's Christmas Party 10 December 2022. To approve contribution of £350 under s137 Local Government Act.

7.1.6 Senior's Christmas lunch 15 December 2022.

8. Planning (TC) - Information/Decision required

8.1 To report on planning decision notices received since the last meeting:

8.1.1 Full Planning Permission for Erection of a Portal Frame Building to House Livestock and Machinery at The Dante Yard, Canaan Lane, Middleham, North Yorkshire 22/00538/Full – **withdrawn by applicant**

8.1.2 Full Planning Permission to Erect a Double Garage and Plant Room at Fieldside Barn, East Witton Road, Middleham DL8 4PT 22/00051 **Granted**

8.2 To comment on applications received since the last meeting.

8.2.1 Full Planning Permission for Single Storey Flat Roof Extension with Parapet Wall at Ferndale House, Market Place, Middleham DL8 4NU 22/00597/FULL **To ratify no objection submitted between meetings.**

8.3 To note any potential planning enforcement and other issues.

8.3.1 Condition of Manor House Farm Barn (a listed building) reported to RDC.

9. Finance (TC/IH) - Information/Decision required

9.1 Payments –

All

9.1.1 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 / to September 2022):

9.1.2 Specific expenditure approvals:

9.1.2.1 Purchase of replacement laptop for use by Clerk £649.96 (including VAT)

9.1.2.2 Refurbishment of laptop for general use by Councillors £165.00 (including VAT)

9.1.2.3 Citizens Advice Bureau. To consider a donation to support work in Middleham.

9.2 Budget. To note underlying assumptions and agree expenditure priorities for draft budget for 2023-24

9.3 Annual Accounts to 31 March 2022; Completion of external Audit. For noting.

10. Suggested agenda items.

10.1 Second home policy – to consider lobbying unitary authority to adopt

10.2 Local Councils and Climate Change

The next monthly meeting is scheduled for 7 December 2022.

An additional meeting may be required on 14 December 2022 to finalise the budget and set the precept.