

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 21 December 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. County Cllr Mrs Sedgwick is unavailable as she is attending another parish meeting.
 - 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 2 November 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** Code of conduct. To adopt current version recommended by the Local government Association. **Clerk**
 - 4.3.2** Councillor Training courses. **Clerk**
 - 4.4** **Land Management Issues (standing item).**
 - 4.4.1** Storm drains on Council Lands. To receive an update, in particular drains around the large plantation. **Clerk**
 - 4.4.2** Trees. Care of Trees along the Buses. To note recommended works and approve expenditure £2300, including transfer from reserves. **Clerk**
 - 4.5** **Police Matters (standing item)**
 - 4.5.1** Monthly Report. For information.
 - 4.5.2** Virtual Meeting for local councils with PFCC – verbal report from Councillors. **Cllrs**
 - 4.5.3** Consultations
 - 4.5.3.1** Public Trust and Confidence Survey
 - 4.5.3.2** How anti-social behaviour offenders make amends.
 - 4.5.3.3** How much should be invested in policing and fire and rescue services in North Yorkshire and York
 - 4.6** **Update on Unitary Authority (standing item).**
 - 4.6.1** To note developments and feedback from attendance at online briefings. **Cllrs**
 - 4.6.2** Invitation to town and parish councils to submit expressions of interest in managing services and assets on behalf of North Yorkshire Council (known as

- 'double-devolution'). For consideration.
- 4.6.3 The Parish Charter. To note scope of this charter with North Yorkshire Council and engagement with drafting process.
- 5. Review of Health & Safety and Environmental Matters (standing item).**
- 5.1 Play Areas**
- 5.1.1 To note recent inspection reports and items highlighted for attention.
- 5.1.2 To approve repairs to scramble frame: cost approximately £300.
- 5.2 Road and Paths**
- 5.2.1 To note responses from Area 1 Highways on recent matters, in particular diversions and traffic flow issues whilst resurfacing Low Moor to Market Square. HB
Clerk
- 5.2.2 Condition of path between play areas.
- 5.2.3 Use of hand-propelled gritter.
- 5.2.4 Street Lighting. Update on funding application and repairs to faulty lights.
- 5.2.5 Jubilee Light. Progress report on installation of new lantern.
- 5.3 Environmental Matters.** None at current time.
- 5.4 Community Matters**
- 5.4.1 MANY Project final report on 5G rollout. For noting.
- 5.4.2 Catterick Integrated Care Campus. To note update.
- 5.4.3 Warm & well projects. To discuss local demand, available funding and potential partners.
- 5.4.4 The Federation of Middleham (VA) And Spennithorne (VC) CE Primary Schools – Ofsted Inspection October 2022: Rating Good. For noting and congratulation.
- 5.4.5 The Wensleydale School and Sixth Form. Confirmation of closure of 6th Form.
- 5.4.6 Princes Trust training for young people aged 16-25. For noting.
- 5.4.7 Second home policy – report on progress lobbying unitary authority to adopt
- 5.4.8 The 'Blue Book' – a new resource for people living with dementia.
- 6. Project Updates (standing item):**
- 6.1 Burial Ground.** To receive a verbal update. Clerk
- 6.2 Funding for benches.** Progress report, revised costs. To select finish.
- 6.3 MSCWA.** Verbal report from the Committee.
- 6.4 MKC –Future Plans.**
- 6.4.1 Agree strategic options for further evaluation.
- 6.4.2 Evaluation of Options.
- 6.4.2.1 Agree assessment criteria.
- 6.4.2.2 Set timescale for completion of enquiries regarding future options.
- 6.4.2.3 Community engagement: to discuss scope for a community questionnaire and a public meeting to consider proposals.
- 6.4.3 Lease expiry 31 March 2023. For noting and preparation of actions for reversion to Council.
- 7. Events in Middleham (standing item)..**
- 7.1.1 Remembrance Sunday 13 November 2022. Verbal report.
- 7.1.2 Christmas light switching on ceremony and carol service Friday 2 December 2022. Verbal report.
- 7.1.3 Children's Grotto, Verbal report.
- 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 Change of Use from Car Port to Self-Contained Accommodation to be Used In Association with the Main Dwelling as Either an Annex or Holiday Let (Retrospective) at Fieldfare House, Middleham Road, DL8 5HE, - AMENDED PROPOSAL 21/00074/FULL– **withdrawn by applicant.**
- 8.2 To comment on applications received since the last meeting.**
- 8.2.1 Full Planning Permission for Garage Block to be used in Conjunction with Approved Trainers House under Planning Permission Currently under Construction at Manor House Farm Middleham Leyburn North Yorkshire DL8 4RH 22/00741
- 8.2.2 Variation of condition 2 of planning permission 21/00285/full to vary the plans for the design and appearance of the hospitality / offices building and reposition 2 horse walkers to that previously approved Manor Farm, Middleham To Coverham Road, Middleham, North Yorkshire, DL8 4RH

22/00768/VAR

- 8.2.3 Listed Building Consent for Installation of a Sky Dish at Waterford House, 19 Kirkgate, Middleham, Leyburn, North Yorkshire, DL8 4PG 22/00779/LBC
- 8.2.4 Full Planning Permission for the Conversion of a Stone Barn and Sunken Extension to Create a Bedroom Dwelling at Barn At, East Witton Road, Middleham, North Yorkshire 22/00793/FPP
- 8.2.5 Full Planning Permission for Removal of Existing Timber Stables and Storage Sheds and Construction of General-Purpose Domestic Building to be Used for Stables, Feed and Equipment Store at Ashdren Lodge, Park Lane, Middleham, Leyburn, North Yorkshire, DL8 4QY 22/00714/FPP
- 8.2.6 Full planning permission for erection of 4 no. timber holiday lodges with associated parking, roadways, paths and ancillary works at Tugill Park Estate, Coverham, Middleham, DL8 4TJ - R/60/30W

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 November 2022):

9.1.2 Specific expenditure approvals:

9.1.3 Transfer of Reserves

9.2 Budget. To set a Precept for 2023-24.

9.3 Clerk – contract of Employment (confidential discussion)

10. Suggested agenda items.

- 10.1.1 Civility and Respect Pledge for Smaller Councils. Actions to secure compliance, including training.

The next monthly meeting is scheduled for 8 February 2023.

An additional meeting may be required beforehand to finalise the budget and set the precept.