

**MEETING OF THE FULL COUNCIL SUMMONS**

**Wednesday 24<sup>th</sup> April 2024**

**To Members of the Town Council,**

Councillors Honor Byford (Chair), Lorna Skelton, Douglas Palethorpe, Sam Mashford, Shaun Watson, Cllr Rebecca Lappin-Smith, Cllr Iain Pead-Jowett.

You are summoned to attend the Ordinary Meeting of Middleham Town Council that will be held in the Garden Room at Middleham Key Centre on Wednesday 24<sup>th</sup> April 2024 at 6.30 pm.

Your presence is summoned for transacting in the business outlined in the Agenda below.

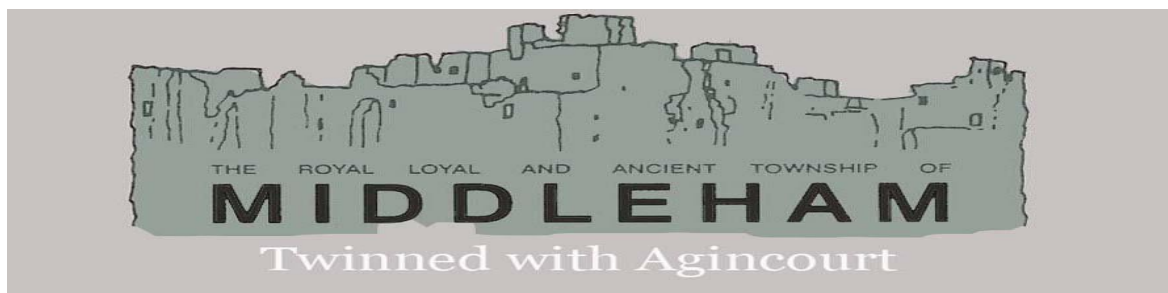
The meeting is open to the press and public unless the Council do otherwise RESOLVE to enter a closed session where members of the Public and Press are excluded. Please note members of the Public are invited to address the Council at this meeting at 6.30pm.

Signed:

A handwritten signature in black ink that reads 'R. C. Hurst'. The signature is written in a cursive style with a long horizontal stroke at the end.

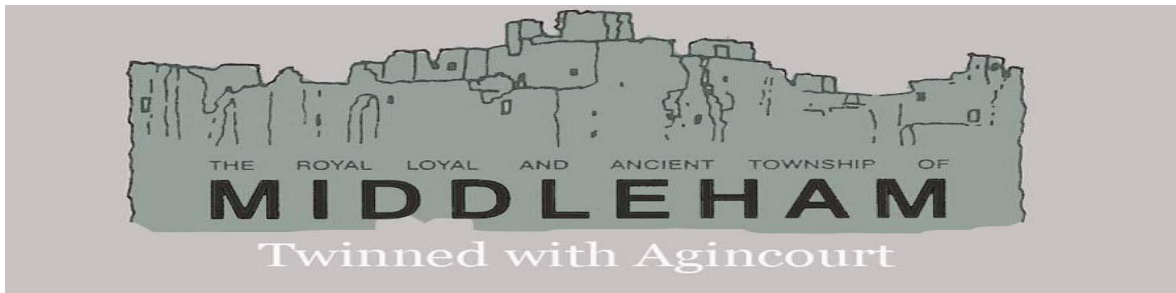
Ms R Hurst

Date: 18 April 2024



## AGENDA

- 24. 104 Public Representations/Open Forum** – 15 minute session for the public to raise issues with the Council.
- 24. 105 Apologies** - To receive apologies for absence given in advance of the meeting and consider approval for reasons given.
- 24. 106 Declarations of Interest** and any dispensation requests regarding items on the agenda, other than any previously disclosed.
- 24. 107 Minutes of the meeting held on Wednesday 27<sup>th</sup> March 2024** – to approve the minutes of the meeting as a correct record (Appendix 1).
- 24. 108 Confidential/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.
- 24. 109 Reports**
- a) **Meetings attended by Councillors** – Councillors to report any meetings attended and actions undertaken.
  - b) **Matters of Local Interest and Concern** – as reported to Councillors or on Residents Facebook Page.
  - c) **Police and Fire Matters** (Appendix 2).
  - d) **Events in Middleham** – Middleham Feast Monday 27<sup>th</sup> May 2024.
  - e) **Clerks Report.**
- 24. 110 Unitary Authority**
- a) **Adult Education Budget** – to discuss and consider whether the Council wishes to respond to the survey request and formulate it's response (Appendix 3).
- 24. 111 Planning Information**
- a) **Ref: 21/01011/Full Proposal: Convert Existing Barn into a Two Storey, Two Bedroom Residential Property, Including Single Storey Extension and Residential Curtilage to Rear. (Revised Plans and Description 05/10/2023)**  
**Location: Barn at, West End, Middleham, North Yorkshire** **GRANTED**
- 24. 112 Finance**
- a) **External Audit** – to note external auditors report 22/23 (Appendix 4).
  - b) **Insurance** -to review and amend the insurance renewal document as necessary (Appendix 5)
  - c) **Reserves** – To review the reserves the Council currently hold and make any necessary amendments (Appendix 6).
  - d) **Asset Register** – To review Asset Register (Appendix 7).



- e) **Donation request** – to discuss and consider the donation request received from Middleham Feast organisers (Appendix 8).
- f) **Funds transfer** – to note the transfer of funds of an outstanding balance which should have been transferred in 2022/23 owed by the Charity to the Council for expenses (salary, office and other costs) (Appendix 9).
- g) To approve Bank Reconciliation Statement dated 31<sup>st</sup> March 2024.
- h) To approve payments list and note receipts list.
- i) To discuss approval of invoices awaiting payment.

**24.111 Exclusion of press and public** – to consider passing the following resolution: “That in accordance with the Public Bodies (Admissions to Meetings) Act 1960 (as extended by S.100 of the Local Government Act 1972), the press and public be excluded from the meeting during the consideration of the following matter on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12a of the Local Government Act 1972”.

The meeting will reconvene in a closed session after item 23.64 with the press and public excluded due to the nature of the business being prejudicial under the Public Bodies (Admissions to meetings) Act 1960.

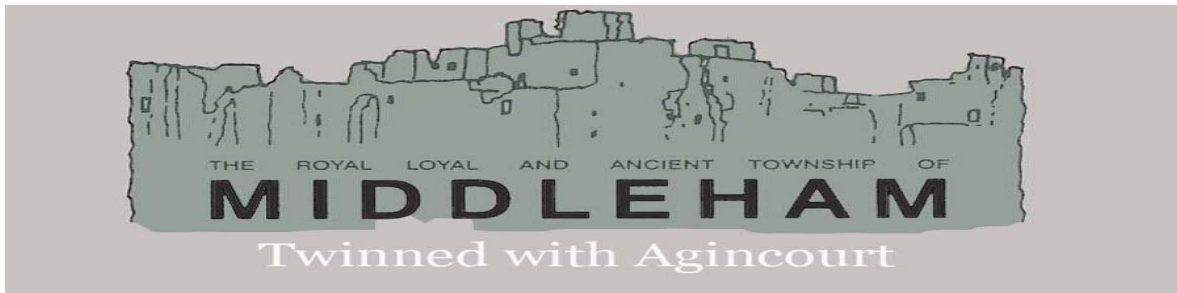
**24.112 Middleham Key Centre**

- a) **Employees** – to discuss and consider adding Key Centre employees to the Council payroll and entering into an agreement with the Charity to reimburse the full costs (Appendix 10).
- b) **Key Centre to Lease** – to discuss and agree the draft lease provided (Appendix 11).
- c) **Community Ownership Fund** – to discuss and consider the options with a view to a bid being made.

**24.113 Date and Time of next meeting**

**Annual Town/Parish Meeting** - Wednesday 08<sup>th</sup> May 2024 6.30pm.

**Annual Meeting of the Council** – Wednesday 22<sup>nd</sup> May 2024 6.30pm.



## Appendix

### Appendix 2 - Police report

Monthly Police Report – Mar 13th – Apr 5th

We do not report crimes whereby victims could be identified, for example Domestic Violence or harassment although they are included in the totals below.

Crimes of note; Between January and April approximately 100 sheep have been taken from the Marske area.

7 – Highway disruptions (Floods/Trees/Animals).

5 – Road related offences (manner of driving/vehicles without tax or insurance and possible OPL).

19 – Abandoned Calls.

13 – Suspicious Circumstances.

3 – Fraud/Forgery (online/phone).

5 – Concern for Safety.

14 – Road traffic Collisions (minor).

1 – Road traffic Collision (serious).

7 – Violence (including dog bites).

3 – Civil disputes.

2 – Lost/Found.

2 – Wildlife/poaching.

1 – Anti Social behaviour (personal).

1 – ASB (nuisance).

1 – Criminal damage.

In total 95 calls were received reporting either the above or making general enquiries.

If you wish to receive information and updates of events/incidents, sign up to North Yorkshire Community messenger either by visiting, <https://www.northyorkshirecommunitymessaging.co.uk> or contact me, [Donald.watson@northyorkshire.police.uk](mailto:Donald.watson@northyorkshire.police.uk), providing your First name, last name, House Number/Name, postcode, Mobile number and email address and I will sign you up.