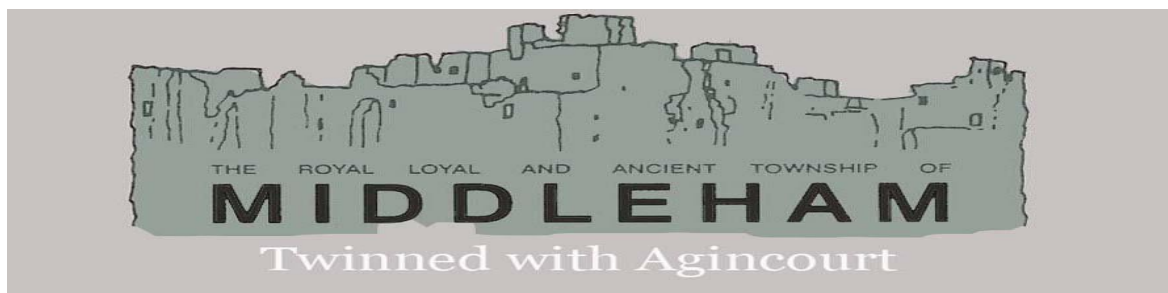


**Draft Minutes of the Middleham Town Council Meeting held in the Garden Room,  
Middleham Key Centre on Wednesday 31<sup>st</sup> July 2024 6.30 p.m.**

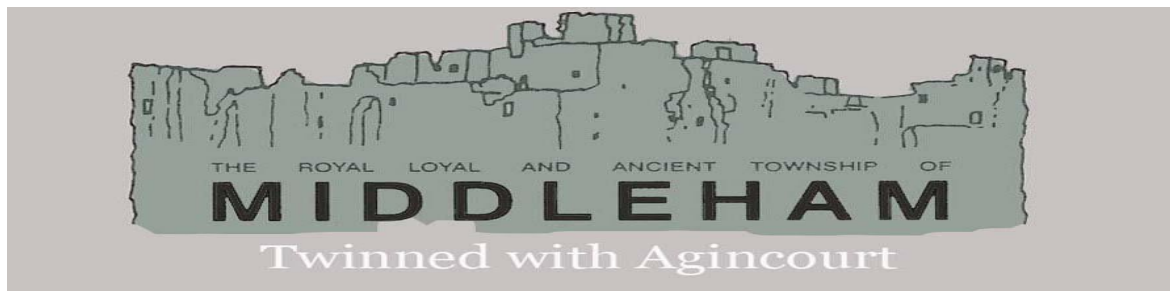
**Present:** Cllr H Byford                      Cllr S Mashford                      Cllr S Watson  
Cllr L Skelton                      Cllr D Palethorpe                      Cllr I Pead-Jowett  
Ms R Hurst-Clerk                      County Cllr K Sedgwick  
Area 1 Highways Representative                      8 Members of the Public

- 24. 196 Public Representations/Open Forum – None.**
- 24. 197 Apologies –** Apologies received from Cllr R Lappin-Smith and reasons for absence approved.
- 24. 198 Declarations of Interest** and any dispensation requests regarding items on the agenda – None.
- 24. 199 Minutes of the meeting held on Wednesday 26<sup>th</sup> June 2024 –** approved as a correct record.
- 24. 200 Confidential/Urgent Items and order of proceedings –** It was determined that Item 24.206 be brought forward and that items 24.210, 24.211 and 24.212 be treated as confidential.
- 24. 201 Reports**
- a) Meetings attended by Councillors –** Cllr Byford and Watson attended a meeting with Racing Welfare and provided an update on the current position.
- b) Matters of Local Interest and Concern** as reported to Councillors - Concerns were raised about the road closure due to take place week commencing 05 August 2024. A resident has also expressed a concern about children pulling down the fenced off area in the church yard currently set aside for re-wilding. There were also concerns in relation to the footpath running alongside the river and also the banked area at Pinkers Pond being overgrown and containing Ragwort.  
**Action –** Clerk to contact the relevant people to report this.
- c) Police and Fire Matters** (Appendix 2) Noted.
- d) Events in Middleham –** Cllr Skelton reported that the Seniors Summer outing to Whitby had been a great success and the group wished to pass on their thanks to the Council. Cllr Byford reported that the Richard III event had been very successful this year, with the best part of 800 visitors attending over two days.



- 24. 202**    **Planning Applications and Decisions (Appendix 3)**  
a) **Ref: ZD24/00342/Full Proposal: Full Planning Permission for Change of Use to Remove Restricted Agricultural Tie Location: Oak Wood, Leyburn Road, Middleham, North Yorkshire, DL8 4PS**                      **No objections**
- 24. 203**    **Policies**  
a) **Equal Opportunities Policy** (Appendix 4) - Councillors discussed the Equal Opportunities policy and **resolved** to adopt this.  
b) **Data Protection Policy** (Appendix 5) - Councillors discussed the Data Protection Policy and **resolved** to adopt this.  
c) **Record Management Policy** (Appendix 6)- Councillors discussed the Record Management Policy and **resolved** to adopt this.
- 24. 204**    **North Yorkshire Local Plan call for Sites submission** – The Council discussed the request to the North Yorkshire Local Plan for the Park Lane site from Racing Welfare and **resolved** to support the submission.
- 24. 205**    **Communications** – Councillors discussed setting up a Council Facebook page and **resolved** to defer this item to a future meeting whilst further information is gathered on setting this up. to discuss and consider setting up a Council Facebook page.
- 24. 206**    **Highways Road Closure A6108** – Councillors, North Yorkshire Highways department and County Councillor Sedgwick discussed with residents the issues raised over the closure of the A6108 due to commence 05<sup>th</sup> August 2024. The Council, Local Business Owners and Residents expressed significant concerns over the impact that this closure will have on both businesses in terms of loss of trade and the residents of Middleham in terms of accessing services via public transport in Leyburn and beyond. The Council also felt that had the consultation period been more than the statutory 2 weeks then the Council could have worked with other organisations to find a solution to the issues that have arisen.

Highways confirmed that both sides of the culvert needed repairs carrying out and also could not guarantee that there was not more damage beyond this which might need repair hence the need for a 4 week road closure. They



hoped that the works could be completed in 2 weeks providing there was not further damage than that already seen on surveillance. Highways confirmed it had to be a full road closure due to the narrowness of the road and type of plant machinery required to complete the works. As water levels are currently at their lowest this was the ideal time to complete the works. At the current time Highways confirmed that there is not sufficient carriageway width to do this under 1 carriageway however if Contractors feel that this is a possibility once started this might be an option. At the moment it is an unknown until the works begin. Highways completed a cost analysis on various options of which this was the most efficient in terms of the time it would take to complete the works and the most cost effective.

It was confirmed that there would be a free bus link service provided between Middleham and Leyburn by the current public transport contractor.

Highways took on board that the two weeks' notice period in this case was not sufficient and agreed to re-look at this for future cases. It was also agreed that they would look into whether works could be done under 2-way lights and provide the Council with confirmation of what pedestrian access there was in place.

**Cllr Palethorpe left the room at 19.09**

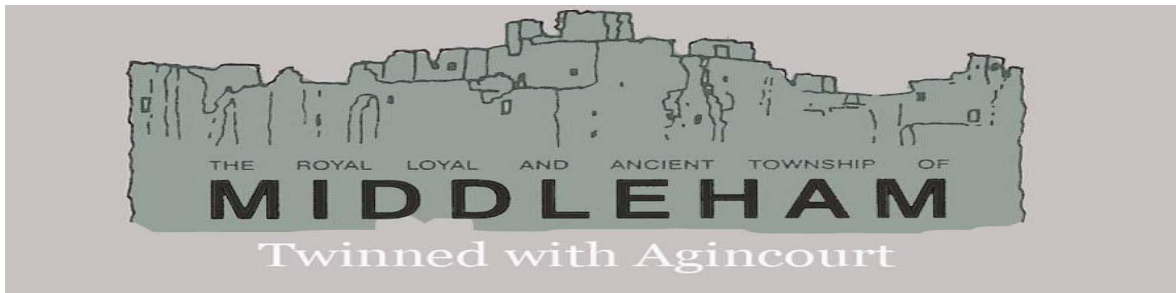
Highways agreed to provide information and costings on a full culvert replacement.

**Cllr Palethorpe returned to the room 19.12**

**Action** – Clerk to make copies available of the new bus service timings and confirm the pick up points.

**24. 207 Middleham Key Centre**

- a) **Asbestos Management Survey** – Councillors discussed the quotes received and **resolved** to appoint A Surveys to complete the Asbestos Management Survey at Middleham Key Centre but that this should be considered in the future by the Charity for the Benefit of Inhabitant Householders of Middleham as the tenant.
- b) **Other surveys needed** – Councillors discussed the need for further surveys that would need to be completed on the Key Centre (including fixed wire testing, PAT testing, Fire etc.) and **resolved** to gather further



information on the test/surveys that need to be carried out and discuss further.

**Action** – Cllr Watson to compile a document listing the surveys that need to be completed.

**24. 208 Finance**

- a) Bank Reconciliation Statement dated 30<sup>th</sup> June 2024 **approved**.
- b) Budget situation detailed in the current net position **noted**.
- c) Payments list **approved** and receipts list **noted**.
- d) Invoices awaiting payment **approved**.
  - Salary payments - £2170.56
  - Coorecom IT Support - £9.90
  - SAGE UK Payroll Subscription - £12.00
  - Viking Direct Stationary - £123.94
  - Wensley Sawmill (replacement fence Park Lane Play area - £912.00
  - PKF Littlejohn (External Audit) - £474.00

- 24. 209 Exclusion of press and public** – The Council passed 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”.

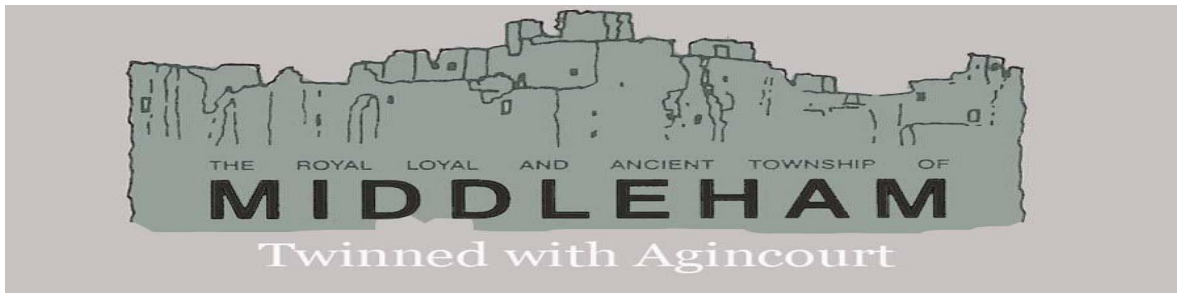
The meeting will reconvene in a closed session after item 24.209 with the press and public excluded due to the nature of the business being prejudicial under the Public Bodies (Admissions to meetings) Act 1960

**24.210 Employees**

- a) **Contracts** – The Council discussed and approved the Employment contract for Middleham Key Centre Staff.

**24.211 Tenders**

- a) **Green-gates** – Councillors discussed the one Tender received and **resolved** to approve the application received from Mrs C Slee.
- b) **Green-gates grazing agreement** – The Council discussed the grazing agreement and **resolved** to adopt this pending an amendment to item 10 to read “An adequate supply of water should be provided at all times by the Licensee”.



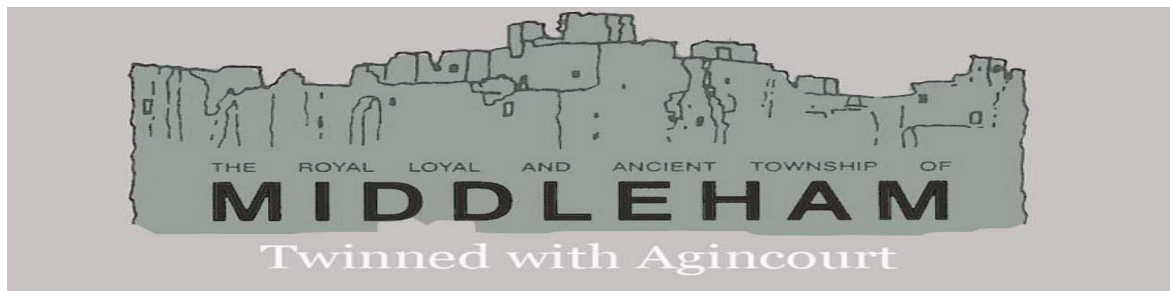
**24.212 Leases/Agreements**

**a) Middleham Key Centre Lease** – The Council **resolved** to sign the Middleham Key Centre lease agreement between the Council and the Inhabitant Householders charity (Appendix 12).

**b) Reimbursement Agreement** – The Council discussed the request from the Charity for the Benefit of Inhabitant Householders of Middleham and **resolved** to form an agreement with the Charity to share staff and office costs.

**24.213 Date and Time of next meeting** - Wednesday 25<sup>th</sup> September 2024 6.30pm.

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## Appendix

### Appendix 2 – Police & Fire Matters

#### Monthly Police Report - June 7<sup>th</sup> – July 4<sup>th</sup>

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

Leyburn Police Station covers the areas of Arkengarthdale, Swaledale from Hudswell up to the county border. Wensleydale from the Hambleton to Cumbria borders, Coverdale and Bishopdale.

Crimes of note; Between 15<sup>th</sup> – 16<sup>th</sup> June Doors, windows, 2x Log burners and Fridge Freezer removed from property under construction in Middleham area. 20<sup>th</sup> June a large cannabis growth was discovered and destroyed at Hawes Business Park. Overnight 27<sup>th</sup> June Stihl Chainsaw and Husqvarna Chainsaw taken during burglary in Coverham area. Overnight 27<sup>th</sup> June 2 x Quad bikes, air rifle, and a Stihl saw were stolen from premises in the Bainbridge area, one Quad recovered due to tracker fitted. Between 30<sup>th</sup> Jun – 4<sup>th</sup> Jul an outboard motor and stand up paddle board were stolen from a property at Thornton Steward.

20 – Abandoned Calls (pocket dials/misdials).

8 – Violence (including Dog Bites).

6 – Anti Social Behaviour (nuisance).

1 – ASB (environmental).

5 – ASB (personal).

13 – Concern for Safety.

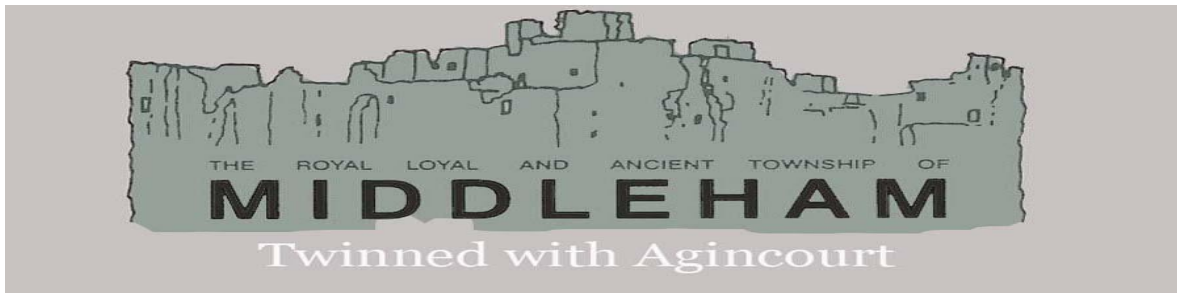
1 – Auto Crime (vehicle interference).

16 – Suspicious Circumstances (door to door sellers/vehicles parked).

3 – Wildlife (poaching).

1 – Criminal Damage.

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



8 – Road Traffic Collisions (minor).

3 – Theft.

3 – Fraud/Forgery (online/phone).

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

2 – Civil Dispute.

In Total 142 calls were received reporting either the above or making general enquiries.

The Neighbourhood Team will continue attending Town/Parish council meetings and Community drop ins/events where duties allow.

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Signed:

Date: