

MEETING OF THE FULL COUNCIL SUMMONS
Wednesday 25th September 2024

To Members of the Town Council,

Cllr Honor Byford (Chair), Cllr Lorna Skelton, Cllr Douglas Palethorpe, Cllr Shaun Watson, 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 25th September 2024 at 6.30 pm.

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

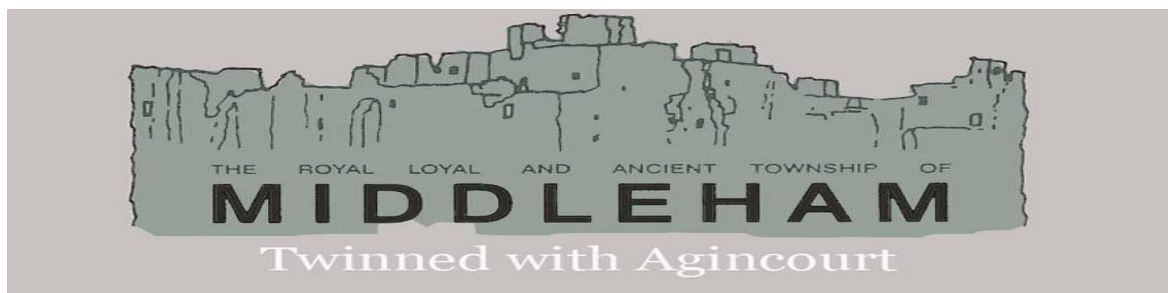
The meeting is open to the press and public unless the Council do otherwise RESOLVE to enter a closed session where members of the Public and Press are excluded. Please note members of the Public are invited to address the Council at this meeting at 6.30pm.

Signed:

A handwritten signature in black ink, appearing to read 'R. C. Hurst', with a horizontal line extending to the right.

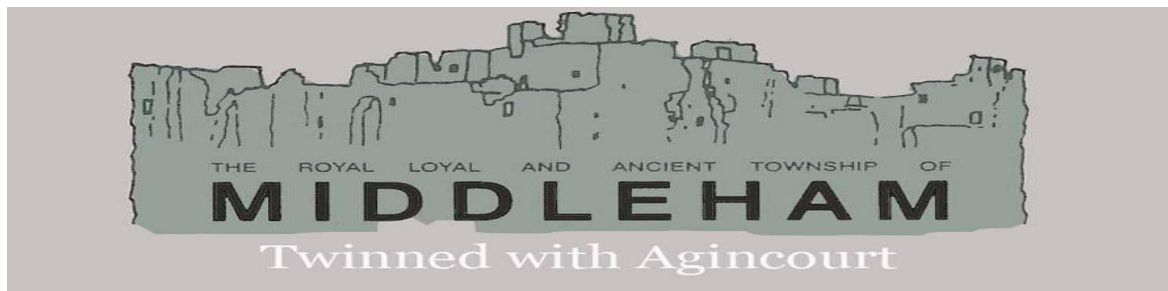
Ms R Hurst,
Clerk to the Council

Date: 19.09.24



AGENDA

- 24. 222 Public Representations/Open Forum** – 15 minute session for the Public to raise issues with the Council
- 24. 223 Apologies** – to receive apologies for absence given in advance of the meeting and consider approval for reasons given.
- 24. 224 Declarations of Interest** and any dispensation requests regarding items on the agenda, other than any previously disclosed.
- 24. 225 Election of Vice Chair (Deputy Chair)** – to elect the Vice Chair of the Council for the remainder of 2024/25 following the resignation of the previous vice chair.
- 24. 226 Minutes of the meeting held on Wednesday 31st July 2024** – to approve the minutes of the Annual meeting as a correct record (Appendix 1).
- 24. 227 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. 228 Consultations**
- a) **North Yorkshire Council Leyburn and District Community Anchor Organisation** – to receive an update on how the service works and the roles and responsibilities of the stakeholders (speak to David Poole re attachments/further info for agenda) (Appendix 2)
- 24. 229 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 3).
- d) **Events in Middleham** – Oktoberfest 05th October 2024
- 24. 230 Land**
- a. **Canaan Lane** – To discuss the condition of the lane and take decision on the best way forward to begin improvements.



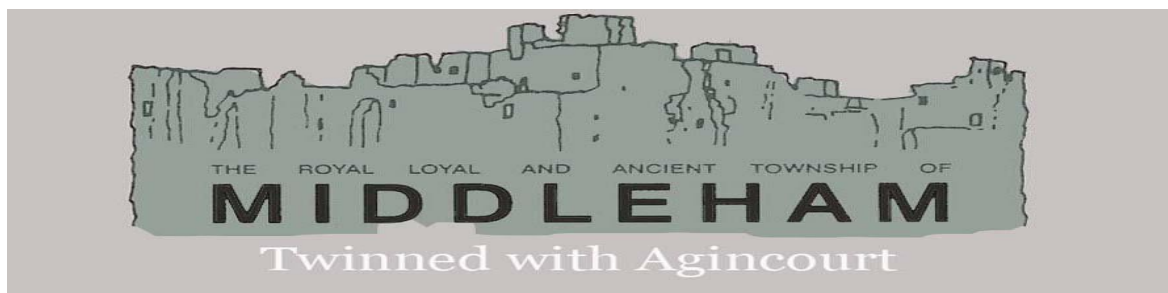
- b. **St Alkeldas Play Area** – to discuss the complaint received from a resident regarding trees overhanging their property (Appendix 4) and take decision on any remedial action.
- c. **Grass Cutting** - to discuss and agree amendments to the grass cutting tender and associated maps for 2025 onwards (Appendix 5)
- d. **Overgrown Ivy/Holly Bushes on the footpath between Park Lane and St Alkeldas** – To discuss the complaints received regarding overgrown Ivy/Holly bushes on the footpath between Park Lane and St Alkeldas and take decision on what action can be taken.
- e. **Overgrown hedge between Park Lane Play area and St Alkeldas Play area** – to discuss the complaints received regarding the overgrown bushes between the play areas on Park Lane and St Alkeldas and take decision on what action can be taken.

24. 231 Planning Information

- a. **Planning Regulations & Conservation area guidelines** – to discuss the concerns raised by a resident on the practicality of improving properties in the area whilst taking into consideration the Conservation area guidelines.
- b. **Ref: ZD23/00554/Full Proposal: Full Planning Permission for replacement of two timber framed sash windows (N1 and N4) which are beyond repair with like for like timber framed one over one sash windows with slim line double glazing and replacement of two reproduction timber windows (N2 and N7) with traditional 2 over 2 sashes with slimline double glazing (Change in Description and Additional Information Dated 1.2.24, 6.6.24, 11.6.24 and Revised Plan Dated 11.6.24) Location: Hazeldene, Kirkgate, Middleham DL8 4PG**
GRANTED

24. 232 Planning Applications and Decisions (Appendix 6)

- a) **Ref: ZD23/00665/OUT Proposal: Outline Planning Permission with all Matters Reserved for Proposed Residential Development (up to 55 Dwellings)(Other Documents added 15th August 2024) Location: Land at St Alkeldas Road, Middleham, North Yorkshire**
- b) **Ref: ZD24/00453/LBC Proposal: Replacement of 4no Single Glazed Timber Sash Windows with Double Glazed Timber Sash Windows Location: Sundial House, West End, Middleham, North Yorkshire**
- c) **Ref: ZD24/00477/VAR Proposal: Variation of Condition 3 Attached to Planning Permission 23/00154/Full to Remove the Requirement for Heritage/Distorted Glass to be used on the Outer Panes of the Window Location: Cosy Nook Cottage, East Witton Road, Middleham**



24. 233 Policies

- a. **Draft Communication and Media Policy** – to discuss and adopt the draft Communication and Media Policy (Appendix 7)

24. 234 Communication and IT

- a. **Website and emails** – to discuss and consider the quotes received for the migration of the .co.uk emails to the .gov.uk domain (Appendix 8).
- b. **Parish Listing** - to discuss and agree renewing the listing on Parish website for Middleham Town Council (Appendix 9)
- c. **Parish Liaison Meetings/North Yorkshire Wider Partnership Conference** – to discuss and consider attendance at the sessions being provided in for Parish and Town Councils (Appendix 10).

24. 235 Highways

- a. **Signage** – to discuss the need for improved signage particularly on Back Street for the Public Conveniences
- b. **Back Street** – to discuss the issue of Back Street being used as a cut through for vehicles and what can be done to remedy the issue

24. 236 Middleham Key Centre

- a) **Memorandum of Understanding** – to discuss and agree the memorandum of understanding between Middleham Town Council and Racing Welfare (Appendix 11).

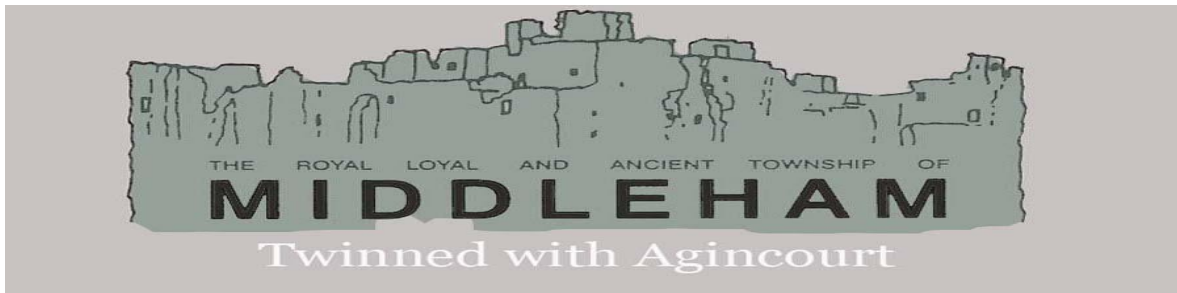
24.237 Events

- a) **80th Anniversary VE Day 2025** – To discuss and consider holding an event on the 8th May 2025 (Appendix 12)

24. 238 Finance

- a) To approve Bank Reconciliation Statement dated 1st September 2024.
- b) To note budget situation detailed in the current net position.
- c) To approve payments list and note receipts list.
- d) To discuss invoices awaiting payment.

- 24. 239 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”.

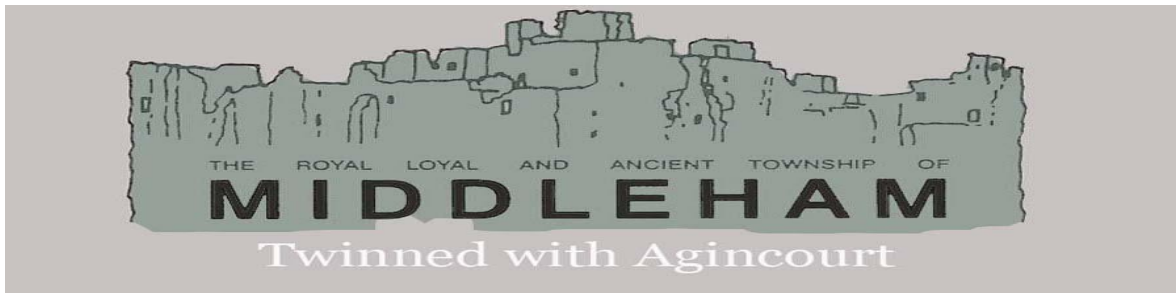


The meeting will reconvene in a closed session after item 24.239 with the press and public excluded due to the nature of the business being prejudicial under the Public Bodies (Admissions to meetings) Act 1960

24.240 Employees

a) Extra Hours – to discuss and agree any overtime for the MKC administrator for extra work required in gathering information for Racing Welfare.

24.241 Date and Time of next meeting - Wednesday 30th October 2024.



Appendix

Appendix 3 – Police & Fire Matters

Monthly Police Report – Aug 7th – Sep 4th 2024

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; Overnight 12th Aug Criminal Damage at Hawes Market place where 3x windows were broken and an interior partition damaged with an estimated cost of £300. Overnight 27th Aug Criminal Damage to the Aysgarth National Parks toilets where a toilet bowl was smashed with an estimated cost of £300. Overnight 2nd Sep a Quadbike and tools and the owner's wallet were taken from a building in the area of the Moorcock Inn.

6 – Theft.

5 – Fraud/Forgery (online/phone).

15 – Violence.

2 – Civil Disputes.

10 – Suspect Circumstances (door to door sellers/ vehicles parked etc.)

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

6 – Anti Social Behaviour (nuisance).

2 – ASB (personal).

10 – Concern for Safety.

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

2 – Road Traffic Collisions (serious).

12 – RTC (minor).

26 – Abandoned Calls (pocket dials/misdials).

4 – Criminal Damage.

2 – Burglary.

1 – Lost/Found.

In Total, 170 calls were received reporting either the above or making general enquiries

Monthly Police Report – July 4th – August 7th 2024.

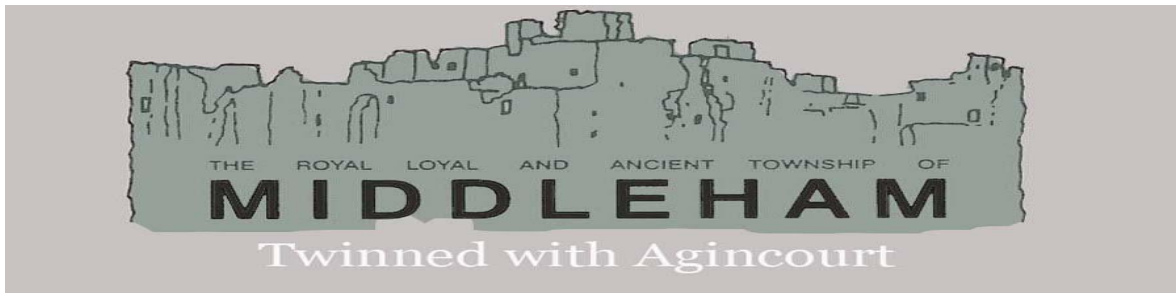
We do not report crimes whereby victims could be identified, for example, Domestic Violence or Harassment although these are included in the totals below.

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; 21st July Burglary at Hawes Business Park, a vehicle and high value items stolen, 1x person arrested and vehicle recovered shortly after. 24th July Burglary in Leyburn area, a trailer, along with a quantity of tools and equipment were stolen. 29th July Burglary in Langthwaite area, where a garage was entered, an electric mountain bike and charger were stolen. 30th July Burglary in Hawes area, where a cement mixer was stolen from a barn renovation. 3rd August Burglary in Hawes area where a shed was entered, a Makita energizer/battery and an air rifle were stolen. 7th August Burglary in Langthwaite area, an outbuilding was entered, a quantity of tools, including, a grinder, drills and jigsaw were stolen.

10 - Road Traffic Collisions (minor).

2 – Road Traffic Collisions (serious).



- 26 – Suspicious Circumstances (door to door sellers/vehicles parked etc.)
 - 7 – Road related offences (manner of driving/vehicles without tax and possible OPL).
 - 24 – Abandoned Calls (pocket dials/misdials).
 - 5 – Anti Social Behaviour (personal).
 - 1 – ASB (environmental).
 - 2 – ASB (nuisance).
 - 8 – Highway Disruption (Animals/ Floods/Trees).
 - 14 – Violence.
 - 2 – Criminal Damage.
 - 7 – Concern for Safety.
 - 6 – Theft.
 - 4 – Lost/Found Property.
 - 2- Fraud/Forgery (online/phone).
- In total, 173 calls were received reporting either the above or making general enquiries