

To all Middleham Town Councillors
I hereby summons and give you notice to attend a meeting of the above named
Council to be held in the Garden Room at Middleham Key Centre on Wednesday
26 September 2018 at 7.00 pm

Signed
David Keep Clerk

NOTE TO MIDDLEHAM RESIDENTS: 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.** A 15-minute session to allow members of the public to raise issues with the Council.

The meeting shall also receive a presentation from Mr and Mrs Curran, trustees of The Paul Curran Celebration Trust.

2. **To accept apologies of absence.**
3. **Declarations of interest and any dispensation requests regarding items on the agenda.**
4. **The Role of Council as Sole Trustee of the Charity.** Steve Scott, solicitor, will be in attendance for this item to give advice.
5. **Minutes:**
 - 5.1 To confirm the minutes of the Council meeting held on 25 July 2018
 - 5.2 Review schedule of agreed actions.
6. **Confidential and Urgent Items.** To determine whether any part of the proceedings should be treated as confidential and excluded from the minutes to be made available for public inspection; to notify any items of urgent other business.
7. **Town Council (TC) – Information/Decision required**
 - 7.1 **Councillors and Clerk to report any meetings attended and actions undertaken (standing item)**
 - 7.2 **Land Management Issues (standing item).**
 - 7.2.1 Condition of Roads; for discussion.
 - 7.2.2 Parking Issues:
 - 7.2.2.1 Park Lane parking. To consider circulating a questionnaire to residents to ascertain views on creating additional off-road parking on small grassed areas.
 - 7.2.2.2 Parking outside Manor House. For discussion and agreement upon any appropriate actions.
 - 7.2.3 Ownership and maintenance of unregistered land near the Springs. For discussion and possible legal advice.
 - 7.2.4 Sheep worrying – increased incidents. For discussion.
 - 7.2.5 Appearance of Town
 - 7.2.5.1 Land adjacent to Middleham Motors. To note its condition

and discuss possible works to be undertaken.

7.2.5.2 Correspondence received from residents. For noting and response.

7.2.6 **Land near Key Centre.** For discussion.

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

9. Project Updates (standing item):

9.1 Option agreement – Verbal update.

TC

9.2 Burial Ground To receive a verbal update updated budget and to approve the following costs:

TC / DS

9.2.1 Approx. £600 for a drilling specification from Hydrogeological Solutions

9.2.2 Approx. £2,000 for Hydrogeological Solutions to supervise boring.

9.3 MSCWA

JK/SW

9.3.1 Verbal Update on outcome of AGM, constitution, finance and maintenance.

9.3.2 Potential to hold a Bonfire around Nov 5th. For discussion.

10. Events in Middleham (standing item)

10.1 Richard III Festival. To receive an update/approve final expenditure

HB

10.2 Tour de Yorkshire. To receive a final report and approve Council's agreed financial contribution of £250.

11. General Business:

11.1 Council Priorities and Workload Planning. For agreement.

11.2 Secure email addresses for Councillors: For discussion.

11.3 Website disclosures. Draft documents, for approval

11.4 Middleham Key Centre: To note imminent retirement of trustees.

11.5 Grant making policy. For consideration and, if agreed, to instruct the Clerk to draft for adoption at a subsequent meeting.

12. Planning (TC) - Information/Decision required

12.1 Report of Meeting with Principal Planning Officer of Yorkshire Dales National Park.

SF/HB

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

12.2.1 Full Planning Permission for Flat Roof Extensions to the Front, Side and Rear Elevations 9 St Alkelda's Road Middleham DL8 4PW 18/00067/FULL.

12.3 To comment on applications receive since the last meeting.

12.3.1 Full planning permission for conversion of barn to form 1 no. local occupancy dwelling/holiday let at Braegill, Agglethorpe DL8 4TN R/60/39.

12.4 To note potential planning enforcement issues.

12.4.1 Sundial House appeal ref (Ref 16/00609/LBC) / 17/00004/REFLBC Retrospective Appeal Ref: APP/V2723/Y/17/3171483

12.5 Richmondshire Local Plan Review. For formal response.

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

13.1 Payments - for approval, cheques to sign (TC only) and ratification of any payments made since last meeting with a full report on all receipts and payments for July and August (including bank reconciliations as at 31 July and 31 August

2018) and September 2018 (to date).

13.2 To consider the following items of expenditure:

- 13.2.1 MSCWA: Request for capital funds to repair buildings: £3949.68
- 13.2.2 Federation of Middleham and Spennithorne CE primary Schools: request for contribution towards costs of asbestos removal.
- 13.2.3 Donation of £100 to Royal British Legion for Remembrance Day Wreath (under s137 Local Government Act 1972)

13.3 To consider opening a 30 day notice account to earn higher interest on cash deposits.

13.4 Council to confirm any financial objectives for the year ahead so that budget preparations are easier

14. Central & Local Government Communications.

- 14.1 To list documents that have been emailed or circulated to Cllrs since the last meeting.

15. Correspondence, shared information and suggested items for the next agenda.

15.1 Annual planner for agenda items; to note forthcoming business.

15.1.1 Review funding opportunities

15.1.2 The Clerk proposes that the results of a risk assessment be considered.

15.1.3 Considering erecting a road sign welcoming visitors to childhood home of Richard III and centre of racing industry

15.1.4 Review of lease conditions for grazing tenancies.

16. Future Meeting Dates. To note Clerk's request to move meeting date from 30th January 2019 to either 23rd January or 6th February 2019.

The next meeting will be held on Wednesday 31 October 2018.