

Middleham Town Council as Trustee of Charity For The Benefit Of Inhabitant Householders of Parish of Middleham (registered charity no 506048) (the 'Charity')
I hereby summon and give Councillors notice to attend a meeting of the above organisation to be held in the Garden Room at Middleham Key Centre on Wednesday 27 March 2019 following conclusion of the Town Council Meeting

Signed
David Keep Clerk

NOTE TO MIDDLEHAM RESIDENTS: The public do not have a right to attend this meeting. The public and press may attend with the consent of Councillors. There will be no public forum in which to ask questions.

AGENDA

1. **To accept apologies of absence.** Cllr Slay is unavailable due to work commitments away from Middleham.
2. **Declarations of interest and any dispensation requests regarding items on the agenda.**
3. **Minutes**
 - 3.1 To confirm the minutes of the meetings held on
 - 3.2 27 February 2019
 - 3.3 Review schedule of agreed actions.
4. **Land Management (IH) – Information/Decision required**
 - 4.1 **Review of Health & Safety matters** (standing item) **All**
 - 4.2 **12 Acres: Invitation to General Tender.** For approval
 - 4.3 **Common Land / Town Wastes Parking.** To receive an update.
(Discussion to be held in closed session).
5. **Financial and Administrative Matters.**
 - 5.1 To approve payments submitted to meeting (IH only) and ratification of any payments made since last meeting with a full report on all receipts and payments for September (including bank reconciliations as at 28 February 2019) and March 2019 (to date). **TC**
 - 5.2 **Specific Expenditure Approvals:** None received.
 - 5.3 **Reserves Policy:** for adoption
 - 5.4 **Audit & Internal Controls**
 - 5.4.1 Review of internal controls. To receive a report.
 - 5.4.2 Risk assessment review. For discussion and agreement.
 - 5.4.3 Audit assurance: to consider appointment of an auditor
 - 5.5 **Charity Name.** To consider changing to a shorter name.
6. **Any Other Business**
7. **Future Meetings:**

The next meeting will be held on 24 April 2019.

Please note that the meeting scheduled for 15 May 2019 will be held on 22 May 2019.