

**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**  
**27 March 2019 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.
2. **To accept apologies of absence.** Cllr Slay is unavailable due to work commitments away from Middleham.
3. **Declarations of interest and any dispensation requests regarding items on the agenda.**
4. **Minutes:**
  - 4.1 To confirm the minutes of the meeting held on 27 February 2019
  - 4.2 Review schedule of agreed actions. All
5. **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.
6. **Town Council (TC) – Information/Decision required**
  - 6.1 **Councillors and Clerk to report any meetings attended and actions undertaken (standing item)** GF
  - 6.2 **Land Management Issues (standing item).**
    - 6.2.1 Cobble Review. To agree when to undertake annual review.
    - 6.2.2 Condition of the Busks. For discussion.
  - 6.3 **Elections 2019.** To note deadlines and requirements for ‘purdah’
  - 6.4 **Annual town meeting on 22 May 2019.** To invite a speaker.
  - 6.5 **Moors Lease:** To schedule annual review of compliance
  - 6.6 **Play Area Improvements.** For discussion regarding feasibility study GF
7. **Review of Health & Safety and Environmental Matters (standing item).**
  - 7.1 **Dog waste.** –To note terms of NYCC grant and agree a plan.
  - 7.2 **Recycling bins – pilot scheme.** To consider a suitable location.
  - 7.3 **Play Area inspection reports.** For noting.
8. **Project Updates (standing item):**
  - 8.1 **Burial Ground** To receive a verbal update. SW/TC
  - 8.2 **MSCWA** Verbal update on finance and maintenance. SW
  - 8.3 **Welcome Sign.** To receive an update. LS/HB
  - 8.4 **Option Agreement:** To receive an update. TC
  - 8.5 **Spring Clean 2019:** To receive an update. SF
  - 8.6 **Middleham Safer Roads.** Report on initial meeting arrangements. HB

- 9. Events in Middleham (standing item)**
- 9.1 Stables Open Day.** To consider request to mark out areas
- 9.2 RIII Festival.** To receive an update; agree whether to run by MTC or IH **HB/GF**
- 9.3 Tour de Yorkshire.** To consider whether to run a community event.
- 9.4 Wensleydale Wander (Rotary Charity Walk) 13 April 2019.** To approve annual walking event across the Moors. **TC**
- 9.5 Feast Day 27 May 2019.** To approve event in Market Square and to authorise event licence fee £21 **TC**
- 9.6 Middleham Open Gardens Sunday 30th June.** To approve use of the Buses for parking and to place banners on Leyburn Road and E Witton Road.
- 10. General Business:**
- 10.1 Middleham Key Centre:** Update on business review. **HB**
- 10.2 Funding.** To note current opportunities. **GF**
- 11. Planning (TC) - Information/Decision required**
- 11.1 To report on planning decision notices received since the last meeting:**
- 11.1.1 First Floor Extension to South Elevation at Cherry Tree Cottage, Straight Lane, Middleham, DL8 4PY 18/00895/FULL **GRANTED**
- 11.1.2 Front Porch and Rear Dormer Roof Windows, Curlew Cottage Kirkgate Middleham DL8 4PG 18/00651/FULL **GRANTED**
- 11.2 To comment on applications received since the last meeting.**
- 11.2.1 Outline Planning Permission with All Matters Reserved for Proposed Residential Development (Up to 55 Dwellings) (As Amended) and Additional Heritage Impact Assessment Dated February 2019, Land at St Alkelda's Road Middleham (17/00558/OUT).
- 11.2.2 Full Planning Permission for Timber Casement Windows (One Opening) Inset into the Mullioned Window at Northgate House, 1 North Road, Middleham DL8 4PJ (19/00105/FULL)
- 11.2.3 Full Planning Permission for Proposed Steel Portal Framed Building for the Housing of Racehorses, Sharp Hill Farm, Park Lane Middleham DL8 4QY (19/00064/FULL)
- 11.2.4 LBC for Change of Use from a Restaurant and One Bedroom Flat to a Two Bedroom Dwelling and Minor Internal Alterations at The Stable Door, Market Place, Middleham DL8 4NP (19/00145/LBC)
- 11.3 Potential planning enforcement issues.** No updates at the current time
- 11.4 Hill House redevelopment:** To request an update on plans and timescale.
- 12. Finance (TC/IH) - Information/Decision required**
- 12.1** Payments - for approval, and ratification of any payments made since last meeting with a full report on all receipts and payments for February (including bank reconciliation as at 28 February 2019) and March to date.
- 12.2 Opening of deposit accounts.** Update on progress
- 12.3 Review of internal controls.** Receive report from Finance Committee
- 12.4 Risk assessment review.** For discussion and finalisation
- 12.5 Appointment of Internal Auditor.** For approval.
- 12.6 Reserves Policy.** For adoption and approval of transfers.
- 13. Central & Local Government Communications.**
- 13.1** To list documents that have been emailed or circulated to Cllrs.
- 13.1.1 White Rose Update
- 13.1.2 Dales Police Report - March
- 14. Correspondence, shared information and suggested items for the next agenda.**
- 14.1** Annual planner for agenda items; to note forthcoming business.
- 14.2** Items for next agenda:
- 15. Future Meeting Dates.** The Annual Council Meeting will now be held on 15 May and the Annual Parish meeting is held on 22 May (ie switching dates)

**The next monthly Council meeting will be held on 24 April 2019.**