

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
28 March 2018 at 7.00 pm

Signed
David Keep Clerk

NOTE TO MIDDLEHAM RESIDENTS: Should anyone wish to raise a matter regarding an agenda item **this must be done in advance of the meeting** and at least by 3pm the previous day. 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.**
3. **Declarations of interest and any dispensation requests regarding items on the agenda.**
4. **Minutes**
 - 4.1 To confirm the minutes of the Council meeting held on 7 March 2018
 - 4.2 Review schedule of agreed actions.
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**
 - 6.2 **Casual Vacancy for a Town Councillor**
 - 6.3 **Land Management Issues (standing item).**
 - 6.3.1 Bollard outside Harmby House.
 - 6.4 **Review of Health & Safety matters (standing item)**
 - 6.5 **Project Updates (standing item):**
 - 6.5.1 **Option agreement** – review of meeting with Scott’s Solicitors. TC
 - 6.5.2 **Burial Ground** – Verbal report from Clerk. TC
 - 6.5.3 **MSCWA** – update on Constitution JK
 - 6.6 **General Data Protection Regulations.** Verbal report from Clerk TC
 - 6.7 **Events in Middleham**
 - 6.7.1.1 Tour de Yorkshire 2018. To receive an update. HB
 - 6.7.2 Richard III Festival HB
 - 6.7.2.1 Meeting notes from 12 March 2018; for noting.
 - 6.7.2.2 To approve donations to MKC and the Church (£100 each) from 2017 HB

- 6.7.2.3 To note closing balances from 2016 and 2017 events TC
- 6.7.3 Stables Open Day 2018. Cllr Byford to report. HB
- 6.7.4 Best Kept Village 2018. For consideration. TC

6.8 Discuss ideas for Annual Town meeting

6.9 Year End

- 6.9.1 Consider split of costs between TC and IH
- 6.9.2 To receive projection of year end position. TC

- 6.10 Insurance Renewal 2018.** Clerk to report. TC

7. Planning (TC) - Information/Decision required

- 7.1 To report on planning decision notices received since the last meeting:** None have been received.
- 7.2 To comment on applications receive since the last meeting.** None have been received.
- 7.3 To note potential planning enforcement issues.** There are no new matters or updates to report at the current time.

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

- 8.1 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 March 2018.**
- 8.2 To approve Items of Expenditure as submitted to the meeting.**
- 8.3 Year End**
 - 8.3.1 Consider split of costs between TC and IH
 - 8.3.2 To consider likely year end position
- 8.4 Central & Local Government Communications.** To list documents that have been emailed or circulated to Cllrs since the last meeting.

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

- 9.1** Annual planner for agenda items; to note forthcoming business
- 9.2** Future Meeting Dates

The next meeting will be held on Wednesday 25 April 2018.