

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 28 November 2018 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.**
- 2. Declarations of interest and any dispensation requests regarding items on the agenda.**
- 3. Minutes**
 - 3.1** To confirm the minutes of the meeting held on 31 October 2018
 - 3.2** Review schedule of agreed actions.
- 4. Land Management (IH) – Information/Decision required**
 - 4.1 Review of Health & Safety matters** (standing item) **All**
 - 4.2 Land Management Contract.**
 - 4.2.1** To accept Tender submissions and appoint a contractor for 2019
 - 4.3 Pavement Furniture rental agreement.** To revise terms and conditions
 - 4.4 Tree Condition Survey:** to consider advice on a revised format for the annual condition survey report.
 - 4.5 Common Land / Town Wastes Parking**
 - 4.5.1** Terms of engagement for Endeavour Partnership. For noting.
 - 4.5.2** To receive an update on progress.
- 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 31 October 2018) and November 2018 (to date). **TC**
 - 5.2 Opening a deposit account.** For approval.
 - 5.3 Specific Expenditure Approvals:** None received.
 - 5.4 Annual Charity Commission return.** For approval, deadline 31 January 2019.
- 6. Any Other Business**

The next meeting will be held on 23 January 2019 (previously 30 January 2019)