

Minutes of Meeting of Middleham Town Council as Trustee of Charity For The Benefit Of Inhabitant Householders of Parish of Middleham (the 'Charity' or 'IH') held in Middleham Key Centre on Wednesday, 28 November 2018 following conclusion of the Town Council meeting. (SUBJECT TO APPROVAL AT NEXT TRUSTEE MEETING)

Present

The Chairman Cllr Mrs S Fairhurst, Cllr Mrs H Byford, Cllr Mr M Cade, Cllr Mr D Slay, Cllr Mrs L Stocker and Cllr Mr S Wheeler.

Clerk, Mr D Keep

Action

1. Apologies.

The public were not entitled to be present and it was agreed to hold the meeting in closed session.

2. Declarations of interest regarding items on the agenda.

Each person present is a Councillor of Middleham Town Council, the Charity's sole Trustee. No other interests were declared in the business to be transacted at the meeting.

3. Minutes

3.1 IT WAS RESOLVED to accept the minutes of meeting held on 28 November 2018 as a true and accurate record of that meeting.

3.2 Schedule of agreed actions. The schedule was noted.

4. Land Management (IH) – Information/Decision required.

4.1 Review of Health & Safety and Environmental matters (standing item). There were no matters to report.

4.2 Land Management Contract. Only one submission had been received. **IT WAS RESOLVED to appoint Robertson's Garden services for an annual fee of £7,380.**

4.3 Pavement Furniture Rental agreement. In discussion, consideration was given to whether some establishments had an unfair commercial advantage under the current arrangements and whether clear access routes for pedestrians should be created. It was agreed not to amend the contracts or to limit the space allocations but to ensure that a metre of clear pathway should be left alongside the road. The number of benches would be discussed at the next meeting before finalising the terms applicable from 1 March 2019.

Clerk

4.4 Tree Condition Survey. Guidance received from NALC that tree inspections should focus more closely on safety issues was noted. RDC had suggested some additional reporting which had been forwarded to Mr Stockdale, who was in the process of completing the current year's report. It was agreed to receive his report and comments on suggested revisions for before making any changes to current arrangements.

Action

4.5 Common Land / Town Wastes Parking.

4.6 Update on progress. Comments made by Mr Nelson at the Council meeting were noted. It was agreed that significant research had been undertaken and that further relevant information could be obtained to support the Council's case. It might however avoid the executors proceeding to register the claimed right if a response was forwarded before the year end so it was agreed to convene an additional meeting at 7pm on Wednesday 12 December to approve a response to be sent the following day. The Clerk would confirm with the solicitor that this was achievable before writing to the other side.

Clerk

4.7 Terms of engagement for Endeavour Partnership. Formal terms of engagement, having been approved by a Committee appointed for the purpose, were noted.

5. Financial and Administrative Matters.

5.1 Cashbook balances as at 31 October and a cashbook to 22 November (to date). Received for information.

5.2 IT WAS RESOLVED to approve the schedule of direct debits and internet bank transfers to approve and ratify all payments since the last Meeting as set out on the payments schedule and to approve Items of Expenditure as submitted to the meeting.

5.3 Opening a deposit account. It was agreed to proceed to open accounts for which formal approval would be sought at the next meeting.

5.4 Annual Charity Commission return. A draft return was approved for submission by the deadline 31 January 2019.

Clerk

There being no further business the Chairman declared the meeting closed at 9.10pm

Signed.....Date.....