

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, 31 January following conclusion of the Town Council meeting. (SUBJECT TO APPROVAL AT NEXT TRUSTEE MEETING)

Present

The Chairman Cllr Mrs S Fairhurst, Cllr Byford and Cllr Mr M Cade.

Clerk, Mr D Keep

The following members of the public attended the meeting: Mrs R Thompson and Mr R Fletcher.

Action

1. Apologies.

Apologies were received from Cllrs Wheeler, Stocker, Kirkbride and Shorrocks.

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

IT WAS RESOLVED to accept the minutes of meeting held on 29 November 2017 as a true and accurate record of that meeting.

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

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

4.2 Meeting with Middleham Trainers Association.

In discussion, the following matters were noted:

- Councillors reported instances where training appeared to be carried out after 1pm. It was agreed that these should be reported to the Clerk giving details of date, time and location so that these could be raised with MTA.
- The Clerk drew attention to the recently circulated declaration of horse numbers for December which showed that some trainers had not submitted their declarations or paid their fees on time. He was making enquiries through MTA and had drafted a revised pro-forma for monthly declarations which would assist identification of late payers;
- Draft documentation as agreed at the meeting with MTA was currently with Cllr Byford for review.

Clerk

Cllr Byford

Cllr Byford

4.3 Consents

4.3.1 Licence to Karl Burke Racing re horse access through woods near Spigot Lodge.

Action

A final copy of the licence had been circulated before the meeting. The terms were agreed to be satisfactory and the Clerk would arrange for signature. He would also seek the costs and first year's licence fees

Clerk

4.4 Land Management Contract: As the Charity did not have its own financial procedures the Clerk proposed, and it was agreed, that IH should follow those of MTC. Accordingly as the contract value was below £10k, it did not require a formal tender process but receipt of quotations. The Clerk advised that only 2 quotations had been received from emails sent to 5 contractors. A quotation received from AG Services was noted to be for the grass cutting and strimming component only; a quotation from Robertson Garden Services, whilst more expensive for grass cutting, also included the hedge and tree cutting and weed spraying components. Robertson Garden Services' total cost of £5,260 was noted to be within the approved budget of £6,010. It was agreed to appoint Robertson's Garden Services as it might be difficult to obtain the services separately. Robertson Garden Services was also considered to have provided a very high quality service in 2017 and there would be benefits from a continuing agreement.

Clerk

4.5 Street Furniture agreements. The Clerk reported that he had prepared invoices to be sent early in the following month. He would to speak to Mr and Mrs Carter-Ward who now also operated the Black Swan.

Clerk

4.6 Financial and Administrative Matters

4.6.1 Submission of the annual return to Charity Commission. The Clerk reported that the annual return had been submitted before the deadline.

There being no further business the Chairman declared the meeting closed at 9.15pm

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