

**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 31 October 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.** Cllrs Wheeler and Stocker will be absent on annual leave.
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 26 September 2018
  - 3.2 Review schedule of agreed actions.
4. **Charity Objectives and Decision Making.** To consider writing down what the Charity's objectives mean in practice, as suggested by Steve Scott.
5. **Land Management (IH) – Information/Decision required**
  - 5.1 **Review of Health & Safety matters** (standing item) **All**
  - 5.2 Installation of Parking Honesty Box.
    - 5.2.1 To approve final costs
    - 5.2.2 To agree how to use proceeds
  - 5.3 **Winter grazing of Lowlands 40 Acres.**
    - 5.3.1 To accept Tender submissions
    - 5.3.2 To approve grazing rights agreement.
  - 5.4 **Land Management Contract.**
    - 5.4.1 To approve tender specification for 2019
    - 5.4.2 To approve issue of tender documents with closing date of 26 November 2018
6. **Financial and Administrative Matters.**
  - 6.1 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 30 September 2018) and October 2018 (to date). **TC**
  - 6.2 **Specific Approvals:**
    - 6.2.1 To approve legal fees in respect of common land issues up to £5,000.
    - 6.2.2 To consider proposals and appoint a firm of Solicitors to advise on Common Law issues
7. **Any Other Business**

**The next meeting will be held on Wednesday 28 November 2018.**