

**To all Middleham Town Councillors**  
**I hereby summons and give you notice to attend a meeting of**  
**MIDDLEHAM TOWN COUNCIL to be held by Online Conference on Wednesday 24**  
**February 2021 at 7.00 pm**

Signed  
David Keep Clerk

**NOTE TO MIDDLEHAM RESIDENTS:**

1. Due to Coronavirus and in accordance with Regulation 5 (6) of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (the '**Regulations**') this meeting shall be held by electronic means.
2. If you wish to participate, the connection details are as follows:  
<https://zoom.us/j/99833469597?pwd=dIZzT1MvMnIvMGp0bXlFTS8vYkRQUt09>  
Meeting ID: 998 3346 9597  
Passcode: 938332  
Dial (using the Meeting ID and Password above) to any of the following numbers 0203 901 7895 0208 080 6591 0208 080 6592 0330 088 5830 0131 460 1196 0203 481 5237

As with all Council meetings, Public participation is permitted at the start of a meeting and limited to 15 minutes. Questions or statements are restricted to items on the agenda. Members of the public wishing to raise matters not on the agenda should do so in writing or make an appointment with the Clerk or Chairman. 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. **Apologies for absence.**
  - 2.1 To receive apologies for absence given in advance of the meeting. No apologies have been received.
  - 2.2 To consider the approval of reasons given for absence
3. **Declarations of interest and any dispensation requests regarding items on the agenda.**
4. **Minutes**
  - 4.1 To confirm the minutes of the meeting held on 27 January 2021.
  - 4.2 Review schedule of agreed actions. All
5. **Confidential and Urgent Items.** To determine whether any part of the proceedings should be treated as confidential and excluded from minutes to be made available for public inspection; to notify any items of urgent business.
6. **Town Council (TC) – Information/Decision required**
  - 6.1 **Councillors and Clerk to report any meetings attended and actions undertaken (standing item)** All
    - 6.1.1 MANY Project – meetings with residents HB
    - 6.2 **Matters of local interest and concern as reported to Councillors or on Residents' Facebook page.** All
    - 6.3 **Coronavirus.**
      - 6.3.1 Coordination of volunteers and support to the vulnerable. To discuss current issues and receive weekly reports from Leyburn CSO hub HB / TC
      - 6.3.2 Local food bank. To discuss needs SF / LS
    - 6.4 **Land Management Issues (standing item).**
      - 6.4.1 Dog Fouling. Progress with additional bin in Park Lane NH/LS
      - 6.4.2 Waste bins: Bins on skate park, to receive an update. SF
      - 6.4.3 Storm drains on Council Lands – maintenance issues TC
      - 6.4.4 Lost Paths Project. To consider response. TC
      - 6.4.5 Access to playing fields paddock. To consider replacement gate to improve access. SW
    - 6.5 **Police Report** (standing item). February, for noting.
    - 6.6 **Middleham Herald.** To agree next issue date and suggest content. HB
    - 6.7 **Local Government Reorganisation.** To note letter from RDC.
    - 6.8 **Climate Change**
      - 6.8.1 To receive RDC's Climate Change Officer's report. NH

- 6.8.2 Friends of the Earth 50-point Climate Change Plan for Councils. To consider adoption.
- 6.9 **Housing matters:** an update on potential for conversion of the Methodist Chapel
- 6.10 **Middleham Online website.** To consider adopting content. TC
- 6.11 **YLCA Conference.** To consider attending. TC
- 6.12 **Funding Opportunities.** How to apply, for discussion.
- 6.13 **CAB Quarterly Report.** For information.
- 6.14 **Warm & Well newsletter.** For information,
7. **Review of Health & Safety and Environmental Matters (standing item).**
- 7.1 **Play Areas Inspection reports.** For noting. TC
- 7.2 **Street Lighting.** To review additional lighting needs. All
8. **Project Updates (standing item):**
- 8.1 **Burial Ground.** Update on construction start date. TC
- 8.2 **MSCWA.** To receive a verbal report from Committee. SW/NH/HB
- 8.3 **MKC.** To receive a report from Trustees.
- 8.4 **Pinkers Pond Tree Planting.** To receive a report
- 8.5 **Play areas.** Request to move skatepark equipment. TC
- 8.6 **Low Flying Aircraft.** To note risks to safety for horse riders and consider writing to RAF. HB
9. **Events in Middleham (standing item)..**
10. **Planning (TC) - Information/Decision required**
- 10.1 **To report on planning decision notices received since the last meeting:** None received
- 10.2 **To comment on applications received since the last meeting.**
- 10.2.1 Fieldfare House Middleham Road DL8 5HE, Change of Use from Car Port to Self-Contained Accommodation to be Used In Association with the Main Dwelling as Either an Annex or Holiday Let (Retrospective) 21/00074
- 10.2.2 Listed Building Consent to Re-Paint and Alter Colour of Wooden Window Frames, Masonry Window, Front Door Surrounds, Wooden Front Door to Front Elevation and Wooden Window Frames and Doors to Rear Elevation at Manor House, West End, Middleham, DL8 4QL 21/00084/LBC
- 10.3 **To note any potential planning enforcement issues.**
- 10.4 **Other Planning Matters:.**
11. **Finance (TC/IH) - Information/Decision required**
- 11.1 **Payments** - for approval, cheques to sign and ratification of any payments made since last meeting with a full report on all receipts and payments (including a bank reconciliation as at the end of January 2021): All
- 11.2 **To approve Items of Expenditure as submitted to the meeting,**
- 11.2.1 Transfer of capital reserve to IH. For approval SF
- 11.2.2 Internal Control inspection. To adopt a revised format.
- 11.3 **Banking arrangements.** To note that HSBC branches in Richmond and Northallerton will close in August 2021; the nearest branch will then be Darlington. TC
12. **Central & Local Government Communications.** To list documents that have been emailed or circulated to Cllrs since the last meeting:
13. **Correspondence, shared information and suggested agenda items.**
- 13.1 Annual planner for agenda items; to note forthcoming business.
- 13.2 Items for next agenda:
- 13.2.1 Play area improvements.
- 13.2.2 Review of interest rates on deposit accounts. TC
- 13.2.3 Amendments to Clerk's contract of employment (private session) HB

**The next monthly meeting will be held on Wednesday 24 March 2021.**