

Minutes of a Meeting of Middleham Town Council held as a virtual meeting through Zoom on Wednesday, 27 January 2021 at 7.00 pm. (SUBJECT TO APPROVAL AT NEXT COUNCIL MEETING)

Present

Chairman Cllr Mrs S Fairhurst, Cllr Mrs H Byford, Cllr Mr M Cade, Cllr Mr N Hopper and Cllr Mrs L Skelton

PCSO Lucy Osborn (item 6.5 only), Clerk Mr D Keep.

Members of public: Mr L Roberts (part of meeting).

Action

1. Introduction and Apologies.

Having checked that all those present could hear and be heard, the Chairman welcomed everyone and declared the meeting open.

Apologies for absence were received from Cllr Wheeler, due to conflicting business commitments and Cllr Fortune who was absent. All other Councillors were present.

County Cllr Mrs K Sedgwick was involved in another meeting.

2. Open Forum.

No matters raised.

3. Declarations of interest regarding items on the agenda.

No interests other than those previously notified were declared in matters on the agenda.

4. Minutes.

4.1 Minutes of the previous council meetings

IT WAS RESOLVED to accept the minutes of the Council meeting held on 9 December 2020 as a true and accurate record to be signed by the Chairman.

4.2 The schedule of agreed actions. The Deputy Chair and Clerk had undertaken a detailed review and longer-term items had been transferred to the Clerk's action list. The action list was now shorter and provided greater focus on priority matters.

5. Confidential and Urgent Items. There were no urgent or confidential matters for consideration at the current meeting that required recording in the confidential minute.

6. Town Council - Information/Decision Required

6.1 Councillors' report of meetings attended, and actions undertaken (standing item).

Cllr Hopper and the Clerk would attend the forthcoming Yorkshire Local Council's Association Branch Meeting which would receive a presentation from Valerie Adams, Climate Change officer, RDC. Topics and questions had been requested in advance and a number were suggested.

**Cllr
Hopper /
Clerk**

6.2 Matters of local interest and concern as reported to Councillors or on Residents' Facebook page. None.

6.3 Coronavirus Update

6.3.1 Coordination of volunteers and support to the vulnerable. Requests for assistance

<p>remained infrequent and were mostly for transport, which could only be undertaken safely by volunteers with larger vehicles. The Clerk would report to a future meeting whether a befriending scheme being trialled by the Leyburn CSO hub might be replicated in Middleham.</p>	<p>Action Clerk</p>
<p>6.3.2 <u>Weekly reports from Leyburn CSO hub on activity</u>; received for information.</p>	
<p>6.3.3 <u>Local need for a food bank</u>. A link to a Leyburn food bank would be more convenient than the existing outlet at Influence Church in Richmond and provide some anonymity to recipients and encourage take-up. The matter would be considered further after Cllr Fairhurst and Cllr Skelton had attended a virtual meeting organised by Leyburn's Co-op and reported back at a future meeting. Consideration would also be given to establishing a community fund to receive donations and provide local assistance, which could be organised through the Charity.</p>	<p>Cllr Fairhurst / Cllr Skelton</p>
<p>6.4 Land Management Issues (standing item)</p>	
<p>6.4.1 <u>Dog Fouling</u>. RDC had not inspected the specific location for siting an additional bin along Park Lane identified by the Clerk and had proposed a meeting on site with Councillors. An article would be included in the Herald as uncollected dog waste was particularly bad at the current time.</p>	<p>Clerk</p>
<p>6.4.2 <u>Waste Bins</u>. Cllr Fairhurst had still not received a response from RDC regarding the reinstatement of collections from general waste bin on skate park. This affected cleanliness of an area used by skateboarders and younger children at Messy Boots and it was agreed to ask the Headteacher if pupils could produce artwork to be submitted to RDC's Chief Executive Officer and Corporate Director for Operational Services to raise these concerns.</p>	<p>Cllr Cade</p>
<p>6.4.3 <u>Tender for Sports Field Paddock</u>. Mr Murray had kindly agreed to the small reduction in the size of the paddock to enable MSCWA to extend the community garden.</p>	
<p>6.4.4 <u>Replacement information board, Swine Cross</u>. Mr Wheeler had submitted a costing of between £150 and £200 to relocate the information board to a less prone location but remain in the same area. The Clerk would enquire whether it might be less expensive to cut of the supports which could be ground down, rather than dug out from the cobbles. Subject to that, it was agreed to go ahead, and to affix reflective panels to further guard against vehicle impact.</p>	<p>Clerk</p>
<p>6.4.5 <u>Land maintenance matters</u>. The Clerk reported various matters, as follows:</p>	
<p>6.4.5.1 Moss and weeds on the Town Wastes. The contractor would undertake an additional spraying.</p>	
<p>6.4.5.2 Gate to playing field meadow. A reply with suggested actions to improve pedestrian access had been received from Mr Murray, which would require investigation.</p>	<p>All</p>
<p>6.4.5.3 Jubilee light on main square. Mr Burren had kindly undertaken to work with the Bell Tower volunteers to repainting the sign.</p>	
<p>6.4.5.4 Phone box. Mr Adamson had kindly come forward to 'adopt' the box.</p>	
<p>6.4.5.5 Bus stop timetable board and honesty box notice at the Swine Cross. It was agreed postpone this action as the necessary tools were not available.</p>	
<p>6.4.6 <u>Storm Drains on Council Land</u>. Cllr Wheeler was due to inspect overflowing storm drains on Council-owned land adjacent to Neville Hall's garden wall. Council wished to avoid potential for damage to adjacent properties and would in the first instance enquire whether NYCC might be able to clear the drain which it was expected was overfilled with Moor run-off rather than collapsed. If NYCC was unable to assist, a commercial drain company would be engaged.</p>	
<p>6.5 Police Report (standing item). The report for January was noted. PCSO Osborn had little to report due to reduced levels of unlawful activity and antisocial behaviour during the current lockdown. Although no witness statements had been received following recent ASB in Middleham, at least parents were aware that the Police had been involved which hopefully would act as a deterrent. She would submit an article for a future edition of the Middleham Herald.</p>	
<p>6.6 Middleham Herald. A quotation submitted by professional printers did not offer</p>	<p>Cllrs</p>

savings over the current cost of approximately £150 per issue. In the absence of room booking fees during lockdown, the available budget would cover around 6 issues per year. Cllr Fairhurst and Cllr Byford would review the distribution list.

**Action
Fairhurst
and
Byford**

6.7 MANY Project. The project teams had mailed all residents making them aware of two virtual briefings regarding the proposed roll-out of 5G in Coverdale. Cllr Byford would attend with a listening brief however, if required, would provide assurance that the Town Council had not in any way authorised 5G in Coverdale.

**Cllr
Byford**

6.8 Tackling Frauds and Scams. A copy of a report by Ruth Andrews, Head of Investigations & Safeguarding, Trading Standards for NYCC was received. This outlined some frequent and widespread scams, their impact upon individuals but also and counter measures and successful prosecutions by NYCC. A copy was on the Council's website..

7. Review of Health & Safety and Environmental Matters (standing item).

7.1 Play Area inspection reports. The Clerk had obtained further advice from RDC and RoSPA regarding the proximity of the Skate Park to the 'Messy Boots' area which had been forwarded to Mrs Wheeler. He would forward to Cllr Byford and Cllr Hopper.

Clerk

7.2 Emergency plan: Progress to be discussed with the Clerk.

8. Project Updates:

8.1 Burial Ground.

8.1.1 Tender for burial ground works. Following a meeting of the Charity on 8 January where it was proposed that Inhabitant Householders would fund the construction costs, a further tender process was not necessary. An email had been received from Mr Smith confirming acceptance of the contract.

It was agreed to write to Mr Smith confirming that the pedestrian access may remain open during the construction works, and that staged payments were acceptable provided specific details of the work comprising each stage were agreed to verify that payments were due and request that any supplies and equipment stored on site were safely stored.

Clerk

8.2 MSCWA. At a future time, the Community Garden would support creation of compost heaps and wormeries however materials must not contain food waste.

8.3 Key Centre. A brief update on building maintenance issues had been received. Cllr Hopper offered to assist with regular drains inspections. Council had previously agreed to assist with recruitment of new Trustees and would review any candidates considered suitable for recommendation to the trustee Board.

All

8.4 Safer Roads Project. No matters to report..

9. Events in Middleham (standing item). None.

10. Planning

10.1 Planning decision notices received since the last meeting: None received.

10.2 Planning Applications.

10.2.1 FPP Middleham Church of England Primary School, Park Lane, Middleham, North Yorkshire, DL8 4QX replacement of 2 no roof areas comprising of existing concrete tiled (hard raw) roof covering with new garland metal effect tile roofing system, 20/00907 No objection – response was submitted between meetings.

10.2.2 Full Planning Permission and Listed Building Consent for Change of Use of Ground Floor from Residential (C3) to Commercial E(a) at Barbican House, 34 Market Place, Middleham, Leyburn, North Yorkshire, DL8 4NP. 20/00958/FULL. No objection.

10.3 Potential Planning Enforcement Issues. Cllr Byford would continue making contact with the householder who had erected a prominent satellite dish.

10.4 Other Planning Matters:. None.

11. Finance – Information/Decision required

11.1 Specific Expenditure Approvals. Having been proposed as such, it was agreed

Action

to pay the following item of expenditure under s137, Local Government Act 1972: additional costs of supplying 40 hampers within the community; further to the £100 previously approved. Thanks had been received on behalf of the Luncheon Club.

11.2 Review of interest rates on deposit accounts. The Redwood Bank deposit account was still receiving 1.14% which was currently competitive. The Clerk would continue to monitor rates.

11.3 Transfer of capital reserve to IH. A copy of the asset schedule prepared by the Clerk had been circulated, which addressed the incorrect allocation of the capital reserve to the Council and a number of minor corrections. The Clerk would circulate a summary so that the matter could be concluded at the next meeting.

Clerk

11.4 Internal Controls. The Clerk reminded Councillors that they should conduct a review of internal controls during the current financial year, although this was made more difficult due to social distancing requirements with the Clerk working from home.

All

12. Central & Local Government Communications: Documents that have been emailed or circulated to Cllrs since the last meeting.

12.1.1 Between meetings a range of documents principally giving advice regarding Covid19 had been circulated.

13. Shared information and suggested items for the next agenda

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 Amendments to Clerk's contract of employment (private session). The Clerk clarified that this was to update the contract to reflect correct holiday entitlement. Cllr Byford was reviewing a draft.

**Cllr
Byford**

14. Future Meetings

**The following Council meeting will be held on Wednesday 24 February 2021.
There being no further business the declared the meeting closed at 8.35pm**

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