

**To all Middleham Town Councillors**  
**I hereby summons and give you notice to attend an ORDINARY MEETING OF**  
**MIDDLEHAM TOWN COUNCIL to be held in the Garden Room at Middleham Key Centre**  
**on Wednesday 7 September 2022 at 6.30 pm**

Signed  
David Keep Clerk / Proper Officer

**NOTE TO MIDDLEHAM RESIDENTS:**

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.** 15-minute session for the public to raise issues with Council.
- 2. Apologies for absence.**
  - 2.1** To receive apologies for absence given in advance of the meeting. To consider approval of reasons given for absence.
  - 2.2** **Declarations of interest and any dispensation requests regarding items on the agenda, other than any previously disclosed. Councillors to update declarations for filing with the Clerk**
- 3. Minutes**
  - 3.1.1** To confirm the minutes of the meeting held on 11 May 2022 (including the confidential minute).
  - 3.1.2** To note draft minutes from Town Meeting 18 May 2022.
- 3.2** **Review schedule of agreed actions.**
- 3.3** **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 (one item proposed); to notify any items of urgent business.
- 4. Town Council (TC) – Information/Decision required**
  - 4.1** **Co-option of Councillor.** To receive written applications for the officer of town councillor and to co-opt a candidate to fill the existing vacancy.
  - 4.2** **Councillors and Clerk to report any meetings attended and actions undertaken (standing item)** **All**
  - 4.3** **Matters of local interest and concern as reported to Councillors or on Residents’ Facebook page (standing item)**
    - 4.3.1** Increase in energy bills. To note potential local impact, sources of help. **Clerk**
    - 4.3.2** Activity report from Citizens Advice Bureau **Clerk**
  - 4.4** **Council Matters:**
    - 4.4.1** Council objectives and priorities for the current year. To continue previous discussion. **Mayor**
    - 4.4.2** To consider allocation of specific areas of interest to Councillors e.g. footpaths, planning applications, MSCWA, leased land, MKC, YLCA representative etc. **Mayor**
  - 4.5** **Land Management Issues (standing item).**
    - 4.5.1** Storm drains on Council Lands – Report of meeting date with NYCC Area 1 re Park Lane and West End. **HB/GF/SM**
    - 4.5.2** The Moors: access and use by individuals and groups during training hours. To continue discussion of recent reports received. **SF**
    - 4.5.3** Parking rights on Town Wastes. To review current policy and receive feedback from residents. **All**
    - 4.5.4** Signs to public toilets. To consider suggested designs and costs. **Clerk**
    - 4.5.5** Access to footpath 32. To receive confirmation that footpath is accessible. **All**
    - 4.5.6** Recent increase in ‘wild camping’ on common land; how to prevent and dealing with abuse. For discussion. **All**
  - 4.6** **Police Matters (standing item)**
    - 4.6.1** Monthly Report. For information. Attendance by PCSO Watson, to include update on current local issues and staffing levels
    - 4.6.2** Smaller Councils – role in policing and crime reduction. To note guidance.

- 4.6.3 Council meeting with PFCC 8 September. To note proposed topics.
- 4.6.4 Virtual Meeting with PFCC on Wednesday 2 November at 6:45pm.
- 4.7 Update on Unitary Authority (standing item).**
- 4.7.1 To note developments and feedback from attendance at online briefings.
- 4.7.2 To consider feedback on service levels provided by RDC during period to 31 March 2023.
- 4.7.3 New Council Tax Reduction Scheme Consultation.
- 4.8 The Bridge.** To note vacancy for editor.
- 4.9 Establishing a walkers'/ cyclists' route to Leyburn.** For discussion. **SM**
- 4.10 Friends of the Dales Conference** Saturday, 24 September 2022, Grassington. For note aims of the organisation and whether relevant to Middleham.
- 5. Review of Health & Safety and Environmental Matters (standing item).**
- 5.1 Play Areas** To note recent inspection reports and items highlighted for attention.
- 5.2 Road and Paths**
- 5.2.1 Road Surface concerns. Update on recent incidents and actions required by NYCC Highways. **HB Clerk**
- 5.2.2 Street Lighting. Update on funding application and repairs to faulty lights.
- 5.3 Environmental Matters.** None at current time. **Clerk**
- 5.4 Application for funding for benches.** To approve the application submitted to the Lower Wensleydale Area Partnership which, if successful, requires a contribution from Council of £286.19.
- 6. Project Updates (standing item):**
- 6.1 Burial Ground.** To receive a verbal update. **Clerk**
- 6.2 MSCWA.** Verbal report from the Committee.
- 6.3 MKC.**
- 6.3.1 To receive a progress report from Trustees. **HB/SF/LS/SM**
- 6.3.2 To consider outline options for future use operation of the building and likely timescale for completion of enquiries.
- 6.3.3 Community engagement: to discuss scope for a community questionnaire and a public meeting to consider plans.
- 6.3.4 To note outcome of topographical survey and approve invoice from ADH Site Surveys Ltd for £1,704.
- 7. Events in Middleham (standing item)..**
- 7.1.1 Seniors' Coach outing. Verbal report. **SF/LS**
- 7.1.2 Super-Feast Day. Report from organisers.
- 7.1.3 Middleham Pleasure Ride, Sunday 21st August. Report from organisers.
- 7.1.4 Community Harvest Celebration in the Community Gardens Sunday 25th September at 3pm.
- 7.1.5 Oktoberfest. Receive draft details. **SM**
- 7.1.6 To note cost implications for future events being held in the market place. **TC**
- 8. Planning (TC) - Information/Decision required**
- 8.1 To report on planning decision notices received since the last meeting:**
- 8.1.1 Certificate of Lawfulness for Proposed Rear Orangery at Green Acres, Park Lane, Middleham, Leyburn, North Yorkshire, DL8 4QY 22/00353/CLP. **Granted**
- 8.1.2 Full Planning Permission for Extension and Alterations at Hazeldene, Kirkgate, Middleham, DL8 4PG 22/00279 **Granted**
- 8.1.3 Listed Building Consent for Re-locating First Floor Partition Wall, Repairing and Replacing Windows, Inserting Conservation Rooflights, Replacing Rain Water Goods, Demolition of Existing Outbuilding and Erection of New Garden Room and Store at School House, West End, Middleham, DL8 4QG 22/00295 **Granted**
- 8.1.4 Full Planning Permission for Circular Gallop, Manor Farm Middleham DL8 4RH 22/00330/FULL **Granted**
- 8.1.5 **Granted**
- 8.2 To comment on applications received since the last meeting.**
- 8.2.1 Certificate of Lawfulness for Proposed Rear Orangery at Green Acres, Park Lane, Middleham, Leyburn, North Yorkshire, DL8 4QY 22/00353/CLP **To ratify no objection submitted between meetings.**
- 8.2.2 Full Planning Permission for 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) at Fieldfare House, Middleham Road, DL8 5HE, - AMENDED PROPOSAL 21/00074/FULL

8.2.3 Full Planning Permission for Erection of a Portal Frame Building to House Livestock and Machinery at The Dante Yard, Canaan Lane, Middleham, North Yorkshire 22/00538/Full

**8.3 To note any potential planning enforcement and other issues.**

8.3.1 Alterations at Castle Keep Tea Rooms. To note planner's comments.

8.3.2 Racing Stables Kingsley Park Farm Park Lane Middleham DL8 4QZ 22/00212. To note background to withdrawal by the applicant.

**9. Finance (TC/IH) - Information/Decision required**

**9.1 Payments –**

**All**

9.1.1 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 / to July 2022):

9.1.2 Specific expenditure approvals:

**9.2 Clerk's contract of employment** Contract review (private discussion)

**9.3 To note schedule of future meeting dates**

**10. Suggested agenda items.**

**10.1** Second home policy – to consider lobbying unitary authority to adopt

**10.2** Tree planting in Middleham

**10.3** Local Councils and Climate Change

**10.4** Presentation by 'Talk North Yorkshire' on unitary authority and devolution.

**10.5** Budget. Review financial position at half year, agree expenditure priorities for draft budget for 2023-24.

**The next monthly meeting is scheduled for Wednesday 26 October 2022.**