

**MEETING OF THE FULL COUNCIL SUMMONS**  
**Wednesday 22<sup>nd</sup> November 2023**

**To Members of the Town Council,**

Councillors Honor Byford (Chair), Lorna Skelton, Douglas Palethorpe, Sam Mashford, Shaun Watson.

You are summoned to attend the meeting of Middleham Town Council that will be held in the Garden Room at Middleham Key Centre on Wednesday 22 November 2023 at 6.30 pm.

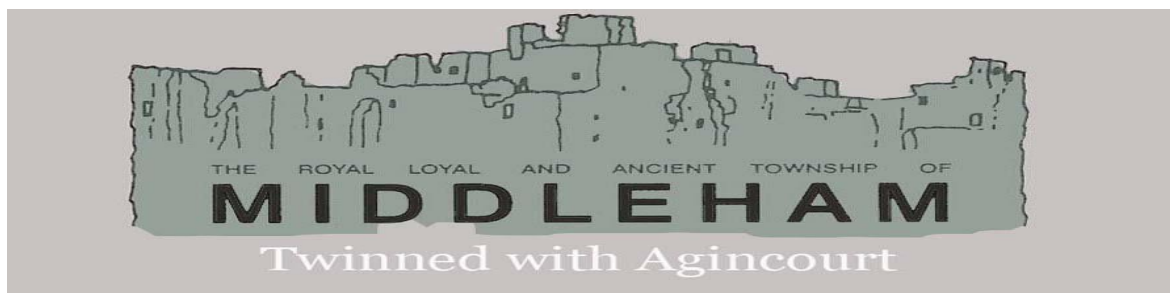
Your presence is summoned for transacting in the business outlined in the Agenda below.

The meeting is open to the press and public unless the Council do otherwise RESOLVE to enter a closed session where members of the Public and Press are excluded. Please note members of the Public are invited to address the Council at this meeting at 6.30pm.

Signed:

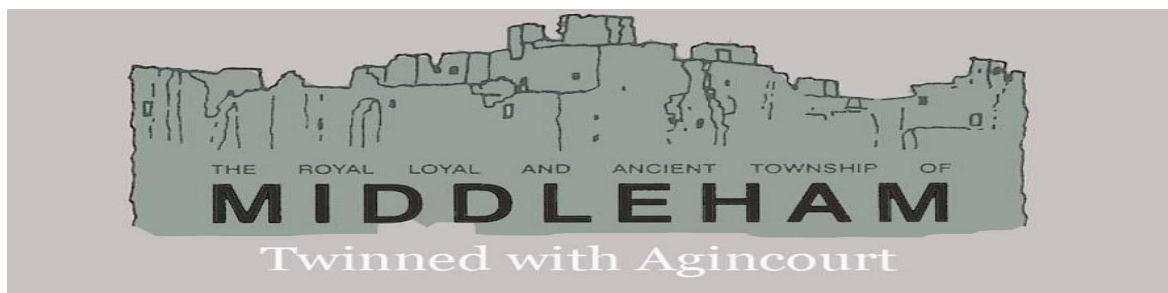
A handwritten signature in black ink, appearing to read 'R. C. Hulse', is written over a faint, light-colored rectangular stamp or watermark.

Date: 16<sup>th</sup> November 2023

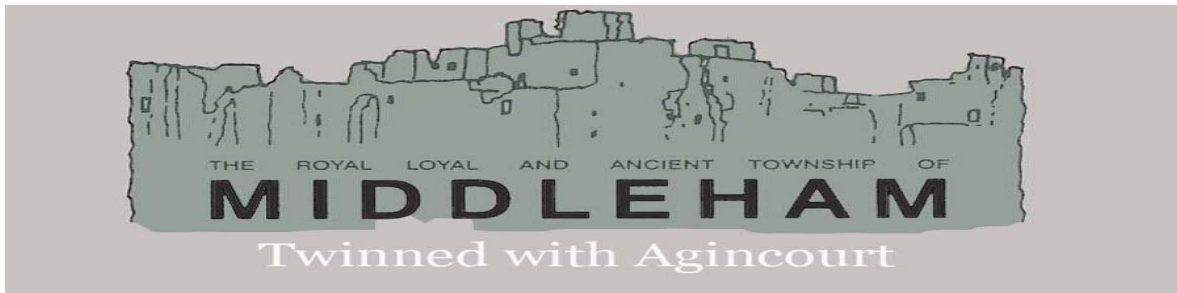


## AGENDA

- 23. 26 Public Representations/Open Forum** – 15 minute session for the public to raise issues with the Council
- 23. 27 Apologies** - To receive apologies for absence given in advance of the meeting and consider approval for reasons given
- 23. 28 Declarations of Interest**- Declarations of Interest and any dispensation requests regarding items on the agenda, other than any previously disclosed.
- 23. 29 Minutes of the meeting held on Wednesday 25<sup>th</sup> October 2023** – to approve the minutes of the meeting as a correct record.
- 23. 30 Confidential/Urgent items and order of the proceedings.** 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 an items of urgent business; to agree to take certain matters in priority. A 5-minute break shall be held at 8pm.
- 23. 31 Reports**
- a) Councillors to report any meetings attended and actions undertaken.
  - b) Matters of local interest and concern as reported to Councillors or on Residents Facebook page.
  - c) Police and Fire Matters.
  - d) Unitary Authority.
  - e) Clerks Report.
  - f) Events in Middleham - Christmas Light Switch on and Carol Service Friday 1<sup>st</sup> December 2023 6pm, Seniors Christmas Lunch Thursday 14<sup>th</sup> December 2023, Childrens Christmas Party Saturday 16<sup>th</sup> December 2023.
- 23. 32 Land Management Issues**
- a) Street Furniture Agreement – to review the street furniture agreement and rental rate for 2024/25.
- 23. 33 Review of Health & Safety and Environmental Matters**
- a) Play areas – To discuss the recent play area inspection report and decide on any actions arising from this.
  - b) Roads and Paths.
  - c) Environmental Matters.
- 23. 34 Community Matters**



- a) **Defibrillator** – to discuss and take decision on the quotes received for a replacement battery (current batteries lifespan is coming to an end).
- 23. 35 **Christmas**
  - a) **Christmas Closing-** to discuss and take decision on the Christmas closing hours.
- 23. 36 **Project Updates**
  - a) Burial Ground.
  - b) MSCWA – To discuss the minutes received from the AGM and take any appropriate action.
  - c) Funding.
- 23. 37 Planning Information
- 23. 38 **Planning Applications and Decisions**
  - a) **Ref:** ZD23/00554/Full **Proposal:** Replacement of Existing Windows with Double Glazed Timber Windows made in a Traditional Style (a) Seven Windows to be Replaced with a Double Glazed Replica of Existing Two over Two Sash (b) Two Windows (Top Floor Bathroom, Rear of Ground Floor Sitting Room) Currently have Later Reproduction Windows in an Inauthentic Style and will be Replaced with Double Glazed Two over Two Sash Windows and 2. Replacement of Timber Doors (Front and Side) with New Traditionally Constructed Hardwood Timber Doors (a) Front Door to be Relocated to Original Position , Slightly Inset in Porch; (b) Simple Galvanised Rain Canopy to be Fitted above Front Door **Location:** Hazeldene, Kirkgate, Middleham
  - b) **Ref:** R/60/8H **Proposal:** Erection of an Equestrian Building in which to House Internal Stables and Provision of Horse Walker **Location:** Thorngill House, Racing Stables, Coverham, Middleham, DL8 4TJ
- 23. 39 **Finance**
  - a) Budget- To note underlying assumptions and agree expenditure priorities for draft budget for 2024-25.
  - b) To discuss and approve the change in Bank Mandates, authorised signatories and limits for all accounts.
  - c) To discuss and approve section 1 (Annual Governance Statement 2022/23) of the AGAR submission.
  - d) Internal Audit 2022/23 – To ratify the decision taken over email on re-completion and appointment of the Internal Auditor for 2022/23.
  - e) Audit 2023/24 – To discuss and take decision on the quotes received for the completion of the 2023/24 Internal Audit.



- f) To discuss and take decision on a donation towards the Childrens Christmas Party under S137 Local Government Act.
- g) To discuss and take decision on a donation towards the Seniors Christmas Lunch under S137 Local Government Act.
- h) To discuss and approve the Clerk's timesheet for servicing of the October meeting.
- i) To approve Bank Reconciliation Statement dated 31<sup>st</sup> October 2023.
- j) To note budget situation detailed in the current net position.
- k) To approve payments list and note receipts list.
- l) To discuss approval of invoices awaiting payment.

**23. 40 Suggested agenda Items**

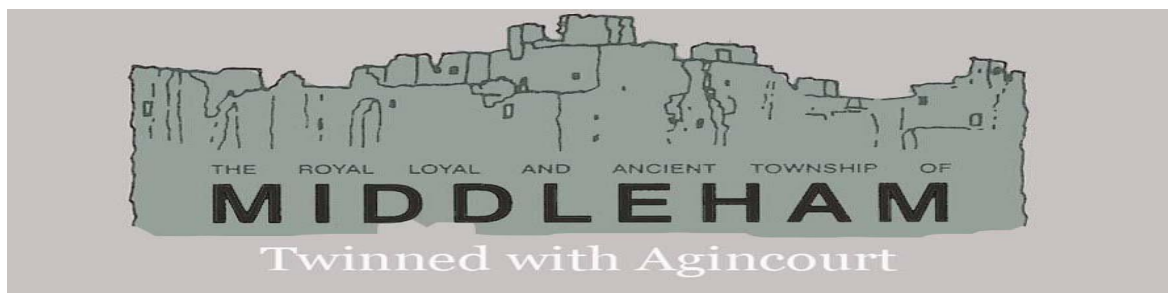
**23. 41 EXCLUSION OF THE PRESS AND PUBLIC** – to consider passing the following resolution: “That in accordance with the Public Bodies (Admissions to meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972), the press and public be excluded from the meeting during the consideration of the following matter on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12a of the Local Government Act 1972”.

The meeting will re-convene in a closed session after item 23.41 with the press and public excluded due to the nature of the business being prejudicial under the Public Bodies (Admissions to Meetings) Act 1960.

**23. 42 Future of Middleham Key Centre.**

**23. 43 NJC Pay Scale** – To discuss and take decision on the NJC pay award for 2022/23.

**23. 44 Date and Time of next meeting** – Wednesday 13<sup>th</sup> December 2023 6.30pm, Garden Room Middleham Key Centre.



## Appendix

### Appendix 2 - Police Report

#### Monthly Police Report – October 7<sup>th</sup> – November 4<sup>th</sup>

We do not report crimes whereby victims could be identified, for example Domestic Violence or Harassment although they are included in the totals below.

Crimes of note; Overnight 7<sup>th</sup> October a Quad bike was stolen from the Marske area. Reported 8<sup>th</sup> October, theft of money from the parking honesty box at Gunnerside. Overnight 3<sup>rd</sup> November a container belonging to Wensleydale Railway was broken into and approx. £6,000 of tools and equipment was stolen.

10 - Concern for Safety

3 – Fraud (on line /phone)

10 - Road Traffic Collision (minor)

4 – Theft

2 – Burglary

7 – Violence (including animals)

2 – Hoax Emergency calls

15 – Abandoned Calls

7 – Anti Social Behaviour (personal)

2 – ASB (nuisance)

3 – Lost/Found Property (Dogs and Bikes)

4 – Wildlife (Raptors)

1 – Stalking/Harassment

6 - Road related offences (manner of driving/vehicles without tax or insurance and possible OPL)

1 – Drug related offence

3 – Reports of missing Persons

14 – Suspicious Circumstances

10 – Highway Disruptions (Floods/Trees/Animals)

In total 118 calls were received reporting either the above or making General enquiries.

The Team continue attending Parish/ Council meetings and local Community groups, duties permitting.

You can sign up to North Yorkshire Community messaging by visiting the NYP site or if you wish contact me, [Donald.watson@northyorkshire.police.uk](mailto:Donald.watson@northyorkshire.police.uk) providing your First Name, Last Name, House Number/Name, Postcode, Mobile number and email address and I will sign you up.

Stop Scams UK. Call 159 if you think someone is trying to trick you into handing over money or personal details – stop, hang up and ring 159 to speak directly to your Bank. It works in the same way as 101 for the Police or 111 for the NHS.

PCSO 5232 Don Watson, PC355 Heather Campbell, PCSO 5777 Sharon Diamond, PCSO 5550 Tracie Taylor- Page.