

MEETING OF THE FULL COUNCIL SUMMONS
Wednesday 28th February 2024

To Members of the Town Council,

Councillors Honor Byford (Chair), Lorna Skelton, Douglas Palethorpe, Sam Mashford, Shaun Watson, Iain Pead-Jowett, Rebecca Lappin-Smith.

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 28th February 2024 at 6.30 pm.

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

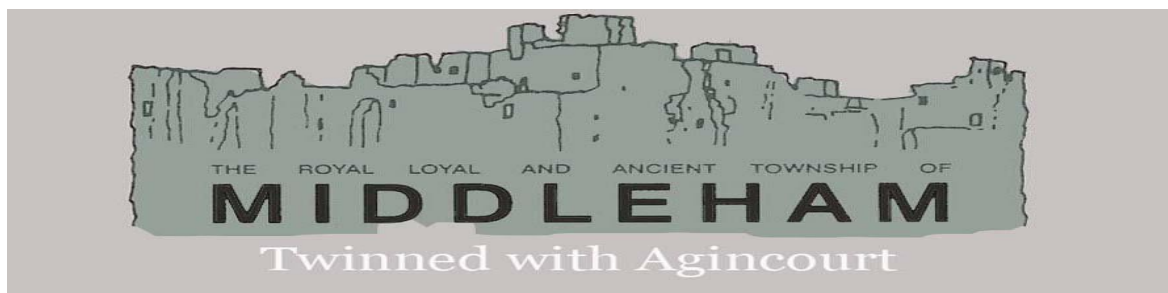
The meeting is open to the press and public unless the Council do otherwise RESOLVE to enter a closed session where members of the Public and Press are excluded. Please note members of the Public are invited to address the Council at this meeting at 6.30pm.

Signed:

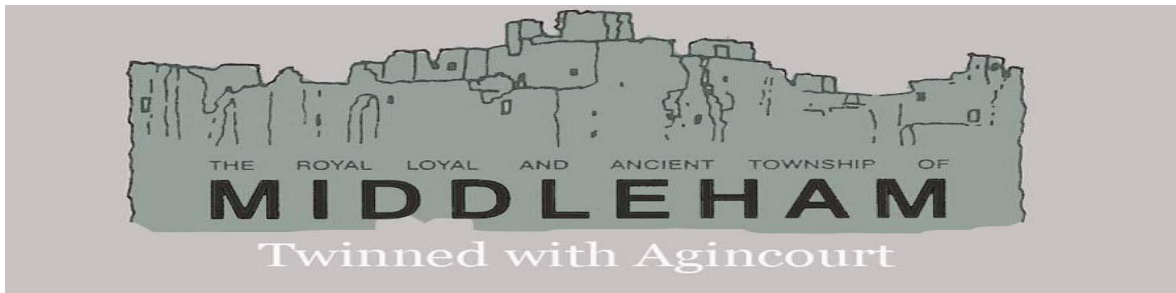
A handwritten signature in black ink, appearing to read 'R. C. Hurst', is written over a faint, light-colored rectangular stamp area.

Date: 21st February 2024

AGENDA



- 24.26 Public Representations/Open Forum** – 15 minute session for the public to raise issues with the Council.
- 24.27. Apologies** - To receive apologies for absence given in advance of the meeting and consider approval for reasons given.
- 24.28 Declarations of Interest** and any dispensation requests regarding items on the agenda, other than any previously disclosed.
- 24.29 Minutes of the meeting held on Wednesday 31st January 2024** – To approve the minutes of the meeting as a correct record (Appendix 1).
- 24.30 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.
- 24.31 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 (Appendix 2).
 - d. Events in Middleham – Middleham Open Day Friday 29th March 2024.
 - e. Clerks Report.
- 24.32 Policies and Procedures**
- a. **Standing Orders** – to discuss and adopt up to date standing orders (Appendix 3).
 - b. **Financial Regulations** – to discuss and adopt up to date financial regulations (Appendix 4).
 - c. **Martyn’s Law Standard Tier Consultation** – to note the revised requirements being proposed and the implementation of procedural measures to mitigate risk which might affect the Key Centre (Appendix 5).
- 24.33 Government Funded Voluntary Scheme** – To discuss and take decision on the government funded voluntary scheme to allow public authorities to apply for a free framed portrait of His Majesty the King.
- 24.34 Planning Applications and Decisions** (Appendix 6)



- a. **Ref:** ZD24/00036/APDN **Proposal:** Prior approval for a proposed change of use of former Farmhouse to standalone private residential dwelling house and removal of agricultural occupancy restriction **Location:** Oak Lodge, Busks Farm, Leyburn Road, Middleham.

24.35 Play Area – to ratify the urgent decision taken to clean the play area of moss/algae following an incident that occurred.

24.36 Finance

- a) **Accounting Package** - To discuss the quotes received for an accounting package suitable for Councils and approve a suitable provider beginning financial year 24/25 onwards (Appendix 7).
- b) **Payroll Package** - To discuss and approve the quotes received for a Payroll package of the financial year 2024/25 onwards (Appendix 8).
- c) To approve Bank Reconciliation Statement dated 31st January 2024.
- d) To note budget situation detailed in the current net position.
- e) To approve payments list and note receipts list.
- f) To discuss approval of invoices awaiting payment.

24.37 Exclusion of 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”.

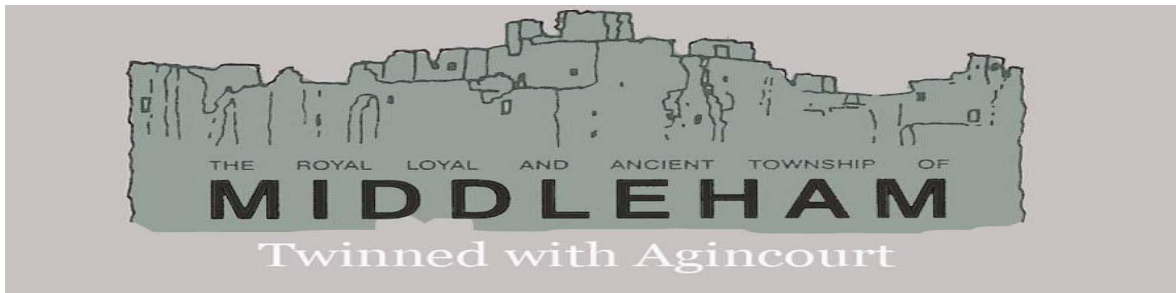
The meeting will reconvene in a closed session after item 24.15 with the press and public excluded due to the nature of the business being prejudicial under the Public Bodies (Admissions to meetings) Act 1960.

24.38 Tender 01/2024 – to discuss and appoint a contractor for the Grass Cutting/Garden Maintenance for 2024-25.

24.39 Middleham Key Centre – Future of the Key Centre (Key Centre Contingency).

24.40 Date and Time of next meeting – Wednesday 27th March 2024 6.30pm

APPENDIX



Appendix 2 – Police Report

Monthly Police Report - Jan 5th – Feb 7th 2024

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; 7th Jan thieves entered the changing room at Cawkhill Park during a Rugby match stealing several mobile phones and purses, transactions were also carried out on the stolen bankcards. Overnight 26th Jan, 2 Quad bikes were stolen from the Carpley Green area, one fitted with a tracker was later recovered in the Bradford area. Overnight 4th Feb, Burglary at Yorebridge House an amount of cash was taken. Overnight 5th Feb, a Quad bike and a generator were stolen from the Wensley area.

21 – Suspicious Circumstances.

8 – Violence/stalking/harassment.

9 – Road related offences (manner of driving/vehicles without tax or insurance and possible OPL).

12 – Road Traffic Collisions (minor).

2 – RTC (serious).

1 – Criminal Damage.

9 – Concern for Safety.

16 – Abandoned Calls (misdialled / pocket dial).

2 – Wildlife / Poaching.

13 – Highway Disruption (Floods/Trees/Animals).

7 – Theft.

3 – Anti Social Behaviour nuisance.

3 – Burglary.

1 – Fraud (online/phone)

In total 146 calls were received reporting either the above or making General enquiries.

If you wish to receive information and updates of events/incidents, sign up to North Yorkshire Community messenger either by visiting, <https://www.northyorkshirecommunitymessaging.co.uk>.