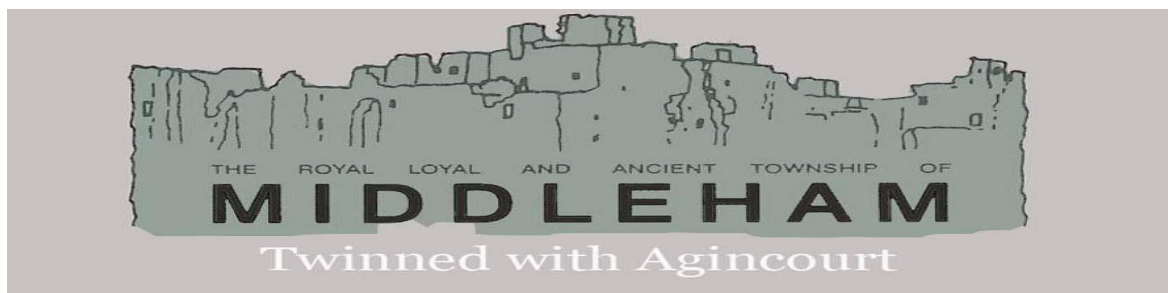


Minutes of the Middleham Town Council meeting held in the Garden Room, Middleham Key Centre on Wednesday 22nd May 2024 at 7.00pm.

- 24. 146 Public Representations/Open Forum** – None.
- 24. 147 Apologies** – received from Cllr Watson and reasons for absence approved. Apologies also received from County Cllr Sedgwick.
- 24. 148 Declarations of Interest** and any dispensation requests regarding items on the agenda, other than any previously disclosed – None.
- 24. 149 Minutes of the meeting held on Wednesday 24th April 2024** – were approved as a correct record.
- 24. 150 Minutes of the Extraordinary meeting held on Wednesday 08th May 2024** – were approved as a correct record.
- 24. 151 Confidential/Urgent Items and order of proceedings** – The Council determined that item 24.156 be treated as confidential.
- 24. 152 Reports**
- a) **Meetings attended by Councillors** – Cllr Palethorpe attended a meeting on the health of the river Ure.
- b) **Matters of Local Interest and Concern** – Cllr Skelton raised ongoing issues with the Bus Service.
- Cllrs also expressed concerns around a recent incident that had taken place where a lorry had been involved in a collision with parked cars on Park Lane. Highways are looking to attend a site meeting on Thursday 20th June at 3.30pm with residents, Cllrs and a representative from Johnston racing.
- Concerns had also been expressed in relation to an overgrown area that was encroaching on the path outside the Old Vicarage, St Alkeldas. This has been reported to the developers who remain owners of that area of land.
- Further concerns have also been expressed around the overgrowth in the Church yard and the ivy along the path between Park Lane and the Church yard. Both these issues have been reported to the relevant authority.
- The Council also wished to pass on their thanks to a local resident and his colleague who have kindly power washed the play area at St Alkeldas.
- c) **Police and Fire Matters** – noted.
- d) **Events in Middleham**
- Middleham Feast Monday 27th May 2024.
 - Richard 3rd Weekend (Middleham Castle) will take place on the first weekend of July from Friday to Sunday.
 - D Day 80 Commemoration Thursday 6th June 2024 – the beacon will be lit at the Castle at 9.15pm.



- e) **Clerks Report** – The Clerk informed the Council that the Eastern DalesBus 825 will be running through Middleham again every Sunday and Bank Holiday until the 6th October 2024. Further details can be found at www.dalesbus.org/825

24. 153 North Yorkshire Local Plan

- a) The Council discussed sites in the Local area to put forward for consideration in the new Local Plan and resolved to put the St Alkeldas site forward for consideration.

24. 154 Planning Applications and Decisions (Appendix 10) -

- a) **Ref:** ZD24/00217/LBC **Proposal:** Listed Building Consent for Replacement of Lead Covering to Bay Windows at Ground Floor Level with Like for Like Materials and Design **Location:** Waterford House, 19 Kirkgate, Middleham. **No objections**
- b) **Ref:** ZD24/00211/Full **Proposal:** Full Planning Permission for Proposed Extension and Internal Re-Arrangements **Location:** Marydale, Kingsley Drive, Middleham. **No objections**
- c) **Ref:** R/60/30W **Proposal:** Full Planning Permission for Erection of 4 no. Timber Holiday Lodges with Associated Parking, Roadways, Paths and Ancillary Works **Location:** Tugill Park Estate, Coverham, Middleham, DL8 4TJ.

The Council would like consideration to be given to the replanting of any trees that will be removed to make way for the lodges and has no objections as long as the above is taken into consideration.

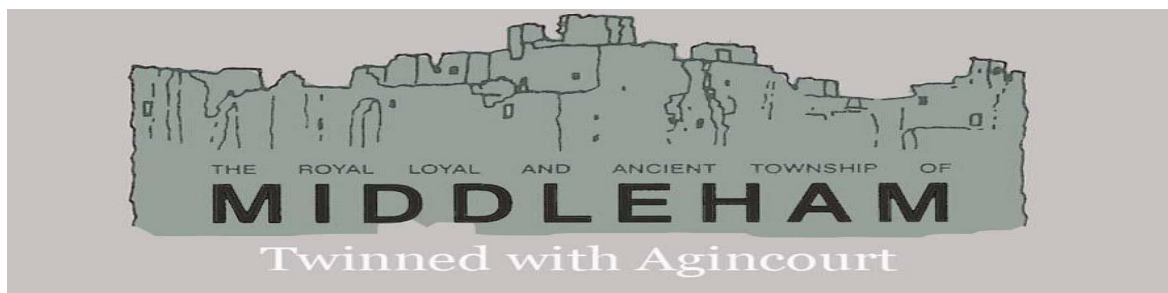
- d) **Ref:** ZD24/00160/LBC **Proposal:** Listed Building Consent to Replace Natural Stone Roof on Both Sides of Property with New Stone Slates and Ridges Add a Natural Coping Stone to Gable End and Add Two 800 x 800 Conservation Windows to the Rear **Location:** Castle Keep, Castle Hill, Middleham DL8 4QR.

The Council have no objections, as long as it does not overlook surrounding properties and is in keeping with the area and in keeping with local conservation area guidelines.

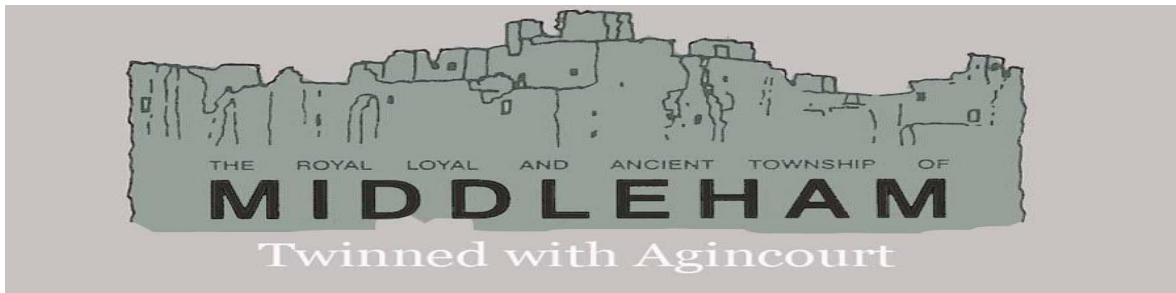
19.47 Cllr Palethorpe left the room and re entered at 19.49

- 24. 155 St Alkeldas Play Area Replacement seesaw seat and cap ends** – The Council discussed the quote received for a replacement seat and cap ends for the seesaw at St Alkeldas Play area and resolved to approve the quote received from Sutcliffe Play.

24. 156 D-Day Commemoration 6th June 2024



- a. **Festoon Lighting Set Up** – Councillors discussed the quote received for setting up the festive lights for the lighting of the beacon and resolved to approve the quote provided.
- b. **Festoon Lighting Switch on times** – The Council discussed the switch on times for the lights and resolved to have them turned on from 5pm on Wednesday 5th June 2024 until the morning of Friday 7th June 2024.
- 24. 157 **CILCA Training** – The Council discussed supporting the Clerk in the completion of the CILCA qualification and **resolved** to gain further information on this before making a decision at the next meeting in June.
- 24. 158 **Key Centre Sustainability** – The Council discussed the Community Ownership Fund and submitting an expression of interest for this for the Key Centre and **resolved** to submit an expression of interest and approve 20% match funding should a grant application be approved.
- 24. 159 **IT/Website**
 - a) **Website Domain** – The Council discussed the quotes received to move to a .gov.uk domain and resolved to appoint Netwise to carry this out.
 - b) **Emails** – Councillors discussed moving to .gov.uk email addresses and the Council resolved not to move email addresses at the present time but review this at the 2025/26 budget meeting later in the year.
- 24. 160 **Finance**
 - a) **Insurance** – The Council discussed the insurance quote received and resolved to approve the renewal quote provided.
 - b) Bank Reconciliation Statement dated 01st May 2024 **approved**.
 - c) Budget situation detailed in the current net position **noted**.
 - d) Payments list **approved** and receipts list **noted**.
 - e) Invoices awaiting payment approved:
 - Sage Payroll subscription £9.60
 - Salary expenses £1596.09
 - Account Ant Internal Audit £240.00
 - R Hurst printer ink £52.95
 - Coorecom IT Support £9.90
 - Defib Warehouse Defib Pads £141.60
 - MKC LTD Room Hire £29.50
 - North Yorkshire Council Play Area Inspections 23/24 £334.78
- 24. 161 **Annual Governance and Accountability Return**
 - a) **Annual Internal Audit Report 23/24** – The Council discussed the Internal Audit report and noted the recommendations.
 - b) **Annual Governance Statement Section 1** – Annual Governance Statement 2023/24 for Middleham Town Council on page 4 of the AGAR approved.



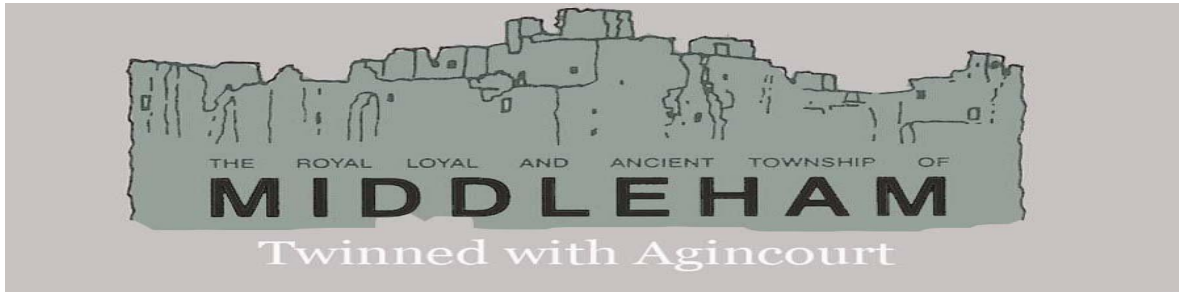
- c) **Annual Accounting Statement Section 2** – Annual Accounting Statement 2023/24 for Middleham Town Council on page 5 of the AGAR approved.
- d) **AGAR Section 1 & 2** – The council resolved to duly sign section 1 and 2 of the AGAR 2023/24 To approve signing of Section 1 and 2 of the Annual Governance and Accountability Return 23/24.
- e) **Publication of the AGAR forms** – The Council resolved to approve the publication of documents listed below required by Accounts and Audit Regulations 2015:
 - I. Annual Internal Audit Report 23/24
 - II. Section 1 Annual Governance Statement 23/24
 - III. Section 2 Accounting Statements 23/24
 - IV. Analysis of Variances
 - V. Bank Reconciliation to 31st March 2024
 - VI. Notice of the period for the exercise of Public Rights and information required by Regulation 15(2), Accounts and Audit Regulations 2015.

24.162 Exclusion of press and public – the Council passed 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”.

24.163 Middleham Key Centre

- a) **Key Centre Lease** – The Council discussed the draft lease provided and resolved to approve and sign the final version of the lease.
- b) **Rental Rates** – The Council discussed the rental rates for the Warwick room and Castle room and resolved to approve the agreed rates for each room.

24.164 Date and Time of next meeting - Wednesday 26th June 2024 6.30pm.



Signed:

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Date: