

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

OFFICIAL NOTICE OF A PARISH COUNCIL MEETING

MEETING TO BE HELD REMOTELY AT 7:30PM MONDAY May 18, 2020

Note: This meeting is being held remotely using video conferencing methods in accordance with legislation which came into force on April 4, 2020 as set out in 'The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020'. The meeting has the same status as a meeting held 'in person' and will operate in accordance with our Standing Orders, Code of Conduct and other relevant procedural documents.

The meeting is open to Members of the Public, and anyone interested in observing or participating should contact the Clerk for details of how to take part.

AGENDA

- 1. Welcome. Apologies for absence from Councillors – approve reason why unable to take part. Brief summary by Chair of the procedures at remote meetings.**
- 2. Declarations of Disclosable Pecuniary Interest, Other Interests or Close Association by Councillors for any item on the agenda. Approve requests for dispensations if any.**
- 3. Approve the Minutes of the Parish Council meeting held on 27th April 2020.**
- 4. Correspondence – any urgent items will be raised by the Clerk for consideration and action.**
- 5. Community Helper scheme**
 - a) Update on the scheme from Cllr Aksut – report on how this is functioning and whether any further steps can be taken to provide assistance to the community.
 - b) Update from Cllr Berry and Cllr Lobley regarding accessing funds from the Kirkby Malzeard Charity Trust, to use to help residents who are having financial difficulties due to the restrictions imposed during the Coronavirus epidemic.
 - c) Update from Cllr Aksut regarding the repayment process of the Community Loan scheme, initiated by Nidderdale Plus.
- 6. Urgent updates from County and District Councillors if present.**

7. Planning – recent Applications made to Harrogate Borough Council. The Parish Council will provide a response on the following cases:

- a) 20/01201/FUL – Laverton Woods, Laverton Woods House, Quarry Top to Belford Lane, Laverton – Extension of domestic curtilage and formation of private domestic tennis court – Abrahams
- b) 20/00913/FUL – High Pastures, Laverton Road, Kirkby Malzeard – Extension of Existing Stable Block / Barn to provide Implement Shed – Bain

8. Planning – Enforcement issues. Consider any possible breaches of planning consents, conditions or regulations currently existing within the Parish. Any matters raised by Councillors or Public will be referred to the Planning Enforcement Office at HBC for consideration.

9. Internal Audit 2019-20.

An Internal Audit was scheduled to be carried out remotely on 24 April by Janet Bennett of Yorkshire Internal Audit Services and a brief report on the conclusions of the Audit will be provided by the Clerk.

All end of year documents will be formally considered for approval at Annual Parish Council Meeting on 27th May, 2020 together with the 2019-20 Annual Governance and Accountability Return (AGAR) document.

10. Parish Council Insurance Policy.

Discuss ‘Annual Review’ and ‘Schedule of Assets for Insurance Purposes’ documents prior to approval at Annual Parish Council Meeting on 27th May, 2020.

11. Litter / Dog waste Bins.

Consider locations of litter/dog waste bins in Kirkby Malzeard with a view to relocating these or arranging for additional bins through HBC. Discuss dog waste issue in village and whether any other useful action can be taken.

12. Council Property Assets. - Consider monthly condition reports from Councillors.

13. Children’s Play Area.

- a) Consider recent weekly condition reports from Councillors.
- b) Update on proposed programme of improvements.
- c) Discuss draft Risk Assessment prior to approval at Annual Parish Council meeting.

14. DTMS Task List – Review task list and consider any items that may need to be added.

15. Highways issues.

- a) Update on existing cases and review of recent work undertaken by NYCC Highways.
- b) Any new items to be raised by Councillors or public.

16. Financial Items:

- a) Bank statement – balance, outgoings and income on latest available statement.
- b) Cash Book – up to date record of payments/receipts. Reconciliation with bank statement.
- c) Approval of payments (including VAT where applicable);

Payee	Amount	Item Paid For
Groundwork UK	£1022.00	Refund of unused NP grant 2019-20
Clerk Reimbursement	£3.49	Printer Ink

17. Emergency Delegation of Powers to the Clerk. The Council will consider whether to implement the delegation of Powers to the Clerk, being a regular review item during the coronavirus epidemic.

18. Any Other Business. Items not covered elsewhere on the Agenda can be raised by Councillors and Members of the Public for discussion and referral onto Agenda of next meeting.

19. Date of next monthly meeting: The next monthly meeting is to be held remotely (or at the Mechanics Institute, Kirkby Malzeard, if permissible) on 29th June, 2020 starting at 7.30pm. Any items to go on the Agenda should be submitted to the Clerk by 19th June 2020 please.

NOTE: The Annual Parish Council Meeting will take place remotely on Wednesday 27th May 2020 from 7.30pm.

Dated 13/05/2020

PARISH CLERK: Victoria Preston, 17 Cypress Gardens, Ripon, HG4 2LT (Postal enquiries only) Tel: 07725801675 Email: clerk.kmldpc@outlook.com Agenda, along with General Privacy Notice, also available on the Parish Council website: www.kirkbymalzeardarea.org.uk Facebook: @kmldpc