

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

NOTICE OF A PARISH COUNCIL MEETING

**to be held at 7.15pm on 24 February 2020
in the Annex Room, Mechanics Institute, Kirkby Malzeard**

MEMBERS OF THE PUBLIC WELCOME

AGENDA

- 1. Welcome. Apologies for absence – approve reason why unable to attend.**
- 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 January 2020.**
- 4. Clerk –** Confirm formal appointment of Victoria Preston as Parish Clerk and RFO following the 3-month probationary period.
- 5. Updates on Action Points from previous meetings not dealt with elsewhere on the agenda:**
 - a) Adoption of payphone kiosks – Chair and Cllr Aksut
 - b) Village verges – Update on plans following the February Kirkby in Bloom meeting – Cllr Manson
- 6. Correspondence –** Clerk to raise any relevant items (not dealt with elsewhere on the agenda) for consideration and response:
 - a) Keep Britain Tidy - Great British Spring Clean
 - b) HBC – Bulbs/Wildflower Scheme
 - c) HBC – Garden waste subscriptions 2020
 - d) Church Commissioners – Decision on future use of St Peters, Dallowgill.
 - e) Neighborhood Policing Team – Localised Report
- 7. County and District Matters –** Any items to be raised with or by Cllrs Atkinson and District Cllr Simms.

8. Planning – notification of recent Decisions made by Harrogate Borough Council:

- a) 19/04995/FUL and 19/04996/LB– Churchby House, Church Street Kirkby Malzeard – Erection of metal porch canopy to rear door and extension/conversion of outbuildings of ancillary accommodation – Rogers. Permitted.
- b) 19/05061/FUL – Bramble Cottage, Kirkby Moor Road, Kirkby Malzeard – Alterations to roof pitch, Alterations to fenestration – Lonie. Permitted.
- c) 19/04698/FUL – Missies Farm, Laverton, Ripon – Conversion of 2 barns to form 2 dwellings and installation of package treatment plant – Verity. Permitted.
- d) 19/05195/FUL – Tailors House, Main Street, Kirkby Malzeard – Erection of single storey extension and porch – Johnson. Permitted.

9. Planning – recent Appeals referred to the Planning Inspectorate. The Parish Council will consider whether to make a representation on the following case:

- a) 19/00089/NREFPP – Henry Jenkins Inn, Main Street Kirkby Malzeard – Conversion of part of a public house and flat to create 1 no. dwelling (Resubmission) –Claybourn.

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

- a) 20/00303/FUL – Manchester House, Grantley – Erection of detached car port – Parry
- b) 20/00343/FUL – Sunnyside, Main Street, Kirkby Malzeard – Demolition of greenhouse and erection of replacement timber framed greenhouse – Burgess
- c) 20/00341/FUL –Low Ray Carr, Dallowgill - Demolition of conservatory and erection of replacement single storey extension -Warne
- d) 20/00319/FUL – Carter Syke Farm, Laverton – Demolition of existing agricultural barns; Conversion of barn to form ancillary living; Erection of detached garage and stables - Ward

11. Planning – notification of recent applications made to Harrogate Borough Council where response not requested from Parish Council:

None.

12. Planning - Neighbourhood Plan

- a) Report on Steering Group meeting Monday, February 10 2020
- b) Consider and approve logo
- c) Consider and approve estimates for the printing of publicity flyer and the design and printing of public consultation document.

13. 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.

14. Ivy Bank Campsite, Galphay Road, Kirkby Malzeard. Consider informal monitoring policy in light of response from Freedom Camping Club and other parties, discussion with Glampfest organisers and meeting with site owner.

15. Local Organisation grants 2019-20 – Council to consider applications and approve allocation of grants from the 2019-2020 fund pool.

a) Mechanics Institute

b) Highside Playing Fields Association

c) Kirkby in Bloom

d) Kirkby Malzeard Youth Club

e) Kirkby Malzeard Pre-School

f) Friends of Kirkby Malzeard School

g) Any other local organisations from whom an application has been received

16. Tour de Yorkshire & VE Day 75 Celebrations –

a) Update on the discussion with the 2019 Tour de Yorkshire committee – Cllr Brownlee

b) Consider events that could take place in the parish for the VE Day Celebrations on the bank holiday weekend of 8th – 10th May.

17. Small business support – Consider ideas put forward by Totally Locally and How's Business – Cllr Aksut

18. Kirkby Malzeard Area Community Association – Update on Constitution and Registration with the Charity Commissioners - Chair

19. Website

a) Confirmation from VisioSoft (website managers) that the new Kirkby Malzeard Area community website, to which the Parish Council website is to be transferred, complies with 'Public Sector Bodies Accessibility Regulations 2018' – Clerk.

b) Clerk (as Data Controller) to confirm that GDPR Notice on KMA website satisfactory.

c) Update on progress of transfer – Chair and Cllr Aksut.

20. Traffic and parking issues.

a) Consider appropriate date to hire the data loggers.

b) Note progress on introduction of 30mph zone in Laverton village.

21. External meetings / training

- a) YLCA Harrogate Branch meeting at Boroughbridge - Report from Cllr Berry
- b) YLCA webinars – Councillors to confirm participation
- c) HBC – County Lines training March 16 – Cllr Aksut to attend

22. Council Property Assets

- a) Consider monthly reports on condition of assets from Councillors.
- b) Pinfold - Review annual rent from June, as 3 months notice to be given to tenant.
- c) Approve use of Laverton Quarry Highways Yard for parking of vehicles on March 15 for a charity event

23. Children's Play Area

- a) Consider latest monthly report from DTMS and weekly inspections by Councillors.
- b) Update on proposed programme of improvements.
- c) Update on registration of lease. Approve HMRC Land Transaction Return Form (to be signed by Chair and Cllr Lobley on behalf of Council).

24. Highways Issues

- a) Update on existing cases including recent sewer repair on Main Street Kirkby Malzeard, issues with road signs, provision of salt heaps to Kirkby Moor Road, improvements to Bishop Thornton cross-roads etc. raised previously with Highways.
- b) Flooded sections of roads following recent storms.
- c) Any new items to be raised by Councillors or public.

25. Footpaths

- a) Updates on issues including defective stiles, path diversions etc., raised previously with NYCC Paths Department – Chair.
- b) Update on repairs to the fence alongside the road between Main Street and The Green

26. Litter/waste bins.

- a) Street Cleaning/waste bin provision/dog waste issues – Update on street walk with representative from HBC – Cllr Manson
- b) Update on enquires regarding a poster to encourage use of the litter bin at Highside Playing Field – Cllr Manson

27. DTMS Task List – report on work carried out by Parish Caretakers and new items to be added to their task list.

28. Financial Items:

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

Payee	Amount	Item Paid For
Reimbursement - Chair	£3.49	Printer ink
Hutchinson & Buchanan	£288.00	Children's Play Area Land Transaction Return – submission fee.
Andrew Towlerton Associates	£840	Consultation fees – Neighbourhood Plan
DTMS	£60.48	Playground Inspection Report Jan & Feb

29. Laverton Annual Parish Meeting – Note the date of the Laverton Parish Meeting to be held at Greygarth Chapel School-room on Monday, March 23 2020 commencing at 7pm.

30. 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.

31. Date of next meeting: Date of next meeting: Monday 30th March 2020 at 7.15pm in the Annex Room, Mechanics Institute, Main Street, Kirkby Malzeard. Any items to go on the Agenda for the Council meeting should be submitted to the Clerk by 20th March 2020 please.

Dated 19/02/2020

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.kmldpc.btck.co.uk Facebook: @kmldpc