

# **KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL**

## **PUBLIC NOTICE OF A PARISH COUNCIL MEETING At 7.15pm on 24 September 2018 in The Annex, Mechanics Institute, Kirkby Malzeard**

### **ALL MEMBERS OF THE PUBLIC WELCOME**

#### **AGENDA**

- 1. Welcome and apologies for absence.**
- 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 previous Full Parish Council meeting held on 20<sup>th</sup> August 2018 and the Interim Parish Council meeting held on 4<sup>th</sup> September 2018.**
- 4. Updates on Action Points from previous meetings not dealt with elsewhere on the agenda:**
  - a) Consider any further response from NYCC or Azerley Parish Council in respect of Common Land at Woodhouse Bogs, Winksley – Chair.
  - b) Report on progress on setting up of Facebook Group - Cllr Brownlee.
  - c) Churchyard maintenance at St Peter's, Dallowgill – Cllr Lobley.
  - d) Update on Local Lotto - Cllr Aksut.
  - e) Update on investigations over potential path on Definitive Map – Cllr Saxon.
- 5. Correspondence** – Clerk to raise any relevant items with Councillors including those listed requiring action;
  - a) Community First Yorkshire – Notification of Yorkshire & Humber Community Led Housing Conference 16<sup>th</sup> October.
  - b) HBC – Notification of the submission of Harrogate District Local Plan to the Secretary of State for Housing, Communities and Local Government, for Examination.
  - c) HBC – Notification of Harry's Place Childcare facility available within Ripon Leisure Centre.
  - d) YLCA – Notification of Harrogate Branch Meeting on Monday 1<sup>st</sup> October at 7pm.
  - e) NYCC/Visit Masham – Notification of Lift Share scheme registration.
  - f) HBC – Invitation to respond to the consultation on the Statement of Principles for Gambling 2019-2021.
  - g) HBC – Notification of the formal designation of the Masham Neighbourhood Area on 10 August 2018.
- 6. The Queens Head, Kirkby Malzeard** – general discussion to consider what action could be taken by the Parish Council to secure the long-term future of this community asset.

**7. Armistice 2018** – consider what contribution Parish Council should make to mark this event.

**8. Planning Applications – notification of recent decisions made by Harrogate Borough Council:**

a) 18/02576/FUL – Grey Gables, Laverton – Outline application for the erection of three dwellings with access, appearance, scale and layout considered. (Revised scheme) – Amber – Refused.

**9. Planning Appeals – notification of recent decisions made by the Planning Inspectorate:**

a) 18/00031/NREFPP – Land comprising OS Field 5419, Galphay Road, Kirkby Malzeard – Outline application for the erection of 2 dwellings with access considered – Atkinson. Appeal Dismissed.

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

a) 18/03676/CLOPUD - Grange Cottage, Laverton - Application for a Certificate of Lawfulness for the proposed installation of fenestration to a Listed building - Brassington.

**11. Planning - Neighbourhood Plan.** Update following the initial meeting with HBC on September 18.

**12. Planning – Enforcement issues.**

a) Consider and approve amended wording of trial procedure to deal with any potential breaches raised by Councillors or public.

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

**13. Kirkby Malzeard Charity Trust** – consider response from Charity Trust following notification of change of Council representative and request for further information.

**14. Inspection of Council Property Assets –**

a) reports from Councillors and Clerk on condition of assets.

b) Woodyard, Kirkby Moor Road, Kirkby Malzeard – update on the creation of new lease.

c) Lamberts Quarry – consideration of estimate for annual tree inspection by Wards Woodyard at £150 plus VAT.

d) Bus Shelter – discuss improvement works.

e) Formally thank volunteers for recent work to Laverton Quarry (balsam removal) and Laverton Pinfold (refurbishment of bench).

**15. Commuted sums**

a) Kirkby Malzeard Heritage Board – progress report.

b) Highside Playing Fields/Play Area – update on progress and costs for new fencing.

## **16. Children's Play Area**

- a) Note findings of latest monthly report from DTMS.
- b) Update on progress in respect of the Deed of Variation being produced by HBC to enable sub-letting of Play Area by HPFA to Parish Council.

## **17. Highways Issues**

- a) Update on items previously reported including uneven road surface Main Street, Kirkby Malzeard and Thieves Gill, Azerley.
- b) Any new items to be raised by Councillors or public.
- c) Consider Highways response over proposed removal of some salt bins due in Kirkby Malzeard.

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

**19. GDPR** – update on procedures and approval of further documents to comply with Data Protection Act 2018;

- a) Update on response from YLCA to query over Councillors' email addresses requested by Cllr Broadley. Confirmation that other Councillors have now created specific Parish Council email addresses.
- b) Update on creation of Breach policy document – consider and approve if available.

## **20. Employment of Clerk:**

- a) Consideration of referring payroll responsibilities from the Clerk to an external body.

**21. Nidderdale Safer Neighbourhood meeting** – 05.09.2018. Brief report from Chair.

## **22. Training**

- a) Chair to attend YLCA training course 'Finance and Budgeting for Local Councils' on October 16 – approve payment of £45 plus VAT.
- b) Update on webinars and local training events from Clerk.

## **23. Financial items:**

- a) Bank statements – details of balances, outgoings and income since last month.
- b) Cash Book – up to date record of payments and receipts.
- c) Approval of payment to DTMS Ltd for £60.48 for July and August's playground inspections.
- d) Approval of payment to DTMS Ltd for £141.12 for July and August's caretaker duties.
- e) Approval of payment to D3 Office Group Ltd for £12.28 for stationery.
- f) Approval of payment to Clerk for £65.53 for stamps, encrypted memory stick and filing cabinet.
- g) Approval of payment to Buckton Homes and Gardens for £760.00 for grass cutting.
- h) Consideration of purchase of HP Envy Photo 6230 all-in-one printer and instant ink trial from Argos at a cost of £69.99, or an HP Laserjet Pro M102a mono laser printer £71.39 from Viking.

**24. Any Other Business** - items not covered elsewhere on the Agenda can be raised by Councillors and Members of the Public for discussion.

**25. Date of next meeting:** Monday 29 October 2018 at 7.15pm in The Annex, Mechanics Institute, Kirkby Malzeard. Any items to go on the Agenda for the Council meeting should be submitted to the Clerk by 19 October 2018 please.

Dated 19/09/2018

PARISH CLERK Jen Hurford, Holmes Cottage, High Walk, Kirkby Malzeard HG4 3RY (Postal enquiries only)

Tel: 01765 650363 Email: [clerk.kmldpc@outlook.com](mailto:clerk.kmldpc@outlook.com)

Agenda, along with General Privacy Notice, also available on the Parish Council website

[www.kmldpc.btck.co.uk](http://www.kmldpc.btck.co.uk) Facebook: Kmldpc Parish Council