

# KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

## PUBLIC NOTICE OF A PARISH COUNCIL MEETING

26 February 2018 in

The Annexe, The Mechanics Institute, Kirkby Malzeard at 7.15pm

### 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. Approved requests for dispensations if any.

**3. Approve the Minutes of the previous Parish Council meeting held on 29<sup>th</sup> January 2018.**

**4. Co-option of Councillor following resignation of Cllr Mike Hurford** – Clerk to report current position. Co-option process to be undertaken if any applications received.

**5. Election of Vice-chair following resignation of Cllr Hurford.**

**6. Updates on Action Points from previous meetings not dealt with elsewhere on the agenda:**

a) Important Information for Dog Owners – Approval of poster advising dog walkers and owners.

b) Dallowgill noticeboard – board erected. Consider associated works.

c) Highways Yard, Laverton – counterpart lease received. Update on obtaining back rent from NYCC.

d) Update following the request by Mr. P Johnson (tenant) for the use of a private barbecue and bonfire at the Pinfold on the day of the Tour de Yorkshire race.

e) Annual Parish Meeting arrangements.

**7. Correspondence** – Clerk to raise any relevant items with Councillors.

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

a) **TPO 7/2018 – Land Comprising Field at 422819 474158, Back Lane, Kirkby Malzeard** – Notice given that the order took effect, on a provisional basis, on 9 February 2018. It will continue in force on this basis for a further six months or until HBC confirms the order, whichever occurs the first. The consultation period with the affected parties will expire on 17 March 2018. **Note** – TPO 91/2017 – Land Comprising Field at 422819 474158, Back Lane, Kirkby

Malzeard referred to at previous meeting – the decision has been taken that this TPO should not be confirmed, however the trees that were subject to this TPO are included in TPO 7/2018 above.

b) **NY/2017/0327/FUL – Land at Kirkby Malzeard Church of England Primary School, Church Bank, Kirkby Malzeard** – demolition of two single temporary classroom units (135 sq. metres) and installation of one double permanent prefabricated classroom unit (178 sq. metres) 6 No. wall mounted external lighting, 2 external steps, footpaths, fan coil units and soft landscaping – Corporate Director, Children and Young People's Services – HBC had No Objections.

**9. Planning – recent Planning Appeal decisions made by Planning Inspectorate:**

a) 17/00022/NREFPP – Buck House Farm, Gillgate Road, Laverton – Conversion of agricultural building to form holiday let accommodation – Appeal dismissed.

**10. Planning – recent applications made to Harrogate Borough Council and North Yorkshire County Council. The Parish Council will provide a response on the following cases:**

a) 18/00215/FUL – Holly Tree House, Main Street, Kirkby Malzeard – erection of extension, loft conversion and alterations to fenestration – Cole-Brownlee

**11. Henry Jenkins Inn, Kirkby Malzeard** – report from Chairman on Planning Appeal 17/00097/NREFPP hearing attended on January 31. Update on requests made under the Freedom of Information Act by Mr. D. Robinson and Mr. D. Fielder. Discussion of any other relevant matters.

**12. Tour De Yorkshire on May 6 – report on progress.**

a). Residents committee formed and they have requested that the Parish Council make the application for funding through the HBC Tour de Yorkshire Small Grant Fund, (deadline March 12), as this can only be made by bodies with written constitution and Bank Account.

b). Request that Insurance arrangements for general activities surrounding event to be responsibility of Council.

**13. Commuted sums** – Consider approval of application from Kirkby in Bloom for £615.91 Commuted sums allocated to 'Kirkby Malzeard verges' to be used towards Heritage Board project.

**14. Grants for local organisations** – Council to consider applications received and approve allocation of £2,200 fund pool.

**15. Footpaths –**

- a) Arrowfield, Main Street, Kirkby Malzeard – update on Evidence Statements received in preparation of the Definitive Map Modification Order application.
- b) Church Bank to Longswales Lane, Kirkby Malzeard – update from landowner.

**16. Defibrillator for Kirkby Malzeard –** update on installation date and Awareness Session for residents.

**17. Parish Council Elections Thursday 3<sup>rd</sup> May 2018 –** update on forthcoming timeline of events and associated actions to be carried out.

**18. Harrogate District Local Plan Publication Draft –** Council to decide whether to make any further response and if so approve wording. Deadline March 9. The Local Plan forms an important part of the framework for future planning decisions in the Parish, even if, at some stage, we proceed with creating a Neighbour Plan. Final consideration will be given to the sites allocated for housing and the proposed development limit for Kirkby Malzeard village.

**19. Report on meetings attended on behalf of Parish Council –**

- a) Meeting on February 19 at Fountains Abbey concerning River Skell catchment area drainage attended by Chair
- b) YLCA Branch Meeting on February 19 – attended by Chair and Clerk

**20. Inspection of Council Property Assets –** reports from Councillors and Clerk.

**21. Children's Play Area –**

- a) consider latest monthly report from DTMS.
- b) consider estimates to replace the two toddler swings; from EIBE for two seats excluding chains for £227.20, ESP Play for two seats including the chains for £500 ex VAT, and from Yates Playgrounds for two seats with stainless steel D shackles to attach to existing chains £93.00 plus VAT each, or two seats complete with stainless steel chains, £128.00 plus VAT each, plus delivery of £16 plus VAT.
- c) Progress report on transfer of Play Area lease from HPFA to Parish Council.

**22. Highways Issues -** update on items previously reported. New items to be raised with NYCC, from Councillors and public. Request from resident to investigate provision of grit boxes for de-icing pavements.

**23. DTMS Task List –** report on work carried out by Parish Caretakers, and new items to be added to their task list. Update on Snowberry bushes near Market Cross junction.

**24. Financial Regulations and Employment policies -**

a) Matters relating to employment of Clerk – consider and approve Sickness Policy, Contractor’s Public Liability Confirmation Form and Clerk’s ‘Working from Home’ Risk Assessment.

**25. Data Protection** – Clerk to provide update on changes in legislation to be introduced in May.

**26. Common Land owned by Council**

- a) Consider any further response on Woodhouse Bogs, Winksley.
- b) Coal Pit Goal Woodyard, Kirkby Moor Road, Kirkby Malzeard – update on response from Tenants on the proposal of creating a new lease.

**27. 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 for year.
- c) Approval of payment to D3 Office Group Ltd for £20.70 for stationery.
- d) Approval of payment to DTMS Limited for £230.40 for erection of Dallowgill noticeboard.
- e) Approval of payment to Clerk for £6.72 for stamps.
- f) Approve estimate of £40 from George Meer for repair to bench overlooking the Green.
- g) Update on revised arrangements for cheque signing.
- h) Update on 2018-19 Precept.

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

**29. Date of next meeting:** Monday 26 March 2018 at 7.15pm in the annex room of the Mechanics Institute, Kirkby Malzeard. Any items to go on the Agenda for the Council meeting should be submitted to the Clerk by 16 March 2018 please.

Dated 21/02/2018

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Agenda also available on the Parish Council website [www.kmldpc.btck.co.uk](http://www.kmldpc.btck.co.uk)

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