

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

PUBLIC NOTICE OF A PARISH COUNCIL MEETING At 7.15pm on 20 August 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 Parish Council meeting held on 30th July 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) Finalise response to Diocese about St Peter's, Dallowgill – Cllr Berry.

d) Update on Local Lotto - Cllr Aksut.

e) Update on investigations over potential path on Definitive Map – Cllr Saxon.

f) Mobile Post Office van – Chair.

g) Broadband speeds and mobile signal – Chair

f) Availability of PowerPoint presentations for training - Clerk

5. Correspondence – Clerk to raise any relevant items with Councillors including those listed requiring action;

a) HBC – Additional request to complete Broadband Survey.

b) YLCA – Notification of consultations on Government Shale and Gas Exploration and Production Planning which we may wish to respond to.

c) YLCA – Notification of consultation on Green Paper for Adult Social Care and Well-being which we may wish to respond to.

d) HBC – Request to complete survey about Electronic Consultations on Planning Applications.

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

a) 18/01808/FUL – Turnways, Main Street, Kirkby Malzeard – Demolition of existing garage and outhouse; Erection of garage. – Mr & Mrs Tudbury – Approved.

- b) 18/02478/PNT56 – Sugar Hill Farm, Laverton Road, Kirkby Malzeard – Installation of 13.15m street-works pole, 1 no 1.5m OMNI at 13.15m, 1 no GPS antenna at 12.3m, 1 no 3G antenna at 11.6m and erection of smart metering equipment enclosure - Arqiva Ltd – Prior approval not required.
- c) 18/02208/FUL – Sawpitts Farm, Laverton - erection of first floor and two storey extension (revised scheme) – Riley – Approved.
- d) 18/02862/DISCON – Mossie Mire House, Laverton – Discharge of condition 4 (roof tile sample) of planning consent 17/00389/FUL conversion of outbuildings and associated works to form extension to dwelling – Cox - Confirmation of discharge of conditions.
- e) 18/02543/FUL – Middle Biggin Farm, Ringbeck Road, Kirkby Malzeard – Formation of concrete access track and hard-standing – Vasey – Approved.

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

There are no decisions to report.

8. 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) NY/2018/0123/FUL - Land at Kirkby Malzeard Church of England Primary School, Church Bank, Kirkby Malzeard, HG4 3RT - For the purposes of the demolition of disused toilet block (30.5 sq. metres, removal and replacement of section of retaining wall (2.6 m to match existing), metal fencing (1.75 m/1.9 m to match existing) and gates (1.9 m go match existing) to create wider access, resurfacing of existing car park (3474.1 sq. metres), (3 No. at 2.2 m centres) external lighting, hard and soft landscaping work - Corporate Director, Children and Young People's Services.
- b) 18/03103/FUL - North Close Farm, Kirkby Malzeard - Erection of extension to light industrial unit - Mawer.
- c) 18/03230/FUL – Henry Jenkins Inn, Main Street, Kirkby Malzeard – conversion of part of a public house and flat to create one dwelling (re-submission) – Claybourn.

9. Notification of Common Land application – Parish Council may make representation if it wishes:

- a) CA7002 – Common Land Unit CL116 - Moorland in the Parish of Laverton – Surrender of a registered right of common land and application for the removal of right from the register of common land – Right Entry 2 - Bostock.

10. Planning - Neighbourhood Plan. Update on potential meeting dates with HBC and confirmation of which Cllrs wish to join the Steering Group.

11. Planning – Enforcement issues. 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 Officer at HBC for consideration.

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

13. Inspection of Council Property Assets –

- a) reports from Councillors and Clerk on condition of assets.
- b) consider estimate of £225 including all materials and labour from G. Meer to replace the stile like for like with two handrails at Greygarth Monument.
- c) Woodyard, Kirkby Moor Road, Kirkby Malzeard – update on the creation of new lease.

14. Commuted sums

- a) Kirkby Malzeard Heritage Board – progress report.
- b) Highside Playing Fields/Play Area – consideration of costs for new fencing.

15. 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.

16. Highways Issues - update on items previously reported. New items to be raised with NYCC, from Councillors and public.

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

18. Standing Orders – approval of amendments following an update to the NALC Model Document.

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

- a) SAR Policy.
- b) Public Consent Form.
- c) Approval of budget for lockable filing cabinets and password encrypted back-up (memory stick) to comply with GDPR requirements.
- d) Cllrs to return completed E-mail Consent forms and provide new email addresses to Clerk.
- e) Clerk to report on how Freedom of Information requests are dealt with having regard to new Data Protection legislation in light of advice from YLCA.

20. Employment of Clerk:

- a) Consideration of increase of Home Worker Allowance for 7th August 2018 to 6th August 2019.
- b) Consideration of request for a replacement printer and a suitable budget.

21. 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 Joblings for £250 for a three-seater teak bench including two coats of preservative, to be sited at Mowbray Crescent.
- d) Approval of payment to Buckton Homes & Gardens for £760 for grass cutting.
- e) Approval of payment to Yorkshire Internal Audit Services for £185 for 2017/18 internal audit.
- f) Approval of payment to D3 Office Group Ltd for £30.65 for stationery.
- g) Approval of payment to Clerk for £10.00 for stationery.
- h) Approval of payment to Dallowgill Methodist Church for £20 for Hall hire (July).

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

23. Date of next meeting: Monday 24 September 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 14 September 2018 please.

Dated 15/08/2018

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

Tel: 01765 650363 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 Parish Council