

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

OFFICIAL NOTICE OF A PARISH COUNCIL MEETING

Monday 28 June 2021 at 7:20pm for a prompt 7.30pm start at the Main Hall, Mechanics Institute, Kirkby Malzeard

The meeting will be held in the Main Hall of the Mechanics Institute, Kirkby Malzeard and will be subject to current requirements for public meetings with total numbers present limited to allow for adequate social distancing within the space available. In order to assist with this, it would be helpful, but not essential, if members of the public advise the Parish Clerk if you will be attending so that appropriate arrangements can be made. Those attending will be expected to wear face coverings (unless exempt) except when speaking.

AGENDA

- 1. Welcome. Apologies for absence from Councillors – approve reason why unable to take part. Brief summary by Chair of the procedures at socially distanced 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 24th May 2021**
- 4. Correspondence – any urgent items will be raised by the Clerk for consideration and action.**
 - a) North Yorkshire Police – localised Police report
 - b) Resident – Concern regarding parking around the green on Saturday mornings.
 - c) NYCC - NYCC Roadshow promoting the new Yor Bus app.
- 5. Urgent updates from County and District Councillors if present.**
- 6. Planning – recent Applications made to Harrogate Borough Council where the Parish Council have not consulted:**
- 7. Planning – notification of recent Decisions made by Harrogate Borough Council:**
 - a) 21/01215/FUL - Mount Pleasant Farm Laverton - Erection of part two storey part single storey extension. Robinson. Permitted
 - b) 21/00906/FUL - The Laurels Laverton Village Laverton - Conversion and extension of existing outbuilding including raising of roof to form 1 no. dwellinghouse. Abrahams. Permitted
 - c) 21/01408/FUL - Kirkby Moor Road Farm Kirkby Moor Road Kirkby Malzeard - Conversion of stores to form 1no. bedroom residential annex to Kirkby Moor Road Farm. Broadle. Permitted

- d) 21/00172/REM - Land Comprising OS Field 5419 Galphay Road Kirkby Malzeard. Reserved matters application for the erection of 1 no. dwelling (Appearance, Landscaping, Layout and Scale considered) under Outline Permission 19/03477/OUT - Atkinson. Permitted
- e) 21/01714/FUL - North View, Main Street, Kirkby Malzeard Malzeard - Conversion of small retail shop to ancillary residential use to North View including raising roof height and single storey extension and installation of rooflights; conversion of roof space of North View to additional living accommodation including the installation of roof light windows; alterations to fenestration and other external works including alterations to driveway and parking; installation of sliding gate; and landscaping. RILEY. Permitted
- f) 20/04366/FUL - Mowbray Park Farm, Ripon Road, Kirkby Malzeard - erection of roof over existing muck store - Atkinson. Permitted

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

- a) 21/01670/CLEUD - Mowbray Park Farm, Ripon Road, Kirkby Malzeard - Application for certificate of lawful development for the continuing occupancy of the property by Mr and/or Mrs H V Atkinson without complying with the agricultural occupancy restriction (condition 2 of outline permission 91/02963/OUT and condition 6 of reserved matters permission 92/01955/REM). Atkinson.
- b) 21/02451/FUL - Mowbray Park Farm, Ripon Road, Kirkby Malzeard - Erection of an agricultural building. Atkinson
- c) 21/01810/FUL – Ringbeck, Ringbeck Road, Kirkby Malzeard - Erection of stables - Moor.
- d) 21/00411/FUL - St Andrews House, Main Street, Kirkby Malzeard - Demolition of existing single storey stone garage building & boundary wall and erection of new two storey garage & home office / studio and new stone boundary walls. Forge Interiors Ltd.
- e) 21/01770/FUL - The Laurels, Laverton Village, Laverton - Erection of Equestrian stables and associated facilities - Abrahams.
- f) 21/02221/FUL - Village Farm, Laverton - Conversion of agricultural buildings to single dwelling - Riley.

9. Planning – Enforcement issues.

- a) 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.
- b) Update on recent cases dealt with by Enforcement Office.

10. Planning - Assets of Community Value

- a) Nomination of the Queen’s Head Pub as an Asset of Community Value – update from Cllr Saxon

11. Children’s Play Area.

- a) Consider recent weekly condition reports from Councillors.
- b) Play Area Improvements – brief update from Cllr Robertshaw

12. Traffic safety – Consider and approve the purchase of the data logger at a cost of £1955.78, using the funding of £1321.60 received from the AJ1 fund.

13. Property Assets.

- a) Consider any issues of concern noted by Councillors or members of the public
- b) Lamberts Quarry – Consider plans for spraying

14. School Bus – Consider appropriate action in regards to the cancellation of the Harrogate school bus route.

15. Trees.

- a) To commission the annual survey of the Parish Council's trees.
- b) Consider supporting the plan proposed by a resident for woodland planting on his land bordering Kex Beck.

16. Highways issues.

- a) Update on existing cases and review of recent work undertaken by NYCC Highways
- b) Update from Cllr Aksut re: Church Wall collapse.
- c) Laverton 30mph Zone – still no speed limit signs.
- d) Any new items to be raised by Councillors or public.

17. Finance Documents 2020-21. Consider and approve the following documents on which the Accountability Return is based;

- a) Receipts
- b) Payments
- c) Bank Reconciliation
- d) Cash Book
- e) Asset and Investment Register as at 31 March 2021

18. Annual Governance and Accountability Return 2020-21 – Exemption and Auditors Report.

- a) Consider and approve the Certification of Exemption (Page 3) confirming that Council is exempt from External Audit as the higher of the gross income or gross expenditure does not exceed £25,000. To be signed by Clerk and Chair.
- b) Consider and approve the Annual Internal Audit Report (Page 4 of AGAR) provided by Janet Bennett of Yorkshire Internal Audit Services. Council to note the additional best practice guidance notes provided.
- c) Approve payment of invoice for Auditors fee payable to YIAS of £225.
- d) Consider auditors recommendations to pay Clerk via monthly bank transfer.

19. Annual Governance and Accountability Return 2020-21 – Governance.

- a) Consider and approve Annual Governance Statement (Page 5 of AGAR). To be signed by Clerk and Chair

20. Annual Governance and Accountability Return 2020-21 – Finance.

- a) Consider and approve Accounting Statements 2020-21 (Page 6 of AGAR). To be signed by Clerk and Chair.

21. Annual Governance and Accountability Return 2020-21 – Publication.

- a) Approve the publication of the AGAR documents on website and noticeboard in accordance with the requirements of Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities, to include the Notice of the period for the Exercise of Public Rights.

22. 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
Clerk Reimbursement	£3.49	Printer Ink
Clerk	£17.50	Salary back Pay
Yorkshire Internal Audit Services	£225.00	Internal Audit
Morgan's	£467.00	Grass Cutting
Kirkby Malzeard Methodist Chapel	£15.00	Hall Hire – Neighbourhood Plan Steering Group Meeting

23. 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.

24. Date of next ordinary meeting: Monday 26th July 2021 at 7.20pm in the Main Hall, Mechanics Institute, Main Street, Kirkby Malzeard. Any items to go on the Agenda for the Council meeting should be submitted to the Clerk by 21st July 2021 please.

Dated 23/06/2021

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

