

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

OFFICIAL NOTICE OF A PARISH COUNCIL MEETING

of Kirkby Malzeard, Laverton and Dallowgill Parish Council on Monday 29 April 2024 at 7:20pm
for a prompt 7.30pm start in the **Annex of the Mechanics Institute, Kirkby Malzeard**

AGENDA

- 1. Welcome. Apologies for absence from Councillors - approve reason why unable to take part.**
- 2. Declarations of Disclosable Pecuniary Interest, Other Interests or Close Association.**
 - a) Consider Councillors' Declarations of Disclosable Pecuniary Interest or other interests or close associations for items on this agenda
- 3. Approve the Minutes of the Parish Council meeting 25th March 2024**
- 4. Correspondence – any urgent items will be raised by the Clerk for consideration and action.**
 - a) **WI** – Request to set up a recycling area in the bus shelter.
 - b) **Resident** – Complaint regarding the number of cars parking on Main Street, Kirkby Malzeard .
 - c) **Resident** – Issues with the road surface on Main Street
 - d) **Resident** – Request for update on the abandoned white van on the moors at Roman Soldier car park.
 - e) **NYC** – Notice of submission of the New Settlement (Maltkin) Development Plan Document.
 - f) **NYC** – Commuted Sums
- 5. Report from our North Yorkshire Councillor (if available).**
 - a) Update from Cllr Cunliffe-Lister
- 6. Planning – recent Applications made to North Yorkshire Council where the Parish Council have not been consulted:**
- 7. Planning – notification of recent Decisions made by North Yorkshire Council:**
 - a) ZC24/00334/FUL - Ash Tree Farm Kirkby Malzeard, Single storey glazed oak frame structure (revised scheme). Sykes Brown. Permitted
 - b) ZC24/00461/FUL - Sewage Works Ripon Road Kirkby Malzeard, Erection of one Glass Reinforced Plastic (GRP) Ferric Sulphate Dosing Kiosk. Yorkshire Water Services Ltd. Permitted
 - c) ZC24/00822/FUL - Castiles Farm Grantley Ripon, Proposed extension of existing single storey side extension. Erection of single storey rear extension, access steps and decking. Nicholson. Permitted

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

- a) ZC24/01024/FUL - Hedge Nook Farm Kirkby Malzeard, Construction of a steel portal frame building for the housing of livestock. Nicholson.
- b) ZC24/00841/FUL - Grey Gables East Farm To Grey Gables Laverton, Proposed conversion of existing barn to residential use and associated external works including new tree woodland belt and native hedge planting and removal of 4 number TPO trees. Denby.
- c) ZC24/01184/FUL - Sunnyside Main Street Kirkby Malzeard, Alterations to roof of single storey rear section of house to incorporate flat roof. Addition of 1no. window to rear at ground floor level and 1no. roof lights to flat roof. Burgess
- d) ZC24/01066/DVCMAJ - Land Comprising Field At 422819 474158 Back Lane Kirkby Malzeard, Variation of condition 2 of Section 73 permission 22/04925/DVCMAJ to allow for the provision of fenestration and/or internal layout changes , and an air source heat pump to all 33 dwellings originally permitted under reserved matters application 20/04874/REMMAJ, and the use of reconstituted stone on all dwellings apart from those facing Laverton Lane. For information 22/04925/DVCMAJ had varied the terms of the conditions of reserved matters application 20/04874/REMMAJ in respect of the timing of submission of specific details. That reserved matters permission had granted the appearance, landscaping layout and scale of 33 dwellings under the terms of outline permission 17/04308/OUTMAJ and together comprise the planning permission. Brierley Homes Ltd

9. Planning - Enforcement issues.

- a) Consider any updates received on recent cases dealt with by Enforcement Office.
- b) Consider any other 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.

10. Planning – Neighbourhood Plan – report from the Steering Group

11. Children’s Play Area.

- a) Consider recent weekly condition reports from Councillors.

12. Allotments – Updates from Cllr Hughes and the Clerk re any reply from the Charity Trustees.

13. Data Logger – Update from Cllr Aksut.

14. Emergency Generator for the Mechanics to support the Community Emergency Plan – update from the Chair.

15. Property Assets.

a) Consider any issues of concern noted by Councillors or members of the public

16. Highways issues.

- a) Update from Cllr Heap on NYC’s consideration of road safety concerns in Kirkby
- b) Update on existing cases and review of recent work undertaken by NYCC Highways
- c) Any new Highways items to be raised by Councillors or public.

17. 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) Consider Internal Audit Report.
- d) Approval of payments (including VAT where applicable)

Payee	Amount	Item Paid For
V Preston	£416.00	Underpayment of homeworkers allowance April 20 – April 24
YLCA	£15.00	Clerk advert
YLCA	£454.00	Subscription fees
Account-ant	£120.00	Audit Fee
Andrew Towleron	£600.00	Consultancy fees – Neighbourhood Plan
Groundworks	£2370.00	Repayment of unspent grant
Mechanics Institute	£190.01	Hall hire
Kempston Parkers	£1518.33	Feasibility study Methodist Chapel

18. Finance Document 2023-24. 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 2024

19. Annual Governance and Accountability Return 2023-24 – Exemption and Auditors Report - Consider and approve the Annual Internal Audit Report (Page 3 of AGAR) provided by Account-Ant. Council to note the additional best practice guidance notes provided

20. Annual Governance and Accountability Return 2023-24 – Governance – Consider and approve Annual Governance Statement (Page 4 of AGAR). To be signed by Clerk and Chair

21. Annual Governance and Accountability Return 2023-24 – Finance. - Consider and approve Accounting Statements 2020-21 (Page 5 of AGAR). To be signed by Clerk and Chair.

22. Annual Governance and Accountability Return 2023-24 – Publication. - 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.

23. Appointment of new Parish Clerk – Confirm the appointment of Mr. John Collins from May 01, 2024 at National Joint Council SCP Scale point 7 (£5,254.08) with a homeworking allowance of £26 per month.

24. 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 ordinary meeting.

25. Date of next meetings:

Date of Next ordinary meeting Monday May 20 2024 at 7.30pm in the Annex of the Mechanics Institute, Kirkby Malzeard. Any items to go on the Agenda for the Council meeting should be submitted to the Clerk by 14th May 2024 please. The Annual Meeting of the Parish Council to also be held on Monday 20 May, at 6pm, prior to the ordinary meeting commencing 7.30pm

Dated 20/04/2024

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

