OFFICIAL NOTICE OF A PARISH COUNCIL MEETING
KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

OFFICIAL MINUTES OF A PARISH COUNCIL MEETING

Monday 28th April 2025 at 7.30pm in the Mechanics Institute Annexe

MINUTES

Present: Cllrs. Manson (Chair), Floyd, Lobley, Aksut, Berry. + 1 Public

1. Welcome. Apologies for absence from Councilors – Apologies from Cllr Heap – accepted.

2. Declarations of Disclosable Pecuniary Interest, **Other Interests or Close Association**. Consider Councilors Declarations of Disclosable Pecuniary Interest or other interests or close associations for items on this agenda - None

3. Approve the Minutes of the Parish Council meeting held on the 31st March 2025 – Minutes approved and signed by the Chair

4. Correspondence: any urgent items will be raised by the Clerk for consideration and action:

a) Resident request for a volunteer coordinator for British Legion Poppy Appeal – Council agreed to circulate request on social media & Notice Board.

b) Resident advice re advertising Yard sale. – No Action agreed.

c) Resident concern – small bin at the cemetery not being emptied. **Action** – Clerk to inform NY Waste collection.

5. Report from North Yorkshire Councillor – Not available

6. Planning – recent Applications made to North Yorkshire Council where the Parish Council have not been consulted. - None

7. Planning – notification of recent decisions made by North Yorkshire Council:

a) Erection of single storey link extension Cross Hills Grantley Ripon: Ms C Balfour - approved.

b) ZC25/00396/FUL Installation of small greenhouse The Arches Missies Farm Laverton APPLICANT: Mr David Long -approved

c) ZC24/03113/DVCMAJ - further Section 73 application for the variation of a planning condition regarding 33 dwellings originally permitted under reserved matters application 20/04874/REMMAJ. Brierley Homes Laverton Oaks Development Land Comprising Field At 422819 474158 Back Lane Kirkby Malzeard North Yorkshire APPLICANT: Brierley Homes Ltd CONFIRMATION of discharge of condition(s)

d) Replacement of 4no. traditional single glazed timber sash windows to double glazed traditional timber sash windows. LOCATION: The Old Rectory Church Street Kirkby Malzeard Ripon North Yorkshire HG4 3RT APPLICANT: Mr Mark Owen. North Yorkshire Council being the Local Planning Authority for the purposes of the application received on 1 October 2024 for Listed Building Consent, as described above, have resolved to REFUSE LISTED BUILDING CONSENT

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

a) APPLICATION NO: 6.29.139.TPO ZC25/01153/TPO PROPOSAL: Felling of 1no. Beech (G1) within Tree Preservation Order 68/2017 (marked in red on submitted plan). Land Comprising Field At 423306 473806 Laverton North Yorkshire GRID REF: E 423306 N 473806 APPLICANT: Mrs Shelley Denby – **Decision A** – The Parish Council has no objections

b) APPLICATION NO: 6.29.109.B.FUL ZC25/00437/FUL PROPOSAL: Erection of detached garage. Pinewood Missies Farm Laverton Ripon North Yorkshire HG4 3NXGRID REF: E 422941 N 472855 APPLICANT: Mr And Mrs Verity – **Decision A –** The Parish Council has no objections

9. Planning – Commuted Sums and CIL any updates including update from Clerk - re information from Planning Officer the amount of commuted sums available from Laverton Road development. **– Action** – Clerk to follow up Commuted sums request.

10. Planning - Enforcement issues.

a) Consider any updates received on recent cases dealt with by Enforcement Office: -

- CASE NO: 25/00100/PR05 LOCATION: The Henry Jenkins Inn Main Street Kirkby Malzeard North Yorkshire ALLEGED BREACH: Potential adverse condition of land PLANNING REF: ZC25/00661/FUL PCO, 18/03230/FUL - Noted
- Response received from Planning regarding pending legal action and legal enforcement re development near cemetery – Update – Observation of further development / gate signeage and hardcore entrance road. **Action:** Clerk to supply photo evidence of further development to NY enforcement officer.

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. – Carlesmoor Farm – Slurry store created without permissions. Action : Clerk to inform enforcement officer with photo evidence.

11. Neighbourhood Plan –Update from the Steering Group – meeting held on the 7th April to agree actions from consultees to create the draft plan for further comment and consultation.

12. Kirkby Malzeard Charity Trust – Update from Cllrs Lobley & Hughes – Cllr Hughes met with Allotment group. Still issues regarding long- term lease agreement for land from

the charity **Action:** Chair/Clerk to draft a letter to the charity to arrange a meeting with Parish Council representatives in order to discuss a way forward.

13. **PC use of a gov.uk domain and update on website development. –** Update from Clerk. – Website available to view in construction www.https//kmld-pc@gov.uk . Clerk updated the Council with the current impasse regarding Cllr email access and future usage. The clerk has spoken to the website provider to resolve the issue as there appears to be a cost implication which was not made clear in the contract. Implementation of the new website – deferred to the next meeting.

14. Children's Play Area:

a) Weekly inspection reports and state of ground. – not available – **Action:** Clerk to request weekly update forms from Cllr Heap.

b) Consider latest DTMS report, and approve quotation for works required – Quote still not received **Action:** Clerk to confer with other parishes regarding their contractor preferrences.

c) ROSPA safety report from NYC – update from Clerk – Still awaiting response regarding the legal requirements.

d) Update from Cllr Heap re proposed path project and quotations received – deferred to next meeting

15. Property Assets.

a) Update on ash tree adjacent to Children's Play area – Tree now reduced to safe level and invoice from contractor received for payment approval at the next meeting

b) Laverton quarry insecure fencing – Photo evidence sent by clerk to NY property Services (lease holder)

c) Arrange annual inspection of PC property assets by Cllrs prior to Annual Meeting – Cllrs. agreed to inspect the current assets to update/ re value the register.

d) Other issues raised by Cllrs or public – Gate on Greygarth footpath in need of attention **Action –** Cllr Lobley to inspect and inform local 'Green Team'

16. Highways issues.

a) Update on existing cases and review of recent work undertaken by NYC Highways – None

b) Data Logger, Speed watch– Update on plans and data analysis from Cllrs Berry, Heap, Aksut - Data logger has been re sited to Mowbray House garden to analyse speed data at that location. Further discussion regarding publication of the data to the public.

c) Dog fouling – update from Cllr Heap re information from NYC and leaflet printing – posters and post stickers received by the clerk. Any leaflets for household distribution will have to be provided by the Parish Council A NY template has been requested. **Action:** Clerk to seek quotes for printing 400 flyers once the template is received.

d) Any new Highways items to be raised by Councillors or public: - None

17. Financial Items.

a) Update from clerk re Issues with HMRC and Clerks PAYE – Clerk had distributed the letter sent to HMRC to Cllrs. for information to rectify the error.

b) Bank Statement – balance, outgoing payments, and income on latest available statement. - accepted

c) Cash Book – up to date record of payment/receipts. - agreed

d) Update on savings account application – pending.

e) Review revised Cash book record for 2025/26 – Clerk has consolidated budget headings for clearer monitoring purposes.

f) Date for Annual Audit. Requested for w/c 28th April – Data uploaded to internal auditor web portal for inspection and comment.

g) VAT return submitted and reimbursed 31st March.

h) Update Asset Register – Covered under item 15c above.

i) Approval of payments (incluing VAT where applicable): - approved

PAYEE	**Amount**	**Item paid for**
MIVH Hall Hire fees	**£ 120.01**	January to 31st March 2025
WJPS Keeper Software	**£60.01**	Data security passwords
Andrew Towlerton Associates	**£1400.00**	Inv: ATA/KPC/9
YLCA	**£473.00**	annual subscription

18. Any Other Business: Items not covered elsewhere on the Agenda can be raised by the Councillors and Members of the public for discussion and referral onto the Agenda of the next ordinary meeting. - None

19. Date of next meetings: Date of Next ordinary meeting Monday May 19 2025 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 13th May 2025 please. **The Annual Meeting of the Parish Council to also be held on Monday 19 May, at 6pm, prior to the ordinary meeting commencing 7.30pm.**

PARISH CLERK: John Collins, Conifers Main Street, Kirkby Malzeard Ripon, HG4 3RS (Postal enquiries only) Tel: 07794964819 Email: clerk.kmldpc@outlook.com Agenda, along with General Privacy Notice, also available on the Parish Council website: www.kirkbymalzeardarea.org.uk Facebook: @kmldpc