

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

Monday 27th April 2026 at 7.30pm in the Mechanics Institute Annexe for the purpose of transacting the following business.

Minutes

Present: Cllrs. Manson, Floyd, Lobley, Berry, Aksut and Heap with one member of the public and Cllr Cunliffe-Lister for item 5

1. **Welcome, approve any apologies for absence from Councillors.** Apologies accepted from Cllr Hughes and the clerk
2. **Declarations of Disclosable Pecuniary Interests, other interests or Close Association.** None
3. **Approve and sign off the Minutes of the last Ordinary Meeting of the Parish Council held on the 30th March 2026.** Minutes approved and signed by the Chair
4. **Correspondence: any urgent items will be raised by the clerk for consideration and action**
 - a) Letters and information from Julian Smith MP – Notification of forthcoming local surgeries. Published on the PC Facebook page and notice boards
 - b) Repairs to fence at Laverton quarry. The PC noted that it has received an email from NYC confirming that they are looking into the repairs needed
 - c) Bus shelter damage. A resident has notified the PC of damage to the bus shelter caused by workers installing new lighting. NYC has been informed and the PC is waiting for a response.
 - d) Brierley Homes are considering their S106 obligations to provide funding for village amenities.

Action: This item to be added to the agenda for the next PC meeting
 - e) Lamberts Quarry. An email has been received from the Green Team regarding proposed work at Lamberts Quarry. Considered under item 15 of the agenda.
5. **Report from North Yorkshire Councillor** – Report received and will be published on the Parish Council website.

Residents should note that they now need to register in advance to use the Ripon recycling centre from 27th April 2026. This can be done on the Northyorks.gov.uk

website. There will be a period of grace when unregistered vehicles will be allowed at the centre management's discretion

Actions arising from other topics in the report are listed below;

a) Development of new charter on how North Yorkshire Council should interact with Parish Councils

Action: Cllrs to respond directly to Cllr. Cunliffe-Lister with comments on the charter.

b) Masham Community Office provides a volunteer driver service to help local residents go to medical appointments etc. A significant percentage of these trips are for Kirkby Malzeard residents, and so they are seeking local Kirkby volunteer drivers to help out.

Action: Clerk to get contact details from Howard Mountain and then to issue a note on the Facebook hub

Action: Cllr Lobley to explore if the Kirkby Malzeard Charitable Trust could be a source of funding for travel expenses

c) Possible 20mph zone on the part of Main Street used by primary school parents.

Action: Clerk to add this topic to the June meeting agenda

6. **Emergency Planning Procedure.** A meeting is planned for 13th May 2026 at 7.30pm in the Mechanics Institute annexe to be chaired by Cllr. Berry.

Action: Clerk to email interested parties, and put notices on notice boards and on village Facebook hub

7. **Planning – Recent Applications made to North Yorkshire Council where the Parish Council have not been consulted:-** None

8. **Planning – Notifications of recent decisions made by North Yorkshire Council**

a) APPLICATION NO:26/00606/FUL PROPOSAL : Erection of single detached dwelling house on land to the South of Parkfield, Galphay Road, Kirkby Malzeard, HG4 3RX for Briahaze homes. This application was permitted by NYC despite strong PC objections. The PC agreed wording of email NYC to register their ongoing concerns

Action: Clerk to email relevant Planning Officer NYC

9. **Planning – Recent applications made to North Yorkshire Council. The Parish Council will provide a response on the following cases**

a) APPLICATION NO: 26/00358/FUL Installation of an upstand EV charging point. Churchby House, Church Street, Kirkby Malzeard North – Mr. Adam Rogers

Parish Council Response – A – The Parish Council has no objections

b) APPLICATION NO: 26/00797/FUL Erection of a pair of semi-detached farm workers dwellings Hedge Nook Farm, Kirkby Moor Road, Kirkby Malzeard – KE & KL Nicholson

Parish Council Response – C – The Parish Council has no objections but would like to make the following comment. The Parish Council is pleased to see that the revised proposal sites the new houses closer to the farm. The Parish Council would like assurances that, if approved, the houses are indeed built on the revised location as shown on the site plan.

c) APPLICATION NO: 26/01286/DVCM AJ Section 73 application for varied footway and extended gardensto Plots 10-19 through the variation of condition 1 (Approved Drawings) of Section 73Permission ZC24/03113/DVCM AJ in respect of a development of 33 dwellings originally permitted under reserved matters application 20/04874/REMM AJ. Land comprising field at 422819 474158 Back Lane, Kirkby Malzeard – Brierley Homes Ltd.

Parish Council Response – C – The Parish Council has no objections but would like to make the following comment. The Parish Council notes that it is difficult to comment as the information provided is insufficient to allow informed comment on either the garden extensions or the footway variation. The Parish Council would be pleased to look at this application again if more information can be provided.

10. **Planning – Commuted sums and CIL – consider latest updates from North Yorkshire Council.** North Yorkshire Council Planning has informed the Parish Council that they are still waiting on Brierley Homes for further information, and will pass this on when received.

11. **Planning Enforcement**

- a) No updates have been received on previously reported cases
- b) No new breaches have been reported

12. **Neighbourhood Plan**

- a) The Parish Council noted that the Neighbourhood Plan had been formally submitted to North Yorkshire Council, and thanked the Steering Committee for their hard work
- b) The Steering Group proposed creating a new gov.uk email address to facilitate future communications. The Parish Council agreed to this, on the assumption that the cost would be a nominal amount

Action: Clerk to set up email account

13. Recent Annual meetings of Kirkby Malzeard village and Laverton & Dallowgill Parish

a) **Kirkby Malzeard Annual meeting.** This meeting was held on 25th March 2026 and was attended by Cllr. Manson, the Clerk and one other resident. Written submissions were also received from other residents. The main topics of concern were a) uneven pavement around the Green, b) queries re new street lighting – (already raised with NYC by PC) , c) lack of lighting on the passage form Main Street to Back Lane South, d) lack of pavement to the cemetery and e) lack of road sweeping. Agreed the PC will request review of pedestrian safety on Galphay road from crossroads to cemetery

Action: Cllr Heap to investigate issues a) and c) and report back. Clerk to raise issues with NY Highways.

b) **Laverton & Dallowgill Annual meeting.** This meeting was held on 20th April and was attended by Cllrs Floyd and Lobley and three other residents. Minuters will be published. The main topics of concern were the state of the roads and damage caused by heavy forestry vehicles, lack of maintenance of some bridleway gates, and nuisance caused by the “shooting club” at Dallow.

14. Children’s Play Area

a) To note weekly inspection reports from Cllrs. Noted. All OK apart from

i. Rising wetpore surface by junior swing. Cllr. Heap will monitor and advise when action is needed.

ii. Playground sign has been knocked off fence. It was noted that the sign needed new contact details anyway and that it could be fixed more permanently to the main gate to the playground

Action: clerk to source a new sign and then Cllr. Lobley to attach it to main gate

b) To consider latest DTMS report; Noted

c) ROSPA report; work on shackles on junior swing. Awaiting update from DTMS.

Action: Clerk to chase DTMS

d) Location and estimate costs for picnic table and base. Cllr. Heap now has full details of what is planned. We now need quotes for groundwork and installation

Action: Clerk to obtain at least one quotation

15. **PC Property Assets**

a) Annual inspection of PC's trees

Action: Cllr Floyd to confer with tree contractor

b) Pinfold renewal of lease. Annual inspection is scheduled for 28th April. The PC agreed to renew the lease subject to the inspection.

Action: Lease to be signed subject to satisfactory inspection.

c) Any other matters of concern. The Green Team has proposed thinning some of the birch trees in Lamberts Quarry to let in more light to allow the remaining trees to flourish, in line with good woodland management practice. This was approved by the Parish Council. The Green Team has also reported that there is Japanese knotweed present in Lamberts Quarry.

Action: Cllr Lobley (who holds an appropriate licence) to treat the knotweed on the Lamberts Quarry site with weedkiller

16. **Highways Issues**

a) Update on existing cases;

i. The PC noted that NY Highways have confirmed they will review the one-way signage on Back Lane South

ii. The PC noted that NY Highways have confirmed that they are responsible for maintaining Carlesmoor Lane to bridleway standard and that residents are responsible for maintaining the lane to vehicular standards

iii. Data logging and traffic calming

Action: Cllr. Aksut to chase data logger supplier on progress on repairs

iv. Relocation of waste bin currently near Methodist Chapel, Kirkby Malzeard- awaiting response from NYC

v. Disability parking outside the Mechanics Institute- awaiting response

Action: Clerk to chase all outstanding issues with NY Highways

b) New highways or rights of ways issues: none raised

17. **Community hub website** – deferred to a future meeting pending receipt of response from Visiosoft

18. **Financial Items**

a) Bank statements – balance of outgoing payments and income on latest available statement – accepted and approved

b) Cash book – up to date record of payments and receipts – accepted and approved

- c) Consider end of year balance sheet total (£10,792.96), against budget and AGAR sections 1&2 for approval and signature prior to external audit – deferred to annual meeting
- d) Approval of payments below (including VAT where applicable) – accepted and approved
- e) Request from Clerk to attend YLCA Training update webinar on Responsible Financial Officer roles and responsibilities – approved.

Payee	Amount	VAT (where applicable)	Item paid for
Mechanics Institute	£99.01	N/A	PC meetings Jan, Feb, March 2026
WJP Software Ltd	£698.40	£116.40	Website annual support, gov.uk domain, email and password store
YLCA	£489	N/A	Annual subscription

19. **Any other business** – None

20. **Dates of next meetings:**

- a) The Parish Council Annual meeting will be held on Tuesday 5th May 2026 at 7.30pm at Kirkby Malzeard Mechanics Institute Annexe.
- b) The date of the next ordinary meeting will be Monday 18th May 2026 at the Kirkby Malzeard Mechanics Institute Annexe. Any items to go on the agenda for the ordinary meeting should be submitted to the clerk by Tuesday 12th May 2026 please.

Dated: 28th April 2026

PARISH CLERK: John Collins, The Bothy, Back Lane, Kirkby Malzeard, Ripon, HG4 3SH (Postal enquiries only). Tel: 0779 4964819 Email: clerk.kmld-pc@gov.uk . Agenda, along with General Privacy Notice, also available on the Parish Council website: www.kmld-pc.gov.uk