

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

**Monday 27<sup>th</sup> January 2024 at 7.30pm in the Mechanics Institute Annexe for the purpose of transacting the following business:**

**Minutes**

**Present:** Cllrs. Manson (Chair), Floyd, Heap, Berry and Lobley together with the clerk and two members of the public

**1. Welcome. Apologies for absence from Councilors - approve reason why unable to take part. Note that voice recording took place during this meeting for minuting purposes.** Apologies received and approved from Cllrs. Hughes and Aksut

**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.

- a) Cllr. Manson other interest re item 16. Chair of Kirkby in Bloom group.
- b) Cllr. Berry other interest re item 16. Chairman of KM Mechanics Institute Village Hall Trustees.

**3. Approve the Minutes of the Parish Council meeting held on the 13<sup>th</sup> January 2025**  
Minutes approved and signed by the Chair.

**4. Correspondence:**

- a) Email to Chair from Saputo (Kirkby Malzeard Dairy) regarding future closure. – Closure details noted and disappointment registered on behalf of the community.
- b) Email from resident regarding dog fouling – Resident concerned over the increased amount of fouling to footpaths and urged PC action to raise awareness within the dog walking community of their legal obligations to clear up after their dogs.  
**Action:** Cllr Heap to request information leaflets from NYC for distribution
- c) Email from resident re signage on Back Lane South – As previously stated to NYC Highways – The one-way signage on this Back Lane needs re-locating.  
**Action:** Parish Clerk to contact NYC Highways to request a site meeting.
- d) Letter/Poster from J Smith MP re constituency surgeries. Posted in MIVH window.
- e) The North Yorkshire Local Plan - Public Release of 'Call for Sites' Submissions. – noted
- f) Resident concerns re adverse weather and impact on the Village. –the lack of gritting and snow clearance following the recent heavy snowfall. Grit bins not being filled.  
**Action:** Clerk to notify NYC Area 6 Highways

**5. Report from North Yorkshire Councillor (if available) – Cllr Felicity Cunliffe-Lister –**  
No report submitted on this occasion.

**6. Planning – recent Applications made to North Yorkshire Council were the Parish Council have not been consulted: -** None to date.

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

a) PROPOSAL : Erection of detached garage and hardstanding LOCATION: High Belford Belford Lane Dallowgill APPLICANT: Clark . PERMITTED

b) PROPOSAL: Erection of stable, tack / Store & Borehole pumproom LOCATION: Honeysuckle Barn Missies Lane Galphay APPLICANT: Wills PERMITTED

c) PROPOSAL: Demolition of farmhouse and attached barn and erection of replacement dwelling. LOCATION: Carter Syke Farm Laverton APPLICANT: Bain PERMITTED

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

a) **APPLICATION NO:** 6.29.135.D.FUL ZC25/00108/FUL

**PROPOSAL:** Conversion of stable into Holiday Let. Works to include partial demolition, 3no. new window openings, application of render to walls and new roof.

**LOCATION:** Bogs Hall Stables Bogs Hall Farm Laverton Road Kirkby Malzeard Ripon North Yorkshire HG4 3QL

**APPLICANT:** Mr And Mrs T.J. And S.G. O'Brien

**Parish Council response – D** -The Parish Council Supports the application

**9. Planning – Commuted Sums and CIL** – Email received from NYC informing the PC that for legal reasons allocated sums for Laverton Bridge cannot be spent on the Play area. The Play area have another allocated amount pending.

**Action:** Parish Clerk to reply to NYC re this allocation and ascertain the process for spending

**10. Planning - Enforcement issues.**

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

a) Re: 23/00314/PR15 - Field At 423306 473806 Laverton – update received 03.01.2025 – enforcement notice for action has expired now being pursued by NYC legal services

b) Re: 24/00341/PR15 Dallowgill – update received 20 Dec 2024 – Land owner now understood to be seeking planning permission. Discussion suggested reporting any shooting heard again to Police.

c) 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: – A query was made regarding some caravans

**Action: 10c** Clerk to raise with NYC Planning Enforcement.

**11. Neighbourhood Plan** – Invoice received for consultancy fees. – Update report received – The Parish Council noted with thanks the ongoing work of the Steering Group.

## **12. PC use of a gov.uk domain and independent website – Update from Clerk.**

Consideration and approval of quotes for provision by potential contractors:

The Clerk had previously circulated to Councillors a short list of potential website providers with costs. Based upon quotes and other information it was agreed to contract with 'Active Councils' for the Parish Council's new website and gov.uk domain/email (with the proviso that the Clerk receives a positive endorsement for Active Councils from another local council customer before proceeding).

It was also agreed for at least the next year that the Parish Council would continue to fund the hosting of the community 'Area Guide' website - with a link to the new Parish Council website.

**Action: Clerk to progress**

## **13. Children's Play Area:**

a) Weekly inspection reports and state of ground surfaces – Cllr Heap reported on the current condition of the play area

b) Latest DTMS reports, and consideration of quotations for works required – based upon previous reports. Concern raised re finger trap problem on gate not yet addressed

**Action: Parish Clerk and Cllr Heap** to arrange site meeting to assess work required for a DTMS quote and to obtain this.

**Chair and Clerk** to locate previous safety report on entrance gate and work requested by DTMS and forward to cllrs.

c) Update from working group on future proposals – Group meeting to be arranged by Cllr Heap.

## **14. Property Assets.**

a) Current Issues: Consideration of report and quotation for work on ash tree (adjacent to Children's Play area) The tree consultant's report notes decline due to ash die-back and due to location adjacent to children's play area, road and car park - recommends whole tree removal. It was agreed to proceed with felling this tree and to accept the local contractor's quote.

**Action: Chair** to confirm PC responsibility for tree

**Clerk:** to check any restrictions re tree with NYC

**Clerk:** to confirm with contractor - once above clarified

b) Any other matters of concern raised by Councillors or members of the public:

1. **Action:** Cllr Lobley - quote for the replacement of the gate to Lambert's Quarry off Ringbeck Road.

2. Fence falling down at Laverton quarry—responsibility of leaseholder -NYC Highways.

**Action** Cllr Floyd to provide photographs -Clerk to notify Highways

## **15. Highways issues.**

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

b) Any new Highways items to be raised by Councillors or public:

1. Cattle grid off Kirkby Moor road to Grantley has dropped and scraping the ground making it difficult to move. **Action:** Clerk to inform Highways.

2. Sign near Back Lane off Longswales Lane has been moved. **Action:** Clerk to inform Highways.
3. Narrow Lane from Laverton to Grantley Road – dangerous potholes. **Action:** Clerk to inform Highways.

#### 16. Local Organisation Grants 2024-25

- a) Consider and approve process and advertising (Completed applications from organisations to be considered at the February meeting.) Approved.

**Action:** Clerk to circulate the updated forms to previous applicants and display the advert in appropriate locations, inviting applications from qualifying community groups.

**17. Precept Update 2025-26 update.** – Precept application made for £20,000 and acknowledged by NYC 24<sup>th</sup> December 2024. Noted

#### 18. Financial Items.

- a) Bank Statement – balance, outgoing payments and income on latest available statement. – circulated to all Councillors. Noted
- b) Cash Book – up to date record of payment/receipts. Reconciliation with bank statement. - circulated to all Councillors. Noted
- c) Consider Quarter 3 comparison to budget. – circulated to all Councillors.  
- Clerk requested permission to modify the reporting spreadsheet for the forthcoming financial year with a view to clarifying budget headings and monitoring of income and expenses. The request was agreed. **Action:** Clerk to circulate the modified spreadsheet for approval when completed.
- d) Update on potential savings account providers – Clerk has researched Business Savings account providers and recommended ‘Virgin Money’ as a suitable accessible account provider. It was agreed that the Clerk should apply for this savings account **Action:** Clerk to make online application with 2 Cllr signatories.
- e) Approval of payments (including VAT where applicable) – payments approved.

PAYEE	Amount	Item paid for
Visiosoft	£360.00	Annual website hosting and support
Andrew Towlerton Associates	£400.00	N.Plan Consultancy support

**19. 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. –

1. Cllr Lobley reported on receiving the minutes of the last ‘Charity Trust’ meeting but hadn’t been invited to the meeting. **Action:** Cllr Lobley to send the minutes to the clerk for circulation to Councillors.

**20. Date of next meeting:** Date of Next meeting Monday 24th February 2025 at 7.30pm at Mechanics Institute Village hall Annexe. Any items to go on the Agenda for the Council meeting should be submitted to the Clerk by Tuesday 18<sup>th</sup> February 2025 .

**Proposed dates for Parish Meetings:** Laverton and Dallowgill Parish Monday 10th March 2025 7.30pm Greygarth Chapel

Kirkby Malzeard Parish Monday 3rd March 2025 7.30pm Mechanics Institute Village hall Annexe.

**Action:** Clerk to book rooms and post notification of the Parish Meetings on the usual notice boards and the Area Guide website.

Dated 28<sup>th</sup> January 2025

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