

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

OFFICIAL NOTICE OF A PARISH COUNCIL MEETING

Held on Monday 26th January 2026 at 7.30pm in the Mechanics Institute Annexe.

Minutes

Present: Cllrs. Manson (Chair), Floyd, Lobley, Aksut, Berry with 4 members of the Public and the Clerk

1. Welcome, approve any apologies for absence from Councillors – Apologies received and approved from Cllrs. Hughes & Heap.

2. Declarations of Disclosable Pecuniary Interests, other interests or Close Association-
Cllr Berry declared another interest as Chair of the MIVH re Agenda item 5c.

3. Approve & sign off the Minutes of the last Ordinary Meeting of the Parish Council held on the 16th December 2025. – Minutes approved and signed by the Chair.

4. 'The Value of a Housing Needs Survey' – A short presentation by Sarah Hart from Community First Yorkshire, followed by a discussion. Sarah Hart outlined her role and the purpose of a survey, the main purpose of which is to evidence a need for affordable housing to produce when local residential building applications are made. The timescale for the survey would be approximately 8 weeks. Sarah can give the clerk the NYC contact for initiating such a survey.

As the local Neighbourhood Plan identifies local housing needs and in the final stages of approval It was proposed that a Housing Needs Survey should wait until the Neighbourhood Plan is officially signed off. **Action:** Clerk to contact the identified NYC officer with a view to a future input to the Parish Council.

5. Correspondence: any urgent items will be raised by the clerk for consideration and action

- a) Letter from MP Rt Hon J Smith regarding MP surgeries, - to be displayed on notice board
- b) Resident telephone call regarding lack of the filling of Salt bins in KM. – identified as in Manor Court. **ACTION:** As there is some confusion as to who is responsible for the filling of that bin, the clerk will contact NY Highways.
- c) A request from Mechanics Institute Village Hall for a disability parking space in front of the hall -Cllr Berry. **ACTION** After discussion it was agreed that the clerk would contact NY Highways to explore the feasibility of creating 2 restricted parking areas in front of the Hall. One for the Post Office Mobile Van and another for disability parking.
- d) Age Friendly Town and Parish Guide information. - information to be posted on the PC website.

e) Resident's request to review dog fouling. It was reported this issue is again on the increase and causing concern. Highside Playing Fields have problems due to dogs being exercised on the playing field and are investigating installing CCTV. Following up the earlier PC leaflet campaign **ACTION:** Cllr Heap be requested to initiate a Facebook campaign in conjunction with the Clerk to raise awareness of dog walkers' legal obligations and potential fines for breaching the regulations.

f) Resident's concern re traffic on Main Street – considered under Highways item 17c

6. Report from North Yorkshire Councillor – Not available.

7. Emergency Planning procedures for communities – Update since regional Council reorganization - Cllr Loble / Clerk. –Noted the last edition of the Emergency plan 2024 needs reviewing. As the MI. Village Hall is identified as a designated emergency rest-centre and now has solar energy panels and battery storage, the question was raised regarding the longevity of the stored power in the event of a power cut. **Action:** Cllr Berry to enquire about MIVH emergency power. Clerk to add Emergency Plan to next agenda

8. Local Organisation Grants 2025-26

Consider and approve the process and advertising (Completed applications from organisations to be considered at the February meeting.) Form was approved for the coming year **Action:** Clerk to advertise via website, social media and notice boards and to distribute forms to previous applicants and any other qualifying applicants.

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

10. Planning – Notifications of recent decisions made by North Yorkshire Council - None

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

a) APPLICATION NO: 25/04532/FUL Retrospective consent for a slurry lagoon to support the dairy enterprise. LOCATION: Middle Biggin Farm Kirk Bank to Biggin Grange and Middle Biggin Kirkby Malzeard APPLICANT: Messrs NW and M Vasey And Son Ltd

Parish Council Response C -The Parish Council does not object to or support the application but wishes to make comments or seek safeguards as set out below: -

In view of a previous leakage on this site, the Parish Council would like to be reassured that the regulations specified by the Environmental Agency in their correspondence/comment i.e. The applicant is advised to review the existing on-farm slurry and manure storage and ensure compliance with the SSAFO Regulations. These regulations require you to inform the Environment Agency, verbally (Tel: 03708 506 506) or in writing, of a new, reconstructed or enlarged slurry store, silage clamp or fuel stores at least 14 days before starting any construction work. The notification must include the type of structure, the proposed design and construction, and once an agreed proposal has been constructed we will ask you to

send us a completed WQE3 notification form before you start using the facility. The Parish Council ask has this construction been built or still to be completed?

b) APPLICATION NO: 25/04652/FUL

PROPOSAL: Demolition and re-building of detached garage and single storey conservatory with structure on existing footprint to reconfigure kitchen. LOCATION: Walkerburn Main Street Kirkby Malzeard APPLICANT: Mr Thomas Campion

Parish Council Response A: - The Parish Council has no objections

12. Planning - Commuted Sums and CIL- consider latest updates from North Yorkshire Council – Update from Clerk re enquires made – No further update available, clerk to follow up with NY Councillor.

13. Planning Enforcement

a) Consider any updates received from NYC Enforcement Office –an update was reported re use of guns in Dallowgill. A resident asked for an update on the development near the cemetery. The clerk explained the PC understand the matter is still with NYC Legal Services.

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 NYC Planning Enforcement Office for consideration. – **Action** Clerk to follow up previous concern re a slurry store at Carlemoor.

14. Neighbourhood Plan – consider latest report from the Steering Group. – PC noted the report and progress made and confirmation of the necessary mapping costs **Action:** Clerk to send letter of thanks and appreciation on behalf of the Parish Council to the secretary Howard Mountain for the huge amount of work he has undertaken.

15. Children's Play Area

a. To note weekly inspection reports from Cllrs –None available -To be considered at next meeting

b. DTMS consider latest DTMS report – received. To be considered at next meeting

c. ROSPA report – work to Junior swings quote from DTMS awaited

d. Location and estimate costs for picnic table and base – consider available quotes.

Action: Clerk and Cllr Heap to provide quotes for table and base for consideration at the next meeting.

16. PC Property Assets.

a. Bench on Laverton Road – Update on quotes for base – Clerk to liaise with Cllr Heap on a public consultation via PC Facebook page

b. Annual inspection of the PC's trees - Cllr Floyd – still to be undertaken

c. Lamberts Quarry – Update from Clerk – awaiting response **Action:** clerk to follow up.

d. Any other matters of concern raised by Councillors or members of the public re PC property assets –Clerk to re issue request to NYC re the repair to the roadside fencing at Laverton quarry lease site.

17. Highways issues.

a. Update on existing cases and review of recent work undertaken by N Yorkshire Highways. – Clerk to monitor NY response to the Yorkshire Water drain cover reported as sinking near Queens Head.

b. Data logger and traffic calming – any updates available – Cllr Aksut – updated the Council on issues with the ongoing repairs to the data logger equipment.

Action Cllr Aksut to pursue and update at the next meeting.

c. Any new highways or rights of way issues to be raised by Cllrs or members of the public – Resident's concern regarding speeding and heavy traffic in Kirkby Malzeard. Cllrs. updated the resident with the current speed monitoring plans and the requested 20MPH zone for Main St adjacent to Manor Court school entrance. Resident undertook to provide information for PC on Speed Indicator Devices. **ACTION:** Clerk to follow up 20MPH request with NY Cllr and Highways.

18. Parish Councilors gov.uk emails – consider any further issues – three Cllrs have outstanding issues regarding easy access to gov.uk emails. **ACTION:** Cllrs to liaise with software provider in Bedale. All Cllrs have the contact number of the technician.

19. Review the Parish Council's Code of Conduct – following his research Cllr Floyd recommended a simplified version of the LGA Code of Conduct completed by another PC to which he would make our local amendments. **Action:** Cllr Floyd.

20. Financial Items.

a. Bank Statements – balance of outgoing payments and income on latest available statement - accepted

b. Cash Book – up to date record of payments and receipts. - accepted

c. Approval of payments below (including VAT where applicable) - Approved

d. HSBC – Update on Business account Safeguarding review – Completed. Clerk confirmed by Telephone call to HSBC customer services.

e. Generic notices received from HMRC regarding outstanding file submissions – Update from Cllr Berry – awaiting HMRC response.

f. Budget and Precept for 2026-2027 for submission to NYC. – Receipt of submission received from NYC - Noted

g. 3rd quarter spending against set budget 2025/26 – report/review. – accepted. Cllr Berry made the clerk aware of some possible impending HMRC VAT digital process changes.

h. Update from Clerk re appointment of Auditor and confirmation of contract. – Clerk appraised the Council of the two quotes received. **ACTION:** Clerk to accept the quote from the previous (now independent) internal auditor Clare Smith, previously contracted via Account-ant Services Ltd.

Payee	Amount	VAT (where applicable)	Item paid for
Community Heartbeat inv.27339	£433.20	£72.20	Defibulator Battery and replacement pads.
DTMS LTD. Inv.SI-122908	£91.80	£15.30	Playground inspection 05.11.25 + 14.01.25

21. 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. –

- a) Henry Jenkins appeal date notification. – noted.
- b) NY waste bin relocation from adjacent to old Chapel to near bus shelter. Cllr Berry supplied sketch drawing of proposed re-location. **Action:** Clerk to enquire of suitability with NYC prior to discussion at next meeting.

22. Date of next meeting: The date of the next ordinary meeting Monday 23rd February 2026 at the Kirkby Malzeard Mechanics Institute Village Hall Annexe. Any items to go on the agenda for the Council meeting should be submitted to the clerk by Tuesday 17th February 2026 please.

Dated: 27th January 2026

PARISH CLERK: John Collins, The Bothy, Back Lane, Kirkby Malzeard Ripon, HG4 3SH (Postal enquiries only) Tel: 07794964819 Email: clerk.kmld-pc@gov.uk . Agenda, along with General Privacy Notice, also available on the Parish Council website: www.kmld-pc.gov.uk [Facebook: @kmldpc](#)