

OFFICIAL NOTICE OF A PARISH COUNCIL MEETING

Monday 30th March 2026 at 7.30pm in the Mechanics Institute Annexe for the purpose of transacting the following business:

Agenda

1. **Welcome, approve any apologies for absence from Councillors.**
2. **Declarations of Disclosable Pecuniary Interests, other interests or Close Association.**
3. **Approve & sign off the Minutes of the last Ordinary Meeting of the Parish Council held on the 23rd February 2026.**
4. **Correspondence: any urgent items will be raised by the clerk for consideration and action**
 - a) Letters and information from Julian Smith MP
 - b) Masham Community Office - re salt bin.
 - c) Highway Asset Management – re Grass Cutting.
 - d) Concerns from residents re new street lamps Kirkby Malzeard
5. **Report from North Yorkshire Councillor – if available**
6. **Local Organisation Grants 2025-26 – short presentation from KMLD Green Team re their proposals for Lamberts Quarry and approval of deferred grant**
7. **Emergency Planning Procedure – Update from Clerk.**
8. **Planning – Recent Applications made to North Yorkshire Council where the Parish Council have not been consulted: - None**
9. **Planning – Notifications of recent decisions made by North Yorkshire Council - None**
10. **Planning – Recent applications made to North Yorkshire Council. The Parish Council will provide a response on the following cases:**
 - a) APPLICATION NO: 26/01060/PNA
PROPOSAL: Prior approval for the erection of a general purpose agricultural building.
LOCATION: Wateredge Long Swales Lane Kirkby Malzeard
APPLICANT: Mr And Mrs Atkinson
11. **Planning - Commuted Sums and CIL- consider latest updates from North Yorkshire Council**

12. Planning Enforcement

- a) Update on Slurry Pit Carlesmoor
- 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.

13. Neighbourhood Plan – to consider and approve the following:

- a. Report from Steering Group Committee providing update
- b. Kirkby Malzeard, Laverton and Dallowgill Neighbourhood Plan Submission Version (prepared by the Steering Group)
- c. The Policy Maps forming part of the Neighbourhood Plan (prepared by Flexi Bubble Art)
- d. Responses and Comments to Final Consultation 2025 (prepared by the Steering Group)
- e. Consultation Statement (prepared by the Steering Group)
- f. The Basic Conditions Statement (prepared by Andrew Towlerton Associates)
- g. The Strategic Environmental Assessment and Habitats Regulations Assessment Screening Opinion (prepared by North Yorkshire Council)

14. Children's Play Area

- a. To note weekly inspection reports from Cllrs – including concerns re entry gate
- b. DTMS - consider latest DTMS report
- c. ROSPA report – work to Junior swings quote from DTMS awaited. – Update from clerk
- d. Location and estimate costs for picnic table and base – consider available quotes – update Cllr Heap.

15. PC Property Assets.

- a. Annual inspection of the PC's trees - Cllr Floyd
- b. Pinfold - current tenant wishes to continue at new rent. PC site visit to be arranged and tenancy agreement to be signed.
- c. Any other matters of concern raised by Councillors or members of the public re PC property assets

16. Highways issues.

- a. Update on existing cases and review of recent work undertaken by N Yorkshire Highways. – update on reported issues and requests:
- b. Highways proposed review of one way signage on Back Lane South
- c. Update on the previous inquiry to Highways regarding responsibility for repairs on Carlesmoor Lane.

- d. Data logger and traffic calming – any updates available. Speed loggers noted on Ripon Road.
- e. Relocation of waste bin currently near Methodist chapel Kirkby Malzeard - Update
- f. Responsibility for Salt bin near Mowbray Crescent - Update
- g. Disability parking outside the Mechanics Institute village Hall – Update
- h. Any new highways or rights of way issues to be raised by Cllrs or members of the public

17. Parish Council’s Code of Conduct – to consider and approve the revised version prepared by Cllr Floyd

18. Community hub website – update from Clerk re response from Visiosoft

19. 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) - accepted
- d. Generic notices received from HMRC regarding outstanding file submissions and outstanding PAYE payments – Recommendation from Clerk following YLCA enquiry response.

Payee	Amount	VAT (where applicable)	Item paid for
Flexibubble Art	£924.00	N/A	N Plan Mapping
HMRC PAYE	£793.68	N/A	Clerk PAYE payments
John Collins	£286.00	N/A	Clerk homeworkers allowance
YLCA Training	£10.00	N/A	Webinar on website security/maintenance.

20. 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.

21. Date of next meetings:

- a) The date of the next ordinary meeting Monday 27th April 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 21st April 2026 please.
- b) Future date amendment – Annual Meeting Tuesday 5th May (due to bank holiday)
Ordinary Meeting Monday 18th May.

Dated: 24th March 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