

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

**Monday 16<sup>th</sup> December 2024 at 7.30pm in the Mechanics Institute Annexe for the purpose of transacting the following business:**

**MINUTES**

**Present:** Cllrs Manson (Chair), Lobley, Heap, Hughes and Aksut with one member of the public and the Clerk

**1. Welcome. Apologies for absence from Councilors - approve reason why unable to take part. Note that voice recording may be taking place during this meeting for minuting purposes.** Apologies received and accepted from Cllr Floyd and Cllr Berry

**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 - Cllr Aksut declared an interest by association to item 12 on the agenda.

**3. Approve the Minutes of the ordinary Parish Council meeting held on the 25<sup>th</sup> November 2024.** Minutes were approved and signed by the Chair

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

a. Update from NYC regarding the Parish Portal re registration process. – New NYC portal registration open from 11<sup>th</sup> December but Clerk experiencing difficulty with first registration.

**Action:** Clerk to contact NYC to resolve the issue.

b. NYC – Urban grass cutting payment offer letter

**Action:** Clerk to accept offer on behalf of PC

c. Nidderdale National Landscapes – request for nominations for a Parish Council representative. – No representative nominated.

**5. Report from our North Yorkshire Councillor (if available).** – Cllr Felicity Cunliffe-Lister – if available – None received to date

**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) ZC24/03113/DVCMAJ to allow for changes to proposed window frames, door frames, garage door frames, front doors of dwellings and garage doors to a development of 33 dwellings originally permitted under reserved matters application 20/04874/REMAJ. Brierley Homes: PERMITTED

b) ZC24/03407/FUL Kirkby Moor Farm Conversion of barn to form part of host dwelling, alterations & extensions. Alterations to existing access point & Installation of PV panels. Kirkby Moor Farm. Grant : PERMITTED

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

a) APPLICATION FUL ZC24/03971/FUL

PROPOSAL: Demolition of porch. Erection of single storey rear extension.

LOCATION: Grange View Back Lane Kirkby Malzeard Ripon North Yorkshire HG4 3SH

APPLICANT: Faulkner

Parish Council decision A – The Parish Council has no objections

b) APPLICATION FUL ZC24/03955/FUL

PROPOSAL: Proposed small sheep barn.

LOCATION: Herdwick House Laverton North Yorkshire

APPLICANT: Denby

Parish Council decision A – The Parish Council has no objections

c) APPLICATION ZC24/03953/DVCON

PROPOSAL: Section 73 application for the Variation of Condition 2 (Approved drawings) 4 (Addition of roof windows) 11 (parking and storage) of Planning Permission

ZC24/02292/FUL Proposed replacement dwelling and car port/garden storage building, removal of redundant barns and outbuildings, and associated external works including new tree woodland belt and native hedge planting and removal of 4 number TPO trees.

LOCATION: Herdwick House Laverton North Yorkshire

APPLICANT: Denby

Parish Council decision A – The Parish Council has no objections

## **9. Planning – Commuted Sums and CIL**

a) Any update available – No update available.

## **10. Planning - Enforcement issues.**

a. Consider any updates received on recent cases dealt with by Enforcement Office. – response noted from the Enforcement officer informing the Parish Council of action taken regarding a property in Dallowgill. The Parish Council have also been informed of another matter reported in Laverton parish. Agreed the Clerk will ask the Enforcement Office for an update on the property near the cemetery which is subject to an enforcement process.

**Action: Clerk**

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. - None

**11. Neighbourhood Plan** – Update received from the Steering Group. – now a response from NYC has been received, the steering group will meet in January and report to the next Parish Council meeting.

**12. PC use of a gov.uk domain.** – Update on progress - including the recent meeting re the future website for the Parish Council and use/links with the community website. Plan to bring proposals for PC consideration to January meeting: –

The Clerk updated the meeting on the outcome of the presentation from a potential website provider that was attended by Clerk and the Chair and subsequent discussion with Cllr Aksut regarding the future link/use of the KM Community website. It was agreed that the Parish Clerk should proceed with work to establish an independent Parish Council website.

**Action:** Clerk to produce costings/quotes from potential providers for the January 2025 meeting of the Council.

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

a) Weekly inspection reports and recent DTMS report on Play area – update on remedial works required. – Cllr Heap presented his report, highlighting the remedial work required to ground surfaces and potential health and safety issues.

**Action:** Cllr Heap to pressure wash affected areas.

**Action:** Clerk to obtain quotes on repairs for consideration at next meeting

b) Update from working group on future proposals - Cllr Heap - Considering the purchase of a disability bench for the play area on a 3mtr. x 2mtr. Concrete pad and potential extra concrete entrance area. 3 quotes received to date.

**Action:** Clerk to contact the Commuted sums and CIL officer regarding CIL and Commuted sums financial allocations and the process involved in accessing them.

**14. Community Christmas Trees** – to record a vote of thanks to those involved in setting up and financing trees in Kirkby Malzeard and Laverton.

**Action:** Clerk to write to individuals involved expressing the PC's thanks

### **15 Property Assets.**

a. Current Issues: including Tree adjacent to Play area – update (pending)

**Action:** Clerk to contact D Blakey again regarding a potential tree consultant.

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

**Action:** Cllr Lobley to pursue the replacement of the gate at Lamberts Quarry.

### **16. Highways issues.**

a. Update on existing cases and review of recent work undertaken by NYC Highways - Potholes map forwarded to Highways.

b. Any new Highways items to be raised by Councillors or public. – Cllr Lobley reported an issue with the footpath between Longswales and Swetton. –

**Action:** Cllr Lobley to forward details to the Clerk for forwarding NYC Highways.

**17. Half -year reports from local organisations grant recipients** – remaining reports – Reports now received from Highside Playing Fields Association and the Mechanics Institute Village hall. **Action:** Clerk to circulate these reports to all Cllrs.

**18. Budget 2025-26** – Consider and approve budget - approved

**19. Precept 2025-26** – Consider and approve the proposed precept of £19,500 to be included within Council Tax – due to anticipated increase in costs, after discussion it was agreed the Precept be increased to £20,000.

**Action:** Clerk to inform NYC finance officer by the 20<sup>th</sup> December.

**20. Financial Items:**

- a. Bank statement – balance, outgoings and income on latest available statement. - Accepted
- b. Cash Book – up to date record of payments/receipts. Reconciliation with bank statement. - Accepted
- c. Update on potential savings account providers. - Clerk reported on the rates available from providers. **Action:** Clerk to circulate the Bank provider list and rates available to all Cllrs for consideration at the next meeting.
- d. Approval of payments (including VAT where applicable): Payments approved - however DTMS payment only to be made by clerk after confirmation of the completion of all the tasks itemised on the DTMS invoice schedule.

**Action:** Clerk to confirm work completed with DTMS

Payee	Amount	Item Paid For
DTMS Caretaking duties Inv. SI-122399	£326.40	Maintenance list provided
Blakey Tree Surgery Inv. 2356	£216.00	Silver Birch Tree Play Area
The Workplace Depot Inv.101740	£190.00	Rubber Top Cable Mat x 5 (Xmas tree cable cover)
J Ward	£150	Collection and delivery of Christmas tree

**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) Planning application ZC24/04091/ADV6 x Standard Advertisement Flags and 2 x 2-Sided Tri Stack Signs - Brierley Homes Laverton Oaks Development Land

**Action:** Clerk to apply for an extension for the Parish Council response to this application

**22. Date of next meeting:** Date of Next meeting Monday 27th January 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 21<sup>st</sup> January 2025

Dated 17.12.24

**Meeting closed: 21.03hrs.**

**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