

**OFFICIAL NOTICE OF A PARISH COUNCIL MEETING**  
**KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL**  
**Monday 19<sup>th</sup> May 2025 7.30pm – Kirkby Malzeard Mechanics Institute Annexe**

**MINUTES**

**Present:** Cllrs. Manson (chair), Berry, Hughes, Aksut, Lobley, Heap + Clerk + 3 residents

- 1. Welcome. Apologies for absence from Councilors – Cllr C Floyd - approved**
- 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 - None
- 3. Approve & sign off the Minutes of the Parish Council meeting held on the 28<sup>th</sup> April 2025 – Approved and signed with amendment Cllr Hughes sent apologies for this meeting**
- 4. Correspondence: any urgent items will be raised by the Clerk for consideration and action:**
  - a) Letter from resident regarding parking for junior football. – The PC noted this issue is addressed by the Kirkby Lions football group.
  - b) Bin emptying problem on Back Lane north – Clerk had informed NYC and has spoken with waste operatives regarding access. Clerk to liaise with resident/s to monitor the situation.
  - c) Issue with quality/ inconsistencies street lights – Clerk to inform/enquire with NYC Highways
- 5. Report from North Yorkshire Councillor – none available**
- 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) Ref: PP-13582121- PROPOSAL: Proposed alteration and extension to the existing dwelling of The Hayloft Hayloft Cottage Laverton Grange Laverton APPLICANT: Mr Brassington Decision - refused planning permission. – Noted
- 8. Planning – recent Applications made to North Yorkshire Council. The Parish Council will provide a response on the following cases: - None**
- 9. Planning – Commuted Sums and CIL** any updates including update from Clerk - re information from Planning Officer the amount of commuted sums available from Laverton Road development. – **Action:** Clerk to follow up.

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

a) Consider any dates received from Enforcement Office - Response received from Planning regarding pending legal action and legal enforcement re development near cemetery – The Clerk has informed NYC enforcement officer of latest reported developments and awaits a response.

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 reported

**Neighbourhood Plan** – Update from the Steering Group. – Parish Council to consider the new amended version of the Neighbourhood Plan: The Plan had been circulated to Counsellors but due to file size may not have been downloaded successfully. There was a request from residents present at the meeting asking for the removal of the initial draft plan from the Community website as it contained specific proposals for allotments in the field adjoining Manor Court. It was agreed by Cllrs that the wording of the current draft more suitably reflects the current position of the PC. It was noted the PC continue to look for a suitable location for allotments with a satisfactory length of lease. If an agreement in principle is made with the KM Charity Trust or another landowner re a specific field, the PC would then move to draw up plans and make a planning application for allotments on that field. Everyone concerned would then be consulted through the NYC Planning consultation process.

**Action:** Clerk to request that the Steering Group remove the original draft Neighbourhood Plan from the Community website.

**11. Kirkby Malzeard Charity Trust** – Update from Cllrs Lobley & Hughes – a letter requesting a meeting with the charity is to be sent from the PC to the charity secretary requesting a meeting re potential allotment sites.

**12. PC use of a gov.uk domain and update on website development.** – Update from Clerk. Website available to view in construction [www.https://kml-d-pc@gov.uk](https://kml-d-pc@gov.uk) . – Clerk reported that the website is now active and a hyperlink with the Community Area website under 'Community Information' has been created. Clerk email have been merged so all email correspondence should be sent to [clerk@kml-d-pc.gov.uk](mailto:clerk@kml-d-pc.gov.uk) Parish Councillor emails to remain unchanged until individual software issues have been resolved.

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

a) Weekly inspection reports and state of ground. – Cllr Heap to forward report forms to the clerk

b) Consider latest DTMS report, and approve any quotations for works required – quote accepted.

**Action:** Clerk to inform DTMS that their quote was acceptable and to commence with the repairs

c) ROSPA safety report from NYC – **Action:** Chair to follow up the clerk's enquiry with NYC regarding the missing reports.

d) Update from Cllr Heap re proposed path project and quotations received

**Action:** Cllr Heap to pursue quotes.

#### **14. Property Assets.**

a) Inspection of PC property assets – update from Cllrs. – Cllrs reported on property assets that have been inspected. Vote of thanks to Mr Sinfield for work on the bench seats in the Jubilee Rose garden. Some salt bins need refilling. Some surface work required on Laverton bench and benches in Mowbray Court. Bench near Kirkby moor Road needs slat replacing or bench removing.

**Action: Cllr Lobley to look at bench and advise**

b) Other issues raised by Cllrs-

- Telephone box door needs work to wood and repainting – Cllr Heap to look into paint match
- Green Team responded to the request for nettle control at Lamberts quarry.

#### **15. Highways issues.**

a) Update on existing cases and review of recent work undertaken by NYC Highways Speed sign on Longswales Lane – Thanks to resident for restoring the sign. Work still required on it by NYC Highways- already reported.

b) Proposed re-siting of waste bin to near bus shelter- Cllr Berry

Proposal that the bin be moved adjacent to the bus shelter opposite the Village Store accepted.

**Action:** Clerk to put plan to NYC Highways.

c) Data Logger – update from Cllrs Aksut, Berry, Heap

Data from Mowbray House location to be downloaded and equipment to be relocated in centre of Kirkby. the council is no longer pursuing community speed-watch due to Grewelthorpe Parish Council leaving the scheme.

d) Dog fouling – update from Cllr Heap - Leaflet template received from NYC

**Action: Cllr Heap** to get quotes for printing 500 for distribution around households and identify locations for dog fouling signs.

e) Any new Highways items to be raised by Councillors or public - None

#### **16. Financial Items.**

a) Bank Statement – balance, outgoing payments, and income on latest available statement - accepted

b) Cash Book – up to date record of payment/receipts - Noted

c) Update on savings account application – pending.

d) Consider Insurance quote from Clear Councils (renewal date 1 June 2025) Action: quote accepted. Clerk to investigate other suppliers quotes for the following year.

e) Approval of payments (including VAT where applicable): - approved

PAYEE	Amount	Item paid for
D Blakey Tree surgeon	<b>£1128.00</b>	Reduction of Ash tree adjacent to play area
Ground work UK	<b>£617.03</b>	Neighbourhood Plan grant repayment.
Clear Council Insurance	<b>£949.28</b>	PC Liability Insurance cover
Account – Ant Internal Audit	<b>£180.00</b>	Internal Audit fee
McAfee Internet security	<b>£109.00</b>	Annual Subscription

**17. 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. – None

**Meeting closed 8.45pm.**

**18. Date of next meetings: Date of Next ordinary meeting Monday 30<sup>th</sup> June 2025** at 7.30pm in the Annex of the Mechanics Institute, Kirkby Malzeard. Any items to go on the Agenda for the Council meeting should be submitted to the Clerk by Tuesday 24<sup>th</sup> June 2025 please.

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