**AGENDA 7th JANUARY 2021**

**(to be held remotely via Zoom)**

1. Apologies

2. Approval of Minutes of the Meeting held 7th December 2020

3. Declaration of Interest in Agenda items

4. Planning Matters (plans available online at HBC only)

* **Appendix A**

5. Financial Matters – to include:

* Advice of Receipts & Approval of Payments - **Appendix B**

6. Swinney Beck & Highways Flood Prevention

7. Community Speed Watch at Thorpe Road

8. Request for Traffic Warden

9. Kings Head Hotel Honesty Box Support

10. Masham Market

11. Finger Post

12. Deed of Easement Relating to Footpath Adjacent to Mill House

13. Stile at Low Burton

14. Lighting to Recreation Ground Driveway

15. YLCA Advice Over the Shooting Holme

16. Land Adjacent to the Gas House

17. Speed Limit Reminders

18. Pavement Improvements to Low Burton

19. Blocked Pavement to Thorpe Road

20. Parish Caretaker Works

21. Highways Matters

22. Correspondence for discussion/information – **Appendix C**

23. Any other business – minor items for information only at Chairman’s discretion

24. Employment Matters

25. Date of next Meeting: **Monday 1st February 2021**

Dated 30/12//2020

***Members of the Public can request invitation via a web link by emailing mashamparishclerk@gmail.com***

**Updated Appendix A, B & C will be available by email & via website on 4th January from 5.30pm**

**AGENDA 1st FEBRUARY 2021**

**(to be held remotely via Zoom)**

1. Apologies

2. Approval of Minutes of the Meeting 4th January 2021

3. Declaration of Interest in Agenda items

4. Planning Matters (plans available online at HBC only)

* **Appendix A**

5. Financial Matters – to include:

* Advice of Receipts & Approval of Payments - **Appendix B**
* Microsoft 365 Subscription Renewal for Laptop

6. Swinney Beck & Highways Flood Prevention

7. Community Speed Watch at Thorpe Road

8. Neighbourhood Policing Team Report

9. Mashamshire Community Office Update

10. Kings Head Hotel Honesty Box Support

11. Masham Market

12. Winter Maintenance Plan

13. Re-filling of Salt Bins

14. Finger Post

15. Stile at Low Burton

16. Land Adjacent to the Gas House

17. Pavement Improvements to Low Burton

18. Blocked Pavement to Thorpe Road

19. Highways Matters

20. Parish Caretaker Works

21. Correspondence for discussion/information – **Appendix C**

22. Any other business – minor items for information only at Chairman’s discretion

23. Date of next Meeting: **Monday 1st March 2021**

Dated 27/01/2021

***Members of the Public can request invitation via a web link by emailing mashamparishclerk@gmail.com***

**Updated Appendix A, B & C will be available by email & via website on 1st February from 5.30pm**

**AGENDA MONDAY 1st MARCH 2021**

**(to be held remotely via Zoom)**

1. Apologies

2. Approval of Minutes of the Meeting 1st February 2021

3. Declaration of Interest in Agenda items

4. Planning Matters (plans available online at HBC only)

* **Appendix A**

5. Financial Matters – to include:

* Advice of Receipts & Approval of Payments - **Appendix B**

6. Proposed Graveyard Extension

7. Masham Market

8. Bordar House Teas Picnic Tables

9. Neighbourhood Policing Team Report

10. Kings Head Hotel Honesty Box Support

11. Finger Post

12. Floral Display Competition

13. Tree Risk Assessment

14. Land Adjacent to the Gas House

15. Stile at Low Burton

16. Market Square Cobbled Gulley

17. Blocked Pavement to Thorpe Road

18. Highways Matters

19. Parish Caretaker Works

20. Correspondence for discussion/information – **Appendix C**

21. Any other business – minor items for information only at Chairman’s discretion

22. Date of next Meeting: **Monday 12th April 2021**

Dated 24/02/2021

***Members of the Public can request invitation via a web link by emailing mashamparishclerk@gmail.com***

**Updated Appendix A, B & C will be available by email & via website on 1st March from 5.30pm**

**AGENDA MONDAY 12th APRIL 2021**

**(to be held remotely via Zoom)**

1. Apologies

2. Approval of Minutes of the Meeting 1st March 2021

3. Declaration of Interest in Agenda items

4. Planning Matters (plans available online at HBC only)

* **Appendix A**
* Proposed Development of Gebdykes Quarry

5. Financial Matters – to include:

* Advice of Receipts & Approval of Payments - **Appendix B**
* S137 Request from Citizens Advice Craven & Harrogate
* Internal Audit
* Mashamshire Community Office Rental Agreement
* S137 Request from Mashamshire Litter Busters

6. Masham Play Area

7. Flooding Issues

8. Local Government Reorganisation

9. Masham Market

10. Kings Head Hotel Honesty Box Support

11. Finger Post

12. Mashamshire Community Office Update

13. Tree Management

14. Re-Siting Long Stay Honesty Box

15. Stile at Low Burton

16. Scalpings Required at Storage Building

17. New Code of Conduct

18. Parish Caretaker Works & Spraying Market Cobbles

19. Blocked Pavement to Thorpe Road

20. Highways Matters

21. Correspondence for discussion/information – **Appendix C**

22. Any other business – minor items for information only at Chairman’s discretion

23. Confirmation of Location & Date of next Meeting: **Monday 10th May 2021** -To include Annual Meeting & Annual Parish Meeting

24. Employment Matters;

* Market Superintendent Bonus
* Litter Picker Pay Rise

Dated 07/04/2021

***Members of the Public can request invitation via a web link by emailing mashamparishclerk@gmail.com***

**Updated Appendix A, B & C will be available by email & via website on 12th April from 5.30pm**

The Chairman of Masham Parish Council hereby gives Official Notice of the Annual Parish Meeting for the Parish of Masham

To be held at Masham Town Hall Main Hall

**On Monday 10th May 2021 at 7.00pm**

**Flo Grainger**

AGENDA:

1. Welcome.
2. Apologies.
3. Approve the Minutes of the Annual Parish Meeting held on 7th September 2020.
4. Chairman’s Report.
5. Any issues raised by Councillors or by members of the public included on the Register of Electors.
6. Close of meeting.

Dated 30/04/2021

MASHAM PARISH COUNCIL

The Chairman of Masham Parish Council hereby summons Councillors

**to attend the Annual Meeting of the Parish Council to be held at**

**Masham Town Hall Main Hall on Monday 10th May 2021 after 7.15pm, or**

**immediately following the Annual Parish Meeting**

**Flo Grainger**

AGENDA:

1. Election of Chairman.
2. Declaration of Acceptance of Office.
3. Apologies.
4. Election of Vice Chairman.
5. Minutes of the Annual Meeting of the Parish Council held on 7th September 2020.
6. Election of representatives of the Council for:

* Emergency Planning
* Mashamshire Community Office
* Ripon CAB
* Masham Sports Association
* Rural Housing
* Market Working Group
* Masham Christmas Lights Working Group
* Marfield Quarry Liaison Group
* YLCA Representatives x2
* Peacock & Verity Community Spaces

1. Agree the Chairman’s allowance for 2021/22.
2. Any other business.
3. Close of meeting.

Dated 30/04/2021

**AGENDA Monday 10th May (Monthly Meeting)**

1. Apologies

2. Approval of Minutes of the Meeting 12th April 2021

3. Declaration of Interest in Agenda items

4. Planning Matters (plans available online at HBC only)

* **Appendix A**

5. Financial Matters – to include:

* Advice of Receipts & Approval of Payments - **Appendix B**
* Budget 2021-22
* S137 Request Surrounding Graveyard Extension

6. Police Community Support Officer

7. Travellers, Camping, Land by Gas House & Height Barrier

8. Masham’s Retained Firefighters

9. Masham Primary School

10. Masham Play Area

11. Masham Market

12. Finger Post

13. Commuted Sums

14. Tree Management

15. Re-Siting Long Stay Honesty Box

16. Stile at Low Burton

17. Insurance Renewal 2021-20

18. Parish Caretaker Works

19. Blocked Pavement to Thorpe Road

20. Highways Matters

21. Correspondence for discussion/information – **Appendix C**

22. Any other business – minor items for information only at Chairman’s discretion

23. Date of next Meeting: **Monday 7th June 2021**

24. Employment Matters;

* Market Superintendent Role & SSP
* Market Superintendent Bonus & Salary
* Staff Appraisals

Dated 05/05/2021

**Updated Appendix A, B & C will be available on 10th May from 6.45pm**

**AGENDA MONDAY 7th JUNE 2021**

1. Apologies

2. Approval of Minutes of the Meeting 10th May 2021

3. Declaration of Interest in Agenda items

4. Planning Matters (plans available online at HBC only)

* **Appendix A**

5. Financial Matters – to include:

* Advice of Receipts & Approval of Payments - **Appendix B**

6. Audit Matters for 2020/21;

* Note the outcome of the Annual Internal Audit Report for 2020/21.
* Approve Sections 1 & 2 of the AGAR 2020/21 and the Explanation of Variances documents.
* Approval of the publication of the internal & external audit documents as required.
* Approval of the Accounts for the Year Ended 31st March 2021.

7. Land by Gas House

8. Travellers & Height Barrier

9. Masham Play Area

10. Recreation Ground Drainage

11. Masham Market

12. Finger Post

13. Footpaths Adjacent to Mill House

14. Tree Management

15. Re-Siting Long Stay Honesty Box

16. Stile at Low Burton

17. Neighbourhood Policing Team Report

18. Highways Matters

19. Blocked Pavement to Thorpe Road

20. Parish Caretaker Works

21. Correspondence for discussion/information – **Appendix C**

22. Any other business – minor items for information only at Chairman’s discretion

23. Date of next Meeting: **Monday 5th July 2021**

24. Employment Matters;

* Market Superintendent
* Staff Appraisals

Dated 02/06/2021

**Updated Appendix A, B & C will be available on 7th June from 6.45pm**

**AGENDA MONDAY 5th JULY 2021**

1. Apologies

2. Approval of Minutes of the Meeting 7th June 2021

3. Declaration of Interest in Agenda items

4. Planning Matters (plans available online at HBC only)

* **Appendix A**

5. Financial Matters – to include:

* Advice of Receipts & Approval of Payments - **Appendix B**

6. Neighbourhood Policing Team Report

7. Masham Play Area

8. Recreation Ground Drainage

9. New Long Stay Honesty Box

10. Land by Gas House

11. Masham Market

12. Finger Post

13. Bench at Sandy Bay & Damaged Bench to Market Square

14. Mashamshire Community Office Report

15. Tree Management

16. Stile at Low Burton

17. Community Speed Watch

18. Highways Matters

19. Blocked Pavement to Thorpe Road

20. Parish Caretaker Works

21. Correspondence for discussion/information – **Appendix C**

22. Any other business – minor items for information only at Chairman’s discretion

23. Date of next Meeting: **Monday 2nd August 2021**

24. Employment Matters;

* Market Superintendent Appraisal

Dated 30/06/2021

**Updated Appendix A, B & C will be available on 5th July from 6.45pm**

**AGENDA 2nd AUGUST 2021**

1. Apologies
2. Approval of Minutes of the Meeting 5th July 2021
3. Declaration of Interest in Agenda items
4. Planning Matters (plans available online at HBC only) - **Appendix A**
5. Financial Matters – to include:

* Advice of Receipts & Approval of Payments - **Appendix B**

1. Mashamshire Litter Busters
2. Neighbourhood Policing Team Report
3. Mashamshire Community Office Report
4. Travellers
5. Masham Rec Play Area
6. Recreation Ground Drainage
7. Swinney Beck Flood Prevention
8. Potential Lighting to Driveway to Recreation Ground
9. New Long Stay Honesty Box & Potential Electronic Honesty Box
10. Masham Market
11. Floral Competition Results
12. Finger Post
13. Bus Shelter ATM
14. Sandy Bay Bench & Damaged Memorial Bench
15. Stile at Low Burton
16. Footpaths Adjacent to Mill House
17. Community Speed Watch
18. Highways Matters
19. Thorpe Road Blocked Pavement
20. Work Undertaken by Councillors
21. Parish Caretaker Work
22. Correspondence for discussion/information – **Appendix C**
23. Any other business – minor items for information only at Chairman’s discretion
24. Date of next Meeting: **Monday 6th September 2021**
25. Employment Matters;

* Market Superintendent Role

Dated 28/07/2021

**Updated Appendix A, B & C will be available on 2nd August from 6.45pm**

AGENDA MONDAY 6th SEPTEMBER 2021

1. Apologies
2. Approval of Minutes of the Meeting 2nd August 2021
3. Declaration of Interest in Agenda items
4. Planning Matters (plans available online at HBC only)

* **Appendix A**

1. Financial Matters – to include:

* Advice of Receipts & Approval of Payments - **Appendix B**

1. Neighbourhood Policing Team Report
2. Mashamshire Community Office Report
3. Footpaths Adjacent to Mill House
4. Masham Christmas Lights Association
5. Follow-up on Travellers
6. Recreation Ground Drainage
7. Commuted Sums
8. Swinney Beck Flood Prevention
9. Potential Lighting & CCTV to Driveway to Recreation Ground
10. Honesty Boxes

* Emptying
* New Long-Stay Box
* Potential Electronic Payments

1. Masham Market
2. Floral Competition Results
3. Finger Post
4. Stile at Low Burton
5. Highways Matters
6. Thorpe Road Blocked Pavement
7. Westholme Court Play Area
8. Parish Caretaker Work
9. Correspondence for discussion/information – **Appendix C**
10. Any other business – minor items for information only at Chairman’s discretion
11. Date of next Meeting: **Monday 4th October 2021**
12. Employment Matters:

* Market Coning

Dated 01/09/2021

**Updated Appendix A, B & C will be available on 6th September from 6.45pm**

AGENDA MONDAY 4th OCTOBER 2021

1. Apologies
2. Approval of Minutes of the Meeting 6th September2021
3. Declaration of Interest in Agenda items
4. Planning Matters (plans available online at HBC only)

* **Appendix A - 6th September**
* **Appendix A – 4th October**

1. Financial Matters – to include:

* Advice of Receipts & Approval of Payments - **Appendix B - 6th September**
* Advice of Receipts & Approval of Payments - **Appendix B – 4th October**
* Consideration of S137 Donation for Maple Creek Lunch Club Insurance
* Completion of the AGAR for the year ended 31 March 2021

1. Neighbourhood Policing Team Report
2. Mashamshire Community Office Report
3. Recreation Ground Drainage
4. Commuted Sums
5. River Ure Embankment & Tittybottle Shrubbery
6. Potential Lighting to Driveway to Recreation Ground
7. Honesty Boxes
8. Masham Market
9. Remembrance Day
10. Christmas Wreath & Window Display Competitions
11. Finger Post Emblem
12. Stile at Low Burton
13. Community Speed Watch
14. Highways Matters
15. Thorpe Road Blocked Pavement
16. Westholme Court Play Area
17. Parish Caretaker Work
18. 2022 Meeting Dates
19. Correspondence for discussion/information – **Appendix C - 6th September & 4th October**
20. Any other business – minor items for information only at Chairman’s discretion
21. Date of next Meeting: **Monday 1st November 2021**
22. Employment Matters:

* Market Coning
* Relief Litter Picker

Dated 29/09/2021

**Updated Appendix A, B & C will be available on 4th October from 6.45pm**

AGENDA MONDAY 1st NOVEMBER 2021

1. Apologies
2. Approval of Minutes of the Meeting 4th October 2021
3. Declaration of Interest in Agenda items
4. Planning Matters (plans available online at HBC only)

* **Appendix A**

1. Financial Matters – to include:

* Advice of Receipts & Approval of Payments - **Appendix B**
* Precept Requirements for 2022/23
* Internal Checks

1. Neighbourhood Policing Team Report
2. Mashamshire Community Office Report
3. Recreation Ground Drainage
4. River Ure Embankment & Tittybottle Shrubbery
5. Potential Lighting to Driveway to Recreation Ground
6. Honesty Boxes
7. Masham Market
8. Electricity Contract Renewal
9. Turner Picture Board
10. Finger Post Emblem
11. Recycling Bin Request
12. Life Rings
13. Remembrance Day
14. Christmas Wreath & Window Display Competitions
15. Queen’s Platinum Anniversary
16. Human Circus Event
17. Winter Maintenance Plan & Salt Bins
18. Community Speed Watch
19. Highways Matters
20. Thorpe Road Blocked Pavement
21. Westholme Court Play Area Item
22. ROSPA Annual Reports
23. Grass Cutting Contract
24. Bowling Green Car Park
25. Parish Caretaker Work
26. Correspondence for discussion/information – **Appendix C**
27. Any other business – minor items for information only at Chairman’s discretion
28. Date of next Meeting: **Monday 6th December 2021**

Dated 27/10/2021

**Updated Appendix A, B & C will be available on 1st November from 6.45pm**

AGENDA MONDAY 1st DECEMBER 2021

1. Apologies
2. Approval of Minutes of the Meeting 1st November 2021
3. Declaration of Interest in Agenda items
4. Planning Matters (plans available online at HBC only)

* **Appendix A**

1. Financial Matters – to include:

* Advice of Receipts & Approval of Payments - **Appendix B**
* Internal Checks April to September
* PAYE Penalties

1. Neighbourhood Policing Team Report
2. Mashamshire Community Office AGM Feedback
3. Masham Directory Listings
4. Overgrown Riverbank & Shooting Holme
5. Recreation Ground Drainage
6. Potential Lighting to Driveway to Recreation Ground
7. NoteMachine ATM
8. Honesty Boxes
9. Masham Market
10. Magic Window Trail
11. Life Rings
12. Christmas Wreath & Window Display Competitions
13. Additional Defibrillators
14. Community Speed Watch
15. Highways Matters
16. Thorpe Road Blocked Pavement
17. Westholme Court Play Area
18. Grass Cutting Contract
19. Bridge Near Fire Station
20. Parish Caretaker Work
21. Correspondence for discussion/information – **Appendix C**
22. Any other business – minor items for information only at Chairman’s discretion
23. Date of next Meeting: **Monday 10th January 2022**

Dated 01/12/2021

**Updated Appendix A, B & C will be available on 6th December from 6.45pm**