



# Colburn Town Council

Colburn Village Hall, Colburn, North Yorkshire, DL9 4LZ

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[www.colburntowncouncil.co.uk](http://www.colburntowncouncil.co.uk)

Office hours: Mon to Fri 9.00 – 14.00

**Town Mayor**

Colin Mincher

**Deputy Mayor**

Michelle Dunning

**Town Clerk & RFO**

Philippa Graves

Dear Councillor

You are summoned to attend the next meeting of Colburn Town Council to be held on **Monday 20<sup>th</sup> May 2024 following the Annual Meeting (starting at 6 pm) in the Village Hall.**

**Members of the public are most welcome to join and ask questions.**

**Philippa Graves (Clerk)**

## A G E N D A

1. To receive and note apologies from councillors who are unable to attend the meeting
2. To receive Councillor “declaration of interests”
3. To recommend **Approval of Minutes** of the Town Council meeting held on 15<sup>th</sup> April 2024 (attached) and the **Minutes of the Open Spaces Committee** held on Mon 13<sup>th</sup> May (circulated by email)  
**Matters Arising** – to discuss matters arising from the minutes not otherwise on the agenda
4. To receive **monthly crime report** for May (circulated by email and at the meeting).
5. To receive information on **County Council matters** from County Councillor Kevin Foster
6. To discuss and approve the proposal **to adopt a gov.uk domain name and email address** through the Parish Council Domains Helper Service (paper attached)
7. To receive **reports from Other Bodies including Colburn Community Sports Centre (attached) and Committees to include Current Planning applications:**  
**ZD24/00196/Certificate of Lawfulness proposed for Rear Conservatory at 29A Horseshoe Close, Colburn DL9 4GB** (closed for comments 8<sup>th</sup> May 2024) **No objections**  
  
**ZD24/00204/Full Planning Permission for Extension of Unit 7C by Yorkshire Dales Distillery to increase space. No change of use at Unit 7C Easton Way, Colburn DL9 4GA** (closed for comments 9<sup>th</sup> May 2024) **No objections**
8. To discuss **Financial Matters:**
  - To approve **Payment/Receipt List** from 15<sup>th</sup> April – 20<sup>th</sup> May 2024 (circulated at meeting)
  - To receive April monthly figures with bank reconciliation (attached)
  - To receive the “Explanation of Payments presented each month” paper updated figures for 2024-25
9. **Date of next Meeting: Mon 17<sup>th</sup> June 2024 commencing at 6.30 pm**
10. Items for the next Agenda

**Date of posting: 13<sup>th</sup> May 2024**

**MINUTES OF EACH TOWN COUNCIL MEETING ARE AVAILABLE FOR PUBLIC INSPECTION AT THE WEBSITE [www.colburntowncouncil.co.uk](http://www.colburntowncouncil.co.uk)**