NOTES FOR MEMBERS OF THE PUBLIC AND AUTHORITY MEMBERS

1. **Agenda and meeting papers**
   The agenda and all public reports for meetings of the Authority (and each of its Committees) are normally available for public inspection five working days before the meeting, posted on the Authority's website. A **limited** number of copies will be available for reference at each meeting.

2. **Public Questions/Statements:**
   The National Park Authority has allocated up to 15 minutes at the start of meetings to allow members of the public the opportunity to ask questions and/or to make statements that relate to the work of the Authority or the appropriate Committee.

   Anyone wishing to ask a question or make a statement **must 'register'** that intention with the Chief Executive by 12 noon on the working day before the meeting. You can do this by sending an email to committees@yorkshiredales.org.uk sending your request by post to Chief Executive, YDNPA, Yoredale, Bainbridge, Leyburn, North Yorkshire DL8 3EL, by phone on 0300 456 0300 or in person to the Authority's offices in Bainbridge. Please make sure you include your question or statement and also give your name and address and a contact telephone number. More detailed guidance is available from the Committees Officer.

   For anyone registered to speak at today's meeting, please wait until the Chair calls you at the appropriate time. Please do not try to interrupt or speak over someone else. Each speaker will have up to three minutes.

3. The above procedure is in addition to the opportunity to participate at Planning Committee meetings – see separate Public Participation at Planning Committee Meetings guide).This relates to more detailed information for Public Speakers specifically relating to planning applications being considered by Planning Committee.

4. **Declarations of Interest:**
   Authority Members should make any declarations of interest at the start of the appropriate item.

5. **Public and Press Attendance:**
   We have a limited number of places for members of the public and press to attend meetings as observers, to ensure compliance with both health and safety guidance and fire safety. Registered public speakers will have priority for these spaces.

   For those who are not registered speakers, if you **wish to attend as an observer of a meeting**, either as a member of the public or press, please **contact the Committees Officer** (details below) no later than 12 noon the day before the meeting. Any remaining places will be allocated on a first come first served basis.

   Please **do not attend** if you have symptoms of Covid or another similarly transmissible disease, in the interests of general infection control and to respect the wellbeing of others.

Instructions on what to do in the event of a fire will be given at the start of the meeting. Please go straight to the designated assembly point as not doing so may delay checks that everyone is accounted for.

6. **Filming/Recording of Meetings:**
   The National Park Authority routinely audio-records all full Authority meetings and Planning Committee meetings.

   Filming / recording of Authority, Committee and Sub-Committee meetings is permitted, provided it does not disrupt the smooth running of the meeting. The Chair reserves the absolute right to ask for filming / recording of a meeting to cease, if in their opinion, continuing to film or record would be disruptive to, or prejudicial to, the proceedings. Ultimately, the Chair may suspend or adjourn the meeting.
   Anyone filming a meeting is asked to only focus on those actively participating.

   Those attending National Park Authority meetings should be aware that they may be filmed and that attendance at the meeting signifies agreement to this.

   The Authority cannot accept responsibility for the content of any recording made, once it has been taken away from the Authority's premises,

If you have any general enquiries/comments about the above or the way in which the Authority's decision-making processes operate, please contact the Committees Officer by post (to Yoredale, Bainbridge, Leyburn, DL8 3EL); telephone 0300 456 0030; or email: committees@yorkshiredales.org.uk.

Committee Membership and Member Champions
as at 6 December 2023

Member	Appointing body	Planning	Audit & Review	Finance & Resources	Standards
M'ship/Quorum→		*17/7*	*12/6*	*13/6*	*5/3*
AppletonHall Liz	SoS(P)	✓	✓		
Bateman, Libby	SoS(P)	✓		✓	
Bushby Lizzie	SoS	✓	✓		
Corner Mark	SoS	✓	✓		✓
Dew Phil	W&F			✓	
Foster Richard	NYC	✓		✓	
Jackson Peter	LCyC	S2		✓	
Heseltine Neil	SoS(P)	S1		✓	
Heseltine Robert	NYC	✓	✓		
Hutton Julie	SoS	S1		✓	
Ireton David	NYC	✓	✓		✓
Kirkbride Allen	SoS(P)	✓	✓		✓
Mitchell Ian	W&F	✓	✓		✓
Munday Jim	SoS	✓	✓		
Murday Andrew	NYC	✓	✓		
Myers Simon	NYC	S1		✓	
Noland David	NYC	✓		✓	
Parsons Stuart	NYC			✓	
Peacock Yvonne	NYC	✓	✓		
Purcell Jenny	LCC	✓		✓	
Sedgwick Karin	NYC			✓	
Shaw-Wright Steve	NYC	✓	✓		✓
Simpkins Graham	W&F	✓	✓		
Swain Neil	SoS	✓		✓	
Twine Derek	SoS	S2		✓	

LCyC=Lancaster City Council; LCC= Lancashire County Council; NYC= North Yorkshire Council; SoS=Secretary of State; SoS(P)=Secretary of State (Parish); W&F=Westmorland & Furness Council

CHAIRS AND DEPUTY CHAIRS		
Date elected	***Chair***	***Deputy Chair***
Authority (27/06/23)	Neil Heseltine	Derek Twine
Planning (11/07/23)	Neil Swain	Ian Mitchell
Audit and Review (11/07/23)	Jim Munday	Mark Corner
Finance and Resources (27/9/22)	Derek Twine	Libby Bateman
Standards (07/02/23)	Steve Shaw Wright	-

MEMBER CHAMPIONS		
Area of responsibility	***Member appointed***	***Term of appointment***
Natural Environment	Mark Corner	June22 – June25
Cultural Heritage	Libby Bateman	Dec22 – Dec25
Recreation Management	Lizzie Bushby	Dec22 – Dec25
Promoting Understanding	Derek Twine	Dec22 – Dec25
Development Management	Jim Munday	June21 – June24
Sustainable Development	Richard Foster	Apr23 – Apr26
Corporate Management	Julie Hutton	Dec21 – Dec24