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 secretariat@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. (This procedure is in addition to the opportunity to participate at Planning Committee meetings – see separate Public Participation at Planning Committee Meetings guide).

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

4. **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 Covid 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.

   If attending, you will be required to provide track and trace details. You **must not attend** if you have symptoms of Covid 19 or are self-isolating.

   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.

5. **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: secretariat@yorkshiredales.org.uk.

Committee Membership and Member Champions
as at 2 November 2021

Member	Appointing body	Planning	Audit & Review	Finance & Resources	Standards
M'ship/Quorum→		*17/7*	*12/6*	*13/6*	*5/3*
Amsden John	RDC	✓		✓	
Corner Mark	SoS	✓	✓		✓
Cotton Nick	CCC	S2		✓	
Foster Richard	CDC	S2		✓	
Frea Kevin	LCyC	✓		✓	
Good Richard	RDC	✓	✓		
Hall Elizabeth	SoS(P)	S1	✓		
Heseltine Neil	SoS(P)	✓		✓	✓
Heseltine Robert	CDC	✓	✓		
Hutton Julie	SoS	S1		✓	
Ireton David	NYCC	✓	✓		✓
Kirkbride Allen	SoS(P)	✓	✓		S
Lancaster Sandy	EDC	S1	✓		
Lis Carl	CDC	✓		✓	✓
Martin Julie	SoS	✓	✓		
McPherson Ian	SoS(P)	✓		✓	
Mitchell Ian	SLDC	✓	✓		
Munday Jim	SoS	✓	✓		
Parsons Stuart	NYCC	S1		✓	
Peacock Yvonne	NYCC	✓	✓		
Quinn Gillian	NYCC	✓		✓	
Sedgwick Karin	NYCC			✓	
Swain Neil	SoS	✓		✓	✓
Towneley Cosima	LCC	✓	✓		
Twine Derek	SoS	S2		✓	

CDC= Craven District Council; EDC= Eden District Council; LCyC= Lancaster City Council;
RDC=Richmondshire District Council; SLDC=South Lakeland District Council;
CCC=Cumbria County Council; LCC= Lancashire County Council; NYCC= North Yorkshire County Council;
SoS=Secretary of State; SoS(P)=Secretary of State (Parish);

CHAIRS AND DEPUTY CHAIRS		
Date elected	***Chair***	***Deputy Chair***
Authority (29/06/21)	Neil Heseltine	Julie Hutton
Planning (27/7/21)	Neil Swain	Mark Corner
Audit and Review (13/07/21)	Jim Munday	Mark Corner
Finance and Resource (28/9/21)	Derek Twine	Nick Cotton
Standards (02/11/2021))	David Ireton	-

MEMBER CHAMPIONS		
Area of responsibility	***Member appointed***	***Term of appointment***
Natural Environment	Ian McPherson	Nov15 – Dec21
Cultural Heritage	Julie Martin	Sep20 – Sep23
Recreation Management	Nick Cotton	Dec19 – Dec22
Promoting Understanding	Kevin Frea	June20 – June23
Development Management	Jim Munday	June21 – June24
Sustainable Development	Carl Lis	Sep20 – Sep23
Corporate Management	Julie Hutton	Dec18 – Dec21