

# ADDINGHAM PARISH COUNCIL

## MINUTES OF A MEETING OF THE COUNCIL HELD AT THE OLD SCHOOL ROOM, ADDINGHAM ON WEDNESDAY 15 FEBRUARY 2017 AT 7:00PM

### Present

Cllrs: Batley, Coates (Chairman), Hindle, Jerome, Mawson (Vice Chairman), and Smith.

### Absent

Cllrs Brady, Flesher, Naylor and Tennant

### In Attendance

Parish Clerk – J Markham  
Ward Officer PC Livesley  
PCSO Barrett  
Public – 3

### 27/17 Apologies for Absence

Received from Cllrs Brady, Flesher, Naylor and Tennant; absences approved.

### 28/17 Disclosures of Interest

Pursuant to the Council's Code of Conduct, Members were invited to disclose any additional interests (not already listed in the Register of Interests), and to note in the Declarations of Interests Book any interests (whether previously disclosed or not), relevant to the business of the meeting.

#### Relevant interests noted:

The Chairman – personal interest in agenda item 4 (Pavilion extension)

### 29/17 Public Consultation and Question Time, including Police Matters

At the invitation of the Chairman, Ward Officer PC Livesley gave an update on incidents of crime in the area over the preceding month. It was noted that the investigation of recent thefts at the Coop had resulted in the conviction of the individual responsible. A possible poaching issue at the River Wharfe was being looked into, and the Clerk was asked to advise Addingham Angling Club of this. The Lengthsman reported on a vandalised bench near the Memorial Hall car park and this was recorded for investigation by the local PCSO.

A member of the public then raised a number of items, and, amongst them, drew the Council's attention to an ongoing consultation on the closure of local visitor information centres, including the centre in Ilkley. This matter would be investigated further with ward councillors, and, if appropriate, placed on the agenda for consideration at the next meeting.

### 30/17 Minutes of Meeting held on 25 January 2017, and Progress Report, for information only, on Matters Arising from the Minutes

**Resolved:** That the Minutes of the Meeting held on 25 January 2017, having been taken as read, be approved, as amended to record the name of the deceased former allotment manager, and signed as a true and correct record by the Chairman.

#### **Matters Arising:**

**Refurbishment of Old School** - It was reported that arrangements were being finalised to clear the building for the works to begin on 27 February. A format for monitoring project expenditure against budget was received and noted.

**Memorial at Medical Centre** - The Chairman tabled details of a sundial model, which could be engraved directly with suggested memorial wording, as provided by Cllr Jerome, and noted that she would discuss this possible choice of feature with the family of Mr Campbell. It was reported that the Medical Centre had given permission in writing for the siting of the memorial on their land.

**s.106 Expenditure on Recreational Facilities** – a note setting out quotations for possible seating provision had been circulated and was noted, and the Chairman offered to look into alternative prices available from a local supplier

**Pavilion extension** – tender documentation was being prepared

**Neighbourhood Watch** – a meeting of volunteers was to be held on 16 February and a report would be made to the next meeting

**MUGA** – the Council's solicitor had begun to draw up documentation to effect the transfer of ownership of the facility, and had warned of an increase in budgeted costs likely to arise in connection with the surrender of the lease on the land. A letter had been sent to HMRC to seek guidance on the payment system for the floodlights

**Council Deeds and Land Registration** - the Clerk reported that work on land registration issues continued, and it was confirmed that solicitors should continue to follow up issues regarding registration of the football field, gifted to the Parish Council in 1970 (with a covenant restricting its use as an amenity field), and boundary issues outstanding in the Marchup Beck area

**Newsletter**– work was proceeding on the final draft; a number of councillors agreed to contact the Civic

Society to offer help with door-to-door distribution

**Tour de Yorkshire** - Information provided by Bradford Council for the event on 30 April was noted, and the Chairman reported that Totally Locally's plans for the event would be discussed at a future meeting. Highways would be requested to attend to the potholes in the road prior to the event.

**Wharfedale Greenway** – information received from Sustrans on the use of CPO's had been received and was noted.

**Football Field – dog fouling** – the Clerk reported that the dog warden had been notified and additional signs were to be provided.

**Trees in beck**– the Environment Agency had been asked to remove the trees to improve drainage into the beck

*The remaining Matters Arising, as listed on the Agenda (see Minutes 31/17-32/17 below) were considered separately for decision.*

### **31/17 Environment Group Wildflower Project**

The Chairman reported that, following the presentation made to the last meeting (Minute 15/17 refers), the Environment Group had amended the wildflower leaflet, due to be distributed shortly, and were requesting confirmation of the Council's support for the project; in particular, the Group were requesting the Council's help in organising revised arrangements for BMDC's grass verge cutting regime in the 2017 season. It was reported that Cllr Naylor had made some initial enquiries at Bradford council to check that such arrangements could be put in place and had noted that some revisions had already been agreed between parks officers and the Group in respect of the verge at Old Station Way.

Taking the Lengthsman's comments into account, a number of concerns in relation to potential fire hazards and also the littering of untidy verges were then discussed.

**Resolved:** That the Environment Group's wildflower project be supported, but that the Group be invited to identify and provide plans for designated areas other than verge areas for wildflower growth within the village, and that the draft leaflet be amended accordingly.

### **32/17 Good Friday**

The Clerk reported that the route for the Act of Witness had now been confirmed, and it was considered that a road closure would not be necessary. The Chairman, and possibly Cllr Batley, offered to help support the event on the day.

**Resolved:** That the Lengthsman be invited to work as a traffic marshal on Good Friday to support the Act of Witness and that payment for this work at the contracted hourly rate be authorised.

The Clerk was asked to suggest to the event organisers that they write to the residents on Sugar Hill to advise them of the temporary restrictions to be put in place on the local movement of traffic.

### **33/17 Planning Applications**

- 1) The draft minutes of the meeting of the Planning Committee held on 1 February 2017 were received and noted.
- 2) Planning Application 17/00578/HOU – Croft Cottage, Sugar Hill – was considered. No comments were to be made to the planning authority.

### **34/17 Neighbourhood Plan Forum**

The draft notes of the meeting of the Forum held on 13 February were received and noted. It was noted that Locality Grant of £3600 for expenditure on the draft Plan to end March 2017 had been received.

The recommendation of the Forum was discussed and agreed, but the Clerk was asked to advise the Forum that, at this stage in the process, priority should be given to the collection and analysis of evidence for drafting sections of the Plan other than the section on housing site assessments, and that, for this purpose, volunteer time should appropriately be devoted to engagement with community groups, and to the analysis of data already available from consultation events carried out to date. In this regard, the Clerk was asked to follow up receipt of feedback information from the consultation event held by Barratt Homes.

**Resolved:** That the Parish Council consider housing site allocations as part of the neighbourhood planning process, and through the work of the Neighbourhood Plan Forum, assisted by advisers Kirkwells, continue to include work on the assessment of housing sites for development in a first draft of the Plan, as the basis for consultation with the community.

### **35/17 Property & Maintenance**

- 1) Providing an update on outstanding maintenance issues, the Clerk reported that the damaged wall at the Newtown allotments was to be repaired at BMDC's expense, and that quotations had now been received for repair of fence posts at the Nature Reserve. The tree on Stockinger Lane, thought to have been causing drainage problems, had been removed.
- 2) The Lengthsman reported on additional maintenance issues, which would be reported to BMDC.

**Resolved (1):** That expenditure of £170 be authorised for the purpose of replacing fence posts at the Nature Reserve.

**Resolved (2):** That Keighley Tree Services be requested to remove the stump of the tree on Stockinger Lane, and that expenditure of £400, as initially included in the tree surgeon's quotation for this purpose, if required, be authorised.

### **36/17 Lease of part of Pavilion to Addingham Scouts Group**

The Clerk reported that the Scouts had requested amendments to the heads of terms for their lease on part of the Pavilion, and had also requested that the Council agree revised arrangements with the energy supplier to achieve a more cost-effective tariff.

**Resolved (1):** That Addingham Scout Group be notified that, with the heads of terms for the lease on part of the Pavilion having been approved by the Scouts Association, as advised by the Council's solicitor, terms were no longer available for further amendment, and that the Clerk be authorised to finalise contracts for signature at the earliest possible date.

**Resolved (2):** That a fixed term contract of one year be set up with British Gas in respect of the energy supply to the Pavilion.

### **37/17 B6160**

It was reported that BMDC Highways had requested comments from the Council on possible proposals to re-designate the B6160 route through Addingham.

**Resolved:** That the Neighbourhood Plan Forum be requested to consider matters concerning the most appropriate route for the B6160 as part of the community engagement process for preparation of the draft Plan.

The Clerk was asked to invite BMDC Highways to await the results of this consultation before proceeding with any proposals for re-designation of the route.

### **38/17 Christmas Lights Event 2017**

Preliminary thought was given to a potential date for the Christmas Lights event 2017, and it was agreed that Totally Locally should be invited to suggest a date, and provide further information on their plans, together with any proposals for funding support, to the September meeting of the Council.

**Resolved:** That a quotation in the sum of £3000 from TAC Electrical for the costs of installing, removing and storing the Christmas lights 2017/18 be approved.

### **39/17 Consultation**

An online consultation on Steeton and Silsden's draft Neighbourhood Plan was noted.

### **40/17 Correspondence**

Correspondence received during the month, including a resident's complaint regarding BMDC's gritting routes, and otherwise as circulated for information, was noted. The following matters were considered as follows:

- 1) Garden extensions – letters from two households on Moor Park Drive, continuing to query the annual rental charge for a garden extension, as compared with the rental cost of an allotment plot, were noted, and the Clerk was asked to acknowledge them accordingly.
- 2) The Fleece – application for a premises licence for extended opening hours – after discussion, it was **Resolved:** That no formal comments be passed to the licensing authority, but that the owners of the Fleece be notified of residents' concerns with proposals for extended opening hours and asked to ensure the mitigation of any noise and parking problems wherever possible.

### **41/17 Financial Matters**

#### **A. Invoices for payment**

**Resolved:** That the presented list of accounts paid and invoices due for payment be approved, and cheques signed as required.

#### **B. Bank Reconciliation - 6 January 2017**

The bank reconciliation to 6 January 2017, was noted and initialled by the Chairman and Cllr Mawson.

### **42/17 Date of Next Meeting**

The next ordinary meeting of the Council would be held on:  
Wednesday 15 March at 7:30pm in the Memorial Hall.

Meeting closed at 9.30pm.