

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE MEMORIAL HALL, ADDINGHAM ON WEDNESDAY 21 FEBRUARY 2018 AT 7:00PM

Present

Cllrs: Appleyard, Batley, Brady, Flesher, Hindle, Jerome, Mawson (Vice-Chairman, in the Chair), and Tennant.

Absent

Cllrs Coates, Naylor and Smith

In Attendance

Parish Clerk – J Markham

Public – 5

Before opening the meeting, the Vice Chairman welcomed to the meeting an Ermysted's student who was filming a documentary concerning local councils on behalf of Skipton Town Council

18/18 Apologies for Absence

Received from the Chairman and from Cllrs Naylor and Smith; absences approved.

19/18 Disclosures of Interest

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

Relevant additional interests noted:

None

As disclosed in the Register of Interests, the interests of Members relevant to items of business before the Council were recorded as follows:

Personal Interests:

Cllr Hindle – Agenda items 5 - Old School Capital Project (connected person's interest in Community Library)

Cllrs Mawson and Jerome – Agenda item 4(4) – Hoffman Wood Field (as Trustees)

Cllr Tennant – Agenda item 9 – Allotments (connected person's interest)

Disclosable Pecuniary Interests:

None

Dispensation requests received:

None

20/18 Public Consultation and Question Time, including Police Matters

No matters were raised by members of the public present at the meeting.

21/18 Minutes of the Meeting held on 25 January 2018, and Progress Report, for information only, on Matters Arising from the Minutes

Resolved: That the Minutes of the Meeting held on 25 January 2018, having been taken as read, be approved and signed as a true and correct record by the Chairman.

Matters Arising:

Football Club lease – further information from the Football Club was awaited.

GDPR – the Clerk had attended a webinar training event, and further advice from sector bodies was expected.

Copse opposite Townhead – the matter had been discussed with the Civic Society and would be raised at a future meeting, as necessary

William Hoffman Wood – the Clerk reported on the costs of insuring the land owned by the charity, and was asked to investigate the matter further with BMDC.

Christmas lights 2017 – the Clerk reported that BMDC were not prepared to reimburse any of the additional costs incurred as a result of the installation of new lighting columns.

The remaining Matters Arising, as listed on the Agenda (see Minutes 22/18- 24/18 below) were considered separately for decision as required.

22/18 Grit Bins

It was reported that a further approach had been made to the Coop, and the primary school had been contacted as regards the provision of new bins on the roads near the school. Further clarification had been sought from BMDC, but in the meantime, it was

Resolved: That 5 grit bins be procured from BMDC, for a cost of £100 each, to be located on sites around the village, and that the Clerk be authorised to make arrangements accordingly.

23/18 Pavilion Extension

A statement of costs on the capital project was noted.

The Clerk tabled quotations for decorating the toilet rooms in the new extension.

Resolved: That Stewart Stead, Painter & Decorator, be appointed to decorate the toilets in the pavilion extension for a cost, as quoted, of £1050, including labour and materials.

24/18 Events Management

It was noted that attendance had been confirmed at meetings to be hosted by BMDC on road closure procedures, on 7 March (Cllr Tennant to attend) and on 6 June (Cllr Tennant and Clerk to attend) respectively.

Resolved: That two places, costing £130 each, be booked for Cllr Tennant and the Lengthsman to attend a Chapter 8 marshal training event in Ilkley on a date to be arranged in April.

25/18 Old School Capital Project and Library Accommodation

The Clerk reported that discussions with potential funding bodies continued. Revised plans for the building had been circulated, and it was agreed to meet with the architect and engineer to discuss them further, combining this with a site visit to view a similar project in Horsforth. Representatives of the Library volunteers would be invited to attend.

26/18 Planning Applications

Planning Applications were considered as follows:

- 1) 18/00228/HOU Church Key Cott Single storey rear extension
- 2) 18/00362/HOU 23 St Michael's Way Removal of conservatory, construction single storey rear extension
- 3) 18/00474/HOU Riverside 17 Old Lane Conversion of garage and extension to form new living unit

No comments were to be made to the planning authority on any of the applications.

27/18 Neighbourhood Planning

The Notes of the meeting of the Neighbourhood Plan Forum held on 2 February were received and noted. It was noted that arrangements for the open event to be held on 9/10 March for informal consultation on the draft Plan were ongoing, and all councilors were asked to attend if possible. Cllr Tennant noted that he intended to produce a poster for publicising the event, and this was approved; it was also proposed to display a banner on the Memorial Hall during the period of the consultation. The Clerk advised that funding for this could be made available from the budget notionally allocated for the costs of the consultation, in place of funds identified for an advert in the local press

Resolved: That costs of up to £100 be approved for the purpose of procuring a banner publicising the Neighbourhood Plan consultation open event to be held on 9/10 March, and the Clerk be authorised to make arrangements with suppliers.

28/18 Property & Maintenance

The updated schedules of outstanding maintenance issues were received, and the report of the Lengthsman was noted. Repairs to the lights in the Sugar Hill toilets had again been required.

29/18 Allotments 2018

Cllr Tennant, as Allotment Manager, introduced a report on rental receipts and occupancy levels for the allotment sites in 2018. It was noted that the Stamp Hill sites were being checked to ensure safe access arrangements.

Resolved: That clearance works at the Stamp Hill allotment sites be carried out, and that the Clerk be authorised, in consultation with the Allotment Manager, to make arrangements for hire of a skip, as and when required.

30/18 Tour de France Memorial and Sugar Hill Site

At the invitation of the Vice Chairman, Cllr Batley clarified proposals for the siting of a TdF memorial stone at Sugar Hill, and further plans showing the proposed location, together with associated landscaping improvement works, were tabled.

Resolved: That, permission having been granted by BMDC, owners of the site, for a memorial stone to the Tour de France to be installed at Sugar Hill, plans for its location, as tabled at the meeting, be approved, and advice provided to BMDC accordingly.

31/18 Heritage Project

The Clerk introduced proposals for the Council to work with the Civic Society and other village volunteers on a project to bring together various files, photos and archived material concerning the heritage and history of the village, for permanent display in the Old School, once it had been re-opened. Cllr Tennant additionally proposed that, as part of the project, consideration be given to providing the whole of the building to the Library for the purpose of making optimum use of the available space as an information and heritage hub, with the Council continuing to use the Memorial Hall for meetings on a permanent basis. This was agreed in principle, and the representatives of the Library volunteers, present at the meeting, agreed to consider the matter further.

The Clerk was authorised to continue preparatory work on the project, with a view to reporting back to a future meeting with a fuller report as necessary.

[Note: Following close of the meeting, Cllr Appleyard agreed to work with the Clerk to progress this project.]

32/18 Consultations and Correspondence

Correspondence received during the month was noted; members had been invited to request copies of any items of routine correspondence, as listed on the correspondence schedule, and the Clerk provided an update on additional items of correspondence received since the date of publication of the agenda. It was noted that

nominations had been sought for membership of BMDC's Standards Committee. Proposals to improve traffic flow with road markings at the A65 roundabouts were also noted. District Councillor's Rickard's offer to help inform a Dementia Friendly community project in Addingham was noted, and the Clerk was asked to refer this to Totally Locally.

The Civic Society's plans to clean up the suspension bridge off Bark Lane were noted.

Suggested dates for the next Police surgery in the village were discussed, and it was agreed to participate in arrangements, as proposed by the primary school, in the week beginning 14 May.

It was reported that Churches Together had confirmed plans for the Good Friday procession, and had requested funding support for their annual events.

Resolved: That the annual costs of hiring a sound system for the events organised in the village by Churches Together be incurred direct by the Parish Council and donated in kind, as funding support towards the costs of services on Good Friday and Remembrance Sunday.

33/18 Financial Matters

A. Invoices for payment

The Clerk reported on three additional items presented for payment – a late invoice received by S. Gill (for plumbing repairs) and receipts presented for reimbursement of costs by Cllr Hindle (for a mower air filter) and by a member of the Neighbourhood Plan Forum (for stationery) respectively. The schedule of payments was amended at the meeting to record the additional items presented.

The interest of Cllr Hindle was thereby noted, and Cllr Hindle stood ready to withdraw if required.

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

B. Bank Reconciliation - January 2018

The Bank Reconciliation to 5 February 2018 was received and noted.

34/18 Chairman's Remarks and Members' Discussion Forum

At the invitation of the Vice Chairman, Cllr Tennant reported that Addingham First Responders had proposed to use available funding to move village defibrillators to locations on the outside of buildings wherever possible. Permission was granted for this in respect of the defibrillator in the Pavilion, and it was agreed that the brass plaque recording the donor would be moved with it. Possible locations for additional machines were discussed, and proposals for funding support would be brought to the Council for consideration, if necessary, at future meetings.

The Clerk reported, on behalf of Cllr Naylor, on a possible application for a new housing development in Middleton (Harrogate district), near Ilkley, which could put pressure on local school places.

It was noted that the Annual Award ceremony could be held again at the Annual Meeting of the Council, and all members were asked to consider nominations.

The following items were suggested for inclusion on the agenda for the next meeting:

- Development of extension to property on Green Lane
- Further repairs to wall on Silsden Rd

35/18 Exclusion of Press and Public

Resolved: That the press and public be excluded from the meeting for the consideration of the next item on the agenda (Minute 36/18 below) on the grounds that it relates to confidential contractual and personnel matters.

36/18 Clerk's Contract of Employment

Resolved: That implementation of the Pay Award, due to take effect from 1 April 2018, be approved, and that, in line with the Clerk's contract of employment, the hourly rate paid to the Clerk with effect from 1 April 2018 be calculated with reference to spinal point 29 in scale LC2, and that an instruction to this effect, signed on behalf of the Council, be issued to BMDC with immediate effect.

37/18 Date of Next Meeting

The next Meeting of the Council would be held on Wednesday 21 March 2018 at 7:00pm, in the Memorial Hall.

The Clerk was asked to plan an annual schedule of meeting dates with the Bookings Clerk.

Apologies (for meeting on 21 March): Cllr Jerome

Meeting closed at 8.20pm.

Chairman