

# ADDINGHAM PARISH COUNCIL

## MINUTES OF A MEETING OF THE COUNCIL HELD AT THE MEMORIAL HALL, ADDINGHAM ON WEDNESDAY 22 AUGUST 2018 AT 7:00PM

### Present

Cllrs: Appleyard, Brady, Coates (Chairman), Flesher, Hindle, and Smith

### Absent

Cllrs Batley, Jerome, Mawson, Naylor and Tennant

### In Attendance

Parish Clerk – J Markham

Public – 16

Before opening the meeting, the Chairman addressed members of the public and drew attention to the Conduct of Meeting rules, copies of which had been made available to all those present at the meeting.

### 145/18 Apologies for Absence

Received from Cllrs Batley, Jerome, Mawson, Naylor and Tennant; absences approved.

### 146/18 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 item 7 - Old School Capital Project (connected person's interest in Community Library),

Agenda item and Agenda item 11 (report on meeting of Addingham United Charities)

The Chairman – Agenda item 7 – Old School Capital Project (as Library Trustee)

Cllr Smith – Agenda item 4(1) – Nature Reserve (connected person's interest)

#### Disclosable Pecuniary Interests:

Cllr Hindle – Agenda item 13A – payment item

The Chairman – Agenda items 8(2) and 8(5) – planning applications (connected person's interest)

#### Dispensation requests received:

None

### 147/18 Public Consultation and Question Time, including Police Matters

A member of the public raised two points relating to matters already being considered under the Council's Complaints Policy. There were no matters raised by any other members of the public present at the meeting.

### 148/18 Format of Council Minutes, Minutes of the Meeting held on 1 August 2018, , and Progress Report, for information only, on Matters Arising from the Minutes

**Resolved (1):** That the order of business on the agenda be changed to enable the consideration of Agenda item 4(2) before consideration of Agenda item 4(1).

**Resolved (2):** That current policies for the format and style of Council minutes, as evidenced in Minutes approved following recent meetings of the Council, and published during the period 2016 to date, be confirmed.

**Resolved (3):** That the Minutes of the Meeting held on 1 August 2018, having been taken as read, be approved and signed as a true and correct record by the Chairman.

#### **Matters Arising:**

**Hoffman Wood wall** – the Clerk reported that insurers of the vehicle which had damaged the wall had been contacted, and had requested additional information. The request had been referred to the Police.

**Cricket Club lease** – final documentation for signature was awaited from solicitors.

**Correction of errors on transfer of land to Medical Centre “Retained Land issue”** – it was noted that the Council's solicitor had requested payment of legal costs in full from Eversheds. A response was awaited.

**Nature Reserve** – the new permissive footpath signs were now available to be put up at the entrances to the Nature Reserve.

**Mill Close field** – the Trustees of Addingham United Charity had confirmed that the withdrawal of their request for a formal rental agreement with the Council.

**Memorial bench at Sugar Hill** – the bench was to be installed, as requested by a village resident.

**TdF memorial stone** – the stone was now in place and the engraving had been completed.

*The remaining Matters Arising, as listed on the Agenda (see Minute 149/18-150/18) were considered separately for decision as required.*

## **149/18 Forthcoming events – Remembrance Sunday 11 November and Christmas Lights**

### **Switch-on 24 November 2018**

The Clerk reported on progress with arrangements for the two forthcoming events in November. It had been confirmed by Highways that a trained Chap8 traffic marshal did not need to be in attendance now that Cllr Tennant and the Lengthsman had been trained in traffic management procedures.

**Resolved:** That the electrician's quote of £3000 for installation of the Christmas lights be approved.

### **150/18 Complaint**

The Clerk reported that the complainant who had raised an issue during the Public Consultation session at the last meeting (Minute 126/18 refers), had requested formal consideration of the matter under the Council's Complaints Policy.

**Resolved:** That the complaint raised by a village resident on 1 August be heard at the next Council meeting in the presence of an independent arbiter, in line with the Council's Complaints Policy.

### **151/18 Traffic Concerns**

In the absence of BMDC Highways officers, their presentation on road safety concerns was deferred to the next meeting.

**Resolved:** That proposals to reduce the speed limit on Bolton Rd from national speed limit to 50mph be supported, and that BMDC Highways Dept be advised accordingly.

### **152/18 Addingham 4Becks Project**

At the invitation of the Chairman, and with the agreement of the Council, a village resident and member of the Civic Society presented a report on progress with the 4Becks Project, for which grant of £20000 had recently been awarded by the Wharfe Levy Fund. It was agreed that further updates would be provided to the Council in the form of a report made to each meeting by the Chairman, as the Council's representative at the Project's monthly meetings, and that the Project would be kept informed of any Council maintenance works affecting the becks.

**Resolved:** That the progress report on the 4Becks Project be welcomed and noted.

### **153/18 Old School Capital Project and Library Accommodation**

The Clerk presented an update on progress. It was noted that tenders had been invited for the building works, and were due to be received by 5 September. Work continued on grant funding opportunities, including the collection of material and evidence to be submitted in support of applications. The possibility of having a scale model of the Hub created for this purpose was noted. The Clerk also advised that, in the event that grants were to be awarded, a new bank account could be set up for the purpose of handling income and expenditure on the capital project. This was agreed, in principle, and the Clerk was asked to bring proposals to the next meeting.

**Resolved:** That, pursuant to Financial Regulation 11(f), tenders for the contract to repair and renovate the Old School be opened on 5 September, or as soon as practicable thereafter, by the Clerk in the presence of Cllr Appleyard.

*Having declared a financial interest in items 8(2) and 8(5) on the agenda, the Chairman withdrew from the meeting during consideration of the next item of business.*

### **154/18 Election of Chairman**

In the absence of the Chairman and the Vice-Chairman of the Council, it was

**Resolved:** That Cllr Brady be and she is hereby elected Chairman of the Meeting for the item of business listed on the agenda at item 8 (Planning Applications).

### **155/18 Planning Applications**

Planning Applications were considered as follows:

- |    |                  |                       |   |
|----|------------------|-----------------------|---|
| 1) | 18/02225/HOU     | 8,10 Nursery Lane     | Extensions  |
| 2) | 18/03257/HOU     | 2 Saw Mill lane       | Extension   |
| 3) | 18/03336/LBC     | Oak Tree Barn         | Replacement windows, door and handrail to steps       |
| 4) | 17/04088/NMA0110 | Chapel St             | Internal alterations                                  |
| 5) | 18/03363/FUL     | Wood Yd, Parsons L.   | Residential development of 7 houses                   |
| 6) | 18/03057/FUL     | Old Station Fisheries | Change of use (hot food outlet to childcare premises) |
| 7) | 18/03520/HOU     | 34 Browsfield Rd      | Rear extension and internal alterations               |

**Resolved (1):** That an objection be made in respect of the application for extensions at 8/10 Nursery Lane on the grounds that the visual appearance of the development would be incompatible with the neighbouring environment.

**Resolved (2):** That an objection be made in respect of the application for a housing development at Wood Yard, Parsons Lane, on the grounds that the proposal would lead to over-development of the site, raising concerns as regards the adequacy of accommodation for resident parking, and the adverse effects on the capacity of local drainage systems.

**Resolved (3):** That a comment be made in respect of the application for change of use of Old Station Fisheries to record possible concerns with lack of parking at the site for the proposed alternative use, possibly leading to child protection and road safety issues.

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

*The Chairman rejoined the meeting and resumed the Chair.*

### **156/18 Addingham Neighbourhood Plan**

A brief update on comments received to date on the Regulation 14 consultation, due to close on 24 August, was noted.

Further to a report made to the last meeting (Minute 134/18 refers), the Clerk reported that a fee proposal to have a landscape survey carried out to provide evidence to support the draft Neighbourhood Plan's environment policies, as advised by BMDC planning officers, had now been received. At the invitation of the Chairman, and with the agreement of the Council, a member of the Civic Society and non-councillor member of the Neighbourhood Plan Forum spoke in favour of the proposal.

**Resolved:** That expenditure of £1296, as quoted, for the costs of preparing a landscape survey to support policies in the draft Neighbourhood Plan be approved.

### **157/18 Property & Maintenance**

The updated maintenance schedules were received and noted.

A report on trees overgrowing the Medical Centre land had been received, and members of the Property & Maintenance Committee offered to investigate further.

### **158/18 Use of Pavilion by Football Club**

The Chairman reported that a response to the offer of new arrangements for use of the Pavilion had now been received from the Football Club.

**Resolved:** That, subject to the completion of works by the Football Club to make good the internal condition of the Sports Pavilion by the date of the next Council meeting, use of the facilities for the 2018/19 season be offered to the Club, at an appropriate fee rate and on dates to be specified and agreed, and that the detailed arrangements, including the booking fee to be charged, be discussed further with the Club by the Chairman and Clerk.

### **159/18 Village Newsletter**

The Clerk reported that the September edition of the newsletter was being finalised for distribution in mid-September.

**Resolved:** That printing costs, as quoted, of £1510 for the September edition of the village newsletter be approved.

### **160/18 Financial Matters**

*Having declared a financial interest in item 13(A) on the agenda, Cllr Hindle withdrew from the meeting during consideration of this item.*

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

**Resolved:** That the presented list of accounts paid and invoices due for payment, including the monthly invoice for salaries and wages received from BMDC, and an invoice presented for reimbursement of Land Registry costs, be approved, and cheques signed as required.

*Cllr Hindle rejoined the meeting*

#### **B. Bank Reconciliation – end July 2018**

The Bank Reconciliation to 13 August 2018 was received and noted.

#### **C. Expenditure Proposals**

**Resolved:** That cost of £66.50, as quoted by Pennine Playgrounds, for the annual inspection of the MUGA be approved.

### **161/18 Consultations and Correspondence**

Correspondence received during the month, including notice of consultations on BMDC's revised statement of community involvement and on the Government's Green Paper on Adult Social Care and Well-being, was noted.

The following matters were discussed and agreed:

- Comments would be sent to Philip Davies MP's office to offer support for his campaign for a new district council in Shipley Parliamentary constituency and to ask for further information.
- Any councillors available to do so were invited to attend the unveiling of the next village blue plaque on 17 September at 3pm at the Manor House.

### **162/18 Chairman's Remarks and Members' Discussion Forum**

The Chairman reported that letters of support had been received from village residents following the last meeting, which had been subject to disruption by a small number of members of the public.

### **163/18 Date of Next Meeting**

The next Meeting of the Council would be held on Wednesday 19 September 2018 at 7:00pm in the Memorial Hall. Apologies were received from Cllr Brady.

Meeting closed at 8.10pm.