

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE OLD SCHOOL ROOM, ADDINGHAM ON WEDNESDAY 16th DECEMBER 2015 AT 7:00PM

Present

Cllrs: Batley, Brady, Coates (Chairman), Flesher, Hindle, Mawson (Vice Chairman), Naylor, Orr, Smith & Tennant.

In Attendance

Parish Clerk – M. Holland
J Markham
Local electors – 3

175/15 Apologies for Absence

Received from Cllr Jerome for personal reasons; approved.

176/15 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 previously disclosed interests, relevant to the business of the meeting.

Relevant interests noted: Members disclosed the following interests and noted them in the Attendance/Declarations of Interests Book:

Cllrs Coates and Naylor: Personal Interest in agenda item 10 (Trustees of Addingham Community Library).

177/15 Admission of the Public

Pursuant to s100A(4) of the Local Government Act 1972 and s1 of the Public Bodies (Admission to Meetings) Act 1960, Members were invited to consider whether to exclude the public from the meeting or any part of the proceedings, but a resolution to this effect was not passed.

178/15 Public Consultation and Question Time, including Police Matters

No comments or questions were received from local electors present at the meeting.

179/15 Minutes of Meeting held on 18 November and Progress Report, for information only, on Matters Arising from the Minutes (not included elsewhere on the Agenda)

Minutes:

Resolved: That the Minutes of the Meeting held on 18 November 2015, having been taken as read, be approved and signed as a true and correct record by the Chairman.

Matters Arising:

Leases

Scouts and Cricket Club – responses were awaited.

Drainage – a suitable grate cover for the culvert at 15 Moor Park Drive was to be installed by Cllr Hindle. A plan of all the drains in the village was being followed up by the Vice-Chairman, and Cllr Tennant offered to carry out an inspection and organise clearance of the beck, as necessary, in January.

Newsletter – the next edition, including an update on the Neighbourhood Plan, was to be prepared over the Christmas period.

Memorial – the choice of feature, subject to the agreement of a site for it (possibly outside the Health Centre), was to be discussed again with the family.

Wall at Stockinger Lane – additional quotation to be obtained.

180/15 Clerk to the Council

Following the resignation of the current Clerk with effect from 31 December 2015, it was

Resolved: That Mrs J Markham be and she is hereby appointed as Clerk to the Council with effect from 1 January 2015.

On behalf of the Members and the community, the Chairman thanked Mrs Holland and made a presentation to her to mark her significant contribution to the work of the Council.

181/15 Retention of Historical Council Documents

The Clerk reported that, as part of the process of handing over the role, she and her successor had discussed the storage of Council files and documents, and were requesting guidance from the Council on their policy for the retention of older historic documents which were no longer legally required to be kept.

Resolved: That Members examine stored historical documents, in order to determine a policy for the retention or destruction of older material no longer required to be kept to comply with relevant statutory requirements.

A session at which the stored material could be reviewed would be organised in the New Year.

182/15 Addingham Neighbourhood Plan

The Vice-Chairman updated members on progress made at the meetings of the Steering Group held on 2 December and 14 December. He noted that advisers, Kirkwells, had been invited to make a presentation to the Group at the next meeting to be held in January. After discussion, it was:

Resolved: That the report of the Addingham Neighbourhood Plan Steering Group be noted.

And further

Resolved: That up to date information on the work of the Group be published regularly within the community by means of the Council's website.

The Vice-Chairman noted that any questions relating to the Plan could be directed to him in the first instance.

183/15 Bradford Core Strategy Proposed Main Modifications Consultation

The Clerk reported that, following the Public Examination of the Planning Inspector, a number of changes to the Core Strategy had been proposed, and that comments on them were invited by 20 January 2016. Cllr Naylor noted that the proposals relating to the housing strategy for Addingham were unchanged, but that changes potentially affecting neighbouring communities could lead to further pressure on secondary school places. In this regard, it was noted that the Chairman and Cllr Naylor had met with the Head Teacher at Ilkley Grammar School and received assurances that the school would work with the community in planning for future pupil numbers.

Cllr Naylor further reported that the Core Strategy was incomplete in that proposals relating to employment land were yet to be advised; he therefore considered that the Council had insufficient information to submit new comments on it at this stage.

Resolved: That, following further review of both the Bradford Core Strategy Proposed Main Modifications Consultation papers, together with the Council's previous submission to the planning authority (to be circulated by Cllr Naylor), Members send any additional comments to the Clerk, and that the Clerk be authorised to draft and submit a response to the Consultation accordingly.

184/15 WREN Grant Application – Library Refurbishment.

The Personal Interests of Cllrs Coates and Naylor had been noted (Minute ref 176/15).

The Clerk reported that, in order for the grant application to proceed, a number of matters had formally to be confirmed, and it was accordingly

Resolved: That responsibility for the maintenance of the building in which the Library is housed be retained by the Council, and that the Library Trustees receive confirmation accordingly.

Further

Resolved: That a lease be granted to the Library Group on terms to be drawn up and approved at a future meeting.

And further

Resolved: That plans be made for the temporary relocation to the upper floor of the library facilities during the refurbishment works.

The practical implications of relocating the library equipment and shelving, and of temporarily suspending other bookings of the Old School Room, would be debated at a future meeting when the plans for the refurbishment were available.

185/15 Allotments

The Clerk reported that the Allotment Manager had asked the Council to consider whether to let plots to non-Addingham residents, at such times as plots were available and appeared not to be required by villagers. It was confirmed that there were currently 6 empty plots and no waiting list. After discussion, it was

Resolved: That the availability of allotment plots be re-advertised on the village noticeboards and on the Council website, with a view to letting plots currently vacant to Addingham residents, as required by current policies.

The situation would be monitored and a further assessment of vacant plots would be made in the Spring.

The Clerk also reported that a query had been received from an allotment holder, requesting a revised charging

structure for her allotment and garden extension, currently charged at £25 and £50 respectively. After discussion, and noting that the garden extension was cultivated as a garden, not as an allotment, it was

Resolved: That the current charging structure of £25 per full plot and £50 for a garden extension be retained in respect of plots 23 and 24.

186/15 Addingham Garden Friends

The Clerk reported that the Garden Friends had notified the Council of maintenance issues at the Hen Pen and at Sugar Hill Gate. Members of the Allotment and Maintenance Committee agreed to investigate and report back to a future meeting. In this regard, Cllr Naylor also reported that, under the New Deal, BMDC had offered to provide details of a potential commercial sponsor for planters. This had already been discussed with the Totally Locally Campaign, but it had not been considered worth pursuing.

187/15 Telephone Kiosk

It was noted, with the kiosk on the Green beginning to look in need of some maintenance, that the option of adopting it could be revisited, and the Clerk was asked to research current adoption procedures and report back to a future meeting with proposals.

188/15 Addingham Youth Group Consultation

The Chairman initiated a brief discussion on an idea to help raise the profile of local council activities by setting up consultative arrangements with a representative group of young people drawn from local organisations such as the school. This would be looked into by Cllrs Batley and Brady, taking advice from Cllr Naylor, and a report made to a future meeting.

189/15 Correspondence

Correspondence circulated for information, as set out on the attached Correspondence List (Appendix 1) was noted. The following items of correspondence were discussed and matters agreed, as appropriate, as follows:

- St Peters Fete – noted that the date of the Fete had been changed to 11 June so as to coincide with the date of celebrations to mark the Queen's 90th birthday and that the Chairman was to attend a meeting to discuss plans for the occasion.
- Community Infrastructure Levy Draft Charging Schedule (CIL Regulation 16 &17) – notice of the CIL consultation, due to run until 8 February 2016, had been received. The papers would be reviewed by Cllr Naylor and a report made to the next meeting.

173/15 Finance

A. Invoices for payment

Resolved: That the presented list of invoices paid and due for payment (Appendix 2) be approved, and cheques signed as required.

B. Zurich Insurance – Annual Renewal

Resolved: That the Council's insurance policies for 2016/17 be renewed with Zurich Insurance, and that payment of the annual premium of £2175.52 be approved.

C. Payment for Entertainment at the Christmas Lights Switch-on

Resolved: That payment of £100 be made to Saxonite in respect of entertainment provided, and travelling expenses incurred, by them in attending the Christmas Lights Switch-on 2015.

174/15 Date of Next Meeting

The next Meeting would be held on Wednesday 20th January 2016 at 7:00pm, at The Old School Room. Apologies received from Cllr Smith.

Meeting closed at 8.25pm.

Chairman