ADDINGHAM PARISH COUNCIL

NOTICE IS HEREBY GIVEN that the next meeting of Addingham Parish Council will be held at **The Memorial Hall, Addingham** on **Wednesday 21 March 2018** at **7.00pm**, for the purpose of transacting the business set out on the Agenda below. Members of the press and public are invited to attend and may address the Council at the invitation of the Chairman.

Jane Markham MA, ACIS, PSLCC
Clerk to Addingham Parish Council
15 March 2018

AGENDA

1. **Apologies for Absence**
   To receive apologies and approve reasons for absence as notified by Members.

2. **Disclosures of Interest**
   To receive any declarations of interests (not already entered in the Members' Register of Interests), to record any disclosures of interests (previously registered or not), including the nature of any such interests, which may be relevant to matters to be considered at the meeting, and to consider any written requests for dispensation as appropriate.
   Note: A listing of members' interests relevant to the business of the meeting, if any, will be reported at the outset of the meeting and will be recorded in the Minutes. Members are asked to check the Code of Conduct (available on website) to confirm their responsibilities. Members with interests defined in Appendix A of the Code (financial interests) must withdraw from the meeting during discussion of the item(s) in which they have an interest, unless a dispensation has been granted. Forms to apply for a dispensation, if necessary, will be available from the Clerk. Members without a dispensation may only remain in the meeting and take part in the discussion (but not vote on the matter) where their interests are personal interests as defined in Appendix B of the Code.

3. **Public Consultation and Question Time, including Police Matters**
   1) To receive an update on police matters
   2) To receive questions/comments from the public on:
   - any matter which is listed for discussion on the Agenda;
   - any other matter of public interest which is within the responsibilities of the Parish Council; and
   - any suggestions of items for inclusion on the Agenda of the next Parish Council meeting

4. **Minutes and Progress Report on Matters Arising**
   (Copy of draft minutes attached and available on Council website)
   To confirm the Minutes of the Meeting held on 21 February as a true and correct record; to receive, for information, the report of the Chairman and Clerk on any matters arising; and to consider and decide further action where necessary on the following ongoing matters:
   1) Grit bins – to receive an update
   2) Pavilion toilets – to note completion of the facility
   3) William Hoffman Wood charitable trust – to review the quotation for public liability insurance cover

5. **Old School Capital Project and Library Accommodation**
   To receive a progress report, and decide any action as necessary

6. **Planning Applications**
   A To consider the following planning applications and decide any responses, as appropriate:
   1) 18/00683/HOU 9 Moor Pk Drive Single storey side extension
   2) 18/00854/CLP 17 Southfield Rd Rear dormer window extension
   3) 18/00927/HOU 7 Park Crescent 2 storey rear extension in place of conservatories
   4) 18/00836/FUL 10 Bark Lane New detached dwelling in place of existing dwelling
   (Papers available on the BMDC Planning Applications database at www.bradford.gov.uk/bmdc/the_environment/planning_service)
   Note: Any additional applications received after publication of the agenda but at least 3 clear days before the meeting will be sent out to follow and will be considered at the meeting.

   B To receive a report from Cllr Hindle as regards planning for an extension to a property on Green Lane, and decide any action as necessary

7. **Neighbourhood Planning**
   To receive a report on the consultation open event, consider a statement of costs against Locality grant budget to end March 2018, and decide any action as necessary

8. **Property & Maintenance**
   1) To receive an update on any outstanding maintenance issues, including a report on urgent repairs carried out to repair a burst pipe at the Sugar Hill toilets, and decide any further action as required
   2) To receive the report of the Lengthsman, if present, and reports on any other maintenance matters, and

decide any additional action as necessary

3) To consider proposals for further repairs to the wall on Silsden Rd
4) To consider proposals to replace the light fittings in the Sugar Hill toilets

9. Payroll Service Provision

To consider renewal of the subscription to BMDC's Managed Payroll Service 2018/19 and approve the list of authorised signatories for the account.

10. **Data Protection**

To consider further guidance from sector bodies, receive an interim report from the Clerk, and decide any action as necessary

11. Consultations and Correspondence

(Any correspondence received after publication of the agenda but at least 3 clear days before the meeting will be sent out to follow, and may be considered at the meeting)

To note, for information, any correspondence received since the date of the last meeting; to receive the report of the Chairman and Clerk on items of other correspondence received; and to decide any action as necessary, including any action as necessary on the following matter:

- Letter from resident concerning location of benches at Memorial park area

12. Financial Matters

A Invoices for payment

(Copy of payments schedule attached for Members)

To approve the presented list of accounts paid and the month's invoices due for payment, as follows:

Details	£	Details	£
Salaries – Feb payroll		Memorial Hall – room hire – council mtg	20.00
Lengthsman – Feb/Mar invoice		Hadfields – NPlan	368.29
Clerk's expenses – email a/c upgrade	21.97	Craven Stationery – Nplan and stamps	67.58
Clerk's overtime – Feb (18½ hours)		Memorial Hall – room hire -NPlan	87.75
Mobile Minis	260.52	Omnis Services – Nplan banner	96.00
Stewart Stead, Painter & Decorator	1050.00	BMDC – grit bins	600.00

B Bank Reconciliation - February 2017

(Copy of Bank Reconciliation attached for Members)

To receive the Bank Reconciliation to 5 March 2018

13. **Chairman's Remarks and Members' Discussion Forum**

To receive the Chairman's and members' reports for information, to decide any action as necessary on the following matter:

- Emergency Plan

and to notify the Clerk of matters for inclusion on the agenda for the next meeting

Note: If considered necessary, any items requiring an urgent decision that cannot wait for the next meeting of the Council may be considered at an extraordinary meeting to be convened for the purpose

14. **Meetings 2018 and 2019**

To receive schedules of proposed meeting dates 2018-2019

15. Date of Next Meeting

To confirm the date of the next meeting of Addingham Parish Council – 18 April 2018 at 7pm in **Mount Hermon**

Please note the venue for this meeting