

# ADDINGHAM PARISH COUNCIL

## MINUTES OF A MEETING OF THE COUNCIL HELD AT THE OLD SCHOOL ROOM, ADDINGHAM ON WEDNESDAY 19 OCTOBER 2016 AT 7:00PM

### **Present**

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

### **In Attendance**

Parish Clerk – J Markham  
Public – 1

### **156/16 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: Cllr Smith – personal interest in agenda item 11 – Nature Reserve

### **157/16 Public Consultation and Question Time, including Police Matters**

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

### **158/16 Minutes of Meeting held on 21 September 2016, and Progress Report, for information only, on Matters Arising from the Minutes**

**Resolved:** That the Minutes of the Meeting held on 21 September 2016, having been taken as read, be approved and signed as a true and correct record by the Chairman.

#### **Matters Arising:**

**Emergency Planning and Community Resilience** - the re-arranged meeting of the working group with Chris Slaven, emergency planning officer at BMDC, was to be held on 9 November.

**Traffic calming schemes at Moor Lane and Silsden Rd** – further details of the schemes were noted.

**Annual Return** – the audit had been concluded within the statutory timescale and notices had been published accordingly.

**Pavilion** – electricity supply – it was reported that a new meter had been wired up for the MUGA lights, and electricity bills were now being re-charged to the three user groups.

**Greenway** – the Clerk reported on a meeting held with representatives of Ilkley and Burley parish councils and noted that Ilkley were due to decide on their level of support for the project at the January meeting.

**Village Newsletter** – discussions were progressing with the Civic Society, with a view to preparing a first joint edition of village news in January.

**Archives and documents of title** – the Clerk reported on progress made with the help of solicitors, but noted that a number of queries were being followed up with the District Council and West Yorkshire Archives.

**Tree on Stockinger Lane** – permission had now been granted for the removal of the tree.

*The remaining Matters Arising, as listed on the Agenda (see Minute 159/16- 160/16 below) were considered separately for decision.*

### **159/16 Neighbourhood Watch**

**Resolved:** That the Chairman and Cllr Hindle be appointed to represent the Council at a meeting with the Police to relaunch the Neighbourhood Watch scheme, and that the Clerk confirm arrangements for a preferred meeting date of 29 October in the morning.

### **160/16 Forthcoming Village Events – Xmas Lights and Remembrance Sunday**

The updated checklist of work outstanding for each event was reviewed. Cllrs Brady and Tennant noted that they were to meet with the electrician to confirm sites for the Xmas lights installation, now that he had checked that the lights were in full working order. Cllr Brady offered to make arrangements for a brass band to play at the Christmas event, and would confirm details of the chosen carols to the Clerk to enable carol sheets to be prepared. The Chairman would provide contact details for a possible celebrity to perform the lights switch-on, alongside the Gala Queen, who was also to be invited to the event.

Cllr Hindle reported that lamp post signs notifying road closure prior to the events needed to be sourced, and, if required, new ones ordered.

**Resolved (1):** That, subject to confirmation of requirements by Cllr Naylor, the Clerk, in consultation with Cllr Hindle, be authorised to arrange for new road closure signs to be printed and prepared for display on lamp posts prior to forthcoming village events.

**Resolved (2):** That Cllr Tennant be appointed to represent the Council at Remembrance Sunday on 13 November 2016.

### **161/16 Planning Committee**

The draft minutes of the meeting of the Planning Committee held on 17 October 2016 were received and noted.

### **162/16 Finance Committee**

The draft minutes of the meeting of the Finance Committee held on 17 October 2016 were received and noted, and the Committee's recommendation for decision by Council was considered.

**Resolved** That, with immediate effect, the Clerk be authorised to close the Council's Tracker fund, currently holding a minimal residual balance, and transfer the monies into the main current account pending further review of the Council's longer term investment strategy.

### **163/16 Local Plan**

The notes of the meetings of the Neighbourhood Plan Forum held on 26 September 2016 and 18 October 2016, together with the report of the Chairman of the Forum, were received and noted.

The Forum's recommendations for decision by Council were considered.

**Resolved (1):** That the revised Terms of Reference for the Neighbourhood Plan Forum be approved in the form attached to these Minutes as an Appendix.

**Resolved (2):** That the information leaflet prepared by the Neighbourhood Plan Forum for distribution to all households in the village, together with a checklist of arrangements for a public information meeting to be held on 3 November, be noted, and expenditure on leaflet printing costs, as authorised by the Clerk, in consultation with the Chairman, under Financial Regulation 4.1, be approved.

**Resolved (3):** That further expenditure up to a limit of £300 be authorised for printing of display material, hire of the Memorial Hall, and administration costs for the Neighbourhood Plan public meeting to be held on 3 November.

**Resolved (4):** That written feedback be requested from the pre-application consultation meeting held by David Wilson Homes for the purpose of updating members at the next meeting.

It was further noted that the Minister of State had issued a holding direction as regards the adoption of BMDC's Core Strategy Development Plan and the possible implications of this, in terms of the timescale for development of the Local Plan, were highlighted by Cllr Naylor.

### **164/16 Consultations**

#### **A. Ilkley Moor Management Plan**

Consultation papers were received and noted.

#### **B. Yorkshire Dales Local Plan – Final Modifications**

Consultation papers were received and noted.

### **165/16 Correspondence**

Correspondence received during the month, as circulated for information and reported on by the Chairman and Clerk, was noted.

The following items of correspondence were discussed, as follows:

- Property at Jonathan Garth – it was noted that the residents were planning to improve their boundary fence along Big Meadow.
- A meeting, to be attended by the Chairman, was to take place between residents and a BMDC Highways officer on 20 November to discuss parking issues near the Coop.

### **166/16 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 - 3 October 2016**

The bank reconciliation to 3 October 2016, was noted and initialled by the Chairman and Cllr Mawson.

#### **C. Proposal for funding support**

A paper submitted by the Civic Society, outlining proposals for re-surfacing the MUGA and inviting support from the Council, was noted.

**Resolved:** That further discussions be developed with the Civic Society with a view to clarifying the detail of the quotation obtained for re-surfacing the Multi-Use Games Area, and determining requirements for management and ongoing maintenance costs for the facility.

### **167/16 Nature Reserve – Paths**

Having declared a personal interest in the matter (Minute 157/16 refers), Cllr Smith reported on the condition of the paths through the nature reserve. It was noted that she was due to receive further information from BMDC's Footpaths Officer, and was also investigating the costs of repair works. A further report on the paths and on the longer term management of the Reserve would be made to the next meeting.

### **168/16 Legal Matters**

#### **A. Transfer Deed – 5 Kitty Fold**

**Resolved:** That the Chairman and Cllr Mawson be and they are hereby authorised to execute the Transfer Deed for the disposal of land adjoining 5 Kitty Fold.

#### **B. Addition of restriction to Title WYK884607 – Land to South of Main St**

**Resolved:** That consent be given to the entry of a restriction on Title Number WYK884607 in the following terms:

“(24.08.2016) RESTRICTION: No disposition of the registered estate by the proprietor of the registered estate, or by the proprietor of any registered charge, no being a charge registered before the entry of this restriction is to be registered without a certificate signed by the proprietor for the time being of the estate registered under title number P9916 or their conveyancer, that the provision of paragraph 13.4.1 € of the Transfer dated 28 July 2008 referred to in the Charges Register have been complied with”

and that the Chairman be authorised to sign the letter of consent on behalf of the Council.

### **169/16 Chairman's Remarks and Members' Discussion Forum**

The report of the Chairman and members' reports were received for information. Cllr Hindle reported that the blue plaque for the Band 'Ole had now been received. Cllr Naylor reported on the new winter gritting routes identified for the village; a map would be provided to the Clerk for circulation to members.

### **170/16 Date of Next Meeting**

The next meeting of the Council would be held on:

Wednesday 16 November 2016 at 7:00pm in The Old School Room.

Meeting closed at 8.45 pm.

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Chairman