

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE MEMORIAL HALL, ADDINGHAM ON WEDNESDAY 15 MARCH 2017 AT 7:00PM

Present

Cllrs: Appleyard (from Minute 45/17), Batley, Brady, Coates (Chairman), Hindle, Jerome, Mawson (Vice Chairman), Naylor and Smith.

Absent

Cllrs Flesher and Tennant

In Attendance

Parish Clerk – J Markham
Ward Officer PC Livesley
PCSO Barrett
Mr K Appleyard, Pearce Bottomley Architects
Mr M Scarffe, Sharp and Scarffe Ltd Structural Engineering Consultants
Public – 14

43/17 Apologies for Absence

Received from Cllrs Flesher and Tennant; absence approved.

44/17 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) 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:

Cllrs Coates and Naylor – Agenda item 5 Old School Refurbishment (as Trustees of Community Library)

Cllr Hindle – Agenda item 5 Old School Refurbishment (connected person's interest in Community Library)

Cllrs Jerome and Brady – Agenda item 14 Next Meetings (as Trustees of Memorial Hall)

Disclosable Pecuniary Interest:

Cllr Coates – Agenda item 7 - Planning application – Parsons Lane (connected person's financial interest)

Cllr Hindle – Agenda item 12 Financial Matters (invoice for payment)

Dispensation requests received:

None

45/17 Co-option of Member

Resolved: That Mrs S Appleyard be and she is hereby co-opted as a member of the Council with immediate effect.

Cllr Appleyard signed the Declaration of Acceptance of Office in the presence of the Clerk, and was passed a copy of the Declaration of Interests form for completion and return to the Monitoring Officer at BMDC.

46/17 Public Consultation and Question Time, including Police Matters

A member of the public commented on the new street lights being installed by Bradford MDC and the Vice Chairman provided an update on the scheme. Members of the public were advised to raise any issues with BMDC and contact details would be provided to them by the Vice Chairman and Cllr Naylor.

At the invitation of the Chairman, Ward Officer PC Livesley then gave an update on incidents of crime in the area over the preceding month. In addition to a theft of heating oil, there had been 13 incidents involving motor vehicles, and an incident of theft from an unlocked garage, which were considered to be opportunistic crimes. Residents were warned to keep vehicles and premises secure. Details had been distributed through the Neighbourhood Watch scheme, and would be provided to the Clerk by way of a written crime report to be published on the website and on social media.

47/17 Old School Refurbishment

The Vice Chairman reported on the status of preparatory works, and the project manager was invited to introduce a structural report prepared by the architect and engineering consultant. It was recommended that further inspections be carried out and a report prepared by the listed buildings officer at BMDC in order to determine the structural repairs required, before the building could be made safe for refurbishment. It was noted that a full review of revised costings and an assessment of funding for the project would be presented when these reports were available. In the meantime, it was confirmed that the library should remain in the temporary portacabin in

the Memorial Hall car park; Cllr Naylor intimated that a funding contribution towards the cost of the hire could be made available by BMDC.

Resolved (1): That the project manager be authorised to commission a further structural inspection and specialist listed building report on the Old School as part of preparatory work for the proposed refurbishment project.

Resolved (2): That payment of £14,101.09, as certified by the project manager, be made to Grays builders, on presentation of their invoice, for works carried out to date in preparation for the refurbishment of the Old School

Resolved (3): That, until such time as funding support from Bradford MDC be received by the Library, or until alternative accommodation be arranged, payment continue to be made by the Council for the costs of hire of a portacabin for the Library's use while displaced from the Old School building, and that the Clerk be authorised to settle the monthly invoices accordingly.

48/17 Minutes of Meeting held on 15 February 2017, and Progress Report, for information only, on Matters Arising from the Minutes

Resolved: That the Minutes of the Meeting held on 15 February 2017, having been taken as read, be approved and signed as a true and correct record by the Chairman.

Matters Arising:

Proposed closure of visitor centres by BMDC– it was reported that Ilkley Parish Council was considering possible models for the future management of the Ilkley centre.

Environment Group Wildflower Project – the Group had been invited to consider sites to develop for the project; an initial response from the Group had been received and would be discussed at the next meeting.

Memorial at Medical Centre – the sundial had now been received and was ready for installation.

High Mill Field – the Environment Agency had been contacted again to follow up concerns with soil tipping near the River Wharfe

Pavilion – the Clerk reported that a fixed (1 year) contract had now been agreed for the supply of electricity to the Pavilion; the lease with the Scouts was being finalised.

Pavilion extension – tender documentation had been received and was being assessed by the architect

Neighbourhood Watch – a meeting of volunteers had been held on 16 February

MUGA – the Council's solicitor was drawing up documentation for surrender of the lease, and other arrangements for transfer of responsibility for the amenity had been agreed with the Civic Society and were being put in place in preparation for handover on 1 April

Council Deeds and Land Registration – solicitors continued to follow up outstanding land issues

Maintenance issues – potholes and other necessary road repairs, as recently reported, had been notified to BMDC; Cllr Hindle was to meet the tree surgeon to discuss removal of the tree stump to clear drains on Stockinger Lane

Barratt Wilson Homes – the Clerk reported that feedback from the developer's consultation event was still awaited.

Good Friday –arrangements had been confirmed with the church.

Xmas Lights – Totally Locally had been invited to choose a date for the event in 2017

Fleece licensing hours– the Clerk reported that the owners of the pub had been notified of residents' concerns and solicitors acting for the owners had contacted the residents direct to liaise further; the Chairman reported further that the opening hours applied for by the owner would not necessarily be used in full by the new managers of the pub.

The remaining Matters Arising, as listed on the Agenda (see Minutes 49/17-50/17 below) were considered separately for decision.

49/17 s.106 Expenditure on Recreational Facilities

A paper from BMDC, providing options for expenditure on new seating facilities at the playground area near the Memorial Hall, was discussed and noted.

Resolved: That BMDC be requested to use s.106 funding, as available after meeting the costs of resurfacing works to the MUGA, for the purchase of two picnic benches and 2 seats, and that the Clerk be authorised to pass on the Council's recommendations accordingly.

50/17 Tour de Yorkshire

The Chairman reported that Totally Locally had held a meeting to discuss possible plans for village events, including a treasure trail and a traders' market at the Memorial Hall, to celebrate the Tour de Yorkshire on 30 April.

51/17 Planning Applications

Having declared a financial interest, the Chairman withdrew from the meeting at item 8, and the Vice Chairman took the Chair

Planning Applications were considered as follows:

	Planning Ref.	Site Location	Brief description of proposal
1	17/00670/FUL	Croft Cottage, 127 Main St	Change of use of ground floor shop unit to form residential accommodation of ground

			floor flat
2	17/00888/HOU	4 Moor Lane	Replacement of extension and parking space in place of existing garage
3	17/00890/HOU	3 North St	Two storey side extension
4	17/01065/PNH	Beacon View, 6 Springfield Mount	Single storey rear extension
5	17/00929/HOU	3 Moor Lane	2 storey side extension
6	17/00891/HOU	Damson Cottage, 78 Main ST	Single storey extension to front of property
7	17/00570/MAF	Darkwood House	Demolition of house and cottage and erection of 10 replacement dwellings
8	14/01730/SUB02	Former wood yard, Parsons Lane	Submission of details re planning condition 3

Resolved: That comments be made to object to the proposed development of the Darkwood site (Application ref. 17/00570/MAF) principally on the grounds of inappropriate layout and density of building, leading to an unacceptable over-development of the site, and that the Clerk be authorised to notify the planning authority accordingly.

No other comments were to be made to the planning authority.

The Chairman rejoined the meeting and retook the Chair

52/17 Neighbourhood Plan Forum

The draft notes of the meeting of the Forum held on 3 March, referring to advice from Kirkwells on the process for considering site allocations by the Forum, were received and noted.

A report on expenditure of grant funds against budget to the end of March 2016 was noted.

Resolved: That repayment of unused Locality grant monies for expenditure on the Neighbourhood Plan to 31 March 2017 be approved, and that the Clerk be authorised to make payment of £501.50 accordingly.

53/17 Property & Maintenance

The updated schedules of outstanding maintenance issues were received and noted.

The Lengthsman reported on the condition of the fence at the old school site, which would be followed up with BMDC. Cllr Hindle noted that some clearance work in the beck near the Band 'Ole had been carried out by householders.

54/17 Use of Old School Meeting Room

The Clerk introduced a discussion on the future use of the Old School meeting room after the refurbishment project had been completed, noting that suggestions had been put forward for opening it up as a heritage asset within the community and using it to house a permanent display of historic community records.

Resolved: That, post renovation, the Old School meeting room be made available for use as a community heritage asset and opened to the public as a display area and offered free of charge for meetings and activities within the community.

55/17 Correspondence

Correspondence received during the month, including a letter from the (ex) Addingham Academy, was noted.

Receipt of an email from Highways requesting comments on a proposed junction improvement scheme at Moor Lane had been acknowledged, and would be discussed at the next meeting.

56/17 Financial Matters

A. Invoices for payment

Having declared a financial interest, Cllr Hindle withdrew from the meeting.

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

Cllr Hindle was invited to rejoin the meeting.

B. Bank Reconciliation - 6 March 2017

The bank reconciliation to 6 March 2017, was noted and initialled by the Chairman and Cllr Mawson.

C. Managed Payroll Service

The Clerk reported on the increase in costs of the provision of the payroll service, and also reported on the increase in pension contributions following the 2016 valuation of the West Yorkshire Pension Fund.

Resolved: That subscription to the Managed Payroll Service 2017/18 be approved for an annual payment of £240, that the Chairman and Clerk be approved as authorised signatories for the service, and that the Clerk be authorised to complete the paperwork and make the payment to BMDC accordingly.

57/17 Dates of Next Meetings

The next ordinary meeting of the Council would be held on:

Wednesday 12 April at 7:00pm in the Memorial Hall

to be preceded by a meeting of the Finance Committee at 6.30pm in the Memorial Hall

Resolved That, until such time as the Old School be reopened, meetings of the Council take place in the Memorial Hall, and that a negotiated flat rate of £20 per booked evening be approved for payment by the Clerk as required.

Meeting closed at 9.05pm.

Chairman