

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE MEMORIAL HALL, ADDINGHAM ON WEDNESDAY 18 APRIL 2018 AT 7:00PM

Present

Cllrs: Appleyard, Batley, Coates (Chairman), Flesher, Jerome, Hindle, Mawson, Naylor and Smith.

Absent

Cllrs Brady and Tennant

In Attendance

Parish Clerk – J Markham

Public – 5

56/18 Apologies for Absence

Received from Cllrs Brady and Tennant; absences approved.

57/18 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 items 5 - Old School Capital Project (connected person's interest in Community Library)

The Chairman and Cllr Naylor – Agenda item 5 – Old School Capital Project (as Library Trustees)

Cllr Smith – Agenda item 9 – Nature Reserve (connected person's interest)

Disclosable Pecuniary Interests:

The Chairman – Agenda item 6(3) – Planning application (connected person's financial interest)

None

Dispensation requests received:

None

58/18 Public Consultation and Question Time, including Police Matters

In the absence of representatives of the Police, the Clerk read out a report on incidents of crime in the area during the preceding month. The Chairman reminded members that the next Police Surgery for the village was to take place during the afternoon on 14 May, starting at the primary school.

59/18 Minutes of the Meeting held on 21 March 2018, and Progress Report, for information only, on Matters Arising from the Minutes

Resolved: That the Minutes of the Meeting held on 21 February 2018, having been taken as read, be approved and signed as a true and correct record by the Chairman.

Matters Arising:

GDPR training – Cllr Tennant, if available, was to attend the course in Ilkley on 1 May.

Premises licence at Olicana – the licensing authority was due to decide on the application in July.

Marshal training for road closure events – a date was to be confirmed for the course, now due to be held in September/October.

Pavilion toilets – the new toilet block had now been opened to the public, and arrangements made for extended opening hours on one evening to accommodate a group booked to use the MUGA.

Sugar Hill toilets - repairs - the light fittings had been replaced; quotes for replacing the pipework would be reported to a future meeting

Playground behind bowling green – public liability insurance cover had been taken out for the site

Walling on Silsden Rd – the contractors working on site were to replace the walling to a comparable standard

Football Club lease – an update from the Football Club was awaited.

Neighbourhood Plan – the informal consultation on the draft Preferred Options Plan had now closed and a report on residents' comments was to be presented to the next meeting of the Forum on 25 April.

The remaining Matters Arising, as listed on the Agenda (see Minutes 60/18- 61/18 below) were considered separately for decision as required.

60/18 Tour de France Memorial Stone

Cllr Batley reported further on proposals for siting a memorial stone at the Sugar Hill site to commemorate the Tour de France. After discussion, the Clerk was asked to clarify arrangements with BMDC and report back to the next meeting.

61/18 Relocation of picnic benches near MUGA

It was reported that costs had been quoted by BMDC for relocating the picnic benches, as requested by a resident.

Resolved: That BMDC be requested to relocate the picnic benches near the MUGA, and that costs of £900, as quoted, be approved for the purpose.

62/18 Old School Capital Project and Library Accommodation

It was reported that members of the Old School Working Group, together with a group of volunteers representing the Library, had visited Horsforth Museum on 10 April to meet the architect and review project designs. The Clerk reported on progress being made in applying for grant funding for the capital project and heritage project. The report was noted.

Having declared a financial interest in item 6(3) on the agenda, the Chairman withdrew from the meeting during consideration of this item, and the Vice-Chairman took the Chair.

63/18 Planning Applications

Planning Applications were considered as follows:

- 1) 18/01090/HOU 7 Gill Close Construction of rear and side extensions (in place of conservatory)
- 2) 18/01214/LBC Moorview Replacement doors and windows, removal of interior wall, relocation of door
- 3) 18/01246/HOU 1 Southfield Ter Single storey rear extension
- 4) 18/01315/HOU 1 Cross End Construction of shed
- 5) 18/01381/HOU 6 Croft Hse Fld Single storey rear extension and porch
- 6) 18/01435/FUL The Crown Alterations and refurbishment

Resolved: That an objection be made to the planning application for the proposed alterations at the Crown public house, principally because of the adverse effects on the character of the conservation area and on the residential amenity of nearby residents.

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.

64/18 Finance Committee

The Chairman reported on the meeting of the Finance Committee, held immediately prior to the Council meeting, and introduced a proposal, as recommended by the Finance Committee, that, following work on the project to identify accurately and register all previously un-registered land owned by the Council, the Council review its policies for recording assets in the Fixed Asset Register, and restate the asset holdings in the Annual Accounting Statement 2017/18. A copy of the Fixed Asset Register had been circulated to Members.

Resolved (1): That the policy for recording the Council's asset holdings be amended such that all asset values be recorded in the Fixed Asset Register at acquisition value, or, if not available, at a nominal value of £1.

Resolved (2): That the Council's asset holdings be re-stated in the Annual Accounting Statement 2017/18 to ensure consistency of valuation in line with the Council's policies, and that the Clerk be instructed to finalise the Annual Governance and Accounting Return accordingly.

65/18 Property & Maintenance

- 1) The updated schedules of outstanding maintenance issues were received, and the report of the Lengthsman was received.
- 2) It was reported that the fencing to the MUGA was broken, and the Clerk was asked to investigate the costs of repairing it.
- 3) The Clerk reported on a resident's request for action as regards the goalposts on the Hoffman Wood field, and after discussion it was agreed to remove them.
- 4) It was noted that damage had been caused to the roadside wall along the Hoffman Wood field boundary, and responsibility for repairing this would be checked with BMDC.

66/18 Nature Reserve

- 1) Cllr Smith reported on proposals to maintain the grassed areas by means of grazing them, rather than by mowing or strimming. The costs of fencing the area in order to contain livestock would be investigated and a report made to the next meeting.
- 2) It was reported that, following complaints made to the neighbouring landowner about damage caused to the footpath areas by horses escaping from his field, it appeared that fencing had now been erected to contain the livestock. This would be checked.

67/18 Emergency Plan

The Chairman reported that a trial run-through of the Plan procedures in the context of a number of emergency scenarios had been carried out, and the Plan had now been finalised. Cllr Naylor noted that the statutory duty for responding to emergencies remained with the district council. It was agreed that emergency procedures and contact numbers (as included in the Plan) would be publicised at the forthcoming Annual Parish Meeting, and in the next village newsletter.

Resolved: That the Emergency Plan be adopted.

68/18 Safeguarding Policy

In the absence of Cllr Tennant, the item was deferred for discussion at the next meeting.

69/18 Consultations and Correspondence

Correspondence received during the month, including an update from the Environment Group on their projects in the village, and an invitation to the Scouts' Parade in Ilkley on 29 April, was noted.

It was noted that a request for a booking of the MUGA during Gala Day for a children's activity had been received, and it was agreed to refer this to the Gala Committee for decision.

70/18 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 – end March 2018

The Bank Reconciliation to 5 April 2018 was received and noted.

C. Request for Funding Support

The Clerk reported on discussions held with the Bowling Club as regards the provision of financial support to the Club from 2019 onwards.

71/18 Annual Parish Meeting

The Annual Parish Meeting would be convened to be held on Wednesday 16 May 2018 at 6.30pm in the Memorial Hall.

72/18 Date of Next Meeting

The next Meeting of the Council would be held on Wednesday 16 May 2018 at 7:00pm in the Memorial Hall, immediately following the Annual Parish Meeting.

73/18 Exclusion of Press and Public

Resolved: That the press and public be excluded from the meeting for the consideration of the next item on the agenda (Minute 74/17 below) on the grounds that it relates to confidential personnel matters.

74/18 Annual Awards

Nominations for the Annual Awards were received and discussed.

Meeting closed at 8.30pm.

Chairman