

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE MEMORIAL HALL, ADDINGHAM ON WEDNESDAY 19 SEPTEMBER 2018 AT 7:00PM

Present

Cllrs: Coates (Chairman), Flesher, Hindle, Naylor, Smith and Tennant.

Absent

Cllrs Appleyard, Batley, Brady, Jerome and Mawson

In Attendance

Parish Clerk – J Markham

Ward Representative Cllr R Whitaker

Public – 6

164/18 Apologies for Absence

Received from Cllrs Appleyard, Batley, Brady, Jerome and Mawson; absences approved.

165/18 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 and 16 - Old School Capital Project (connected person's interest in Community Library)

The Chairman and Cllr Naylor – Agenda items 5 and 16 – Old School Capital Project (as Library Trustees)

Disclosable Pecuniary Interests:

The Chairman – Agenda item 6(2) – Planning application – financial interest of connected person

Cllr Hindle – Agenda item 12A – financial interest

Dispensation requests received:

None

166/18 Public Consultation and Question Time, including Police Matters

No questions or issues were raised by members of the public present at the meeting. A member of the public confirmed that the meeting was not being recorded.

167/18 Minutes of the Meeting held on 22 August 2018, and Progress Report, for information only, on Matters Arising from the Minutes

Resolved: That the Minutes of the Meeting held on 22 August 2018, having been taken as read, be approved and signed as a true and correct record by the Chairman.

Matters Arising:

Forthcoming events – confirmation of the booking to play at the Christmas Lights switch-on event had been received from Skipton Brass Band. A response from the Air Cadets as regards Remembrance Sunday was outstanding. The Gala Queen and also the local residents nominated to switch the Christmas lights on were to be contacted by the Clerk.

Hoffman Wood -damage to wall – a further response was awaited from the Police.

Complaint – the Clerk reported that procedural advice had been received from NALC solicitors to the effect that the Council's informal complaints procedures had to be pursued in full as a first stage in the process. The complainant would be notified accordingly.

Memorial bench at Sugar Hill – the bench was to be installed at a temporary location, as agreed with the village resident concerned.

Retained land issue – a further update was awaited from the Council's solicitor.

Cricket Club lease – negotiations on the lease were being concluded.

The remaining Matter Arising, as listed on the Agenda (see Minute 168/18) was considered separately for decision as required.

168/18 Traffic Concerns

The Chairman reported on a meeting held with Highways on 10 September, at which road safety issues in the village had been reviewed. The report from Highways was noted.

Proposals for three traffic restriction orders in respect of street parking on Main St, Aynholme Drive and Old Station Way were noted.

169/18 Old School Capital Project and Library Accommodation

The Clerk reported that full grant applications had now been submitted to major funding bodies; a number of earlier grant applications remained outstanding.

Resolved (1): That the Clerk be authorised to sign paper copies, if required, of grant application forms submitted to funding bodies in respect of the Old School Capital Project.

Volunteer members of the Hub Steering Group were continuing work to identify detailed requirements for equipment and layout of the upper room. The next meeting of the Group would be held once funding had been secured.

The Clerk reported further that a separate account had been set up with the Council's Bank in order to process income and expenditure on the forthcoming capital project.

Resolved (2): That funds of £36584, being the remaining balance on funds set aside for the Old School project (after payments made in respect of professional fees during the course of the financial year to date), be transferred from the Council's current account into the Barclays capital account in order to provide match funding for the capital project, that any grant income and other donations received towards the costs of the project be deposited in the capital account, and that all funds so deposited in the account be used for expenditure on the capital project as appropriate.

It was reported that the Library Trustees also intended to deposit their contribution into the capital account.

Having declared a financial interest in item 6(2) on the agenda, the Chairman prepared to withdraw from the meeting during consideration of the next item on the agenda and proposed the appointment of Cllr Smith to chair the meeting in her absence and in the absence of the Vice-Chairman.

170/18 Election of Chairman

Resolved: That Cllr Smith be and she is hereby elected as chairman of the meeting with immediate effect for the consideration of Agenda item 6 (Planning Applications).

The Chairman withdrew from the meeting.

171/18 Planning Applications

Planning Applications were considered as follows:

- | | | | |
|----|--------------|-------------------|---|
| 1) | 18/03828/HOU | 26a School Lane | Construction of first floor to dwelling |
| 2) | 18/03869/HOU | 1 Moor Park Close | Demolish garage and replace with new side extension |
| 3) | 18/03889/HOU | 10 Chapel St | Rear extension |
| 4) | 18/03209/FUL | 127 Main St | Conversion of butcher's shop into 3 dwellings |

Resolved (1): That an objection be made to the planning authority as regards the proposed development at School Lane on the grounds that it would be out of character with the building's setting and the surrounding area within the Addingham Conservation Area.

Resolved (2): That an objection be made to the planning authority as regards the proposed conversion of the butcher's shop on Main St into 3 dwellings on the grounds that this development would lead to an unacceptable over-development of the plot to the detriment of residential amenity, and that the residents' parking associated with the dwellings would lead to increased problems of access and traffic safety in the area.

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.

172/18 Addingham Neighbourhood Plan

The Clerk reported that, following closure of the formal consultation on the Neighbourhood Plan, a draft consultation statement had been prepared and consultants were working to produce the next version of the Plan for submission to the planning authority. The landscape survey report would be available shortly, and the findings would be used to inform the drafting of the Plan, as appropriate.

The Chairman agreed to convene an extraordinary meeting of the Council to be held in early October for the purpose of receiving the revised draft Plan and draft Consultation Statement.

It was reported that, in the meantime, a meeting of the Neighbourhood Plan Forum had been organised, involving the current members of the group. In this regard, the resignations of two of the volunteer members of the Forum over the summer period were noted.

173/18 Property & Maintenance

The updated maintenance schedules were received and noted. It was noted that tree works had been carried out by BMDC maintenance teams in Hoffman Wood field in order to provide access for a tractor to enter the site. It was also reported that the Garden Friends had applied for permission to have a dead tree in Hen Pen removed. This was approved.

The report of the Lengthsman was received and noted.

Matters were discussed as follows:

- the overgrown trees to the rear of the Medical Centre had been inspected by Cllr Hindle following the meeting held on 2 August (Minute 150/18 refers). The Clerk was asked to clarify the regulations as regards permissible tree works with the Trees Officer at BMDC.
- Improvement works to the allotments were proceeding; new fence posts and a new strimmer had been acquired from funds notionally set aside for this purpose at the meeting held on 20 June 2018 (Minute 115/18

refers).

The MUGA inspection report was received and noted.

174/18 Use of Pavilion by Football Club

The Chairman reported that a meeting with the Football Club to discuss proposed arrangements for use of the premises had yet to take place, and a further report would be made to a future meeting.

175/18 Standing Orders

The Chairman presented recommendations for minor amendments to be made to Standing Orders in line with NALC recommendations.

Resolved: That amendments to Standing Orders 15, 17, 18 and 21 be approved, as recommended by NALC, and as set out in the list of revised wording attached as an annexe to these Minutes.

176/18 Legal Matters

It was noted that assurances had been provided by the Council's solicitor as regards proposals for a lease on 151a Main St (the Medical Centre).

Resolved: That a deed of covenant relating to the proposed lease of premises at 151a Main St be approved and the Chairman and Cllr Tennant be authorised to execute it on behalf of the Council.

177/18 Financial Matters

A. Invoices for payment

Resolved: That the presented list of accounts paid and invoices due for payment (including invoices presented at the meeting for reimbursement of the McAfee subscription, for reimbursement of the costs of posts for allotment fencing and for purchase of a new strimmer for use on the allotments), be approved, and cheques signed as required.

The Clerk's overtime claim for August 2018 was also presented to the meeting and agreed for signature by the Chairman.

B. Bank Reconciliation – end August 2018

The Bank Reconciliation to 10 September 2018 was received and noted.

178/18 Consultations and Correspondence

Correspondence received during the month, including an email from the Civic Society giving the date of the next blue plaque unveiling event, on 22 September at the Rookery, was noted.

179/18 Chairman's Remarks and Members' Discussion Forum

The Chairman reported that the recent Addingham Amble organised by Totally Locally to raise funds for Alzheimers charities had been very well-attended and the organisers were congratulated.

Cllr Tennant reported that a notice had been received by businesses on Main St warning of the closure of the road for some period of time in the Autumn. This would be followed up by the ward councilors.

180/18 Date of Next Meeting

The next Ordinary Meeting of the Council would be held on Wednesday 17 October 2018 at 7:00pm in the Memorial Hall.

181/18 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 182/18 below) on the grounds that it relates to confidential contractual matters.

182/18 Old School Capital Project – Selection of Preferred Supplier

The architect's report on tenders received and opened, in the presence of the Clerk and Cllr Appleyard on 5 September, was received and noted.

Resolved: That R N Wooler & Co be selected as preferred supplier for the Old School capital project building works.

The Clerk noted that a contingency had been included in the project budget, and was asked to investigate short term funding options with YLCA.

Meeting closed at 8.50pm.

Chairman