

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE MEMORIAL HALL, ADDINGHAM ON WEDNESDAY 20 MARCH 2019 AT 7:00PM

Present

Cllrs: Appleyard (from Minute 46/19 only), Batley, Coates (Chairman), Flesher, Jerome, Hindle, Mawson, Naylor and Smith

Absent

Cllrs Brady and Tennant

In Attendance

Parish Clerk – J Markham

Public – 6

43/19 Apologies for Absence

Received from Cllrs Brady and Tennant; reasons for absences approved.

44/19 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:

Cllrs Coates – Agenda item 5 – Old School Capital Project (as trustee of Community Library)

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

Disclosable Pecuniary Interests:

Cllr Flesher – Agenda item 10A –Invoice for payment

Dispensation requests received:

None

45/19 Public Consultation and Question Time, including Police Matters

A written report from the Police, giving crime prevention advice to quad bike owners, was read out to the meeting. No matters were raised by other members of the public present at the meeting.

46/19 Minutes of the Meeting held on 27 February 2019, and Progress Report, for information only, on Matters Arising from the Minutes

Resolved: That the Minutes of the Meeting held on 27 February 2019, having been taken as read, be approved and signed as a true and correct record by the Chairman.

Matters Arising:

Silsden Rd wall – further information on the costs of repair works had been provided by Cllr Naylor to the Vice-Chairman.

Pavilion - discussions were being pursued with the Football Club with a view to commencing the new letting arrangements from 1 May.

Gate to Pavilion entrance – the gate was now being kept locked; resident feedback had been limited.

Neighbourhood Plan – further information was awaited from BMDC.

Environment Group – a consultation meeting between the Group and Council members was due to be held shortly.

External Audit – confirmation had been received from NALC that consideration was to be given to the financial consequences of challenges raised by local electors for smaller authorities; this was to take place in the context of a consultation on proposed revisions to the Code of Audit Practice.

Councillor training – YLCA had offered to provide a bespoke session in Addingham after the local elections.

The remaining Matters Arising, as listed on the Agenda (see Minutes 47/19- 49/19 below) were considered separately for decision as required.

47/19 Maintenance Contractors

The Clerk tabled a schedule setting out expressions of interest from local contractors in undertaking minor maintenance work for the Council.

Resolved: That, pursuant to Financial Regulation 4.1, the Clerk, in conjunction with the Chairman of the Council or the Chairman of the Property & Maintenance Committee, be authorised to commission minor maintenance works, up to £500 in value, using any of the local contractors as listed on the schedule presented to the meeting, subject to the availability of funds in the Council's relevant maintenance budgets.

48/19 Good Friday Celebration

Arrangements for Good Friday were discussed and agreed, as put forward by Addingham Churches Together, and Cllrs Hindle and Flesher offered to help with erecting the Cross at Sugar Hill.

49/19 Old School Capital Project and Library Accommodation

At the invitation of the Chairman, Cllr Naylor reported on progress with the project. It was noted that building works on site were all but completed. The Council was advised that a gas meter and service contract would be required, and it was also noted that the phone line would need to be reconnected. The potential requirement for a second internet connection was discussed, and it was noted that additional work on installing IT infrastructure (cabling, server and data-points) as necessary on both floors of the Old School continued to be investigated, competitive quotations having been received from two specialist contractors. In the meantime, work had proceeded to follow up proposals for the housing of the village archive in the Hub; this had included a visit with volunteers to Bradford's photo archive at the Industrial Museum.

It was proposed that, in order to finalise outstanding infrastructure works before the next meeting, and to progress work on equipping the new building for opening, in line with equipment requirements identified in the project budget (and used as the basis for grant applications made in 2018), funds be set aside for expenditure during the month as appropriate.

Resolved (1): That, in furtherance of the completion of outstanding works on the Old School Capital Project, the Clerk be authorised to work with BMDC Library services to commission the reconnection of the Library phone line into the building.

Resolved (2): That the Clerk, in consultation with Cllr Naylor, continue to pursue the completion of all other outstanding matters on the Old School Capital Project, including the connection of gas services, and, if thought fit, the installation of an additional internet connection for the Hub, and that the Clerk be authorised to commit expenditure up to £500 for these purposes, if and when considered necessary.

Resolved (3): That expenditure up to £700 be authorised for the purpose of installing IT infrastructure in the Old School, and that the Clerk, in consultation with the Chairman and Cllr Naylor, be authorised to place purchase orders accordingly.

Resolved (4): That the Clerk, in conjunction with the Chairman and Cllr Naylor, be authorised to commit expenditure up to £15000, in line with the project budget, for the purpose of providing initial IT, associated equipment and furniture for the Old School, and that the Clerk, in consultation with Cllr Naylor, be authorised to continue work with suppliers and, if thought appropriate, place purchase orders accordingly.

Cllr Naylor also reported that the Library Trustees were looking into the costs of installing purpose-built shelving and a fitted desk/counter unit on the ground floor.

It was noted that the Hub Steering Group was to meet next on 22 March. In the absence of its chairman, Cllr Tennant, the Chairman invited Cllr Naylor to chair the meeting. This was agreed.

50/19 Planning Committee

The draft minutes of the meeting of the Planning Committee held on 27 February 2019 were received and noted.

51/19 Planning Applications

Planning Applications were considered as follows:

- | | | | |
|----|--------------|-----------------|------------------------------------------------------|
| 1) | 19/00716/HOU | 46 Main St | Dropped kerb with gate and reconfiguration of access |
| 2) | 19/00710/LBC | (details as 1) | |
| 3) | 19/00888/PAR | Gildersber Farm | Conversion of barn to 4 dwellings |
| 4) | 19/00939/HOU | 1 Coppy Rd | Construction of front, side and rear extensions |

Resolved: That an objection be sent to the planning authority in response to the consultation on the application for development at 46 Main St in order to endorse the comments made by the Conservation Officer.

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

52/19 Property & Maintenance

An update on maintenance matters, together with the written report of the Lengthsman, was received and noted.

Outstanding maintenance issues were discussed as follows:

- the door to the pavilion continued to cause problems for user groups. The Clerk was asked to bring quotations for replacing the door to the next meeting.

The Lengthsman reported on an audit of waste bins in the village. The Clerk was asked to request the repair or replacement of bins as appropriate. It was noted that a new waste bin had been provided, as requested, at the Nature Reserve.

53/19 Cricket Club Lease

The Clerk reported that the terms of the lease had now been finalised, and, subject to final checks by the Cricket Club's solicitor, documents were being drawn up for signature.

Having declared an interest in the next item on the agenda, Cllr Flesher withdrew from the meeting.

54/19 Financial Matters

A. Invoices for payment

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

The Clerk's overtime claim for February 2019 was approved.

Cllr Flesher rejoined the meeting.

B. Bank Reconciliation – end February 2018

The Bank Reconciliation to 11 March 2019 was received and noted.

C. Proposals for Expenditure

Proposals for expenditure were received.

Resolved: That payment of £30 be authorised for attendance at an SLCC training webinar on community engagement and involvement.

55/19 Consultations and Correspondence

Correspondence received during the month was noted.

56/19 Chairman's Remarks and Members' Discussion Forum

The following matters were discussed and noted:

- A new voluntary group, Addingham Good Neighbours, was being established.
- Members were invited to consider nominations for the annual awards 2019 and report back to the next meeting.

57/19 Date of Next Meetings

The next Ordinary Meeting of the Council would be held on Wednesday 17 April 2019 at 7:00pm in the Memorial Hall. A separate meeting of the Planning Committee would be convened if necessary.

Meeting closed at 7.40pm.

Chairman