

# ADDINGHAM PARISH COUNCIL

Annual Parish Council Meeting held at  
The Old School Room, Addingham on Wednesday 16th MAY 2012 at 7:00pm

## MINUTES

### 001/12 Election of Chairman for the Year 2012/13

**Proposed:** Cllr Jerome

**Seconded:** Cllr Tennant

**Resolved:** Cllr Coates, having indicated her willingness to stand for the position of Chairman, was nominated and elected as Chairman of Addingham Parish Council for the year May 2012 to April 2013.

### 002/12 Declaration of Acceptance of Office

**Resolved:** As Cllr Coates was absent at this point in the meeting, the Declaration would be signed on her arrival.

### 003/12 Appointment of Chair in the absence of the appointed Chairman

**Resolved:** Cllr Jerome was appointed as Chairman of the meeting, until the arrival of Cllr Coates.

### 004/12 Election of Vice Chairman

**Proposed:** Cllr Jerome

**Seconded:** Cllr Brady

**Resolved:** Cllr Campbell, having indicated his willingness to stand for the position of Vice Chairman, was elected Vice Chairman of Addingham Parish Council for the Year May 2012 to April 2013.

### 005/12 Present

Cllr's Brady, Hindle, Jerome, Mawson, Smith, Tennant, Coates (7.40P.M)  
District Cllr's Kelly and Naylor

### 006/12 Apologies for Absence

Apologies had been received from Cllr's Campbell, Cole, Flesher and Reddyoff.  
Cllr Coates had notified the Clerk of her late arrival before the start of the meeting.

### 007/12 Disclosures of Interest

*Members were reminded to declare their interest in any agenda items should such an interest arise.*

### 008/12 Admission of the Public

**Resolved:** In accordance with the Public Bodies (Admission to Meetings) Act 1960, Local Government Act 1972 s100/100A ss2/Schedule 12A Agenda Item 10 would be held in closed session as it involved the selection of Contractors to tender for the proposed scout hut/football pavilion project.

### 009/12 Public Consultation and Question Time, including Police Matters

**Police Matters** – reported crime remains low with only one incident reported in the last month, which was the theft of bicycles. The recent serious accident at Chelker Reservoir had been attended by officers from West Yorkshire however the area lay within the jurisdiction and responsibility of the North Yorkshire police force. Speedwatch campaigns were continuing and Cllr Brady offered to assist PCSO Lawrence carry out the monitoring of traffic speeds through the village. A request for new speed watch volunteers would be made by the Ilkley Gazette.

**Public Consultation** – no members of the public were present.

### 010/12 Previous Parish Council Minutes

**Resolved:** that the presented Minutes were accepted as a correct record of Addingham Parish Council's Ordinary Meeting held on the 18th April 2012 and were duly signed by the Chairman.

## **011/12 Planning Committee Minutes**

**Resolved:** Members accepted the approved Minutes of the Planning Committee meetings held on the 1<sup>st</sup> February and 4<sup>th</sup> April 2012.

## **012/12 Scout Hut & Football Pavilion Project**

This item would be discussed in closed session due to the confidential nature of the business to be transacted.

## **013/12 Civic Society, the Local Development Framework and Neighbourhood Plans.**

Following an update on a meeting held on the 2<sup>nd</sup> May between representatives of the Civic Society and the Parish Council

**Recommended:** Members agreed that the Clerk will send a letter to Andrew Marshall, Bradford BMDC formally notifying the District Council of the intention to establish costs associated with the production of a Neighbourhood Plan; and to formally notify them that Addingham Parish Council will seek funding from BMDC to carry out the production of a Plan and employ the services of a professionally qualified firm to help in production of the Plan, (subject to the cost information)

## **014/12 Parish Council Website**

Details of the new website had been circulated to Members prior to the meeting. The content and design were agreed as meeting the requirements for the Parish Council website and would form a firm basis on which to develop the site. It was envisaged that other local groups and organizations would utilise the website and provide links to their own organizations, thus building a comprehensive Village guide and improving access to local information.

## **015/12 Consideration of new Register of Members Interests**

Forwarded by Susan Hemmingway, City Solicitor, BMDC.

**Resolved:** Members reviewed the form noting that the form details seemed to be easier to complete and instructions for completion were straightforward. These comments to be forwarded, by the Clerk, to the City Solicitor.

## **016/12 Matters reported by the Clerk to Bradford MDC.**

The following matters had been reported to Bradford MDC:

Potholes – Old Mill Lane,

Condition of the pavement at the Junction of Moor Lane and Skipton Road.

## **017/12 Planning**

Following a decrease in the number of Planning Applications considered by the Planning Committee

**Resolved:** Members delegated authority to the Clerk, to make a response to BMDC on Planning Applications, where there are two or less applications to consider; and where no public objections have been made. This will be submitted after consulting with members of the Planning Committee by e-mail and agreeing the response with the Chairman of the Planning Committee.

### **Planning Application**

**Planning Ref:** 12/01809/HOU

**Location:** 21 Church Street Addingham West Yorkshire LS29 0QS

**Proposal:** Construction of detached garage

**Resolved:** Members agreed the following response to the above Planning Application.

**Comments:** Members were concerned at the potential removal of a tree in the Conservation Area and also that the garage although built to the rear of the property was on a bend and sightlines may be impaired.

## **018/12 Appointment of new Caretaker**

**Resolved:** Members agreed to delegate authority to an Employment Committee to consider applications for the position and make the appointment.

Employment Committee Members were agreed as Cllr Coates and Brady.

## **019/12 Transfer of land from the Secretary of State, at Newtown Allotment site and two sites on Silsden Road.**

Due to the timescale taken to receive the transfer of Title documents,

**Resolved:** Members agreed the Transfer of part of Registered Title documents, be sealed and signed by Cllr's Coates and, in the absence of Cllr .Campbell, Cllr. Jerome,

## **020/12 The Old School Reading Room**

Following discussion held with Library Volunteers and some concerns they raised

**Resolved:** Members agreed that a notice would be placed on the door asking visitors who wish to use the reading room to ask the Library Volunteers to open the room.

And further

**Resolved:** All regular users groups will be given a key to allow access at their appointed time. Periodic users will be allowed access by either the Caretaker or Clerk opening the room.

## **021/12 Request from Addingham Garden Friends**

**Resolved:** Members considered the request from the Garden Friends to re-paint the railings on the path between Main Street and Craven Crescent. (adjacent to the Lay-by Garden). They agreed to request, via a letter from the Clerk, that Bradford MDC carry out the work.

## **022/12 Addingham Cricket Club**

Cllr Jerome declared an interest in this agenda item as he owns neighbouring land and also leases land to the Cricket Club.

Following a meeting held between Representatives of the Cricket Club (ACC) and the Parish Council, the following issues had been raised by ACC.

In order to secure any grant funding to improve the ground and clubhouse, any lease that existed between the Council and ACC would have to be for a minimum of 25 years in length. The current lease expires in 2026. ACC recognized that there were a number of areas of improvement that had to be made including, the clubhouse, drainage of the pitch and improving training facilities to attract and keep new and existing players. A quote of £1000.00 had been given to ACC for a fully comprehensive site and facility assessment by a Quantity Surveyor.

**Resolved:** Members would consider the matter further at the next Council Meeting, Clerk to obtain a quote for i) extending the current lease and ii) drafting a new lease.

## **023/12 Chairman's Remarks and Correspondence**

**Chairman's Comments** – District Councillor Naylor requested permission to address the Parish Council regarding the recent submission made regarding the proposed land infill at Farfield Farm. It was widely believed that some of the infill material would be transported from Ilkley to the proposed site, should planning permission be granted by North Yorkshire CC. Members were concerned that the reality of the situation would be that the preferred route for Contractors would be through Addingham rather than the permitted route using the A59 and access to the B6160 from Bolton Abbey. Members were in agreement that there had to be some mechanism for enforcing the authorized route and those transgressors using Addingham as a short cut would be sanctioned accordingly. Members requested that the Clerk write again to NYCC asking for clarification on how the route criteria would be enforced and insisting that enforcement did take place and appropriate sanctions be imposed.

### **Correspondence -**

Copies of the Minutes of various BMDC Meetings.

Update on the works carried out by BMDC on the path leading from Bolton Road to the Sawmill, including installation of a ramp and the setting back of the gate. This work had been requested by the Parish Council and residents.

Clerk to write to BMDC, following request by Bracken Ghyll Golf Club for the siting of a new waste bin near Shearing Path

Clerk to write to Civic Society requesting that correspondence sent to BMDC be forwarded to the Parish Council prior to submission to BMDC,

## 024/12 Finance

### A. Invoices for payment

**Resolved:** that the presented list of invoices paid and due for payment were approved, and cheques signed as required.

### B. Risk Assessment

**Resolved:** Cllr Tennant and the Clerk would consider the risk assessment policy and make appropriate recommendations to Members at the next Ordinary Meeting.

### C. Grant to Addingham Garden Friends.

**Resolved:** Members agreed to the payment of £200.00 to Addingham Garden Friends. A cheque for £500.00 has already been raised (under delegated authority of Clerk and Chair); this takes the total grant payment to £700.00- consistent with the previous year's grant.

Clerk to request that the Garden Friends submit a summary of how the money is spent- this is consistent with the requirement that the Parish Council must comply with when they receive grant funding for specific projects.

## 025/12 Date of Next Meeting

The next Ordinary Meeting of Addingham Parish Council will take place on Wednesday 20th June 2012 at 7:00pm, at The Old School Room).

## Supplementary Agenda Minutes

### 026/12 Committee Membership

**Resolved:** The following appointments to Committee's of the Council were agreed as:

Finance Committee – Cllr's Coates, Campbell, Jerome & Tennant  
Planning Committee - Cllr's Mawson, Hindle, Brady, Tennant, Jerome and Smith.  
Scout Hut/ Football Pavilion Committee – Cllr's Mawson, Hindle, and Jerome  
Allotments Committee – Cllr's Tennant, Mawson, Hindle & Smith  
Xmas Lights working Party – Cllr's Tennant, and Brady

### 027/12 Representation by Councillors on external bodies.

**Resolved:** The following Councillors were appointed to serve as Representatives of the Parish Council on the following external bodies:

Addingham United Charities – Cllr's Campbell and Hindle  
Addingham Community Library Committee – Cllr Coates.

### 028/12 Schedule of Ordinary Council Meetings for the year 2012/13.

**Resolved:** The scheduled Ordinary Meetings were agreed as:

- 20<sup>th</sup> June 2012
- 18<sup>th</sup> July 2012
- No Meeting in August 2012
- 16<sup>th</sup> September 2012
- 17<sup>th</sup> October 2012
- 21<sup>st</sup> November 2012
- 19<sup>th</sup> December 2012
- 16<sup>th</sup> January 2013
- 20<sup>th</sup> March 2013
- 17<sup>th</sup> April 2013

## Confidential Minutes

### 029/12 Scout Hut & Football Pavilion Project

Resolved: Members finalised the list of Contractors, who would be invited to Tender for the proposed project.