

**ADDINGHAM PARISH COUNCIL  
ANNUAL MEETING OF ADDINGHAM PARISH COUNCIL**

held at The Old School Room, Addingham  
on **Wednesday 15th MAY 2013** at **7:00pm**

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**MINUTES**

**001/13 Election of Chairman for the Year 2013/14**

**Proposed:** Cllr Brady

**Seconded:** Cllr Jerome and

**Resolved:** That Cllr Coates was elected as Chairman for the year May 2013 to April 2014.

**002/13 Declaration of Acceptance of Office**

**Resolved:** Cllr Coates signed her Declaration of Acceptance of Office for the year May 2013 to April 2014.

**003/13 Election of Vice Chairman**

**Proposed:** Cllr Campbell

**Seconded:** Cllr Hindle and

**Resolved:** That Cllr Mawson was elected as Vice-Chairman for the Year May 2013 to April 2014.

**004/13 Present:**

Cllr's: Brady, Campbell, Flesher, Hindle, Jerome, Mawson, Naylor, Smith, Tennant, Coates (Chairman).  
District Cllr: Kelly

**005/13 Apologies for Absence**

**Resolved:** apologies had been received from Cllr Cole

**006/13 Disclosures of Interest**

*(Members Code of Conduct)*

No declarations of interest were declared at this point in the meeting.

**007/13 Admission of the Public**

*(Public Bodies (Admission to Meetings) Act 1960, Local Government Act 1972 s100/100A ss2/Schedule 12A)*

None of the tabled items were required to be held in closed session.

**008/13 Public Consultation and Question Time, including Police Matters**

**Police matters.** – no Police Officer was present at this time. Cllr Coates raised concern over reports of Cold Calling visits being carried out in local no cold calling zone- clerk to forward this information to the Police.

**Public Consultation** - Members of the public present were present to address the council on agenda item 13

**009/13 Previous Parish Council Minutes and Progress Report, for information only, on Matters Arising from the Minutes which are not included elsewhere on the Agenda**

**Previous minutes**

**Resolved:** that the presented Minutes were accepted as a correct record of Addingham Parish Council's Ordinary Meeting held on the 17th April 2013 and that they were signed by the Chairman.

**Matters arising**

Cllr Jerome raised the topic of the Remembrance Day proposals and questioned whether there would be a requirement for refreshments to be served in the Memorial Hall at the close of the Ceremony; suggesting that a consideration is given to a change in the start time of the actual service at the Memorial.

**(212/12) Addingham Cricket Club** – Cllrs Jerome and Smith and Coates declared a **personal interest** in this Matter.

Following onsite meetings with Bradford MDC and the submission of a revised quote by one contractor which now excluded labour and plant costs. BMDC has agreed to supply the materials to carry out the drainage improvements, this is in place of providing grant funding. The Parish Council would not be involved in the project at this stage.

**(219/12) Tour de France Committee (TDF)** - a Village meeting was being held on Thursday, 23/5/13 bringing interested parties together to further discuss the TDF.

**(220/12) Garden Allotments:** Clerk to establish whether Parish Ordnance Mapping Service is suitable as a tool to use in determining a value for the land in question.

**(241/12) Blue Plaque Scheme** – Members agreed that the Council should have sole responsibility for the installation of a blue plaque on the School House. Future proposals put forward by the Civic Society for other plaques and requests for possible part funding would be considered on their own merits

**(242/12) Path improvements at the Recreation Ground** – BMDC representative to meet clerk on site to discuss further.

### **010/13 Committee membership**

**Resolved:** Members were appointed to the following committee's

- Finance: Cllrs Coates, Campbell, Jerome and Tennant
- Planning: Cllr's Coates, Brady, Flesher, Hindle, Jerome, Smith, Mawson, Tennant,
- Allotments: Cllr's Hindle, Mawson, Tennant and Smith

**Resolved:** Members agreed to the formation of a Property and Maintenance Committee. This committee will replace the Scout Hut/football pavilion committee.

Committee Members are confirmed as Cllr's Hindle, Mawson and Tennant.

**Resolved:** no further committee's are required in order to carry out the duties of the Parish Council.

### **011/13 Representation by Councillors on external bodies**

**Resolved:** the following Members will 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's Coates and Naylor.

### **012/13 Schedule of Ordinary Council Meeting for the year may 2012 to April 2013.**

**Resolved:** The ordinary meeting schedule was agreed as:

19<sup>th</sup> June 2013  
17<sup>th</sup> July 2013  
August- NO MEETING  
18<sup>th</sup> September 2013  
16<sup>th</sup> October 2013  
20<sup>th</sup> November 2013  
18<sup>th</sup> December 2013  
15<sup>th</sup> January 2014  
19<sup>th</sup> February 2014  
19<sup>th</sup> March 2014  
16<sup>th</sup> April 2014.

### **013/13 Scout Hut & Football Pavilion**

Following a meeting, held on site, between Cllr's Coates and Mawson and Mr. P. Jennings (Scout Leader), to discuss various snagging issues and outstanding matters.

Issues raised-

Positions of coat hooks – Scouts were informed they could not be placed in the Entrance Hall; another location within the main Hall would have to be used.

A list of snagging issues would be sent to the Contractor for resolution.

The doors to the external storage container were to be painted, by the Scout Group's appointed contractor, to improve the visual amenity for neighbouring properties.

A request to consider the laying of a path adjacent to the scout hut, (from the exit of the rear fenced area to the front of the pavilion) was considered. However members felt that a more appropriate route would be to link a path from the rear exit to the path which runs up from the Playground to the Pavilion. The final path plans should be considered further when the Path to the MUGA was completed and the onsite meeting with BMDC had occurred. Members also agreed that the outstanding signing of the lease should be completed by the end of the following Month – Clerk to liaise with the Council's Solicitor.

**Members considered the following requests**

- a) Construction of a roofed shelter adjacent to the storage container which would allow Scouts to access the container in inclement weather. Scout Group also request assistance with funding of this matter.

**Resolved: Members did not consider the shelter to be an acceptable addition to the building and would not make any further financial contributions to the building.**

- b) Removal of tree stump, the tree having been felled by the scouts as they were advised that construction works had undermined the roots which could have made the tree unsafe.

**Resolved: Cllr's Hindle and Mawson to investigate further the proposal to remove the tree stump as access to remove with a stump grinder may not prove possible.**

**014/13 Various Leases**

Following correspondence between the Council solicitor with both the Civic Society (MUGA Lease) and the Scout Leader (Scout Hut Lease)

Scout Hut- see Minute ref013/13

MUGA lease – Representatives of the Civic Society addressed the Council. They had received a draft copy of the lease from the Council solicitor, they raised the issue of the insurance clause as they had found it difficult to insure the structure as the insurers they had approached all classed the MUGA as a building and insurance quotes had exceeded £1000.00. They were concerned that having to pay a large insurance premium would have a significant impact on the ability to build up a maintenance reserve.

BMDC would not insure it and would not act as agent to secure a lower insurance quote.

Members commented that the MUGA should be insured against malicious damage, and requested that the Civic Society consult with other insurance brokers to resolve the issue

Cllr. Naylor would liaise with BMDC to establish what insurance policies they held in relation to this type of play area.

Addingham Primary School would like to use the MUGA to host a sports camp in early June. The Civic Society request that the lease is in place before this event.

Planned completion date is the end of May.

**Resolved: Item to be deferred for final resolution at the June Meeting.**

**015/13 Planning Applications**

**Resolved: Members agreed the following responses to the following Planning Applications**

**Planning Ref:** 13/ 01622/HOU

**Location:** 22 Wharfe Park Addingham West Yorkshire LS29 0QZ

**Proposal:** Construction of single storey side extension

**Resolved: No Objections**

**Planning Ref:** 13/ 01727/HOU

**Location:** Hill Crest 39 Bark Lane Addingham West Yorkshire

**Proposal:** Porch at north side of house

**Resolved: No Objections**

**Planning Ref:** 13/ 01631/HOU

**Location:** 19 North Street Addingham West Yorkshire LS29 0QY

**Proposal:** Side elevation, gable / dormer extension enlarging the current box bedroom and creating a home office / study and front door canopy plus associated external and internal works

**Resolved: No Objections**

**Planning Ref:** 13/ 01736/HOU

**Location:** 6 Springfield Mount Addingham West Yorkshire LS29 0JB

**Proposal:** Construction of single storey extension

**Resolved: No Objections**

**Planning Ref:** 13/ 01403/HOU

**Location:** 1and 2 Town Head Barn Skipton Road Addingham West Yorkshire

**Proposal:** Double garage renovation with pitched roof and extension to front of garage

**Resolved: No Objections**

## **016/13 Matters reported by the Clerk to Bradford MDC.**

The following matters had been reported to Bradford MDC  
Drainage issues at the Recreation Ground Silsden Road – possible collapsed drains  
Handrail on steps leading from Ridleys fold to Southfield Terrace.

## **017/13 Transfer of land from Secretary of State at Newtown Allotment site and two sites on Silsden Road.**

**Resolved:** Transfer of land from the Department of Transport has been legally completed, and Members were notified of the terms of the transfer.

## **018/13 Chairman's Remarks and Correspondence**

### **Chairman's remarks-**

Cllr Naylor gave an update on the Tour de France preparations and a meeting which had been held on the 10<sup>th</sup> May 2013.

Welcome to Yorkshire has bid for another cycle race, and Bradford MDC has been asked, by British Cycling, to host it. There is also the possibility that the ETAP, an amateur race which occurs prior to the TDF would also use the proposed route the week-end before the actual TDF.

The Local police authorities were still considering which regional force would be in charge of the TDF. BMDC would host a meeting with Parish Councils which were situated on the proposed route; however this would not take place for another two months. The Central Government grant of £10 million was being administered and managed by Sport England.

Practicalities of the TDF visit need to be considered and BMDC are starting to look at the co-ordination of the event.

The route will be confirmed on the 23<sup>rd</sup> October 2013.

Addingham Primary School would like to see a lasting legacy from the TDF and are looking at the possibility of installing a cycle track in the school grounds subject to achieving sufficient funding.

Members commented that the interests of the Village and residents need to be considered the practical impact of the TDF needed to be analysed and adequate fore-planning was needed to protect residents. E.g. parking for residents on the planned route, road diversions and ability to access the Village, availability of public conveniences.

Cllr Coates informed Members that the new Heartstart defibrillator, which the Council part-funded was being handed over on Saturday 18<sup>th</sup> May 2013.

Members commented that the Annual Parish Meeting had been well attended and well received.

**Correspondence-** A summary of notable correspondence received was presented to Members.

Notice of a TDF meeting to be held 25/5/13 – to establish a committee from interested organizations and individuals within the Village.

E-mail regarding Lower Stamphill Allotments- the matter had been resolved prior to the meeting.

E-mail regarding correspondence received from Craven District Council regarding the wind turbines at Chelker Reservoir and possible actions that might be taken resulting in their removal

Update from the Civic Society on their proposal for a Xmas Light Procession as part of the Xmas Light switch on..

Copies of the grant agreements between WREN and YOUR Venture with the Civic Society for the MUGA funding.

## **019/13 Finance**

### **A. Invoices for payment**

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

### **B. Risk Assessment**

**Resolved:** Members agreed that the current risk assessment is sufficient to protect the councils assets and reduce potential liabilities and ensure members of the public using council property can do so safely.

## **020/13 Date of Next Meeting**

**Resolved:** The next Ordinary Meeting of Addingham Parish Council will take place on Wednesday 19th June 2013 at 7:00pm, at The Old School Room.