

ADDINGHAM PARISH COUNCIL

ORDINARY MEETING OF ADDINGHAM PARISH COUNCIL HELD AT THE OLD SCHOOL ROOM, ADDINGHAM ON WEDNESDAY 17TH SEPTEMBER 2014 AT 7:00PM,

MINUTES

065/14 Present

Cllr's Brady, Coates (Chairman), Flesher, Hindle, Jerome, Mawson (Vice-Chair), Naylor, Tennant

066/14 Absent

Cllr's Campbell, Smith and Cole

067/14 Apologies for Absence

Apologies had been received from Cllr's Campbell and Smith.

068/14 In Attendance

M Holland - Clerk, Mr. G Smith – Website support, 1 member of the Public, 1 member of the Police Force till 7.10 p.m.

069/14 Disclosures of Interest

(Members Code of Conduct)

No disclosures of personal and pecuniary interests were declared at this point in the meeting.

Members were reminded to declare any interest should it become apparent during discussion of agenda items.

070/14 Admission of the Public

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

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

071/14 Public Consultation and Question Time, including Police Matters

Police Matters - During the period there had been 4 recorded crimes; 1 criminal damage to property, 1 damage to motor vehicle, 1 theft of property, 1 theft of goods from Co-operative Store; the latter crime had been caught on CCTV and the police was confident of an arrest for this offence. During the summer there had been a burglary at the Golf Club where cash had been taken. The following evening North Yorkshire Police had stopped a vehicle and were able to detain occupants and charge them with going equipped. These parties were also charged with the Golf Club burglary.

Speedwatch had continued during the summer with Silsden Road remaining a problem area with a total of 80 vehicles being detected exceeding the speed limit in one hour.

Public Consultation-

Mr. G Smith, who provides the Parish Council with website support, addressed the Council to seek their opinion on whether he should set up a Facebook and Twitter Account for the Parish Council. Members agreed that this would be a good way to reach younger residents of Addingham and agreed to the setting up for a trial period. Members also agreed that the advert for the Lengthsman should be placed on "Ilkleychat".

072/14 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 Annual Meeting held on the 16th July 2014 and they were duly signed by the Chairman.

Matters Arising

221/13 trees - BMDC have returned a telephone call. Clerk to arrange an onsite meeting with BMDC to discuss various tree concerns.

063/14 Audit Report – quote for insurance of Xmas lights is still outstanding, Clerk to action.

BT phone box at The Green – e-mail sent to BT asking whether they agree that BMDC objected to the removal of equipment. Reply outstanding. BT has been asked whether adoption can be resurrected or failing that can they please carry out essential maintenance work to the telephone Box.

073/14 Introduction of Ms. L Horn, Craven Ward Officer

Ms. L Horn addressed members of the Council. Ms Horn had been appointed as Craven Ward Officer with effect from the 21/7/14. In addition to Craven Ms Horn was also responsible for Central Keighley. Ms Horn is familiar with the Area as she has held the post of Craven Ward Officer in the past. Members agreed that communication links with KAO were important, particularly with regard to Notice of Neighbourhood Forum meetings.

074/14 Tour De France Committee – Addingham

Resolved: Members did not make any decisions as final accounts had not been received; the festival sub-committee had not delivered a final schedule of income and costs to the TDF Committee.

Members agreed that the TDF committee must produce a final complete set of accounts at the next Parish Council meeting as it would then be a full three months since the TDF.

Clerk to write a response to a letter received from one of the stall holders stating the Parish Councils opinion and position in relation to the Festival.

Members confirmed that the accommodation costs of the Leeds Metropolitan University students would be dealt with in the following way.

Scouts proportion to be netted off the loan balance – (agreed by the PC for the installation of sound-proofing panels),

Football Club proportion to be remitted to the Club

075/14 Neighbourhood Plan

Cllr Naylor had attended a meeting, with Ilkley and Burley in Wharfedale Parish Council Representatives, which had been held to discuss their Neighbourhood Plans and issues, including transport links, infrastructure and education provision, which affected neighbouring Parishes. It appeared that infrastructure around transport links were the main concern of Burley Representatives however this had not been fully appraised in terms of the impact on Ilkley and Addingham. It was noted that there would be differing opinions on Infrastructure within each area and what would benefit one area would not necessarily benefit neighbouring parishes. Bradford MDC were preparing the final draft of the Core Strategy, with release of the document due in October 2014. It had not yet been made clear how BMDC would be treating the Community Infrastructure Levy, it was noted that a Parish which had adopted a Neighbourhood Plan could be entitled to keep 25% of the Levy raised in their Parish.

A Neighbourhood Plan will not prevent development of housing units as stipulated in the Core Strategy, once adopted, However a Plan would allow a parish to have more control over the development of housing in terms of design, location and number above the quantity as stated in the Core Strategy.

Nationally the number of Neighbourhood Plans being produced were growing and it had become apparent that the process was not as costly as had been first envisaged.

Cllr Naylor advised that during the initial investigations made by Silsden & Steeton it was clear that many policies contained within the Plans were standard and could be easily adopted to each individual Parish

Resolved: Members deferred the decision to make an application to Bradford MDC for Addingham to become recognised as a Neighbourhood Area under Part 2, Section 5 of the Neighbourhood Planning (General) Regulations 2012.

Members agreed that the Clerk should investigate the availability of Grants to cover the costs of any Neighbourhood Plan and also seek an initial quote from Kirkwells to produce an Addingham Neighbourhood Plan; this is the company who have been appointed to help produce the Neighbourhood Plan for Silsden & Steeton with Eastburn.

And Further

Resolved: Members deferred decision on consider whether to form a sub-committee to interview prospective companies who can assist in producing a Neighbourhood Plan, and determine the preliminary details required in order to facilitate the production of the Plan and also determine the Terms of Reference for any subsequently appointed Company. This decision would be reconsidered when the above report from the clerk had been considered.

076/14 Lengthsman update

The meeting held between Cllrs Hindle, Mawson, Coates, Naylor and Silsden Town Council Representatives had resulted in the production of a job description and an advert had been displayed on both Silsden and Addingham Council Notice boards. There had been three enquiries from Silsden, two expressed an interest in working in Silsden and one who was interested in either area or both. No enquiries had been received to date from Addingham.

The next step would be to meet with Parks & Landscapes Department, BMDC to establish what the impact of cuts in their service provision would have on the duties of a Lengthsman. This meeting would be held in October. One of the Lengthsman duties would be to clean and maintain the public conveniences as BMDC had indicated that they would be closing the current facilities to meet budget cuts. Cllr Naylor confirmed that BMDC would continue to service the public conveniences on Sugar Hill until the end of the current Financial Year i.e. March 2015. Cllr Naylor was making further enquiries on possible reductions in water rates and business rates and whether grants were available to refurbish the facilities.

Cllr Naylor had also held talks with the current Finance Director of BMDC who confirmed the level of budget cuts that would have to be implemented over the period 2015 to 2020. This means that Addingham Parish Council is going to have to look at what services they wish to maintain/provide and will have to budget accordingly for them.

No Resolution required

077/14 Xmas Lights and Xmas Market

Following a Totally Locally meeting held on 2/9/14, which the Clerk had attended, the Xmas Market and Switch On date has been agreed as 29 November 2014. The Market will commence at 2.30p.m. and Switch On will be at 4.30 p.m. The Clerk confirmed that an application to close Main Street between Chapel Street and Bolton Road junctions, from 4.15 p.m. till 5.15 p.m., had been submitted to Bradford MDC.

Resolved: Members agreed to grant £750.00 to the "Totally Locally" Group funds to assist in the financing of the Xmas Market.

And Further

Resolved: Cllr Coates confirmed that she had liaised with Welcome to Yorkshire and was hopeful that they would be able to assist in securing someone with links to the TDF to perform the Switch-On.

078/14 MUGA lease

Members of the Civic Society confirmed that the Society had agreed to operate the MUGA on the basis of a Village Asset which would be kept maintained through fund raising activities of the Society. They had sought advice on the Lease as signed by former Trustees and this information was to be forwarded to the Parish Council Solicitor.

Resolved: Clerk to liaise with the Parish Council solicitor to discuss the matters raised by the Civic Society.

079/14 Request to carry out works on Parish Council Land at 5 Kitty Fold.

Resolved: Members agreed to authorise the work required by the resident, which would involve the temporary digging of a drainage channel on Council owned land, to carry out remedial drainage works.

080/14 Request from Addingham Football Club

Members received an update on the meeting held with Addingham Football Club regarding their intention to start a Junior Football team, and apply for funding to improve the pitch quality.

Resolved: Members did not agree to the awarding of a grant to assist the Football club with their on-going pitch maintenance.

And Further

Resolved: Members confirmed that there is a long term commitment to allowing the field to be used for the purpose of football/other sports which will now allow the football club to try and secure funding from the Football Association to improve pitch quality. Clerk to confirm this in writing.

And Further

Resolved: Members did not agree to the requests from football club for temporary fencing to define the pitch area. They did agree that the Football Club, at their own cost, could erect a 4ftx3ft sign using the existing posts at the entrance and should seek advice from Bradford MDC as to any permissions required.

And further

Resolved: Members agreed that the Clerk should seek three quotes to improve the car park surface and re-install a gate.

And further

Resolved: Clerk along with Maintenance Committee Members would arrange a meeting with the Tree Officer Bradford MDC to look at the concerns in relation to trees which are adjacent to the Football Field.

081/14 Storiths Court resident's comments on the football/Scout Pavilion and condition of the car park.

Following receipt of a letter detailing concerns of Storiths Court residents.

Resolved: Clerk to write a response to the residents, detailing what work the Council would undertake to address their concerns, and further

Resolved: Clerk to secure three quotes for improvement works to the car park and also for a gate to be re-installed

082/14 Adoption of Model Financial Regulations.

Proposed: Cllr Naylor

Seconded: Cllr Tennant

Resolved: Members agreed to adopt the NALC Model Local Council Financial Regulations.

083/14 Review of Model Standing Orders and adoption of revised Model Standing Orders March 2014

Proposed: Cllr Coates

Seconded Cllr Jerome

Resolved: Members reviewed Addingham Parish Council Standing Orders, and further agreed to adopt revised orders in relation to:

Recording of Meetings as governed by the Openness of Local Government Bodies Regulations 2014, effective from 6 August 2014, using the template provided by YLCA to determine Addingham Parish Councils policy and procedure for complying with the above legislation.

084/14 Adoption of Parish Council Complaints procedure

Proposed: Cllr Naylor

Seconded: Cllr Tennant

Resolved: Members agreed to adopt Model Complaints procedure as issued by NALC in July 2014.

085/14 Scout Hut/Pavilion

Clerk had submitted a letter of complaint to British Gas following protracted telephone conversations and complaints handled over the telephone. A response from British Gas is outstanding.

Clerk to liaise with Parish Council Solicitor on the matter of the outstanding lease

No Resolution made.

086/14 Sale of land currently rented to residents as Garden extension.

Members consider the offer letters received, and also consider issues raised with regard to trees and boundary wall.

Resolved: Members agreed that as the offers received from residents did not meet the market value as assessed by Messrs Westlake & Co then the offer for sale would be withdrawn. Clerk to inform residents. Clerk to liaise with Bradford MDC Tree Officer to arrange a site visit to secure his opinion on trees which are situated on the above land and about which the Council had received comments of concern.

087/14 Matters reported/to report to Bradford MDC.

Broken road sign at Crossbank Road

Wall being pushed out by Tree at Back Beck Lane

088/14 Chairman's Remarks and Correspondence

Chairman's Remarks-

All matters had been dealt with on the agenda.

Correspondence

- BMDC Minutes
- Letter from Addingham Women's Institute regarding the possible re-siting of a bench they presented to the Village. It currently sits behind the Primary School however view is now blocked by trees and it is overgrown. Clerk to advise no alternative location could be suggested and bench condition probably precluded re-siting.
- E-mail received during the summer holiday regarding the noise level of Addingham Moorside Festival. Complaint forwarded to BMDC who have contacted the resident and are making further enquiries
- Advance Notice Addingham Neighbourhood Forum to be held on 4/11/14 at 7.00 p.m. in Memorial Hall.
- Thank you letter from Yorkshire Air Ambulance for donation.
- Notice of Library AGM to be held on 23/9/14 at 6.30 p.m. in the School Room.

089/14 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. Blue Plaque for the Old School

Resolved: Members agreed to the revised budget of £259.65 net, based on increased wording requirement. Clerk to order Plaque.

090/14 Date of Next Meeting

The next Ordinary Meeting of Addingham Parish Council will take place on Wednesday 15th October 2014 at 7:00pm, at The Old School Room.