

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE OLD SCHOOL ROOM, ADDINGHAM ON WEDNESDAY 16 FEBRUARY 2016 AT 7:00PM

Present

Cllrs: Batley, Brady, Coates (Chairman), Flesher, Hindle, Jerome, Mawson (Vice Chairman), Naylor, Orr, Smith and Tennant.

In Attendance

Parish Clerk – J Markham
PCSO Jonathan Turnbull (Minutes 32/16-34/16 only)
Mr Tony Poole, BMDC (Minutes 32/16- 35/16 only)
Local electors – 4 (to Minute 44/16)

32/16 Apologies for Absence

None

33/16 Disclosures of Interest

Pursuant to the Council's Code of Conduct, Members were invited to disclose any additional interests (not already listed in the Register of Interests), and to note in the Declarations of Interests Book any previously disclosed interests, relevant to the business of the meeting.

Relevant interests noted: Members disclosed the following interests and noted them in the Attendance/Declarations of Interests Book:

Cllr Hindle: Personal interest in 12B – s.137 payment to Hang onto a Dream

34/16 Public Consultation on Police Matters

At the invitation of the Chairman, PCSO Turnbull addressed the meeting, listing crime statistics in the area for February and March, including the recent burglary incidents at the primary school and golf club, and noting that the incidence of crime in the village appeared to be on the increase as result of organised groups, possibly operating out of Bradford. PCSO Turnbull provided copies of leaflets and burglary toolkits and advised on the content of messages which could be placed by the Council on the website and an Addingham Quack to warn residents to be vigilant. He also commented on his recent visit to the development site at the Acres, and agreed to continue monitoring traffic flows.

35/16 Drainage Issues

Welcoming Mr Poole to the meeting, and with the agreement of members, the Chairman moved to take the first section of agenda item 4 as the next item of business.

The draft agenda prepared for the joint meeting with water and drainage authorities on 24 March was considered, and the issues on which BMDC had powers to respond were explained. Mr Poole agreed to send a team to inspect the beck and gully problems, and the Clerk was asked to confirm matters with him by email contact.

36/16 Public Consultation and Question Time

A local elector addressed the meeting on the issue of cold callers on Stamp Hill Close, registered as a cold calling zone. It was agreed that details would be placed on the Council website to advise residents concerned by such calls to take the caller's details and report the incident to the Crime Prevention Unit.

37/16 Minutes of Meeting held on 17 February 2016 and Progress Report, for information only, on Matters Arising from the Minutes

Resolved: That the Minutes of the Meeting held on 17 February 2016, having been taken as read, be approved and signed as a true and correct record by the Chairman.

Matters Arising:

Grit bins and piles – Bradford MDC had noted that the replenishment of the grit piles was on the list of scheduled works. The Chairman had visited the Co-op to follow up again on the request for an additional bin outside the shop. Cllr Naylor reported that BMDC were currently reviewing their gritting schedules for the following winter season; the requirements in Addingham would be discussed at the next meeting.

Tree works – an application for work on trees thought to be affecting drainage at sites in the village had been submitted. Cllrs Flesher and Hindle were to inspect the tree root growth, which was possibly associated with the flooding problems on Stockinger Lane,

Maintenance issues – it was reported that Cllr Hindle and the Lengthsman had carried out a repair to a blocked drain at the Sugar Hill toilets. A number of minor repairs at the Sugar Hill garden site remained outstanding.

Electricity contract for Old School – the Clerk reported that the contract had been renewed with SSE for 2 years.

Funding applications – KIVCA – further information on the community bus had been requested, and the situation at the **Youth Centre** continued to be monitored.

Bowling Clubhouse - Insurance – the Club had been informed of the Council's insurance cover, and advised to ensure that their contents were insured separately.

Defibrillators: Cllr Smith reported that the re-siting of the defibrillator on the outside of the Memorial Hall was to be discussed at a meeting on 17 March.

The remaining Matters Arising, as listed on the Agenda (see Minutes 35/16 above and 38/16-39/16 below) were considered separately for decision.

38/16 Library Refurbishment and Grant Application

It was reported that listed building consent for the refurbishment had now been received. The Chairman confirmed that a lease from the Council would be required by the Library Trustees as part of the grant application. A draft had been prepared and solicitors had been instructed. Also, the Trustees had requested an additional letter confirming support from the Council, as already approved, and it was

Resolved: That the Parish Council stand as third party funder in respect of the grant application made by Addingham Library Trustees to WREN, providing funds, as required, from the initial budget of £6000 allocated to the library refurbishment project, and that the Clerk be authorised to draft and send a letter to the Trustees to this effect.

39/16 Wall on Stockinger Lane

It was reported that the first quotation for repair of the dry stone wall had not yet been made available in writing, and the item was deferred for decision to a future meeting.

40/16 Planning Committee

The draft minutes of the meeting of the Planning Committee held on 3 March 2016 were received and noted, and the recommendation of the Committee, as regards the online petition requesting rights for local councils to appeal planning decisions, was received.

Resolved: That the Parish Council sign an online petition requesting that third parties affected by planning decisions have a right of appeal to the Planning Inspectorate.

41/16 Addingham Neighbourhood Plan

Cllr Mawson reported on the progress of the Neighbourhood Planning Steering Group.

At the invitation of the Chairman, Mr Taylor representing Addingham Plan Scrutiny Group, then presented a report with proposals for liaison with housing developers, such as those currently working on the Acres site. After discussion, it was **Resolved** to refer the matter for further consideration by the Neighbourhood Plan Steering Group.

42/16 Tree Planting in Village

Proposals from the Addingham Scouts Group for the planting of trees in the village, including on Council-owned land, had been circulated and were discussed. It was noted that a proportion of the trees were to be planted on land at the primary school, but after full discussion of possible ongoing maintenance issues, it was

Resolved: That permission for the planting of trees by the Addingham Scouts Group on Council-owned land (specifically on those areas by the Pavilion, below the playground, and on the old football field, as identified on plans submitted by the Scouts) be refused, and that the Clerk be authorised to inform the Scouts accordingly.

Cllr Naylor suggested that some areas in Silsden might be suitable for tree planting, and the Scouts would be advised to contact him direct.

43/16 St Peter's Fete and Queen's Birthday Celebrations

The Chairman reported on plans for the Queen's birthday celebrations on Saturday 11 June, and recommendations for support from the Council for the event were considered. In this regard, it was noted that a complimentary commemorative medal had been received and would be retained for display in the Old School.

Resolved: That funding of up to £165 (for the purchase of prizes and union jack decorations) be approved to support the costs of a village celebration on 11 June, being organised in conjunction with St Peter's Church to commemorate the Queen's 90th Birthday.

Further **Resolved** that the Clerk be authorised to make an application to BMDC for the closure of Main St to traffic for one hour from 1.00pm on Saturday 11 June, to enable the passage of a procession to mark the occasion of the Queen's 90th Birthday.

44/16 Correspondence

Correspondence circulated for information, as set out on the attached Correspondence List (Appendix 1), and as additionally circulated to members for information after publication of the agenda (items indicated by asterisk on Appendix 1), was noted. The following items of correspondence were discussed and matters agreed, as appropriate, as follows:

- i. First Aid courses– noted that courses were being run by Keighley First Aid Association.
- ii. Footpath in field between bypass and Marchup beck – residents' concerns were noted and the Clerk reported

that the issue had been reported to BMD. It was then **Resolved** that the Clerk prepare a letter to the owner of the field requesting that he contact the Council to discuss the securing of the livestock, the letter to be delivered to him at the site.

- iii. Meeting with Ilkley town council – **Resolved**, that the Clerk be authorised to make arrangements for the Chairman to meet the chairman of Ilkley town council to discuss the review of proposals for a local cycle way.
- iv. Garden extensions – a letter from the residents of 23 Moor Park Drive was noted.
- v. Southfield House – the Chairman and Cllr Naylor reported for information on the planned relocation of residents from Southfield House. This would be discussed as an agenda item at the next meeting.

45/16 Data Protection Act

An update on the requirements of the Data Protection Act 1998 was noted, and it was

Resolved: That notification be provided to the Information Commissioner of the Council's activities as a data controller under the Data Protection Act 1998, and that the Clerk be authorised to make the annual notification payment of £35 accordingly.

46/16 Financial Regulations

The Clerk introduced a report on updated draft Financial Regulations, recommended for adoption by NALC to all member councils to ensure adherence with proper practices.

Resolved: That the revised model Financial Regulations, dated January 2016, be adopted with immediate effect. Further **Resolved:** That a meeting of the Finance Committee be convened for the purpose of considering the implementation of the new Financial Regulations in more detail, and with a view to confirming a timetable of actions and responsibilities for financial approvals and reports to Council.

47/16 Other Financial Matters

A. Invoices for payment

Resolved: That the presented list (Appendix 2) of accounts paid and invoices due for payment be approved, and cheques signed as required.

B. S.137 Payment to Hang onto a Dream

The personal interest of Cllr Hindle had been noted (Minute 33/16 refers).

A request that a donation be made to Otley charity, Hang onto a Dream, in respect of payment waived for repair works carried out to the drainage channel on Moor Park was considered.

Resolved: That, in the interests of and of direct benefit to some of the inhabitants of Addingham (namely those living in the Moor Park area of the parish), and whereas, in the opinion of the Council, the expenditure will be commensurate with the benefit(s) identified, a s.137 charitable donation of £100 to Hang onto a Dream be approved, and that the Clerk be authorised to make the payment accordingly.

C. Membership Subscriptions 2016/17

Resolved: That annual subscriptions be renewed with the Society of Local Council Clerks and with Yorkshire Local Councils Association, and that the Clerk be authorised to make payments to the organisations accordingly.

Further **Resolved:** That the subscription to Welcome to Yorkshire be cancelled and that the Clerk be authorised to cancel the direct debit in their favour with effect from the end of the financial year.

And further **Resolved:** That a new subscription be taken out with Local Councils Update online service for the discounted rate of £60 for one year only, and that the Clerk be authorised to make arrangements to subscribe with immediate effect.

D. Appointment of Internal Auditor

Resolved: That Mr C Reed be and he is hereby re-appointed as internal auditor to the Council with effect from 1 April 2016.

There being no members of the press and public now present at the meeting, with the agreement of members, the Chairman moved to take the following items of business.

48/16 Disposal of land at Kitty Fold

Resolved: That the plot of land known as Plot C Kitty Fold be sold to Mr Williams of 5 Kitty Fold for a sum of £3000, and that the Clerk be authorised to conclude terms as agreed and instruct solicitors accordingly.

49/16 Local Government Pension Scheme

Resolved: That the Caretaker's membership of the Local Government Pension Scheme, with effect from 8 October 2012, be ratified.

50/16 Date of Next Meeting

The next Meeting would be held on Wednesday 20 April 2016 at 7:00pm, at The Old School Room.
Meeting closed at 9.30pm.