

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE OLD SCHOOL ROOM, ADDINGHAM ON WEDNESDAY 20 APRIL 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 Laura Stansbie (Minutes 51/16-53/16 only)
Local electors – 2 (to Minute 65/16)

51/16 Apologies for Absence

None

52/16 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 interests (whether previously disclosed or not), relevant to the business of the meeting.

Relevant interests noted: None

53/16 Public Consultation on Police Matters

At the invitation of the Chairman, PCSO Stansbie addressed the meeting, and reported that police presence in the Addingham area was to be increased with the appointment of an additional PC for Craven. There had been one crime incident reported in the area in the previous month.

The Neighbourhood Watch Scheme was discussed, and it was noted that members of the public could sign up to get involved by contacting the police. PCSO Stansbie agreed to provide details and contacts to the Clerk. A report on the Scheme would potentially be included as an item for discussion at the Annual Parish Meeting.

54/16 Public Consultation and Question Time

A local elector addressed the meeting on the issue of grant funding for the Football Academy. He agreed to continue working on a draft proposal, which would be circulated to councilors and discussed at the next meeting. With reference to a query regarding access to the Pavilion, the Chairman offered to contact the Football Club on his behalf.

With the agreement of Members, the Chairman moved to take Agenda item 3(2)(bullet 3) – suggestions of Members for items for inclusion on the agenda for the next meeting – at the end of the meeting (see Minute 70/16 below).

55/16 Minutes of Meeting held on 16 March 2016 and Progress Report, for information only, on Matters Arising from the Minutes

Resolved: That the Minutes of the Meeting held on 16 March 2016, having been taken as read, be approved and signed as a true and correct record by the Chairman.

Matters Arising:

Tree works – at the request of the Tree Officer, an additional plan had been submitted, clearly showing the location of the trees which needed to be removed to improve drainage in the village.

Community safety messages – had been placed on the website and Facebook.

Library Grant application – a letter had been sent to the Trustees, confirming that the parish council would stand as 3rd party funder.

Parish councils right to appeal planning decisions – the petition had been signed on behalf of the council. The Government's Petitions Committee were considering the issue.

Scouts Tree Planting – the Scouts had arranged to plant their trees in a number of other locations around the area.

Data Protection Act – the DPA notification had been completed.

Kitty Fold – solicitors had been instructed to act for the council in the sale of land at Kitty Fold

Maintenance issues – it was reported that the toilets drain was blocked again, and BMDC had agreed to clear it. The gate latch at the Sugar Hill garden site was to be repaired again. A number of maintenance issues at the Pavilion were being followed up by the Clerk.

Funding applications – KIVCA – further information on the community bus had been circulated for information. It would also be publicised on the website.

Defibrillators: Cllr Smith reported that First Responders had now confirmed their advice to re-site one defibrillator on the outside of the Memorial Hall, but a power source for it had yet to be identified. Cllr Jerome offered to check this with the Memorial Hall Committee.

Local Councils Liaison Meeting – Cllr Naylor reported that a map showing definitive Rights of Way was being drawn up, and proposals for the inclusion of ROWs needed to be put forward over the next year.

The remaining Matters Arising, as listed on the Agenda (see Minutes 56/16-58/16 below) were considered separately for decision as necessary.

56/16 Queen's 90th Birthday Event 11 June 2016

The Chairman reported on arrangements for the event, as being discussed with St Peter's Church. An initial form to request closure of Main St had been sent in to BMDC, and work continued on drawing up detailed plans, including the identification of volunteers to help steward the parade. After discussion, Cllrs Orr, Tennant and Brady offered to help. The Chairman noted, with reference to the Council's decision to provide funds in support of the event (Minute 43/16 refers), that the prizes to be provided would include one for a cake competition for adults.

57/16 Field and Footpath at Marchup Beck

It was reported that the owner of the field in which horses appeared to be damaging the footpath had responded to the council's letter inviting a discussion on the matter. A search was being carried out at the Land Registry to ascertain ownership of the land and precise location of boundaries, and further action on the matter would be considered when these issues had been clarified.

On a related matter, it was noted that the Countryside Service had carried out an inspection of other footpaths around the village, and a number of possible improvements were being considered.

58/16 Greenway

The Chairman reported on a meeting with the Chairman and Clerk of Ilkley parish council, at which current progress in establishing a Greenway from Leeds had been discussed. Ilkley and Addingham had been invited to fund jointly a feasibility study to extend the track from Burley. Although neither local council had budgeted funds for such expenditure, and concerns were raised as regards both costs and landowner issues, it had been suggested that a first step could be to consult with the village as part of the Neighbourhood Plan process.

59/16 Finance Committee

The draft minutes of the meeting of the Finance Committee held on 30 March 2016 were received and noted, and the recommendations as regards the proposed adoption of revised terms of reference and responsibilities for the Committee were noted for consideration at the annual Council meeting.

The recommendation of the Committee as regards the annual inspection of Council-owned land and buildings was received.

Resolved That the Maintenance and Allotments Committee be requested to carry out their annual inspection of Council-owned land and property in order to inform the Council's consideration of the management of risks facing the authority and to initiate planning for the asset maintenance programme 2016/17.

60/16 Planning Committee

The report of the Planning Committee was received.

61/16 Addingham Neighbourhood Plan

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

It was noted that the Clerk, on receipt of contact information from Cllr Naylor, would be progressing the Council's application for grant towards the cost of producing the Plan in the current financial year.

62/16 Drainage and Flooding

The notes of the meeting held with water and drainage authorities on 24 March were noted, and ongoing issues relating to drainage and flooding were discussed. In particular, it was noted that a response was awaited from the Environment Agency as regards emergency and community resilience planning support, and feedback was awaited from BMDC, following their inspection of specific problem areas around the village.

In response to points raised by a resident, the Chairman noted the Council's appreciation of the detailed work being carried out by local resident groups such as APSG, thanked them for sharing their findings with the parish council, and asked them to help direct this work towards supporting the parish council as the body responsible for dealing direct with BMDC.

63/16 Southfield House

The Chairman and Cllr Naylor gave an update as regards possible plans for the future of Southfield House.

Resolved: That the Clerk be authorised to write to Kris Hopkins MP to record formally the Council's concerns for the future of the residents of Southfield House.

It was suggested that, once the consultation process with Southfield residents had been concluded by Incommunities, a village event could be held to discuss local provision for elderly care facilities in Addingham.

64/16 Village Guide

The Chairman introduced a discussion on the production of the Village Guide, which had originally been printed twice per year, and requested that the continued provision of this service be considered in the light of recent decisions as regards the printing and distribution of a separate Council Newsletter. The Clerk reported that printing costs for both the Guide (printed only once in 2015/16), and the Newsletter had amounted to some £975 (offset by income of some £250 from advertisers). After discussion, the matter was deferred for consideration at a future meeting.

65/16 Consultations

1. Core Strategy Further Hearings

Consultation papers on Bradford's Core Strategy (Matters, Issues and Questions) were discussed, particularly in the light of recent flooding events, and the comments of the Addingham Planning Scrutiny Group were noted.

Resolved: That the Clerk, following discussion with Cllr Naylor outside the meeting, be authorised to submit a response to the consultation on the Schedule of Matters Issues and Questions raised by the Inspector for consideration at Further Hearings on the Local Plan Core Strategy.

2. Waste Management

No comments to be made.

3. Flood Risk Management Strategy and Consultation Questionnaire

Resolved: That the Neighbourhood Plan Steering Group be requested to give further consideration to the matters raised in the consultation on the Flood Risk Management Strategy, in order to inform the parish council's consultation response and completion of the questionnaire.

Further resolved: That a letter be provided to named contacts at BMDC explaining the role and structure of the different local groups likely to be commenting separately on the Flood Risk Management Strategy, a list of such contacts to be provided to the Clerk by Cllr Naylor.

66/16 Correspondence

Correspondence circulated for information during the month was noted. In response to comments by Members, it was suggested that a list of correspondence received and available to view should continue to be provided with Agenda papers, but only items of correspondence concerning the village should in future be circulated by the Clerk.

The following item of correspondence was discussed and matters agreed as follows:

19 Moor Park Drive – the Clerk reported that a reply had been received from the Government as regards the possible sale of the garden extension, and, if matters were to proceed, a declaration from the Council would be required confirming whether the land was regarded as statutory allotment land.

Resolved: That the owners of 19 Moor Park Drive be advised of a potential increase in the sale price of the garden extension, because of costs likely to be incurred by the Council in carrying out further investigations into the original purchase or appropriation of the piece of land (now forming part of the rear of their property) for allotment purposes, and that they be invited to provide written confirmation of their request to proceed with negotiations to purchase the land on this basis.

Further resolved: That, subject to confirmation of an intention to proceed with negotiations for the purchase of the garden extension at 19 Moor Park Drive by the owners of the property, the Clerk be authorised to take further action as necessary in making application to the Secretary of State for consent to dispose of the land.

67/16 Gritting Schedules and Grit Bins

At the invitation of the Chairman, Cllr Naylor reported that BMDC were considering revising, and possibly reducing, the number of gritting routes for next winter season, but that they would continue to fill with grit any bins provided by the local council. This was noted, and Cllrs Smith and Orr offered to research and confirm the current bin locations and put forward suggestions for any additional provision to a future meeting of the Council.

68/16 Financial Matters

A. Invoices for payment

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

Further resolved: That, with reference to the invoice submitted by Butler & Kandler for legal expenses, a review of the legal contract and requirement for legal services be carried out, and a report made to the next meeting.

B. Managed Payroll Service

Resolved: That subscription to the Managed Payroll Service 2016/17 be approved for an annual payment of £138, that the Chairman and Clerk be approved as authorised signatories for the payroll service, and that the Clerk be authorised to complete the paperwork and make the payment to BMDC accordingly.

C. Public Toilets

In the light of reports of recent drain blockages at the public toilets on Sugar Hill, it was **Resolved**: That signs and sanitary bins be provided in both cubicles in the Ladies toilets, and that the Clerk be authorised to enter into an agreement with Phs, for an annual cost of £24, for rental and servicing of two sanitary bins.

69/16 Chairman's Remarks

The report of the Chairman on the following matters was noted as follows:

Traffic concerns and improvements - a meeting had been held with Highways to review a number of traffic issues in the village.

Environmental Group – a new group had been set up in the village to look at environmental issues.

Victorian street lighting column on Druggist Lane – BMDC were proposing to remove the defective light, unless funding for its repair could be contributed locally. This would be considered further at the next meeting.

70/16 Members' Discussion and Items for Next Meeting

Members exchanged information on issues of concern for possible discussion at future meetings, and the Clerk was asked to specify as a standing item of guidance on each agenda that any urgent items of business so raised which could not wait for decision at the next monthly meeting of the Council could, if necessary, be handled at an extraordinary meeting of the Council convened for the purpose.

Additional item agreed for next meeting: The Fleece

71/16 Annual Parish Meeting

The Annual Parish Meeting, to be convened by the Chairman, would be held on 18 May 2016 at 6.30pm at the Old School room.

72/16 Date of Next Meeting

The next (Annual) Meeting of the Council would be held on Wednesday 18 May 2016 at 7:00pm, at The Old School Room, immediately following the Annual Parish Meeting.
Apologies received from Cllr Smith

Meeting closed at 9.35 pm.

Chairman