

# ADDINGHAM PARISH COUNCIL

NOTICE IS HEREBY GIVEN that a Meeting of Addingham Parish Council will be held in **The Old School, Addingham** on **Wednesday 22 January 2020** at **7:00pm**, for the purpose of transacting the business set out on the Agenda below.

Members of the press and public are invited to attend and may address the Council at the invitation of the Chairman.

**Jane Markham MA, ACIS, PSLCC**  
**Clerk to Addingham Parish Council**  
**16 January 2020**

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## AGENDA

### 1. Apologies for Absence

To receive apologies and approve reasons for absence as notified by Members.

### 2. Disclosures of Interest

To receive any declarations of interests (not already entered in the Members' Register of Interests), to record any disclosures of interests (previously registered or not), including the nature of any such interests, which may be relevant to matters to be considered at the meeting, and to consider any written requests for dispensation as appropriate.

*Note: A listing of members' interests relevant to the business of the meeting, if any, will be reported at the outset of the meeting and will be recorded in the Minutes. Members are asked to check the Code of Conduct (available on website) to confirm their responsibilities. Members with interests defined in Appendix A of the Code (financial interests) must withdraw from the meeting during discussion of the item(s) in which they have an interest, unless a dispensation has been granted. Forms to apply for a dispensation, if necessary, will be available from the Clerk. Members without a dispensation may only remain in the meeting and take part in the discussion (but not vote on the matter) where their interests are personal interests as defined in Appendix B of the Code.*

### 3. Public Consultation and Question Time, including Police Matters

- 1) To receive an update on police matters
- 2) To receive questions/comments from the public on:
  - any matter which is listed for discussion on the Agenda, and
  - any other matter of public interest which is within the responsibilities of the Parish Council, and
  - to receive suggestions of items for inclusion on the Agenda of the next Parish Council meeting from the Public

### 4. Minutes and Progress Report on Matters Arising

**(Copy of draft minutes circulated to Members and available on Council website)**

To confirm the Minutes of the Meetings held on 18 December 2019 as a true and correct record; to receive, for information, the report of the Chairman and Clerk on any matters arising; and to consider and decide further action where necessary on the following ongoing matters:

- Photo Archive Project – to receive an update and further proposals from Cllr Wilcox
- Heritage Records Project – to receive an update from Cllr Naylor and the Clerk
- Resurfacing of disabled access route into Hub – to receive further information and a revised proposal from Cllrs Hindle and Flesher
- Public events – to receive an update and review matters as regards the repainting of the ducks on Main St

### 5. Planning Applications

To consider the following planning applications:

19/05178/HOU      8 St Leonards Close      Single storey side extension

(Papers available on the BMDC website at [www.bradford.gov.uk/bmdc/the\\_environment/planning\\_service](http://www.bradford.gov.uk/bmdc/the_environment/planning_service))

*Note: Any additional applications received after publication of the agenda but at least 3 clear days before the meeting will be sent out to follow and will be considered at the meeting.*

### 6. Property & Maintenance

- 1) To receive an update on any outstanding maintenance issues and decide any action as necessary
- 2) To receive the report of the Lengthsman, if present, and reports on any other maintenance matters, including drainage repair works and other minor issues ongoing at the Pavilion, and decide any additional action as necessary
- 3) To consider proposals for further levelling and re-surfacing works at the Pavilion car park and decide any action as necessary
- 4) To receive a report from the Allotments Manager and decide any action as necessary

### 7. Old School Capital Project, Hub Project and Library Accommodation

**(Copy of reports on Hub usage and expenditure records to follow)**

To receive an update report from the Clerk, consider any further proposals for expenditure of grant funds on equipment and fittings for the Old School, and decide any other action as necessary

## 8. Information Commissioner's Office – Data Protection Complaint

To consider the recommendations of the working group appointed to review decisions relating to a resident's complaint to the ICO (Minute 255/19 refers), and to decide any action as necessary

## 9. Civic Society Environment Group

*(Paper attached)*

To receive a report from the Chairman, consider further proposals from the Group, and decide any action as necessary

## 10. Spring Newsletter

To receive a progress report from the Clerk, consider proposals for printing costs, and decide any other action as necessary

## 11. Financial Matters

### A. Invoices for payment

*(Copy of payments schedule to follow for Members)*

To approve the presented list of accounts and approve the month's invoices due for payment, as follows:

Details	£	Details	£
BMDC salaries – Jan		YLCA (webinar)	15.00
Clerk's overtime – Dec hours (17.5)		Parish Online (cost shared with Civic Soc)	72.00
Lengthsman Dec/Jan		YW (x2 invoices – Pavilion)	97.66
Clerk's expenses	124.33	Butler & Kandler (reg'n Silsden Rd rec grd)	875.60
[Reimburse Cllr]		Belmans (resurfacing Pavilion car park)	840.00
H&J Adams	28.32	Bright Puffin (website)	40.00
Craven Stationery (x2 invoices)	116.66	G Hopwood (elec testing at Pavilion)	96.00
Addingham Newsagents	61.94	<b>Hub Project (grant-funded capital account):</b>	
Omnis Services	19.20	Archive Angel	70.00
Calderdale Sewer Services	540.00	NYCC (test digitisation exercise)	tbc
Came & Co (Hoffman Wood insurance)	218.00	Eddie Ralph (sign)	tbc

### B. Bank Reconciliation to end December 2019

*(Copy of Bank Reconciliation to follow for Members)*

To receive the Bank Reconciliation to end November 2019

### C. Monitoring Statement to 31 December 2019

*(Copy of Monitoring Statement attached for Members)*

To receive the Monitoring Statement to 31 December 2019 and consider any proposals for virement

## 12. Consultations and Correspondence

*(Any correspondence received after publication of the agenda but at least 3 clear days before the meeting will be sent out to follow, and may be considered at the meeting)*

To note, for information, the listing of correspondence received since the date of the last meeting and receive the report of the Chairman and Clerk on any matters for discussion

## 13. Chairman's Remarks and Members' Discussion Forum

To receive the Chairman's and members' reports for information, to decide any action as necessary on the following matters, and to notify the Clerk of matters for inclusion on the agenda for the next meeting

- Emergency planning – to receive an update from the Chairman and Cllr T Brady and consider proposals for expenditure on supplies for use in the event of implementation of the Plan

*Note: If considered necessary, any items requiring an urgent decision that cannot wait for the next meeting of the Council may be considered at an extraordinary meeting to be convened for the purpose*

## 14. Next Meeting

To confirm the date, time and venue of the next Ordinary Council Meeting – 19 February at 7.00pm in the Old School