

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE OLD SCHOOL, ADDINGHAM ON WEDNESDAY 19 FEBRUARY 2020 AT 7:00PM

Present

Cllrs: T Brady, Coates (Chairman), Hindle, Jerome, Naylor, Smith, Sutcliffe, Tennant and Wilcox

Absent

Cllrs D Brady and Flesher

In Attendance

Parish Clerk – J Markham

PCSOs Fenton and Hunt (to Minute 22/20 only)

Mr C Slaven, Emergency Planning Officer, BMDC (Minute 27/20 only)

Public – 10

19/20 Apologies for Absence

Received from Cllrs Brady and Flesher; reasons for absences approved

20/20 Disclosures of Interest

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

Relevant additional interests noted:

None

As disclosed in the Register of Interests, the interests of Members relevant to items of business before the Council were recorded as follows:

Personal Interests:

Cllrs Coates and Naylor – Agenda item 11 – Old School and Hub Project (as trustees of Community Library)

Cllr Hindle – Agenda item 11 - Old School and Hub Project (connected person's interest in Community Library)

Disclosable Pecuniary Interests:

Cllr Coates – Agenda item 6(1) – Planning application (connected person's interest)

Dispensation requests received:

None

21/20 Public Consultation and Question Time, including Police Matters

The monthly report from the Police was received. It was noted that there had been one residential burglary in the month, and crime prevention advice was being provided to local farms. It was suggested by councillors that a close watch should be kept around the bowling club and MUGA to deter anti-social behaviour.

A member of the public present at the meeting raised a concern regarding speed limit enforcement on Main St. This would be followed up by the PCSOs with colleagues.

22/20 Minutes of the Ordinary Meeting held on 22 January 2020, and Progress Report, for information only, on Matters Arising

Resolved: That the Minutes of the Meeting held on 22 January, having been taken as read, be approved and signed as a true and correct record by the Chairman.

Matters Arising:

Herbicide-free policy for green spaces – the policy was being confirmed with Ward Representative and tree planting was in progress on Addingham Moorside.

MUGA – signs were now in place to encourage user cooperation during booked group sessions

Old School disabled access – improvement works were to proceed subject to weather conditions.

ICO FOI Complaint – a subject access request, related to the complaint, had been received and a response was to be sent by the end of February.

External Audit – the Clerk noted that details of the investigation were expected from the auditors shortly.

The remaining Matters Arising, as listed on the Agenda (see Minutes 23/20-26/20 below) were considered separately for decision as required.

23/20 Village Map

The Chairman noted that final amendments, as notified by members, would be made to correct inaccuracies, but it was agreed that no further additions or extensions to the map would be put forward.

Resolved: That expenditure of £105 be approved for the costs of printing an updated village map and that the Clerk be authorised to arrange for the draft to be finalised and processed accordingly.

24/20 Multi-Use Games Area

The Clerk presented a quotation for drainage works, as recommended by the Environment Group, to protect the surface of the MUGA from rainwater run-off, and a report was also received as regards areas of possible chemical damage to the surface. These issues would be monitored by the Lengthsman and reviewed further by the Property & Maintenance Committee at its next meeting.

25/20 Public Events

It was noted that traffic marshal training courses were no longer being organised and financed for local councils by BMDC. The availability of privately-run courses would be researched.

26/20 Tree works behind Medical Centre

The Clerk reported that an application for planning consent to prune three trees had been submitted, as recommended by the Environment Group, but further details, including precise measurements of the extent of trim-back proposed, had been requested to validate the application. Further advice had been sought from the Environment Group and from arborists, and quotations for both pruning and removing the trees had been obtained.

Resolved (1): That a revised planning application to remove to ground level 3 trees behind the Medical Centre be submitted.

Resolved (2): That expenditure of £270 be approved for the costs of tree works behind the Medical Centre and that the Clerk be authorised to instruct an arborist accordingly.

27/20 Emergency Plan

The Chairman welcomed Mr Slaven, Emergency Planning Officer at BMDC, to the meeting, and the effectiveness of Addingham's Plan in practice was reviewed, following recent episodes of poor weather conditions. It was noted that further comments and reports of key risk areas needed to be sent in to BMDC for a debrief meeting to be held shortly. It was suggested that affected residents should be encouraged to report their experiences direct, in order to ensure the accuracy of district-wide records, as well as to claim compensation.

Having disclosed an interest in the next item on the agenda, the Chairman withdrew from the meeting and the Vice-Chairman took the Chair

28/20 Planning Applications

Planning Applications were considered as follows:

- 1) 20/00256/HOU 17 Low Mill Lane New sunroom extension
No comments to be made to the planning authority.

The Chairman rejoined the meeting and resumed the Chair

- 2) 20/00297/HOU 12 Hodgson Fold Rear extension
- 3) 19/05164/FUL Gildersber Cocking Ln New access track
- 4) 20/00312/FUL 47 School Lane Demolition of existing house and constr 2x semi-detached
- 5) 20/00445/HOU Peak Ridding, S'ton Rd New porch and utility room

Resolved: That the objection sent to the planning authority in response to the consultation on the application for development at 47 School Lane (Ref. 19/04510/FUL) be confirmed in respect of the revised application (Ref 20/00312/FUL) on the grounds that the proposed development at this location would lead to an over-development of the site and would have an adverse impact on traffic flows and parking in the neighbouring area.

No comments were to be made to the planning authority as regards any of the other applications.

29/20 Property & Maintenance

An update on maintenance matters, together with the report of the Lengthsman, was received and noted. It was noted that repairs to the damaged flagstones near the War Memorial continued to be followed up with the parks authority.

Ongoing matters were then discussed and action agreed as follows:

- Use of Council-owned mower

The Lengthsman proposed use of "greener" fuel in the Council-owned mower, noting that there would be a higher cost for the product. This was noted and agreed.

- Pavilion – public changing room

Following clearance of stored items, quotations had been obtained for decorating the room but after discussion members agreed to clean it in the first instance and to re-consider the condition of the floor surface at a later date.

- Permissive footpath past MUGA

Correspondence from a local resident as regards user safety on the footpath had been received and the matter was referred for further consideration by the Property & Maintenance Committee.

30/20 Allotments

Following the recent AGM of the Allotments Association (attended by the Chairman), members of the Property & Maintenance Committee agreed to carry out a walk-round inspection of the allotment sites on 7 March, after which a meeting of the Committee would be convened to consider maintenance issues in more detail and agree recommendations for Council.

Resolved: That Cllr Sutcliffe be and he is hereby appointed as an additional member of the Property & Maintenance Committee with immediate effect.

31/20 Village Footpaths

It was suggested that the condition of all the footpaths around the village needed to be reviewed, and the Clerk was asked to follow this up with the Footpaths Officer at BMDC.

The Lengthsman reported that paths were not being kept properly cleared of leaves and debris by the highways authority, and it was agreed that BMDC would be requested to arrange sweeping on a more frequent basis. Nearby residents would also be encouraged (through social media) to report the condition of paths near their properties.

32/20 Environment Group – Zero Waste Project

At the invitation of the Chairman, a member of the Civic Society's Environment Group presented a paper on a Zero Waste Project for the village. This was welcomed and supported.

Members also commented positively on the Group's recent report on butterflies and bees and thanked the Group for their work around the village.

33/20 Old School Capital Project, Hub Project and Library Accommodation

The monthly report on public usage of the Hub was discussed and noted. It was noted that progress reports were being provided to grant funding bodies.

The Clerk's summary report on equipping the Old School, in line with project plans and as financed by grant funding, was also noted and the Clerk proposed additional expenditure on minor works and supplies.

Resolved: That expenditure of £265 be approved for joinery works at the Hub, and that the Clerk be authorised to place orders with contractors accordingly.

34/20 Heritage Records Project

Cllr Naylor reported that a grant application had been submitted to the National Archives for the costs of working with a consultant to scope the project. The digitisation of the handwritten minute books had now been completed.

35/20 Neighbourhood Plan

It was noted that the planning authority had formally adopted the Neighbourhood Plan which was now to be used as part of the planning framework for the determination of planning applications.

Cllr Naylor gave a brief update on BMDC's ongoing work to review the Core Strategy and it was noted that the public consultation on site allocations had now been delayed until the summer.

36/20 Financial Matters

A. Invoices for payment

Resolved: That the presented list of accounts paid and invoices due for payment, including invoices submitted after publication of the agenda by Yorkshire Wordwright, Hadfield Photocraft and Butler & Kandler, be approved, and cheques signed as required.

A refund payment of £139 from Plusnet was noted. Approval of the Clerk's overtime claim for January 2019 was ratified.

B. Bank Reconciliation – to end January 2019

The Bank Reconciliation to 10 February 2020 was received and noted.

C. Proposals for expenditure

Proposals for expenditure were considered and agreed as follows:

Resolved: That financial support be provided to Churches Together towards the cost of a sound system for use at the Easter celebration at Sugar Hill, and that expenditure of £60 be authorised for the purpose.

It was agreed, after discussion, that arrangements for maintenance of the Council's website and IT equipment would be reviewed and Cllr Wilcox offered to provide assistance to the Clerk.

37/20 Consultations and Correspondence

Correspondence received during the month, including BMDC consultations on the development of the library service and on proposals to amalgamate local planning panels, was noted. The Clerk was asked to record an objection to the planning panel proposals, on the grounds that the new arrangements would lead to an over-centralisation of decision-making. The consultation on Ilkley Town Council's Regulation 14 Neighbourhood Plan was noted.

The list of March YLCA webinars had been circulated and members were asked to notify the Clerk of any bookings required.

Correspondence from a resident requesting signage at the end of The Acres to deter entry by through traffic was received and the Clerk was asked to encourage local residents to report concerns direct to the highways authority. A report would also be sent in to BMDC by the Council.

39/20 Chairman's Remarks and Members' Discussion Forum

The following matters were discussed:

- Councillor surgeries – the Chairman proposed that arrangements for a surgery on 29 February from 10.30am to 12 noon had been made and members were invited to attend.
- Council awards – the Chairman noted that any proposals for nominations would be considered at the next meeting.

40/20 Dates of Next Meetings

The dates of meetings in March and April were confirmed as follows (all on Wednesdays in the Old School):

Ordinary Meeting of Council 18 March 2020 7pm

Property & Maintenance Committee 11 March 2020 7pm

Finance Committee: 15 April 2020 6.30pm

Ordinary Meeting of Council: 22 April 2020 7pm

Meeting closed at 9.05pm

Chairman