

ADDINGHAM PARISH COUNCIL

NOTICE IS HEREBY GIVEN that a Meeting of Addingham Parish Council will be held in **The Old School, Addingham** on **Wednesday 19 February 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
13 February 2020

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 22 January 2020 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:

- Village Map – to receive an update from the Chairman
- MUGA – to receive further information as regards reports of damage caused, and potentially being caused, to the surface of the MUGA, together with a quotation for potential drainage works near the MUGA
- Public events – to receive an update, including information on traffic marshal training courses
- Tree works behind Medical Centre – to receive an update from the Clerk together with quotations for the tree works requested

5. Emergency Plan

To review the Plan, in light of actions taken during the recent flooding events on 9 February, consider any proposals for expenditure on supplies, and decide any other action as necessary

6. Planning Applications

To consider the following planning applications:

- 1) 20/00256/HOU 17 Low Mill Lane New sunroom extension
- 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

(Papers available on the BMDC website at 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.

7. Property & Maintenance

- 1) To receive an update on any outstanding maintenance issues, including the damaged flagstones near the War Memorial, and decide any action as necessary
- 2) To receive the report of the Lengthsman, if present, and reports on any other maintenance matters, and decide any additional action as necessary
- 3) To consider options for refurbishing the public changing room at the Pavilion, consider quotations for the costs of decorating the room, and decide any action as necessary
- 4) To reconsider proposals to provide lighting on the pathway from Stockinger Lane past the MUGA

8. Allotments

To receive an update from the Chairman following the Allotments Assoc AGM on 23 January, consider any proposals from the Allotment Manager for expenditure on maintenance works, and decide any other action as necessary

9. Village Footpaths

To discuss members' reports concerning the condition of footpaths around the village, and decide any action as necessary

10. Environment Group – Zero Carbon Project

To receive a report from representatives of the Environment Group, and decide any action as necessary

11. Old School Capital Project, Hub Project and Library Accommodation
(Copy of expenditure reports attached; report on Hub usage 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

12. Heritage Records Project

To receive a report from Cllr Naylor, and decide any action as necessary

13. Neighbourhood Plan

To receive notice of the formal adoption of Addingham's Neighbourhood Plan by the planning authority, receive an update on the planning authority's ongoing work on the district-wide Local Plan, and decide any action as necessary

14. 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 – Feb		DPA - registration	40.00
Clerk's overtime – Jan hours (23.5)		Hopwoods – emergency lights at Pavilion	114.00
Lengthsman Jan/Feb			
Clerk's expenses (inc email a/c repair)	142.40		
[Reimburse Cllr]			
Omnis Signs	22.20	Hub Project (grant-funded capital account):	
Craven Stationery (x3 invoices)	72.95	NYCC (test digitisation exercise)	tbc
Addingham Newsagents	55.89	Eddie Ralph (sign)	tbc

B. Bank Reconciliation to end January 2019

(Copy of Bank Reconciliation to follow for Members)

To receive the Bank Reconciliation to 10 February 2020

C. Proposals for Expenditure

- To receive a proposal from Churches Together for financial support towards the costs of a sound system for the Easter celebration at Sugar Hill
- To consider proposals for setting up maintenance contracts for the website and Council email account

15. 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, receive the report of the Chairman and Clerk on any matters for discussion and decide any action as necessary on the following matters:

- Keighley Town Council – invitation to civic events on 28 February (Race Night) and on 24-26 April (Centenary of Twinning with Poix du Nord) – RSVP required in each case
- YLCA – listing of webinars February- March 2020
- Email from resident requesting No Through Road sign at the Acres
- Subject Access Request from resident as regards recent ICO decision notice

16. 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

- Councillor surgeries – to agree dates and attendance by members
- Council Awards – to note the timescale for consideration of any nominations for Awards 2020

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

17. Next Meetings

To confirm the date, time and venue of the next Ordinary Council Meeting – 18 March at 7.00pm in the Old School. – and to note the dates of April meetings: Council - 22 April; Finance Committee – 15 April