

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE PROPERTY AND MAINTENANCE COMMITTEE HELD AT THE MEMORIAL HALL, ADDINGHAM ON WEDNESDAY 22 JUNE 2021 AT 7.00PM

Present

Cllrs: D Brady, T Brady, Hindle, Tennant (Chairman), Wilcox, Sutcliffe, and Flesher

Absent

Cllr Smith and Cllr Jerome

In Attendance

Parish Clerk – S Lloyd

Lengthsman – R Mulligan

Members of the Public - 4

1/21 Apologies for Absence

Received from Cllr Smith and Jerome; reasons for absences approved.

2/21 Election of Chairman

Resolved: (Proposed by Cllr Hindle; seconded by Cllr D Brady) That Cllr Tennant be and he is hereby elected as Chairman of the Committee with immediate effect to serve until the date of the next annual meeting.

The Chairman's Declaration of Acceptance of Office was signed and received.

3/21 Election of Vice Chairman

Resolved: (Proposed by Cllr Tennant; seconded by Cllr Sutcliffe) That Cllr Hindle be and he is hereby elected as Vice Chairman of the Committee with immediate effect to serve until the date of the next annual meeting.

The Vice Chairman's Declaration of Acceptance of Office was signed and received.

4/21 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:

Cllr Tennant – Agenda items 9 and 10 (Allotments) – connected person's interest. Dispensation granted.

5/21 Public Consultation and Question Time

At the invitation of the Chairman, a representative from the Bowling Club addressed the meeting and provided information regarding the damage that antisocial behaviour is causing to the fencing and bowling surface at the club.

Resolved to recommend(1): That the Council supports the Bowling Club in their approach to Bradford Council for the permanent repairs to their parameter fencing.

Resolved: That the Parish Council repair a section of fence between the Bowling Club and the recreation park that has become damaged by children. That the Clerk action this emergency repair under the delegated powers outlined in Council policy.

Resolved: That Bowling Club security to be included as an agenda item at the next meeting of Property and Maintenance Committee.

No other matters were raised by members of the public present at the meeting.

6/21 Terms of Reference

The Committee's Terms of Reference, as confirmed at the Annual Meeting of the Council held in May 2019, were reviewed.

Resolved to recommend: That, at the June Council Meeting, authority be delegated to the Property & Maintenance Committee to commit expenditure up to £2000 pa for maintenance of Council-owned properties and land, including the allotment sites. That the committee shall create an annual spending plan for this expenditure. That the purchase of items that fall within the total expenditure amount and for the purposes defined by the committee within the spending plan shall be authorised by the Clerk. **ALL** amounts and purposes outside of these parameters shall be considered by Full Council.

7/21 Minutes

Resolved: That the Minutes of the meeting held on 11 March 2020, having been taken as read, be approved and signed as a true and correct record by the Chairman.

8/21 Matters Arising

Ongoing maintenance matters had been dealt with at Council meetings since March 2020.

9/21 Allotments Report

A report on current occupancy of plots on all allotment sites was received and noted.

The Current Policy and Guidance for Allotment sites was reviewed.

Resolved to recommend: That at the June Council meeting a revised Policy and Guidance document for Allotment holders be adopted. 1) Updated to permit small, controlled bonfires (section 20). 2) Updated to include "ponds" on the list of unacceptable use of land (section 8).

10/21 Maintenance of Allotment Sites

Item deferred pending completion of the inspection of all allotment sites.

11/21 Village Lengthsman

The report of the Lengthsman was received and noted.

The list of activities carried out by the village lengthsman was discussed and it was

Resolved to recommend: That at the June Council meeting an alteration to the list of duties for the Lengthsman contract be considered. That the contractor be: 1) no-longer responsible for the renovation and upkeep of the village benches. 2) Clearing of rubbish from village Becks is no longer a daily duty but an occasional one as there is a volunteer group taking on this task.

The Clerk was instructed to contact Bradford council to request an annual schedule of works, undertaken by their gardening teams.

The Clerk was also instructed to request a list of agreements made between Bradford Council and the Environment group regarding the grass cutting and weed killing within the village.

12/21 Sugar Hill Site

The Lengthsman reported on the obscene graffiti in the gents toilets and the dilapidated paintwork in ladies and gents toilets.

Ideas for the redevelopment of the Sugar Hill site were discussed.

Resolved to recommend (1): That Council consider a revision to the Capital Programme 2021-24 to include a scheme to improve the Sugar Hill site, to allocate funding to this work as a first priority within the programme and to appoint a small working group to develop plans further.

Resolved to recommend (2): That the overgrown vegetation around the toilet block be cut back by members of the Committee on a voluntary basis. Date to be proposed is 4th July 2021.

The Clerk reported that there had been no further progress with the application for a Community Asset Transfer of the site submitted to BMDC in 2018.

The Clerk was asked to report the graffiti to the police.

13/21 Memorial Park Site

Ideas for the redevelopment of the Memorial Park site were discussed

Resolved to recommend (1): That Council consider a revision to the Capital Programme 2021-24 to include a scheme to improve the area around the Memorial Hall and Bowling Green, to allocate funding to this work as a first priority within the Programme, and to appoint a small working group to develop plans further.

Cllr Hindle was asked to contact Belmans for an up to date quotation for the installation of the pathway.

14/21 MUGA

Quotes for the replacement of the token box system were received.

Resolved to recommend: That Council authorise the Clerk to place an order with CL Refurbishments for a new box and 200 tokens and that £306 be committed for this purpose.

15/21 Use of Hoffman wood Field

Ideas were invited for discussion at future meeting.

16/21 Silsden road Recreation field

Ongoing drainage issues were discussed.

Cllr Wilcox was asked to make arrangements for an aerial photograph to be taken for further discussion at next meeting.

17/21 List of minor works for SPL

Item deferred until next meeting.

18/21 Repairs to fence at Memorial Recreation Park

Damage to the fence between the park and a privately owned field was discussed. The repairs are required urgently to stop children cutting through and causing further damage.

Resolved: That Cllr Flesher make arrangements for fencing repairs. That the Clerk action this emergency repair under the delegated powers outlined in Council policy.

19/21 financial matters

Item deferred until next meeting.

20/21 Date of Next Meeting

The next meeting of the Committee would be held on 13th July 2021 at 7pm

Meeting closed at 8.40pm.

Chairman