

ADDINGHAM PARISH COUNCIL
MINUTES OF A MEETING OF THE COUNCIL
HELD AT THE MEMORIAL HALL
ON WEDNESDAY 17th November 2021 AT 7:00PM

Present

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

Absent

Cllr Flesher

In Attendance

Parish Clerk: Sallie Lloyd

Public: 2

PCSO Nola Moran (accompanied by 3 documentary makers, working on behalf of the BBC)

112/21 Apologies for Absence

Received from Cllr Flesher; reasons for absences approved

113/21 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, outside the meeting, in the Declarations of Interests Book.

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

Disclosable Personal Interests:

Cllr Sutcliffe Agenda item 6 – Financial Matters. Cricket Club Secretary

Disclosable pecuniary interests:

Cllr T Brady Agenda item 6 – Financial Matters. (Contractor invoice for payment)

114/21 Public Consultation and Question Time, including Police Matters

A report from the Police was received and noted. PCSO Moran advised Council that any vehicles seen to be speeding or overloaded could be reported to her. PCSO Moran requires the vehicle registration number and approximate time of event.

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

115/21 Minutes of the Ordinary Meeting held on 20th October 2021

Resolved(1): That the Minutes of the Meeting held on 20th October 2021, having been taken as read, be approved and signed as a true and correct record by the Vice Chairman, Cllr Sutcliffe.

Resolved(2): That the Clerk's written report on Matters Arising be taken as read and noted.

116/21 Consultations, Correspondence and Discussion forum

Correspondence received during the month was noted. Cllrs discussed in detail correspondence from members of the public who are concerned about the construction of a 5g mast on Silsden Road. Cllr Naylor provided some background information regarding permitted development rights and the Clerk was asked to respond to the residents.

Councillors considered the Craven District Council Spacial Planning consultation. There were no comments. Councillors considered the Health Forum Proposal and it was noted that it was a proposal better suited to the expertise of the Addingham Medical Centre team. After discussion it was

Resolved: That the Clerk respond to the request to engage with proposal and request that the Ward Officer consults with the Practice Manager at Addingham Medical Centre.

Councillors considered a request from the Airedale NHS trust to raise any comments and concerns from Addingham Residents. After discussion it was

Resolved(1): That the Clerk provide feedback of the following concerns:

- Waiting times for appointments
- Communication between the hospital and patients
- Suitability of the size and age of the hospital building.

Resolved(2): That the Clerk share concerns regarding the hospitals age and size with Robbie Moore MP

Having declared an interest in the next agenda item, Cllr T Brady withdrew from the meeting

117/21 Financial Matters

1. Invoices for payment

Resolved: That the presented list of accounts paid and invoices due for payment, be approved including 1 payment urgently authorised by the Clerk for the repair of the code lock on the external door of the store at the Pavilion. (Fin Reg 4.5 applies)

Cllr Brady re-joined the meeting

2. Bank Reconciliation – to 8th November 2021

The Bank Reconciliation to 8th November 2021 was received and noted.

3. Expenditure Proposals

Proposals for expenditure were received

Resolved: That the Clerk be authorised to make arrangements for a replacement metal gate to be erected on the Parish Council owned field situated between Band 'Ole and Big Meadow Drive. This land is currently let. That a budget of £100 be committed for this purpose. That the Clerk be authorised to pay invoices in this respect.

Other expenditure proposals to be carried forward to next meeting.

4. Virement

- A. Council considered the overspent budget area of Professional fees and the £6067.92 invoice payable to the external auditor following an elector query that had arisen. After discussion and confirmation from the Clerk that the auditor found no errors or procedural failures it was
Resolved(1): That £1800 be vired from general contingency to professional fees and that the revised budget be published accordingly.
Resolved(2): That the Clerk seeks support and clarification from the YLCA regarding any legislation that exists to protect Parish Councils, and public funds, from members of the public making repeated challenged to the auditor.
Resolved(3): That the feedback and advice, once received from YLCA, be on the December agenda and that the outcome and impact is considered during the budget setting process for 2022/23.
- B. Council considered the overspent budget area of Hall Hire fees that had been impacted by Covid restrictions. Venue adjustments have been necessary during the year to ensure safety of Councillors, staff and members of the public and press. It was
Resolved: That £150 be vired from general contingency to Hall Hire fees and that the revised budget be published accordingly.

118/21 Finance Committee

A verbal report from the Committee Chairman was received and noted. A detailed discussion was included in item 9 on the agenda and detailed in minute 120/21 below.

119/21 Property and Maintenance Committee Report

A verbal report from the Committee Vice Chairman was received and noted. There is to be a day of volunteer action at Stamp Hill allotment site on Sunday 21st November 2021 at 10am.

120/21 Draft Budget and Precept 2022/23

The draft Budget Statement, together with the Action Plan and Capital Investment Programme 2022-25 were considered. After Discussion it was

Resolved(1): That the Clerk make agreed adjustments to the draft Budget and Action Plan for further consideration by the Finance Committee at its next meeting on 8th December.

Resolved(2): That the Clerk prepares a summary of utility bills for the Hub and Pavillion, covering the previous 12 months. That the Finance Committee receives this summary at its next meeting on 8th December and considers if sufficient funds are available in these budget areas for the estimated increase in energy costs.

121/21 Planning Applications

Planning Applications were considered as follows:

21/05306/HOU	3 The Acres	2 storey extension, Partial demolition of garage
21/04728/FUL	Barn Conversion, Moorside Lane	Storage building into Residential dwelling
21/05352/HOU	Lower Marchup Farm, Silsden Road	demolition of converted outbuildings and construction of 2 storey extension
21/05375/HOU	29 Old Lane	garage conversion and rear balcony.

There were no comments on the planning applications.

122/21 Village Events and Celebrations

An update on arrangements for the forthcoming Christmas Light Switch On event was discussed. Cllrs to meet at

the Hub on 27th November at 3.30pm to receive a final briefing on the road closure. All Cllrs who are available to attend the event have volunteered to greet members of the public and hand out Carol sheets from 4.15pm onwards.

123/21 Civic Insigna (Badges of Office)

Council considered ceremonial Badges of Office for all Councillors. After discussion it was

Resolved: That styles, designs and costs would be considered at the next meeting of full Council

124/21 War Memorial Capital Project

Final designs were received and noted. It was:

Resolved: That the Clerk be authorised to instruct AireValley Forge to proceed with design number two.

125/21 Chairmans Remarks and Members Discussion Forum

Cllrs considered the outcomes of a traffic survey completed over a 6 day period on Bark Lane. Ward Cllr Peter Clarke has requested another survey to take place along Main Street. After discussion it was

Resolved: That the Clerk contact the Ward Cllr and request that the location for the traffic survey be on Main Street between the Old Station Way junction and The Crown corner.

An update from the Chairman regarding the Climate Action working group was received and noted. Their next meeting will be in December 2021, date to be agreed.

126/21 Dates and venue arrangements for forthcoming meetings

The next ordinary meeting of the Council would be held on 15th December 2021 at the Memorial Hall at 7pm.

127/21 Exclusion of Press and Public

Resolved: That the press and public be excluded from the meeting for the consideration of the next items on the agenda (Minutes 128/21, below) on the grounds that they relate to correspondence and complaints that the Council wishes to remain confidential

128/21 Complaints

The Clerk reported that, in response to a directive from the ICO in respect of a complaint received by them from a local resident, a draft response had been prepared to send to the resident, with a copy for the ICO files. The timescale of 28 days imposed by the ICO to issue a response has not provided sufficient time to seek and receive advice from the industry body, YLCA. After discussion it was

Resolved(1): That the Clerk be authorised to submit an interim response to the ICO and local resident explaining that in order to take advice from the YLCA, due to the complex nature of the enquiry, The council will require an extension to the prescribed response time.

Resolved(2): That the Clerk be authorised to send a full response, within 56 days to the local resident and the ICO case officer.

The Clerk reported that a complaint had been received from a local resident and dealt with in accordance with the Complaints Procedure.

Meeting closed at 9.30pm

Chairman