


# ADDINGHAM PARISH COUNCIL

NOTICE IS HEREBY GIVEN that a Meeting of Addingham Parish Council will be held in **The Memorial Hall, Addingham** on **Wednesday 19<sup>th</sup> January 2022** 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 during the public adjournment.



Sallie Lloyd

**Clerk to Addingham Parish Council**

**13<sup>th</sup> January 2022**

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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
  - any suggestions from *Councillors* for items for inclusion on the Agenda of the next Parish Council meeting

### 4) **Minutes**

***(Copy of draft minutes, together with the Clerk's report on any Matters Arising, circulated to Members and available on Council website)***

To confirm the Minutes of the Meeting held on 15<sup>th</sup> December 2021 as a true and correct record, and to receive, for information, the Clerk's report on any matters arising.

### 5) **Consultations, Correspondence and Discussion Forum**

*(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 report of the Chairman and Clerk on any matters for discussion, including any matters arising from correspondence received, and to notify the Clerk of matters for inclusion on the agenda for the next meeting and consider the following matters for decision as necessary:

- Craven District Council Spatial Planning Consultation

### 6) **Financial Matters**

#### 1) **Invoices for payment**

***(Copy of payments schedule to follow for Members and available on the Council website)***

To approve the presented list of accounts paid and the month's invoices due for payment, to sign cheques as required.

#### 2) **Bank Reconciliation to end 10th January 2022.** *(Copy of bank reconciliation circulated to Members)*

To receive the Bank Reconciliation to 10th January 2022

#### 3) **Monitoring Statement** *(Copy of monitoring statement circulated to Members)*

To receive the monitoring statement to 31<sup>st</sup> December 2021

#### 4) **Expenditure Proposals**

- To consider a proposal and quotation from a preferred contractor for the replacement of the Burco water heater at the Pavillion. £520 plus VAT
- To consider and approve the replacement of 2 toilet seats at Sugar Hill and 1 toilet seat at the Hub.

- To approve a request from the Clerk for expenditure on Professional Qualifications. That £144 be committed from the current year budget for the registration fee for ILCA. That £410 be committed from 2022/23 budget for the registration fee for CILCA.
- To ratify a decision made by the clerk to fill the PC owned grit bins before the cold weather, forecast over the Christmas period. BMDC filled all bins at cost of £150. (Fin Reg 4.5 refers)
- To consider a proposal from the Clerk, together with a quote from a preferred supplier for the replacement of the old stone drain at the Silsden Road recreation field. Bradford authority have committed to sharing the costs.

## **7) Yorkshire Local Councils Association Advice**

To receive, for information, the response from the YLCA in respect of legislation that exists to protect Parish Councils, and public funds, from members of the public making repeated challenged to the auditor.

## **8) Policies for Approval**

To consider the draft policy for Information Technology and its acceptable use. To decide any action as necessary.

## **9) Property and Maintenance Committee Report**

*(Copy of draft minutes circulated to Members and available on Council website.)* To receive the draft minutes of the Property and Maintenance Committee meeting held on 11<sup>th</sup> January, consider any recommendations, and decide on the following matters as necessary:

- To approve expenditure of £500 and appointment of contractor to deep clean the MUGA surface
- To approve expenditure of £420 inc VAT for the clearance and levelling of plot 20 Stamp Hill
- To approve expenditure of £384 inc VAT for the clearance and levelling of plot 25 Stamp Hill

## **10) Climate Action Addingham working group *(Copy of draft minutes circulated to Members.)***

To receive the draft minutes of the CAA working group meeting held on 14<sup>th</sup> January, consider any recommendations, and decide on any action as necessary.

## **11) Platinum Jubilee**

To consider initial ideas and suggestions for village events to mark the Platinum Jubilee in June and decide on any action as necessary.

## **12) Community Awards**

To consider an idea for Community Awards to recognise exceptional individuals and their contribution to village life.

## **13) Planning Applications**

To consider the following planning applications and decide any responses, as appropriate:

(Papers available on the BMDC Planning Applications database 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 sent out to follow and will be considered at the meeting.*

21/05790/HOU	13 Beckside	front porch and rear orangery
21/06284/HOU	10 Green Lane	front porch and side extension
21/06210/HOU	11 Moor Park Drive	rear extension
21/06325/HOU	22 Southfield Road	single storey side extension
21/06305/FUL	Gildersbur Farm	Steel frame agricultural building
21/00152/APPFL2	Craven Heifer	construction of 2 new dwellings
21/06387/FUL	1-4 Gildersbur	construction of domestic store rooms

## **14) Internal Auditor**

To consider the appointment of an internal auditor for work required in April 2022.

## **15) Chairman's Remarks and Members' Discussion Forum**

To receive the Chairman's and members' reports for information.

## **16) Dates and venue/arrangements for next Ordinary Council Meeting To be confirmed:**

To confirm the date, time, and venue of the next ordinary meeting of Addingham Parish Council – 16<sup>th</sup> February 2022 at 7pm, Addingham Memorial Hall.

## **17) Exclusion of Press and Public**

Pursuant to Public Bodies (Admission to Meetings) Act 1960, to consider the exclusion of the press and public

from the meeting for the duration of items 18-20 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

ENSURING THAT NO REPORTING TAKES PLACE DURING PRIVATE SESSION *If the proceedings of the Council are being recorded or filmed, the Chairman will ensure that any such reporting is stopped for the duration of the following item. Where appropriate, checks will be made to ensure that any recording or filming equipment is switched off and, where possible, removed from the meeting room.*

**18) Contracts of Employment**

To receive for information, confirmation from the Chairman that the Clerk's probationary review has been completed.

**19) Parsons Lane**

To review the terms of the current agreement with SPL, which ends on 31<sup>st</sup> March 2022.

**20) Security Incident report**

To receive the Clerk's report on a recent data security incident and to decide any action as necessary.