

ADDINGHAM PARISH COUNCIL
MINUTES OF A MEETING OF THE COUNCIL
HELD AT THE MEMORIAL HALL
ON WEDNESDAY 19th January 2022 AT 7:00PM

Present

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

Absent

Cllr Smith

In Attendance

Parish Clerk: Sallie Lloyd

Ward Councillor Rebecca Whittaker

Ward Councillor Peter Clarke

Public: 2

PCSO Nola Moran

1/22 Apologies for Absence

Received from Cllr Smith reasons for absences approved

2/22 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 Tennant Agenda item 9 – Property and Maintenance committee recommendations. Connected Persons interest in allotments. Dispensation held

Disclosable pecuniary interests:

Cllr Hindle Agenda item 6 – Financial Matters. Contractor invoice for payment

3/22 Public Consultation and Question Time, including Police Matters

A report from the Police was received and noted. PCSO Moran was pleased to report on the continuing speed watch activities carried out by officers. There were several motorists fined along Silsden Road, Bolton Road and A65.

A member of the public present at the meeting was invited by the chairman to speak during agenda item 11.

Ward Councillor Rebecca Whittaker provided an update relating to the 5g mast currently under construction on Silsden Road. Bradford planning officers have advised that they cannot get involved with residents' issues relating to the mast and advised that the Parish Council should contact the telecoms provider directly. After discussion it was

Resolved: That the Clerk raise 2 main issues with Hutchinson communications. 1) The positioning of the cabinets is causing an obstruction to the sight lines for motorists. 2) The appearance of the cabinets is not in keeping with the rest of the village and to request that they are wrapped in more sympathetic colours to help them blend in with their environment.

Ward councillor Rebecca Whittaker provided an update on from highways officers regarding the footpath and road condition along Ilkley Old Road. This was noted for information.

Ward Councillor Peter Clarke provided confirmation that the TRO for The Street has been approved and that double yellow lines would be positioned at the entrance to improve safety for motorists and pedestrians at the junction with Stamp Hill Close.

Ward Councillors have awarded a grant of £1000 to Addingham Environment Group to support "Greener and Cleaner" initiatives.

Ward Councillors will host a surgery on 12th March in the Hub.

4/22 Minutes of the Ordinary Meeting held on 15th December 2021

Resolved(1): That the Minutes of the Meeting held on 15th December 2021, having been taken as read, be approved and signed as a true and correct record by the Chairman.

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

5/22 Consultations, Correspondence and Discussion forum

Correspondence received during the month was noted. The Council wished to formally thank Clarke Foley Addingham, for their generous donation of funds to cover the cost of the defibrillator, now in position at Olicana

Holiday Park.

Cllrs considered the Craven District Council Spacial Planning Consultation. After discussion it was **Resolved:** That there were no comments.

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

6/22 Financial Matters

1. Invoices for payment

Resolved: That the presented list of accounts paid and invoices due for payment, be approved. This included 2 refunds to allotment plot holders who had sent duplicate payments to the Parish Council during December in error.

Cllr Hindle re-joined the meeting

2. Bank Reconciliation – to 10th January 2022

The Bank Reconciliation to 10th January 2022 was received and noted.

3. Monitoring Statement

The monitoring statement to 31st December 2021 was received and noted.

4. Expenditure Proposals

Proposals for expenditure were received.

Resolved(1): That the Clerk be authorised to confirm arrangements with Richard Petty plumbing Contractors for the works necessary for the replacement of the Burco water heater at the Pavillion, as quoted. That £520 plus VAT be committed for this purpose.

Resolved(2): That the Clerk be authorised to place an order with a suitable supplier for the replacement of three broken toilet seats in Council buildings. That the Clerk be authorised to incur expenditure as required. (fin reg 4.1 & 4.5 refers)

Resolved(3): That the Clerk be authorised to undertake ILCA and CILCA training and that £144 and £410 respectively, be committed for this purpose.

Resolved(4): That the decision made by the clerk to fill the PC owned grit bins be approved. (Fin Reg 4.5 refers). That £150 be committed for this purpose.

Resolved(5): That financial regulations requiring three quotes be set aside. That notes be retained of contractors invited to quote. That the Clerk be authorised to confirm arrangements with R W Ellis Ltd for the works necessary for the replacement of the drain in the Silsden Road recreation field, as quoted. That £3829.50 (£4595.40 incl VAT) be committed for this purpose. That the Clerk make the necessary arrangements with BMDC to re-charge 50% of the cost, £1914.

7/22 YLCA Advice

Advice from YLCA relating to audit challenges by members of the public was received and noted. Once again in 2019/20, the external auditor gave the financial policies and procedures of the Council a clean bill of health following complaints from a member of the public. Council will include an article in the village newsletter to inform residents that frequent challenges now have to be routinely budgeted for from the precept.

8/22 Policies for Approval

The draft policy for Information Technology and its acceptable use was considered. After discussion it was

Resolved: That the policy be adopted with immediate effect and published on the Council website.

9/22 Property and Maintenance Committee Report

The draft minutes of the Property and Maintenance Committee meeting held on 11th January were received and noted. It was

Resolved(1): That the Clerk be authorised to confirm arrangements with Olicana Cleaning Contractors for the works necessary for the deep clean of the surface of the MUGA, as quoted. That £500 be committed for this purpose.

Resolved(2): That the Clerk be authorised to confirm arrangements with William Crane Contractor for the works necessary for the clearance and levelling of plot 20 Stamp Hill, as quoted. That £420 inc VAT be committed for this purpose.

Resolved(3): That the Clerk be authorised to confirm arrangements with William Crane Contractor for the works necessary for the clearance and levelling of plot 25 Stamp Hill, as quoted. That £384 inc VAT be committed for this purpose.

10/22 Climate Action Addingham working group

The draft minutes of the working group meeting held on 14th January were received and noted together with an update from the AEG Steering Committee regarding Green Spaces and Tree planting. Council will consider a tree planting proposal during the February meeting and will meet, informally, on site at Hoffman Wood recreation field on 21st January to look at the space.

11/22 Platinum Jubilee

At the invitation of the Chairman, a member of the public was invited to address Council with an idea to coordinate the Jubilee celebrations on behalf of the village. It was proposed that all village groups be included and that a meeting be convened on Thursday 27th January 2022, at Addingham Memorial Hall at 7pm. After discussion it was

Resolved: That full support would be given by Parish Council to the community celebration.

12/22 Community Awards

Agenda item to be carried forward to March meeting of full council.

13/22 Planning Applications

Planning Applications were considered as follows:

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 storerooms

There were no comments on the planning applications.

14/22 Internal Auditor

Resolved: That Mr Andrew Bosmans be confirmed as Internal Auditor for period ending 31st March 2022.

15/22 Chairman's Remarks and Members' Discussion Forum

The Chairman reminded members about the YLCA conference on 25th March and invited them to book a place via the Clerk, if they wished to attend.

The expiry of Plan-B legislation regarding Coronavirus restrictions and work from home directives on 26th January 2022, means that the Hub can re-open to the public on Thursday 27th January.

16/22 Dates and venue arrangements for forthcoming meetings

The next ordinary meeting of the Council would be held on 16th February 2022 at the Memorial Hall at 7pm.

17/22 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, on the grounds that they relate to confidential matters.

18/22 Contracts of employment

The council noted for information that the Clerk's probationary period had been satisfactorily completed and formally reviewed and documented. The Clerk's contract of employment is now permanent.

19/22 Parson's Lane

Resolved: That Cllrs Hindle and Naylor meet with SPL representatives to establish the current situation and feedback to Council during the February meeting.

20/22 Security Incident report

The Council considered the Clerks report on a recent information security incident, it was

Resolved(1): That Councillors re-familiarise themselves with the GDPR policies of Addingham Parish Council

Resolved(2): That Parish Council email accounts are used for all councillor communication.

Meeting closed at 8.55pm

Chairman