


ADDINGHAM PARISH COUNCIL

NOTICE IS HEREBY GIVEN that a Meeting of Addingham Parish Council will be held in **Addingham Memorial Hall, Addingham** on **Wednesday 28th September 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 consultation.



Sallie Lloyd

Clerk to Addingham Parish Council

22nd September 2022

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 20th July 2022 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 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:

- To consider the communication from Smaller Authorities Audit Appointments (SAAA) informing the Council of the right to opt-out of the external audit automatic enrolment and appoint own external auditor. To note the recommendation from the YLCA and Clerk to remain opted-in and to decide on any action as necessary.
- To note a proposal from Keighley Town Council to Bradford Council to amend the Parish Charter in respect of precept payments. The proposed change will not have any implications for Addingham unless our precept level reaches £250,000.
- Response from Robbie Moore MP regarding the expense of repeated challenges to the audit outcome.

6) 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)

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.

22/03113/HOU

22/03632/CLE

property and land.

22/03295/MAO

10 Green lane

Beckhouse Farm

Land at Turner Lane

Single storey side extension

Establish the lawful curtilage of the domestic aspect of this

Construction of 14 new dwellings

22/03827/HOU 35 Bolton Road Remove garden boundary and install dropped kerb for access to 2 new parking spaces in front garden of property.
 22/03864/FUL Springfield Meadow Change of use of small infill land and construction of single storey extension in between two existing buildings to create entrance/utility

- a. To review the current arrangements for dealing with planning applications that require action in between Council meeting dates and decide on any action as necessary.

7) **Financial Matters**

1. Invoices for payment

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

- a. To approve the presented list of accounts paid and the month's invoices due for payment, to sign cheques as required.
- b. To note payments made by the Clerk during August and September relating to August and September expenditure and made in accordance with the delegated authority approved at the last meeting (minute ref 126/22).

| Payee | Amount including VAT | VAT reclaimable |
|---------------------------------|----------------------|-----------------|
| August 2022 | | |
| Airedale Fire Services (Hub) | £57.60 | £9.80 |
| N Power (Sugar Hill) | £36.46 | £1.74 |
| P Hindle (repairs) | £82 | |
| Carrs Billington (Gate) | 136.80 | £22.80 |
| Richard Mulligan (Lengthsman) | £1159 | |
| Chemtek (Consumables) | £54.06 | £9.01 |
| R K Petty (plumbing) | £624 | £104 |
| Craven Stationery | £26.28 | £4.38 |
| Microworld (Licenses for email) | £518.40 | £86.40 |
| Scottish Water (Sugar Hill) | £48.38 | |
| H & J Adams (consumables) | £55.90 | £9.32 |
| DC Handyman Services | £120 | |
| September 2022 | | |
| Chemtek (Consumables) | £26.98 | 4.50 |
| Craven Stationery | £71.05 | 1.45 |
| Glasdon Benches | £749.62 | 124.94 |
| Scottish Water | £52.92 | |
| Addingham Newsagents | £66.20 | |
| DC Handyman Services | £50 | |
| Clerks expenses | £101.50 | |
| Richard Mulligan (Lengthsman) | £1430 | |
| Olicana Cleaning | £15 | |
| Tony Brady (allotments) | £15 | |

- c. To ratify a decision made by the Clerk in consultation with the Chairman to appoint a contractor to repair the vandalised toilets at the Pavilion. To approve expenditure of £170, already paid to contractor (min ref 126/22). (Fin Reg 4.5 refers)
- d. To ratify a decision made by the Clerk in consultation with the Chairman to appoint a contractor to repair a collapsed dry stone wall along Silsden Road, close to the bus stop. To approve expenditure of £380. (Fin Reg 4.5 refers)

2. Bank Reconciliations for August and September 2022. *(Copy of bank reconciliation circulated to Members)*

To receive the Bank Reconciliation to 8th August 2022 and 12th September 2022

8) **Property and Maintenance Committee Report** *(Copy of draft minutes circulated to Members)*

To receive the draft minutes of the Property and Maintenance Committee meeting held on 27th September 2022, consider any recommendations, and decide on matters as necessary.

- To consider any recommendation from the committee regarding the cleaning of the MUGA surface and approve the estimated costs of £600.

9) **Finance Committee Report** *(Copy of draft minutes circulated to Members)*

To receive the draft minutes of the Finance Committee meeting held on 27th September 2022, consider any recommendations, and decide on matters as necessary.

10) **Warm Space Provision** *(Clerks report circulated to members)*

To receive a verbal report from the Finance Committee on this initiative. To decide on any action as necessary, including liaison with village organisations.

11) Climate Action Addingham working group(Report circulated to members)

- a) To note the change of date for the launch event focusing on waste reduction. The event will now take place on 3rd November from 6pm at the Memorial Hall.
- b) To receive a paper from the working group relating to the pumping station at Low Mill village. To consider the implications contained and decide on any action as necessary.

12) Sugar Hill (Report and plan circulated to members)

To receive the summary report from Walker Forster on the Sugar Hill draft lease. If thought fit, to instruct the Clerk to make arrangements for the lease to be consider for execution during the next meeting.

13) Wharfedale Greenway (Briefing papers circulated to members)

To receive a verbal report from the Chairman and members of the Addingham Civic Society. To consider appropriate next steps in response to the emerging proposals.

14) Village Newsletter Autumn Edition

To receive a progress report from the Clerk, consider estimated printing costs, and decide any action as necessary.

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 confirm the date, time, and venue of the next ordinary meeting of Addingham Parish Council – 19th October 2022 at 7pm, Memorial Hall, Addingham.

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 item 18 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) Subject Access Request (correspondence and draft response circulated to members)

- a. To receive a Subject Access Request. To consider the Clerk's draft written response and decide on any action as necessary.