

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE MEMORIAL HALL ON WEDNESDAY 16TH NOVEMBER 2022 AT 7:00PM

Present

Cllrs: T Brady, Hindle, Flesher, Tennant, Sutcliffe, D Brady, Coates and Jerome
Cllr Naylor joined the meeting at 7.05pm and left at 7.27pm

Absent

Cllrs Wilcox and Smith

In Attendance

Parish Clerk: S Lloyd
Public: 2
Ward Cllr C Whitaker
PC Paul Beck

177/22 Apologies for Absence

Received from Cllrs Wilcox and Smith; reasons for absences approved.

178/22 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:

Personal Interests:

Cllr Tennant – Item 12, P&M Committee report including Allotments. Allotment holder connected person's interest, spouse is a plot holder. Dispensation held.

Disclosable Pecuniary Interests:

Cllr Flesher – Item 6, financial matters. Invoice for payment

179/22 Public Consultation and Question Time, including Police Matters

The Police provided a written report, which was received and noted.

There were no comments from members of the public.

180/22 Minutes

Resolved(1): That the Minutes of the Meeting held on 25th October 2022, 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.

181/22 Consultations, Correspondence and Discussion forum

Correspondence received during the month had been circulated to members, as appropriate, and was noted in accordance with the policies and procedures of the Council.

Resolved(1): That Addingham Parish Council would decline a request to meet with representatives of Wharfedale Greenway. That the resolution of Council to delegate the workload to the Climate Action Committee was upheld. That the Clerk send a response to this effect.

Resolved(2): That Addingham Parish Council write to the Environment Agency to request a site meeting at the Pumping station. That Yorkshire Water, Robbie Moore MP, Ward Councillors, Regent Management Company and Professor Battarbee are invited to the meeting.

Having declared a personal interest in the next agenda item, cllr Flesher left the meeting.

182/22 Financial Matters

1. Invoices for payment

Resolved(1): That the presented list of accounts paid and invoices due for payment, be approved

Cllr Flesher re-joined the meeting

2. Bank Reconciliations – to end 7th November 2022

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

3. Staffing

Resolved: That overtime worked during October by the Clerk be approved (minute ref 112/22 refers) and

letter to payroll signed accordingly.

4. Expenditure proposals

Resolved(1): That the clerk be authorised to attend the SLCC practitioners conference in February 2023. That expenditure necessary be approved from the training budget. It was further resolved that if the conference was already fully booked, that the Clerk be delegated authority to book for the following year as soon as places were advertised and incur expenditure as necessary.

Resolved(2): That the Clerk be authorised to confirm arrangements with Aire Valley Forge for phase 2 of the scheme of works at the War Memorial, as quoted. That £13,105 plus VAT be committed for this purpose. (fin reg 11.1.iv refers)

Resolved(3): That the Clerk be authorised to incur expenditure necessary for the fulfillment of the "Butts and Bins" initiative, up to a maximum of £2500 (net of VAT).

183/22 Planning Applications

Planning Applications were considered as follows

22/04425/HOU	7 Shearings Path
22/04242/HOU	18 sycamore Drive
22/04094/FUL	Marchup Heights
22/04706/HOU	3 Park Cres

There were no comments on the applications

184/22 Risk Assessment Policy and Annual Risk Assessment Reports

Resolved: That the Council's Risk Management Policy and Risk Assessments be approved.

185/22 Policies and Procedures of Council

Resolved: That the Memorial Bench policy be approved.

186/22 AGAR 2021/22

The Notice of Conclusion of Audit was received. It was noted that there were no matters to raise with the Council, following the annual audit of the Council's financial records and procedures; that the records and systems of internal control were adequate and effective; and that accounting information shown in the AGAR had been correctly stated except for noting that; The Asset figure entered in section 2, box 9 did not show the purchase of the iron railings at the War Memorial.

The Clerk must ensure that box 9 is re-stated in the prior year comparatives when completing next year's AGAR.

187/22 Finance Committee report - Recommendations for Budget and Precept 2023/24

The draft minutes of the Finance Committee meeting held on 8th November were received and noted. The draft Budget Statement, together with the draft Action Plan and Capital Investment Programme 2023-26 were considered. After Discussion it was

Resolved: That the Clerk make a final draft budget available once the Council Base figures are provided by the billing authority. That Council consider setting of the budget and precept during the December meeting.

188/22 Property and Maintenance Committee Report

The draft minutes of the Finance Committee meeting held on 8th November were received and noted.

189/22 Climate Action Addingham

The recent event to present the vision of the working group was a huge success. Council thanked members of Addingham Environment Group for their organisation and hosting at the event. Harry Tennant created a short film, which was shown and will be shared at the Hub and the Primary School. The councillors extended their thanks to Harry for such a professional film. Almost 100 residents have expressed an interest in the "Bins and Butts" waste reduction scheme.

Resolved(1): That the decision regarding the request to lay new hedgerow around the football field be delegated to the Clerk in consultation with cllrs' Hindle, T Brady and Tennant.

Resolved(2): That Councillors would run the CAA stand at the forthcoming Christmas market and a rota would be drawn up by the Clerk and circulated.

190/22 Pavilion

Plans for a small extension at the side of the Pavilion were received from the Scouts. After discussion it was

Resolved: That the idea in principle be approved but that the organisation made aware that Council budgets are tight and grant funding opportunities would need to be explored.

191/22 Village Events and Celebrations

The Clerk provided an update regarding the Christmas Light Switch on event. A list of tasks and a rota will be drawn up by the Clerk and circulated.

192/22 Chairman's Remarks and Members' Discussion Forum

Cllr Coates provided verbal update on traffic matters. Since July 2022, the Parish council has worked with highways and street lighting teams to address 28 items that were identified. The list included broken and dirty signs, missing and worn white lines and requests for roundals. Some significant items remain outstanding and these relate to speeding, road layouts and pressure of traffic using Bolton Road.

The ongoing concerns regarding the lack of parking for Main street residents was discussed. The clerk was asked to seek information from the Estates and Property department regarding the potential transfer of the Main Street car park from Bradford Council ownership to the Parish Council.

It was noted that a data capture device had been installed on Main Street close to Old Station Way. This will record speeds over a number of weeks and data will be available for analysis.

193/22 Dates and venue arrangements for forthcoming meetings

The next ordinary meeting of the Council would be held on 14th December 2022 at 7pm at the Memorial Hall.

194/22 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 (minutes 175/22 and 176/22 below) on the grounds that they relate to confidential contractual and staffing matters.

195/22 Staffing and Contractor matters

The revised NALC payscales were received and noted following the outcome of the 2022/23 pay negotiations. Backpay was confirmed for S Lloyd and W Green.

The confidential briefing paper prepared and distributed by the Clerk was received and noted.

Resolved: That the Clerk work on a revised proposal with support from Cllr Sutcliffe and Tennant and that this is presented to Council during the December meeting.

Chairman