

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE MEMORIAL HALL ON Wednesday 18th January 2023 AT 7:00PM

Present

Cllrs: T Brady, Hindle, Flesher, Tennant, Sutcliffe, D Brady, Coates, Smith, Wilcox and Jerome

Absent

Cllr Naylor

In Attendance

Parish Clerk: S Lloyd

Public: 7

PCSO Jeanette Bolton

1/23 Apologies for Absence

None

2/23 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 8, P&M Committee report including Allotments. Allotment holder connected person's interest, spouse is a plot holder. Dispensation held.

Disclosable Pecuniary Interests:

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

3/23 Public Consultation and Question Time, including Police Matters

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

A member of the public present at the meeting was invited by the chairman to speak during agenda item 9

At the invitation of the chairman, a member of the public addressed Council in relation to agenda item 10.

A member of the public present at the meeting was invited by the chairman to speak during agenda item 14.

4/23 Minutes

Resolved(1): That the Minutes of the Meeting held on 19th December 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.

5/23 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: That permission be granted for the AA & GA to place posters at each allotment site, to advertise the association. It was further resolved that the association be invited to submit a detailed proposal for a new gate at Newtown which they would like to donate.

Having declared a personal interest in the next agenda item, Cllr Hindle left the meeting.

6/23 Financial Matters

1. Invoices for payment

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

Resolved(2): That a payment of £1343.66 made by the Clerk to Zurich for the Council's annual insurance policy, paid in accordance with financial regulation 5.5 and the delegated authority approved during the December 2022 meeting for this purpose be ratified. (min ref 202/22 refers)

Resolved(3): That a decision made by the Clerk in consultation with the Chairman to appoint a plumber to replace a burst pipe at the Sugar Hill toilets during the Christmas holiday period be ratified. To approve expenditure of £96 to R K Petty for the work (Fin Reg 4.5 refers).

Resolved(4): That a decision made by the Clerk in consultation with the Chairman to appoint an electrician make the electrical supply safe and replace a light, following a burst pipe at the Sugar Hill toilets during the Christmas holiday period be ratified. To approve expenditure of £204 to TAC for the work (Fin Reg 4.5 refers).

Resolved(5): That a decision made by the Clerk in consultation with the Chairman to appoint TOTAL plumbing to repair a radiator leak at the Old School be ratified. That expenditure be approved from the Old School maintenance budget for the work (Fin Reg 4.5 refers).

Resolved(6): That a decision made by the Clerk in consultation with the Chairman to appoint a contractor to clear brash at Silsden Road bottle tip site prior to the commencement of walling works be ratified. To approve expenditure of £30 to P Hindle for the work (Fin Reg 4.5 refers).

Cllr Hindle re-joined the meeting

2. Bank Reconciliations – to end 9th January 2023

The Bank Reconciliation to end 9th January 2023 was received and noted.

3. Monitoring Statement to 31 December 2022

The monitoring statement to 31st December 2022 was received and noted.

7/23 Planning Applications

Planning Applications were considered as follows:

22/05289/HOU Hall Gill House Cocking Lane replace existing garden room with new timber clad garden room.

There were no comments on the application.

8/23 Property and Maintenance Committee Report

The draft minutes of the Property and Maintenance Committee meeting held on 10th January were received and noted.

Resolved(1): That the 8 Bowling Club benches be considered for replacement along with others in the village. That Council considers them in its capital plan of replacements planned over several years.

Resolved(2): That Council accepts the quote for fencing works at the Stamp Hill Allotments/Nature reserve. That financial regulation 11, obliging the Council to consider at least 3 quotes, be set aside. It was noted for information that three other fencing contractors have been invited to quote, but declined. That the Clerk be authorised to make the necessary arrangements with R Ellis to proceed as per his revised quote dated 13th January 2023. That £5258.00 plus VAT be committed for this purpose from general reserves.

Resolved(3): That Council accepts the quote for replacement front guttering works at the Pavilion. That financial regulation 11, obliging the Council to consider at least 3 quotes, be set aside. It was noted for information that three other roofing and guttering contractors have been invited to quote, but declined. That the Clerk be authorised to make the necessary arrangements with D S Seamless Guttering systems to proceed as quoted. That £888 including VAT be committed for this purpose.

9/23 Climate Action Addingham

A verbal update from the members' site visit to the pumping station at Low Mill village was received together with correspondence from the Environment Agency. After discussion it was

Resolved: That the CAA working group maintain momentum with the Environment Agency and Yorkshire Water and feedback to Council with any updates.

10/23 Dawson Crossley Field and Car Park; Lease and arrangements for Maintenance

A verbal update from the P&M committee members on maintenance requirements at the Dawson Crossley Field and car park was received and noted. Although historical records, letters and minutes from 1964 indicate that there was a lease agreement between the Parish Council, The Church and the Addingham United Charity for the Dawson Crossley land at High Mill, none of the organisations can locate it. The documents allude to the occupier having responsibility for maintenance duties but in the absence of a lease agreement, this is not a fact the Parish Council can rely on. After discussion it was

Resolved: That the Clerk write to the charity trustees and request that a formal lease be drawn up to include a detailed site plan and responsibilities for maintenance.

11/23 Traffic Issues

Here were no updates available. The Clerk was asked to chase responses and carry the agenda item forward to the next meeting.

12/23 Car Parking on Main Street

Resolved: That Council express an interest in applying for a CAT of the small car park on Main Street. That the Clerk writes and informs the car park enforcement manager of their intentions and requests that the car park is removed from the enforcement regime with immediate effect.

13/23 War Memorial Capital project – phase three

Quotes and artwork for 3 personalised benches to replace existing at the seating area in the memorial gardens were received. After discussion it was

Resolved(1): That Council consider the logo more generally as a bigger piece of work and that Cllr Wilcox lead this branding initiative.

Resolved(2): That the Clerk places an order for 3 personalised Lowther benches from Glasdon UK. That £2119.14 excluding VAT be approved for this purpose. It was further resolved that the clerk make arrangements with a suitable tradesman to secure the benches in place. That the Clerk, be authorised to incur expenditure in respect of the bench fitting.

14/23 Coronation Celebrations

At the invitation of the Chairman, a member of the public was invited to address Council with an update from the working group meeting. Groups from the village will join together to host activities and entertainment over the bank holiday weekend. Further information will be published in the village newsletter and on social media to keep residents up to date. The working group requested that the Parish Council make the necessary arrangements to close the road. After discussion, it was

Resolved(1): That the Clerk request a road closure by the usual means and notify the PSLG and bus companies of the details. That the Council considers how best to supervise the road closure on Sunday 7th June, using a traffic management company if necessary.

Resolved(2): That Council manages all payments and receipts for the event in accordance with its financial regulations.

Resolved(3): That the Parish council undertakes to underwrite, in full, the event financially. That the Council allocates a reserve of £12,000 for this purpose. It was noted that income from other sources, donations and ticket sales would all be used to offset the expenditure required from the Parish council. It was further noted that surpluses from the event, although not expected, will be reported to full council who will decide on appropriate action.

Resolved(4): That ideas for a community gift to mark the occasion be carried forward to the next meeting.

15/23 Chairman's Remarks and Members' Discussion Forum

The Chairman gave a vote of thanks to Hub volunteers who have given their time so willingly to host the Warm Space for the community this winter.

Cllr Jerome gave a vote of thanks to Mr Hunter Rowe and the Coronation committee members for their enthusiastic and detailed event planning for the forthcoming Coronation of King Charles III.

16/23 Dates and venue arrangements for forthcoming meetings

The next ordinary meeting of the Council would be held on 15th February 2023 at 7pm at the Memorial Hall.

17/23 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 (minute 18/23 below) on the grounds that they relate to confidential contractual matters.

18/23 Parsons Lane

The Clerk reported that she had received a response from Walker Foster Solicitors and that a file had been opened.

Resolved(1): That the Clerk be authorised to make a payment of £50 to Walker foster for Land Registry searches.

Council considered advertising the Parsons Lane field for grazing a small number of sheep. It was noted that the previous tenant had used the field for some vehicle storage and that an increased rental amount had been agreed for the mixed use.

Resolved(2): That the Clerk advertises the land on Parsons Lane to a sheep farmer for grazing. That the price be negotiable on application. That Council seeks a 12 month agreement with a new tenant.

Chairman