

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE MEMORIAL HALL ON Wednesday 15th February 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: 6

PC Paul Beck

District Cllr Caroline Whitaker

Village Lengthsman

25/23 Apologies for Absence

Received from Cllr Naylor; reasons for absence approved.

26/23 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 9, P&M Committee report including Allotments. Allotment holder connected person's interest, spouse is a plot holder. Dispensation held.

Cllr Coates – Item 7, planning. Connected person's interest, Cllrs daughter is employed by applicant.

Disclosable Pecuniary Interests:

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

27/23 Public Consultation and Question Time, including Police Matters

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

At the invitation of the chairman, a member of the public addressed Council in relation to agenda item 4, matters arising.

A member of the public present at the meeting was invited by the chairman to speak during agenda item 7.

A member of the public present at the meeting was invited by the chairman to speak during agenda item 12.

28/23 Minutes

Resolved(1): That the Minutes of the Meeting held on 18th January 2023 and 6th February 2023, 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.

29/23 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.

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

30/23 Financial Matters

1. Invoices for payment

Resolved(1): That the presented list of accounts paid and invoices due for payment, be approved. Including an invoice for £32 for P Hindle for the installation of a bench. (min ref 127/22 refers).

Resolved(2): That a payment of £200 made by the Clerk to "Late Last Night musicians" for the Coronation event, paid in accordance with financial regulation 5.5 and the delegated authority approved for this purpose. (min ref 21/23 refers) be ratified.

Resolved(3): That a decision made by the Clerk in consultation with the Chairman to authorise Gareth Hopwood to carry out remedial electrical works identified during the EICR at the Pavilion be ratified. That expenditure of £310 plus vat for the work (Fin Reg 4.5 refers) be approved.

Resolved(4): That a decision made by the Clerk in consultation with the Chairman to authorise Gareth

Hopwood to replace the light fitting sensor at the Pavilion toilets be ratified. To approve expenditure of £75 plus vat for the work (Fin Reg 4.5 refers) be approved.

Resolved(5): That a decision made by the Clerk in consultation with the Chairman to order a replacement defib battery for the Memorial Hall device be ratified. That expenditure of £346.80 Inc vat (Fin Reg 4.5 refers) be approved.

Resolved(6): That a decision made by the Clerk in consultation with the Chairman to purchase wooden stakes from Airedale Tree Surgeons Ltd be ratified. That expenditure of £31.68 Inc vat (Fin Reg 4.5 refers) be approved.

Cllr Hindle re-joined the meeting

2. Bank Reconciliations – to end 8th February 2023

The Clerk reported some technical difficulties with Barclays Bank and that as a result, accounts were reconciled to 8th February 2023 and not 6th, which was listed in the agenda. The reconciliation was received and noted.

31/23 Planning Applications

Planning Applications were considered as follows:

22/05117/FUL Craven Heifer Construction of single dwelling on land currently used as car parking for Pub

Resolved: That an objection be sent to the planning authority in response to the consultation on the application for development at The Craven Heifer Public House to the effect that the plans will displace vehicles onto adjacent residential streets. The application has neglected to give due consideration to the deliveries that are necessary for the pub. The existing access is not clearly marked on the plans and as such rights of way are possibly diminished for Top Smithy Cottage.

32/33 Village Businesses

Members of Totally Locally were unavailable, so the item will be carried forward to the next meeting.

33/23 Property and Maintenance Committee Report

The draft minutes of the Property and Maintenance Committee meeting held on 6th February were received and noted.

34/23 Finance Committee Committee Report

The draft minutes of the Finance Committee meeting held on 6th February were received and noted.

Resolved(1): That the quote of £279.54 from Hiscox for insurance at Hoffman Wood Field for 2023, be approved.

Resolved(2): That the proposed table of fees and charges, as recommended by the Finance Committee be approved.

35/23 Energy Costs for Council Owned Buildings

The Clerk presented a series of contract options for the supply of electricity and Gas to the Old School, Hub building. Council noted the end date of the current fixed price contract with British Gas of 15th April 2023. Council noted the prevailing market conditions of price fluctuations in the wholesale energy market. After discussion it was

Resolved: That the clerk, in discussion with the Chairman, be authorised to obtain up to date quotes from the current provider for long term fixed rates of 3 years, if available, and accept the best deal on the day the order is placed. That this decision be reported and ratified at the next meeting.

36/23 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. 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, Police and bus companies of the details. That the Clerk makes arrangements with Divert Traffic Solutions, for the management of the road closure on Sunday 7th June; requesting a revised quote to allow for additional staff to manage the closure at St Paul's Rise/Old Station Way junction.

Resolved(2): That the Coronation Celebration community group be formally recognised as a working group of the Council and that as such the event is fully covered for Public Liability under the Zurich policy held by the Council. It was further resolved that the Clerk obtains cover for event cancellation from Zurich in the first instance and from the wider insurance market if necessary. That this decision be reported and ratified at the next meeting.

Resolved(3): That use of Pavilion electrical supply during the event be approved the associated expenditure be met in full by the Parish Council.

Council considered the idea of presenting a commemorative coin as a keepsake to all primary school age children to mark the Coronation and to offer a small number for sale. After discussion it was

Resolved(4): That the Clerk be authorised to place an order with Tower Mint for 300 coins. That £897 excl vat

and carriage be committed for this purpose.

The Council would like to offer the Coasters for sale to residents and visitors both before and during the Coronation weekend. After discussion it was

Resolved(5): That the Clerk be authorised to place an order with Venn products of Skipton for 100 coasters.

The council considered the idea of planting a pair of Oak Trees in the field near to the Big Meadow Drive on the junction corner. The location chosen would be visible to all, as Silsden Road is a well-used entrance to the village.

Resolved(6): That Cllr Hindle and Flesher create a fenced off area using posts and pig netting. That the Clerk, be authorised to incur expenditure necessary for the scheme.

Resolved(7): That the Clerk be authorised to order 2 English Oak trees from Thorpe Trees and incur expenditure necessary.

37/23 Chairman's Remarks and Members' Discussion Forum

The Chairman thanked Cllrs Wilcox, Flesher and Hindle for their recent efforts to distribute water butts and install new benches.

Thanks was given by all to the village Lengthsman, who has kept on top of fallen leaves, litter and winter debris around the village. The Clerk was asked to remind residents via social media that they can play a key role in reporting directly to Bradford Council, areas that require attention.

Council received and noted a report from Cllr Wilcox regarding the history of the Vavasour family and the coat of arms that has become synonymous with Addingham. Council would like the opportunity of adopting a logo that is true to the heraldic bearings and insignia used.

Resolved: That Cllr Tennant provide initial images for consideration by Council at the next meeting.

38/23 Dates and venue arrangements for forthcoming meetings

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

39/23 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 40/23 and 41/23 below) on the grounds that they relate to confidential contractual matters.

40/23 Staff Salaries

Resolved: That the pay progression for the Clerk, in line with her contract of employment be approved. A confirmation letter for the file was duly signed.

41/23 Contractor matters

The Clerk reported that the tender process for Lengthsman services had concluded and a confidential summary was presented.

Resolved: That the Clerk makes arrangements with Richard Mulligan Gardening Services for the undertaking of lengthsman services to take effect from 1st April 2023 for 3 years,

Chairman