

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE MEMORIAL HALL ON Wednesday 15th March 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: 5

Village Lengthsman

41/23 Apologies for Absence

None received

42/23 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:

None

Disclosable Pecuniary Interests:

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

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

43/23 Public Consultation and Question Time, including Police Matters

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

A member of the public and representative from Totally Locally Business organisation, present at the meeting was invited by the chairman to speak during agenda item 8.

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

44/23 Minutes

Resolved(1): That the Minutes of the Meeting held on 15th 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.

45/23 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 an interest in the next agenda item, Cllr Coates and Cllr flesher left the meeting.

46/23 Financial Matters

1. Invoices for payment

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

Including invoices that were presented during the meeting: £25 for YLCA training, and £379 for Michael Flesher for maintenance work.

That payments made by the Clerk 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.

| Payee | Description | Gross amount | VAT reclaimable |
|-------------------------|-----------------------------------|--------------|-----------------|
| Nationwide Marquee Hire | Coronation equipment hire deposit | £488.70 | £81.45 |
| Event Medics | Coronation First Aid | £780.00 | |
| Convenience Hire | Coronation toilets | £588.00 | £98.00 |
| TL Dallas | Coronation cancellation insurance | £422.80 | |

Resolved(2): That a decision made by the Clerk in consultation with the Chairman to authorise Keighley Tree Services to remove a dangerous tree on Silsden Road be ratified. That expenditure of £360 inc vat for the work (Fin Reg 4.5 refers) be approved.

Resolved(3): That the Clerk be authorised to accept the quotation from Lumalite of £1,188 plus vat for the repair and restoration of the Duck Christmas light.

Resolved(4): That the Clerk be authorised to purchase two additional BOSE speakers and a high spec microphone to complement the existing PA sound equipment. That a budget of no more than £1500 be approved for this purpose.

Cllr Coates and Cllr Flesher re-joined the meeting

2. Bank Reconciliations – to end 13th March 2023

The reconciliation was received and noted.

47/23 Planning Applications

Planning Applications were considered as follows:

23/00337/HOU 33 Moor Lane Raise ridge height to side elevation and re position front wall flush with house front wall to match adjoining property and create a front porch.

23/00237/LBC 95 Main Street Changes to windows

There were no comments on the applications.

48/33 Village Businesses

At the invitation of the Chairman, a member of Totally Locally (Business Organisation) was invited to address Council.

It was reported that parking outside village shops can be difficult, constant roadworks and traffic diversions on Bolton Road and reduced footfall after covid is affecting most Main Street outlets and businesses. It was reported that rising costs and changes to shopping habits has contributed to the closure of shops.

The Council noted that the Post Office is yet to find a buyer and that closure is likely within the near future. After discussion it was

Resolved That the parking and traffic issues raised by the businesses, continue to be included in the overall work of the Parish Council. It was further resolved to include the possible Post Office closure as an agenda item for the next meeting.

49/23 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 clerk confirmed that Cllr Hindle and Cllr flesher had constructed the fencing to secure the pair of Oak Trees approved during the February meeting. After discussion, it was

Resolved(1): That Cllrs Jerome, Coates and Tennant be invited to plant the King Charles III trees and unveil them in a ceremony.

Resolved(2): That a decision made by the Clerk to arrange Coronation Celebration event cancellation insurance with TL Dallas at a cost of £422.80 using the delegated authority approved for this purpose (min ref 36/23 refers) be ratified.

Resolved(3): That the clerk accepts the revised quote of £2360 from Divert Traffic Solutions for the Road closure traffic management for the Coronation parade.

Resolved(5): That the Clerk obtain quotes for an ornamental stone to mark the site where the trees will be planted, for consideration during the next meeting.

50/23 Climate Action Addingham

Resolved(1): That the Council supports and promotes the village litter pick on 1st April. That members of the Council host refreshments in the Hub for volunteers.

Resolved(2): A report from the Chairman regarding unauthorised tree works on the Old School was received and noted. The Police and District Council (landowner) are aware of the issues.

51/23 Village Newsletter

The Clerk reported that the Spring edition of the Newsletter was distributed by volunteers during early March.

52/23 Audit 2022/23

Financial records, including the updated Asset Register were reviewed and financial procedures and internal control systems were confirmed.

53/23 Chairman's Remarks and Members' Discussion Forum

The Clerk's report on the Warm Space initiative was received and noted.

Resolved: That the Hub would continue to open on Saturday mornings subject to volunteers.

54/23 Dates and venue arrangements for forthcoming meetings

The next ordinary meeting of the Council would be held on 19th April 2023 at 7pm at the Memorial Hall.

55/23 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 56/23, 57/23 and 58/23 below) on the grounds that they relate to confidential contractual matters.

56/23 Land at Parsons Lane

The Clerk's update on matters relating to a boundary dispute was received and noted.

The Clerk was asked to chase up an outstanding matter with Robbie Moore MP.

57/23 Legal Matters

The Clerk's report on matters relating to Land ownership on the corner of Big Meadow Drive and Browsfield Road was received and noted. After discussion it was

Resolved: That the Clerk registers ownership of the land for the Parish. That a scheme of delegation is approved for the Clerk to incur any legal costs necessary in drafting the preliminary papers.

58/23 Contractor matters

Resolved: The draft contract for Lengthsman services was received and duly signed in accordance with Council procedures. It was further resolved that the Clerk makes arrangements with Richard Mulligan Gardening Services for the contract to be signed by him in order for services to take effect from 1st April 2023 for 3 years,

Chairman