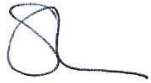


ADDINGHAM PARISH COUNCIL

NOTICE IS HEREBY GIVEN that a Meeting of Addingham Parish Council will be held in **The Memorial Hall, Addingham** on **Wednesday 15th March 2023** 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
9th March 2023

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 Meetings held on 15th February 2023 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.

6) Financial Matters

1. Invoices for payment

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

To approve the presented list of accounts paid and the month's invoices due for payment, to sign cheques as required.

2. Expenditure Proposals

- a. To ratify a decision made by the Clerk in consultation with the Chairman to instruct Keighley Tree services to remove a tree from Parish Council owned land, that had become dangerous following high winds. (Fin Reg 4.5 refers).
- b. To receive a quotation from Lumalite of £1,188 plus vat for the repair and restoration of the duck Christmas light (situated on the wall of Muirhead dental surgery). To decide on any action as necessary.
- c. To consider a proposal to purchase two additional BOSE speakers and a high spec microphone to

- complement the existing PA sound equipment. To decide on any action as necessary.
- d. To receive a quote from Keighley Tree Services, if available, for crown lifting of trees in small car park on Main Street. For arborist to remove any remaining electrical wires that were not accessible to volunteers.

3. Bank Reconciliations for March 2023. (Copy of bank reconciliation circulated to Members)

To receive the Bank Reconciliation to 13th March 2023.

7) 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.

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

8) Village Businesses

To receive a verbal report from members of Totally Locally who are concerned about long term viability of village businesses. To decide on any action as necessary.

9) Coronation Celebrations

To receive an update from the community working group, if available, on progress made with the planning of events to celebrate the coronation of King Charles III.

- a. To appoint members to attend the tree planting of the King Charles III trees.
- b. To approve the finalised quote, if available, from Divert Traffic Solutions, including the changes noted by Council during the previous meeting (min ref 36/23 refers).

10) Climate Action Addingham

- a. To receive a proposal to support a village litter pick on Saturday 1st April as part of Keep Britain Tidy campaign. To provide refreshments in the Hub at the end of the event. To decide on any action as necessary.
- b. To receive a verbal update regarding the unauthorised tree works at the Old School Site. To decide on any action as necessary.

11) Village Newsletter Spring Edition

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

12) Audit 2022/23

To review financial records including the updated Asset Register, financial procedures and internal control systems in preparation for the year-end audit 2022/23 (**Financial Procedures available on website; checklist attached**)

13) Chairman's Remarks and Members' Discussion Forum

To receive the Chairman's and members' reports for information.

- a. To receive the initial logo ideas, from Cllr Tennant, incorporating the Vavasour crest. To decide on any action as necessary.
- b. To receive feedback from Cllr Naylor from the Local Council Liaison Group meeting, held remotely on 28th February. To consider the appointment of Cllr Naylor to represent Addingham Parish Council at the planning protocol revision meetings. To decide on any action as necessary.
- c. To receive the Clerk's update and summary of the Warm Space initiative and to decide opening hours for the Hub from April onwards.

14) 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 April 2023 at 7pm, Memorial Hall, Addingham.

15) 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 16, 17 & 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.*

16) Land at Parsons Lane

- a. To receive the initial response from Walker Foster Solicitors regarding the boundary issues ongoing since Summer 2022.
- b. To consider the long-term strategic plan for the land holding. To decide on any action as necessary.

17) Legal Matters (Copy of report circulated to Members)

To receive the clerks report following recent correspondence regarding ownership of land at the corner of Big Meadow Drive and Browsfield Road. To consider the benefit of investigating further and to decide any action as necessary.

18) Contractor Matters (Copy of contract circulated to members)

To receive the contract for Lengthsman services for three years from 1st April 2023. If thought fit, to authorise the Clerk to make the necessary arrangements for it to be signed and witnessed in accordance with procedures.