

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE MEMORIAL HALL ON Wednesday 20th September 2023 AT 7:00PM

Present

Cllrs: Hindle, Tennant, Brady, Walsh, Coates, Smith, Cobley, Sutcliffe and Flesher

Absent

Cllrs Naylor and Wilcox

In Attendance

Parish Clerk: S Lloyd

Public: 1

District Cllr Janet Russell

Village Lengthsman

148/23 Apologies for Absence

Cllrs Naylor and Wilcox. Reasons for absence consented.

149/23 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 – Agenda item 7 (Property and Maintenance committee report and Issues including allotments) – Spouse is a plot holder. Dispensation granted.

Disclosable Pecuniary Interests:

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

150/23 Public Consultation and Question Time, including Police Matters

The Police were not present.

At the invitation of the Chairman, District Cllr Russell was invited to address Council to share information and ask questions regarding the youth services available in Addingham. It was agreed that the Clerk would put Cllr Russell in touch with the Trustees of the Youth Centre.

Cllr Cobley asked if there had been any further correspondence from the Post office. The Clerk gave a brief verbal summary and was asked to provide a further report at the October meeting of the Full Council.

151/23 Minutes

Resolved(1): That the Minutes of the Meetings held on 19th July 2023 and 12th September 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.

152/23 Consultations, Correspondence and Discussion forum

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

Council considered the YLCA briefing paper on the D-Day anniversary (June 2024) after discussion it was

Resolved: That the Clerk contacts the Gala Committee, Churches and Addingham Civic Society to arrange an informal brainstorming discussion about a village event to mark the anniversary.

Council considered the correspondence exchanged between District Cllr Russell and BMDC officers in relation to the recent works on Back Beck Lane and resultant damage to the Beck and aquatic life. after discussion it was

Resolved: That the Clerk sends a letter to address the same points to both Kirsten England and Robbie Moore MP.

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

153/23 Financial Matters

1. Invoices for payment

Resolved(1): That the presented list of accounts paid and invoices due for payment, be approved. Including four invoices presented at the meeting: £2428 Robert Binns Builders; £82.92 Craven Stationery; £52.50 Peter Hindle; £35.50 Addingham Newsagents.

That payments made by the Clerk, paid in accordance with financial regulation 5.5 and the delegated authority approved for this purpose (min ref 133/23 refers) be ratified.

Payee	Amount including VAT	VAT reclaimable
August & September 2023		
BT internet	£43.13	£7.19
British Gas Direct Debit	£64.80	£3.09
British Gas Direct Debit	122.94	£11.20
TAC (Xmas lights)	£2088	£348
Richard Mulligan (Lengthsman)	£1270	
ERG Facilities (jetting blocked drains)	£294	£49
Olicana Cleaning	£15	
Addingham Newsagents	£41.60	
BMDC July Salaries Direct Debit	£3274.09	
Scottish Water (Sugar Hill)	£97.17	
H & J Adams (consumables)	£25	

Resolved(1): That a decision made by the Clerk in consultation with the Chairman to instruct a contractor to mow a meter strip along the southern edge of the Football pitch at Stockinger Lane be ratified. That expenditure be approved for this purpose (Fin Reg 4.1 refers)

Resolved(2): That a decision made by the Clerk in consultation with the Chairman to instruct a contractor to dig two test holes in the French drain for inspection purposes along the western edge of the Football pitch at Stockinger Lane be ratified. That expenditure be approved for this purpose (Fin Reg 4.1 refers)

Resolved(3): That a decision made by the Clerk in consultation with the Chairman to appoint a contractor to jet the blocked drains at the Pavilion and Scout Hut at Stockinger Lane be ratified. That expenditure of £294 plus VAT be approved for this purpose (Fin Reg 4.5 refers)

Resolved(4): That a decision made by the Clerk in consultation with the Chairman to appoint a contractor to repair the loose flags at the entrance to the MUGA be ratified. That expenditure be approved for this purpose. (Fin Reg 4.1 refers)

Resolved(5): That a decision made by the Clerk in consultation with the Chairman to instruct Keighley Tree Services to undertake tree works necessary to cut back the group of trees to the east of the football field at Stockinger Lane be ratified. That expenditure of £888 including VAT be approved for this purpose. (Fin Reg 4.5 refers)

Resolved(6): That a decision made by the Clerk in consultation with the Chairman to instruct Turners Garden Machinery to repair the Council lawn mower be ratified. That expenditure of £156.17 be approved for this purpose. (Fin Regs 4.1 & 4.5 refer).

Resolved(7): That a decision made by the Clerk in consultation with the Chairman to appoint a contractor to rebuild the wall end at the Silden Road park entrance be ratified. That expenditure be approved for this purpose. (Fin Reg 4.5 refers).

Resolved(8): That a decision made by the Clerk in consultation with the Chairman to appoint a contractor to repair a damaged section of mesh at the MUGA be ratified. That expenditure be approved for this purpose. (Fin Reg 4.1 refers)

Resolved(9): That a decision made by the Clerk in consultation with the Chairman to appoint Hopwood Electrical Contractors to inspect and service the token box for the MUGA lights be ratified. That expenditure be approved for this purpose. (Fin Reg 4.1 and 4.5 refers)

Resolved(10): That revised expenditure of £2288 for the Autumn edition of the Newsletter be approved.

Resolved(11): That the Clerk place an order with Glasdon for a Lowther bench to replace the bench behind the Primary School. That expenditure of £631.77 plus VAT be approved for this purpose. That the Clerk be authorised to incur expenditure necessary for the installation of the new bench.

Resolved(12): That the grant application from Totally Locally for the Christmas market costs of £1209.50 be approved.

2. Bank Reconciliations – to end 11th September 2023

The reconciliation was received and noted.

154/23 Property and Maintenance Committee Report

The draft minutes of the Property and Maintenance Committee meeting held on 12th September were received and noted.

The motion to approve a scheme to remove the 30 fence posts and chains at The Green and replace with a hedgerow was not carried. An amendment was proposed in accordance with the Standing Orders of the Council. After discussion it was

Resolved(1): That the posts and chains at The Green be repaired. That the Clerk be authorised to appoint a contractor to carry out repairs. That a scheme of delegation to the Clerk be approved to incur expenditure for this purpose.

Resolved(2): That the Clerk seeks the removal of the bus stop and associated signage now that the bus route no longer uses Skipton Road.

Resolved(3): That the Clerk discusses with the Civic Society the possibility of repairs and restoration of the Best

Kept Village Sign on The Green and provides feedback at the next meeting of the P&M committee.

Resolved(4): That Council continues to provide areas within the village for management as wildflower areas. That proposals from Addingham Environment Group to collaborate with the Yorkshire Dales Millenium Trust to further enhance the biodiversity value of these areas be fully endorsed.

Resolved(5): That Council works with the Addingham Environment Group to improve residents' understanding of the Old Station Way wildflower meadow and its value and purpose from a biodiversity perspective. That information is made available in the Spring 2024 Village Newsletter. It was further resolved that the Parish Council remind BMDC of the instructions for the mown margins for this area.

Resolved(6): That the Clerk places an order for a larger commercial waste bin at the Pavilion Site. That expenditure of £794.04 is approved for this purpose. It was further resolved to consider this reoccurring expense during budget setting meetings.

The motion to re-direct the public footpath in a straight line to the corner of Skipton Road (north) as it crosses School Lane was not carried.

156/23 Climate Action Addingham

The date for the next meeting of CAA was confirmed as 25th September 2023.

Resolved: That a scheme of delegation to the Clerk be approved to incur event expenditure of £150 for the purposes of hall hire and refreshments for village meeting on 16th November 2023.

157/23 Planning Applications

Planning Applications were considered as follows:

23/02815/HOU	24 St Pauls Rise	Single storey, Side extension
23/02900/LBC	Overgate Croft, Cocking Lane	Alterations to remodel the interior, and external alterations to an existing door, roof, and sunroom fenestration
23/02709/HOU	Croft Cottage, Sugar Hill	porch extension to east elevation
23/02339/FUL	Public Toilets at Sugar Hill	External alterations to privacy walls and new ramp to create level access
23/03295/HOU	63 Moor Park Drive	Works to facilitate a garage conversion

There were no comments on the applications.

158/23 Village Events

A verbal report by the Clerk from the Village Sports Day was received and noted. The event ran safely and smoothly. Councillors thanked the event organisers for a job well done.

The Council examined the Martyn's Law factsheet and considered how the advice might be incorporated into event planning for future events.

Resolved(1): That the Clerk seeks quotes from a Traffic Management Company for the Christmas Light road closure.

Resolved(2): That Cllr Smith will lay the wreath on behalf of the Parish Council on Remembrance Sunday.

159/23 Nature Reserve

Cllr Smith gave a verbal report on the condition of some of the fencing which was noted. Cllr Smith requested that the trees are appraised by an arborist and that advice is sought for the ongoing management of the woodland.

Resolved(1): To obtain quotes to replace the fencing along the southern boundary.

Resolved(2): To obtain quotes from arborists to provide a report on the condition of the trees. The quotes to be considered by the P&M Committee, during their next meeting.

160/23 MUGA

A verbal report from the Clerk regarding the MUGA lights was received and noted. After discussion it was

Resolved: That a scheme of delegation to the Clerk be approved to incur expenditure necessary to replace the token box that operates the lights at the MUGA. It was further resolved that Hopwood Electrical Contractors be appointed to undertake the work.

161/23 Chairman's Remarks and Members' Discussion Forum

There were no further comments.

162/23 Dates and venue arrangements for forthcoming meetings

Meeting of the Parish Council – 18th October 2023 at 7pm, Memorial Hall, Addingham.

163/23 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 164/23 below) on the grounds that they are confidential.

164/23 Report on Clerks time spent on recent correspondence.

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