

# **Addingham Parish Council – Meeting 18/10/2023**

## **Clerks report on matters Arising – report for information**

- The Clerk has requested that the sand, left on site by BMDC contractors, be removed from Silsden Road park. The Council agreed to follow up with their contractors during July and August. Inspection by the Clerk on 8<sup>th</sup> September shows the site is now completely overgrown with tall grass and nettles. The sand has not been cleared and was reported again (9<sup>th</sup> Sept). In addition, Harras fencing has been left in the undergrowth.
- Despite extensive drain repairs on Skipton Road and resurfacing of the highway, water continues to spill onto the road near Heathness Road. A further report by the Clerk has been sent to Bradford to request an inspection. \*Update rec'd on 3<sup>rd</sup> August from BMDC to confirm that Highways have inspected the site and the water is coming off the field behind Heathness Road, flowing through a garden, flooding the verge and spilling into the road. This has been forwarded to colleagues in land drainage for them to look into. Clerk chased a response on 19<sup>th</sup> September. A further update was received on 22<sup>nd</sup> confirming a date for a site visit on 25<sup>th</sup> September. (Wasim Sadique)
- Following the recent works on Back Beck Lane, the Clerk has written to Kersten England and Robbie Moore MP to share concerns about matters relating to the environmental impact of the work and the failure to notify the Parish Council of the intended work.
- The Clerk has reported that recent resurfacing works along Bolton Road has left debris behind which has been washed into the Gullies. Residents have noted that the gully wagon has been to clear the affected gullies, but sludge remains. Clerk reported again to Paul Naylor on 5<sup>th</sup> September.
- Clerk has chased enforcement officers again on 19<sup>th</sup> September in relation to business advertising on Highway land. This has now been passed to District Cllr Whitaker for follow up. Update: Response received to confirm that there are insufficient staff to deal with this enforcement issue.
- Weed clearance along the road and footpaths on Silsden Road, Main Street and Ilkley Old Road has been completed by BMDC.
- Members of Addingham Garden Friends asked for help to contact Incommunities re: grass cutting at the Sailor Garden on Main Street. The Clerk's enquiries are ongoing. Chased for an update on 19<sup>th</sup> September. Update received to confirm that Incommunities will resume cutting this area.
- Clerk has escalated the previous request for a new bin at the bus stop on Main Street opp. Cricket Club.
- Clerk has followed up a concern from a resident regarding the Public Right Of Way along Victoria Terrace and that residents wheelie bins are obscuring the footpath. The Lengthsam has cleared the overgrown weeds and the issue of the bins has been referred to the ROW officer. ROW officer hopes to visit and give advice before October. Chased for a progress report on 19<sup>th</sup> September. Update from waste/refuse team received to say that the warden would visit and speak to residents who leave their bin on the footpath and ask them to move it.

- PKF Littlejohn has issued the Conclusion of Audit for the period 2022-2023. This clear audit has been published in accordance with proper practices on the website and noticeboards.
- The Clerk and Cllr Smith have undertaken a site visit to review residents' concerns over the safety of the public footpath at rear of Big Meadow Drive Estate/Addingham Nature Reserve. Some defects and issues have been noted and reported by the Clerk in the first instance to the Rights of Way Officers. Update received on 20<sup>th</sup> September to confirm that work will be undertaken to repair and re-instate the footpath.
- Clerk has provided a revised Risk Assessment to the Scout group for the Pavilion.
- The Clerk has completed a return for DWP regarding use of the Hub as a Warm Space and Welcoming Space. This is a condition of the grant funding received.
- Playsafe have carried out an inspection on the MUGA.
- Following a leak at the Sugar Hill toilets, Yorkshire water has applied a leakage allowance of £421.84. This credit has been offset against the large bill received in April 2023.
- Clerk has followed up a concern from a resident regarding the Public Right Of Way at the top of Stockinger Lane. Officers have agreed to visit. Chased on 19<sup>th</sup> September. Update received to confirm that following a site visit, officers have placed remedial work low on the list of priorities.
- Resident has enquired about the possibility of Double yellows on Church Street, at the junction with Croft House Fold. Clerk has referred the matter to Highways via District Cllr Whitaker.
- Clerk has chased the ongoing matter of 20MPH zone on the Big Meadow Drive Estate.
- In accordance with Council procedures, 2 allotment plots have been reposessed for failure to maintain.
- Continuing communication with Post Office to establish a replacement service for the village in Spring 2024. Chased for a response 6<sup>th</sup> September. Chased again on 19<sup>th</sup> September. Chased again on 12<sup>th</sup> October.
- The clerk has reported to BMDC the overgrown hedges at private addresses along Bark Lane and Abbey Close. The foliage is obstructing the footpath at both locations. Warden to visit.
- The clerk has reported the overgrown hedgerow along the full length of Ilkley Old Road. Requesting that contractors from BMDC come and cut back as soon as possible.
- The Clerk has sent signed Mandate Change paperwork to Barclays bank in accordance with Council instructions.
- A potential planning application issue has been raised by the Clerk in respect of changes to fenestration at 135 Main Street Addingham.
- The Clerk has followed up the report made 8 months ago to BMDC regarding the broken street sign at Sugar Hill.
- The Clerk has made enquiries with Kirkstall Brewery regarding The Crown pub and the likely timescale for re-opening.
- The Parish Council was notified by several members of the public who were concerned about tree works at the rear of Bark Lane on 16<sup>th</sup> September. The felling

of three mature trees was reported and that a huge amount of the waste material ended up in the river Wharfe. This was reported to the EA and there has been no feedback to Council. BMDC have provided an acknowledgement from a flood risk perspective. Tree officers are also aware.

- The Clerk has completed a Data/Information audit in accordance with best practice and which demonstrates compliance with GDPR and DPA legislation.
- The Clerk has completed a review of the Records Management policy (Document retention). There are no recommended changes from the ICO or sector bodies therefore the policy will be set with a new review date by Full Council of December 2024.
- The Clerk has completed a review of the Privacy Notices for the public who interact with the Council and for staff (including Cllrs and volunteers). There are no recommended changes from the ICO or sector bodies therefore both policies will be set with a new review date by Full Council of December 2024.
- The Clerk has completed a review of the Security Incident Policy. There are no recommended changes from the ICO or sector bodies therefore the policy will be set with a new review date by Full Council of December 2024.
- Clerk has reported antisocial behaviour and criminal damage at the Pavilion to the Police. Incidents and damage took place overnight on 27<sup>th</sup> September 2023. A crime number has been issued but the Police have no lines of active enquiry.
- The Clerk has begun enquires with local bus companies regarding the removal of the Skipton Road bust stop signage. There is a timetabled service operated Metro 903 which is operated by Jacksons twice a day between Addingham and Silsden via Brown Bank Caravan Park. Further responses are awaited in relation to this from Jacksons of Silsden.
- Cllr Hindle dealt with the removal of a fallen bough from a tree close to Stamp Hill allotments. The large branch had fallen onto plots 29 & 30.
- The Clerk has opened the bank account with Redwood Bank in accordance with the Councils instructions.