

ADDINGHAM PARISH COUNCIL

MINUTES OF A MEETING OF THE COUNCIL HELD AT THE MEMORIAL HALL ON Wednesday 13th December 2023 AT 7:00PM

Present

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

Absent

Cllrs Naylor, Wilcox and Flesher

In Attendance

Parish Clerk: S Lloyd

Public: 2

District Cllr Janet Russell

District Cllr Caroline Whitaker

199/23 Apologies for Absence

Apologies received from Cllrs Naylor. Reasons for absence consented.

200/23 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 Walsh – Agenda item 6 Finance: reimbursement of payment made on behalf of the Council.

201/23 Public Consultation and Question Time, including Police Matters

The Police were not present at the meeting.

There were no members of the public who wished to address the Council.

202/23 Minutes

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

203/23 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.

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

204/23 Financial Matters

1. Invoices for payment

Resolved(1): That the presented list of accounts paid and invoices due for payment, be approved, Including two invoices presented at the meeting: £24 Jon Walsh (reimburse for costs to dispose of waste dumped on Council land) and £684.60 Hopwood Electrical Contractors (works to improve lighting at the Pavilion and to fit a new token meter for the MUGA lights).

Cllr Walsh re-joined the meeting

2. Expenditure Proposals

Resolved(1): That a donation of £200 be made to the Air Cadets in recognition of their contribution to the remembrance Sunday outdoor service.

Resolved(2): That a donation of £200 be made to the Skipton Brass band in recognition of their contribution to the Christmas Light switch on event.

Resolved(3): That a decision made by the Clerk in consultation with the Chairman to remove fly tipped items from the Nature Reserve and pay for their correct disposal be ratified. That expenditure of £24 be approved for this purpose. (Fin Reg 4.5 refers)

Resolved(4): That the Clerk be authorised to make the necessary arrangements with BMDC for the inspection of trees at two locations on Silsden Road. That expenditure of £240 be approved for this purpose.

3. Bank Reconciliations – to end 11th December 2023

The reconciliation was received and noted.

205/23 Insurances 2024

Resolved : That the Clerk be authorised to make arrangements with Zurich to renew the council's policy and that £1397.62 be committed for this purpose.

206/23 Public Toilets at Sugar Hill

The responses to the procurement exercise were received and noted. There has been insufficient time to undertake full evaluation of the responses with Roost Architects and this item will be carried forward.

207/23 Budget and Precept 2024/25

The draft Budget Statement was received and noted, and the recommendations of the Finance Committee, as put forward from its meetings on 10th and 31st October 2023, were considered.

It was reported that tax base data had now been supplied from the billing authority, and, if approved, the Budget would require an increase of £5.29 to the amount paid by Band D equivalent householders in 2024/25.

Resolved (1): That the 3 year Action Plan and CIP (2024-27) be approved, and that it be used as the basis for the setting of the budget for 2024/25

Resolved (2): That the list of regular payments for 2024 be approved and that the Clerk be authorised to make payments as and when they fall due.

Resolved (3) That the draft Budget 2024/25, be approved, and that it be used as the basis for setting the Parish Precept 2024/25 in order that sufficient funds be made available for budgeted expenditure, taking account of the level of funds available as carried forward from the previous financial year, but including contingency for the ongoing requirements of taking forward agreed projects and plans set out in year 1 of the Council's Action Plan 2024-27, and that the Clerk be authorised to complete the precept form accordingly and arrange for its signature by the Chairman.

Resolved (4): That, after taking account of the decision to set the Precept 2024/25 to provide only part of the budgeted requirements and contingency provisions 2024/25 (Resolution 3 above refers), all funds currently held in bank reserves be used in the coming financial year, first, for revenue expenditure; secondly on the maintenance and improvement of community Council-owned assets, including capital expenditure on equipment, and for the improvement and development of the amenity value of village areas and community services; and finally, in the light of funding constraints affecting services currently provided by BMDC, with a view to ensuring sufficient contingency provision to cover any potential but unbudgeted requirements for the introduction of new services during the course of the financial year.

Resolved (5): That earmarked reserves be reconfirmed as follows, on the basis that the funds have not been used for their intended purpose by 31st March 2024.

General reserves	35,000
MUGA	10,000
Traffic Calming/Road safety	10,000
Sugar Hill toilet refurb contingency	31,900
TOTALS HELD IN RESERVE	£86,900

208/23 Planning Applications

Planning Applications were considered as follows:

23/04146/HOU	5 Shearing Path	Retrospective application for construction of of timber fence over 2.0m in height to South facing boundary
23/00081/APPFL2	Horn Crag Quarry	Appeal to Sec of State re: re-opening
23/04329/HOU	13 Moor Lane	2 storey side extension

Resolved: That an objection be sent to the planning authority in response to the consultation on the application to re-open the Quarry at Horn Crag, Silsden to the effect that the traffic management plan is entirely inadequate. The environmental and health concerns outweigh any purported benefit of re-opening this site.

There were no comments on the other applications.

209/23 Policies and Procedures of the Council

The following policies were considered for review and re-approval: Publication Scheme, Recording of meeting policy, Conduct at meetings guidance and Risk Assessment Policy,

Resolved(1): That the Publication Scheme be reconfirmed without change

Resolved(2): That the Recording of meeting policy be reconfirmed without change

Resolved(3): That the Conduct at meetings guidance be reconfirmed without change

Resolved(4): That the Risk Assessment policy be reconfirmed without change

210/23 Village Events

Feedback from recent public events in the village, the Remembrance Parade and the Christmas Lights Switch-on was discussed.

211/23 Village Newsletter Spring Edition

The Clerk reported that the next edition of the village newsletter, due to be distributed in March 2024, was being prepared. It was agreed that Cllr Tennant would write an article about the D-Day 80th anniversary.

212/23 Chairman's Remarks and Members' Discussion Forum

The Clerk was asked to write to members of Totally Locally to convey thanks and appreciation on behalf of the councillors for their hard work over the last 10 years.

213/23 Dates and venue arrangements for forthcoming meetings

Meeting of the Parish Council – 17th January 2024 at 7pm, Memorial Hall, Addingham.

214/23 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 215/23 below) on the grounds that they are confidential.

215/23 Staffing

A schedule setting out current and proposed expenditure on salaries and contracts was received and the recommendations of the Finance Committee, as put forward from its meeting on 31st October, was considered.

Resolved: That the schedule be approved and reflected in the budget approved during this meeting.

Chairman