

# ADDINGHAM PARISH COUNCIL

## MINUTES OF A MEETING OF THE COUNCIL HELD AT THE OLD SCHOOL ROOM ON Wednesday 16<sup>th</sup> April 2025 AT 7:00PM

### **Present**

Cllrs: Brady, Coates, Cobley, Hastings, Smith, Sutcliffe, Tennant, Wilcox

### **Absent**

Cllrs Flesher, Naylor, Walsh.

### **In Attendance**

Parish Clerk: L Steer

Public: 3

District Cllr Caroline Whitaker & Cllr Janet Russell

### **55/25 Apologies for Absence**

Apologies received from Cllrs Flesher & Walsh. Reasons for absence consented. Apologies received from PC Beck.

### **56/25 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 Cobley registered interest in Methodist Chapel, item

#### **Disclosable Pecuniary Interests:**

Cllrs Coates & Smith registered interest in Hoffman Wood Charity.

### **57/25 Public Consultation and Question Time, including Police Matters**

No police present.

Verbal report received from Cllr Caroline Whitaker with updates on the declassification of Bolton Road, this has been approved at the Keighley Area Committee on 27<sup>th</sup> March 2025. Cllr Whitaker also reported roads that are due to be resurfaced.

### **58/25 Minutes**

**Resolved(1):** That the Minutes of the Meetings held on 19<sup>th</sup> March 2025 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.

### **59/25 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.

*Cllr Sutcliffe left the meeting*

### **60/25 Financial Matters**

#### **1. Invoices for payment**

**Resolved:** That the presented list of accounts paid and invoices due for payment, be approved, including two payments presented at the meeting.

TCM Draincare Ltd - £120 +VAT

Scribe - £676.80 +VAT

*Cllr Sutcliffe rejoined the meeting*

#### **2. Bank Reconciliations – to end 31<sup>st</sup> March 2025**

The reconciliation was received and noted.

#### **3. Payroll Services 2025/26**

**Resolved(1):** That the Service Level Agreement for Payroll Services be renewed, that the Chairman, Clerk and RFO be appointed as authorised signatories for the purpose of administering payroll and pension services on behalf of the Council, and that the signatory form be updated and signed accordingly.

**Resolved(2):** That expenditure of £636 be approved for this purpose.

### **61/25 Finance Committee Report**

**Resolved (1):** To approve the revised table of fees and charges for Council owned land and sundries, with the increase to commence from 1<sup>st</sup> September 2025.

**Resolved (2):** To increase allotment plot holder charges from 1<sup>st</sup> January 2027.

### **62/25 CAA**

**Resolved:** To note the donation of £500 from Addingham Civic Society towards the annual costs incurred by the CAA working group. To approve an increased budget line from £500 to £1000 and approved that a scheme of delegation to the Clerk to incur expenditure as and when necessary to facilitate the running of events and promotions throughout the year.

### **63/25 Pavilion**

**Resolved:** That the recommendation of the Property & Maintenance Committee to install new heating system to the Scout Hut/Pavilion be approved and awarded to G.Hopwood electrical contractors ltd with expenditure of £2,675 plus VAT.

### **64/25 Hoffman Wood Charity**

**Resolved:** To approve the transfer of land from Hoffman Wood Charity to Addingham Parish Council. *Cllrs Coates & Smith abstained from voting.*

### **65/25 Addingham Football Club**

**Resolved:** To refuse a grant application from Addingham Football Club for grass cutting and maintenance of the field.

### **66/25 Planning Applications**

Planning Applications were considered as follows:

25/00631/HOU	Five Gables Hart Rhydding Lane Addingham West Yorkshire LS29 0SZ	Single storey side extension with a paved terrace to the rear
25/00153/LBC	101 Main Street Addingham West Yorkshire LS29 0PD	Installation of solar (PV) panels to south-facing roof with installation of inverter and battery internally, and installation of EV charger in parking area.
25/00152/HOU	101 Main Street Addingham West Yorkshire LS29 0PD	Installation of solar (PV) panels to south-facing roof with installation of inverter and battery internally, and installation of EV charger in parking area.

There were no comments on the planning applications.

### **67/25 Addingham Methodist Chapel**

**Resolved:** That the Clerk will contact the Methodist Church to support in facilitating the organisations and groups that currently use the Hall and assist in rehoming if necessary.

### **68/25 Traffic Regulation Consultation**

Received a verbal update from Cllr Caroline Whitaker. No further action required.

### **69/25 Chairman's Remarks and Members' Discussion Forum**

Chairman congratulated the Clerk on successfully completing ILCA, the first step to her full qualification. Chairman also asked all Cllrs to consider which sub committees and working groups they would like to join for the upcoming year. This will be decided at the Annual Meeting.

### **70/25 Dates and venue arrangements for forthcoming meetings**

The next meeting of the Parish Council will be held on Wednesday 21<sup>st</sup> May 2025 at 7pm, Old School Room, Addingham.

Meeting closed 20.10

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Chairman