



Stainland and District Parish Council 3rd Ordinary Meeting Minutes

Thursday 21st June 2018 at 7.30pm

Item	
18.3,1	<p>Attendance:</p> <ul style="list-style-type: none">Parish Councillors: Judith Crossley, Lisa Fieldhouse, Thelma Hodgkinson, Fr Rodney Chapman, Malcom James, Jean RedfordAlso in attendance Su Halliday, minute taker <p>Apologies:</p> <ul style="list-style-type: none">Paul Bellenger and Heidi Mattei – apologies accepted
18.3,2	<p>Public Participation Session: No items put forward.</p>
18.3,3	<p>To receive Parish Councillors' declarations of interest: None received.</p>
18.3,4	<p>Minutes of the 2nd Ordinary meeting of Stainland and District Parish Council held on Thursday 17th May were agreed. No matters arising.</p>
18.3,5	<p>Finance:</p> <ol style="list-style-type: none">It was resolved that NALC's model financial regulations will be circulated to parish councillors for their consideration and be added to the agenda of the next meeting for adoption.Recent banking transactions were noted.Payment of temporary clerk was authorised.It was resolved that remaining funding from the Creating New Councils Grant of £478.67 will be used to pay for future articles in Go Local to promote residents' understanding of the role of the Parish Council.Malcom James will contact Calderdale Council's Election Officer to determine the likely costs to the Parish Council of the Parish Council elections to be held in May 2019
18.3,6	<p>Councillors received updates on:</p> <ol style="list-style-type: none">IT provision for the office; equipment is on order. Judith Crossley will chase up.Library Lease Agreement between the Council and CMBC; this has been signed and returned.Arrangements for preparing the office space
18.3,7	<p>Staffing:</p> <ol style="list-style-type: none">It was resolved to co-opt Su Halliday on to the staffing committee.Fr. Rodney was selected as Chair of the staffing committee.The first staffing committee meeting has been set for 27.6.18 at 6.15pm in order to interview candidates for the post of Parish Clerk.NALC model terms of reference for staffing committee will be circulated to councillors for

	their consideration and will be added to the agenda of the next meeting for adoption.
18.3,8	<p>Planning</p> <p>a) A proposal to co-opt Amanda Tattersal on to the planning committee was agreed.</p> <p>b) A statement from Stainland and District Parish Council to CMBC regarding the Local Plan will be drafted by the Planning Committee and submitted when the next consultation period opens.</p>
18.3,9	<p>Environment:</p> <p>a) A report was received from parish councillors who attended a meeting with Andrew Pitts CMBC Director of Neighbourhoods to establish services currently being supplied by CMBC and the rules that Parish Councils have to follow regarding use of contractors. Further discussion took place regarding Honeymoon Square. It was resolved that the Environment Committee will make arrangements to:</p> <ol style="list-style-type: none"> i. Consult with residents to ascertain their views on what they would want to see improved in the square regarding landscaping and planting ii. Ask CHAS registered contractors to submit quotes for relaying the paths across the square iii. Investigate the offer of volunteers from Halifax Bank to support with refurbishing the benches and railings. <p>b) The process of registering Stainland War Memorial with the relevant bodies is ongoing.</p>
18.3,10	<p>Minutes from the Annual Assembly of the Parish Thursday 24th May 2018 were noted.</p> <p>Matters arising: A concern raised by a resident of St Helen's regarding the poor state of the car park surface was followed up with an email to Together Housing. To date no response has been forthcoming. The Parish Council Chair will send another email.</p>
18.3,11	<p>Correspondence</p> <p>a) A lockable letterbox will be fitted inside the foyer of the library.</p> <p>b) Three items of correspondence or comments have been received from residents:</p> <ol style="list-style-type: none"> i. An enquiry about bus timings and compatibility between two different services to enable making a through journey from Holywell Green to Huddersfield. Thelma Hodgkinson agreed to investigate this further. ii. A request was received for bollards to be put on the pavement outside the 3 terraced houses whose front doors open onto the pavement at "Central Buildings" opposite the Duke of York pub. It was resolved that Malcom James will ask CMBC Highways officers to look at traffic issues and possible traffic calming measures through the village and to copy ward councillors into this request. iii. Correspondence regarding parking on an access street in Stainland was noted but not deemed to be within the remit of the Parish Council.
18.3,12	<p>Data protection:</p> <p>a) It was noted that Parish Councils are exempt from the requirement to appoint a Data Protection Officer.</p> <p>b) NALC's model data protection policy will be considered for adoption at the next meeting.</p>
18.3,13	<p>a) NALC's model Transparency Code will be considered for adoption at the next meeting.</p>
18.3,14	<p>Date and Venue of Next Meeting</p> <p>Thursday July 19th at 7.30pm</p>