



Stainland and District Parish Council

8th Ordinary Meeting

Minutes

Thursday 15th November 2018 at 7.30pm at Stainland Library

Present

Councillor J Crossley (Chair), Councillor L Fieldhouse, Councillor R Chapman, Councillor S Halliday (minute taker), Councillor Jean Redford, Councillor Thelma Hodgkinson, Councillor Paul Bellenger.

	Item
18.8,1	<p><u>Apologies:</u></p> <p>a) <u>To Note and Approve Reasons for Absence.</u> <i>Councillor Mattei and Councillor James sent their apologies.</i></p> <p><i>It was resolved to note all apologies and approve all reasons for absence.</i></p>
18.8,2	<p>Public Participation Session:</p> <p><i>Vote of thanks for memorials for WW1 and the community involvement in this.</i></p>
18.8,3	<p>To receive Parish Councillors' declarations of interest <i>No declarations of interest were made.</i></p>
18.8,4	<p>To accept the minutes of</p> <p>a) the 6th Ordinary meeting of Stainland and District Parish Council held on Thursday 30th September 2018 following amendments <i>It was resolved to accept the amended minutes</i></p> <p>b) the 7th Ordinary meeting of Stainland and District Parish Council held on 18th October 2018 <i>It was resolved to accept the minutes</i></p> <p>c) for the Chair to sign & date the previous minutes <i>Both sets of minutes were signed and dated</i></p>
18.8.5	<p>Correspondence</p> <p>To discuss correspondence received and consider any necessary action</p> <p>An email from CMBC regarding key days for the budget was circulated.</p> <p>An email has been received from a member of the public regarding on how to become a</p>

	<p>Parish Councillor. <i>The clerk has already sent a response with guidance.</i></p> <p>At one of the Planning Meetings could the Committee utilise equipment and go through one or two applications that are in the pipeline. In order to help clarify how to follow the CMBC on line planning information. <i>Amanda Tattersall volunteered to who the resident who raised the issue how to access the planning portal.</i></p> <p>How many submissions did the Parish Council make to the last round of The Local Plan in October 2018 <i>11 Submissions were made by the Parish Council</i></p> <p>Further to meeting held in June 2018, if it has not already been received could details of present service levels and standards be obtained from a <u>Senior Officer</u>. The framework relates to:-</p> <ul style="list-style-type: none"> · Contracting Out · Buying in · Working with the public <p><i>This has not been provided in any further detail. This will be address in the Environment Committee meeting set for 31st January 2019</i></p> <p>The Parish Council are to take on 18 allotments at Drury Lane. The site is part private, part Local Authority. Are the 18 plots covered by both agreements? <i>The 18 allotments at Drury Lane are all CMBC. There are other private allotments nearby but these are not under consideration by the Parish Council.</i></p>
18.8.6	<p>Finance An update of the recent banking transactions. <i>The bank statements were signed by the Chair</i></p> <p>To discuss & authorise payments to be made this month:</p> <ul style="list-style-type: none"> • Clerks salary • Re-imbusement to Councillor Halliday for hospitality purchases. • Purchase of a heater for office. <p><i>The above payments were authorised to be paid.</i></p>
18.8.7	<p>Local Plan Update <i>Mrs Amanda Tattersal advised the Parish Council that approximately 68 comments, mainly objections or “not sound” were made on the sites or policies relating to the Parish area. Additionally, 7 comments objecting were made on 7 of the rejected sites in the area, submitted by either the landowner, agent or developer. A further 4 comments were made by developers, comparing their site (elsewhere in Calderdale) with site LP0146. There were no supportive comments for current sites LP0075 Land at Laithe Croft and LP046 Land to the West of West View. Historic England submitted “not sound” comments on both of these sites.</i></p> <p><i>Note: comments were not counted where more than one was submitted by the same consultee on a specific site. Comments on LP0037 Long Heys have not been included. Stainland and District Parish Council submitted 11 comments. There were also reports of residents not being able to submit comments on Calderdale Council’s website.</i></p> <p><i>It is anticipated that the Local Plan, along with the comments made, will be submitted to the Secretary of State on or before 24th January 2019. The Public Examination of the Local Plan which will go before an Inspector will follow this.</i></p>

18.8,8	<p>CHAS Registering – promote to local businesses to register with a view to the Parish Council commissioning any future work with a view to putting back into the local economy.</p> <p>Action: Councillor Bellenger to investigate further with CMBC and report back at next meeting.</p>
18.8,9	<p>Gritting of pavements. Councillor Fieldhouse presented information regarding volunteer gritters in other Parish Councils. Councillor Bellenger explained that he is asking at the full CMBC meeting if the Parish Council can be allowed to place grit bins on council pavements and if the Parish Council could pay for replacement grit.</p> <p>It was resolved to look into incorporating this into the Parish Council's budget for the next financial year.</p>
18.8,10	<p>The Memorial Park and Stone It was suggested to put a plaque on the back of the stone memorial. This was discussed but agreed to not do so. Replacement slide in park – exercise multi kit to be installed.</p> <p>Jagger Green Park & Greetland park also need equipment.</p> <p>Action: Councillor Crossley to ask Amanda Firth regarding the cost of replacing a slide / other equipment to a maximum of £5,000 contribution from the Parish Council.</p>
18.8.11	<p>To discuss increasing the insurance on the benches gifted by the WI. The benches (now increased to 20 in total) have now been gifted to the Parish Council by the WI. The Parish Council has already resolved to cover them under their Public Liability insurance. It was resolved that the Parish Council would increase the insurance coverage, for a further premium, so the benches can be covered for damage. Should they be damaged, however, they will be removed or replaced on a case by case basis.</p>
18.8.12	<p>Environment A brief update from the committee meeting held on 25th October 2018 The Square Christmas Event – Councillors Fieldhouse and Redford have met with the residents and established a sub-committee. The benches for The Square are ready & are to be bolted down. Councillor Fieldhouse is following up on the address required CMBC to cut down and resite a Christmas tree in the socket in The Square. Councillor Crossley is to liaise with CMBC regarding purchasing and planting two cherry trees. Amanda Tattersal provided feedback on her character appraisal research. She agreed to come back to a future meeting with some costings so that the Parish Councillors can agree on whether or not to proceed with this.</p>
18.8,13	<p>Planning A brief update from the committee meeting held on 29th October 2018 There were previously issues submitting comments on behalf of the Parish Council via the CMBC portal. However the clerk has had several conversations with the lead person at CMBC, after having also emailed the comments in, and believes the issue is now resolved but has full contact details if there is any problem in the future.</p>
18.8.14	<p>The wall on the corner of Church Lane The Building Officer from CMBC has said repairs are needed. The owner of the wall has begun work on it.</p>
18.8.15	<p>The Parish Council Launch Event Action: the clerk to create a Grant's Policy. Organisations can ask for funding and requests will be brought back to the Parish Council Finance Committee. Action: the clerk to contact local groups via email, where possible, to invite.</p>

18.8.16	YLCA Training in November on Procedures, Powers & Policies <i>No councillors wished to attend.</i>
18.8.17	Events requiring voluntary help from Members 1) St Andrew's Fayre on Saturday 17th November 10am to 2pm 2) Christmas Tree Festival @ St Andrew's 7th December 7-9pm and Saturday 8th December 11am to 3pm <i>It was resolved this was not relevant.</i>
18.8.18	To discuss the extra hours the clerk has worked to prepare for being on leave. <i>It was resolved that the clerk would be paid for these hours rather than taking time in lieu</i>
18.8.19	To advise the necessity for all Parish Councillors to complete the Register of Member's Interests form as issued by CMBC <i>Members completed the forms provided.</i>
18.8.20	To agree Agenda items for the next meeting <ul style="list-style-type: none"> • <i>An update on the play equipment for the park</i> • <i>An update on the CHAS registration.</i> • <i>To organise the Launch Event.</i> • <i>Conservation area.</i> • <i>Holywell Green Square.</i> <i>It was also noted that Councillor James was still to set a date & provide the clerk with an agenda for the next Finance Committee meeting as per minute item 18.7.11</i>
18.8.21	Date and Venue of Next Meeting 13th December 2018 at 7.30pm at Stainland Library