



**Stainland and District Parish Council  
19th Ordinary Meeting  
Minutes  
Thursday 21<sup>st</sup> November 2019 at 7.30pm at Stainland  
Library**

**Present**

**Councillor S Holdsworth (Chair), Councillor L Fieldhouse, Councillor A Foster, Councillor M Mullany (late), Councillor F Dixon (minute taker), Councillor G Liddell & Councillor J Doherty.**

**Public Attendees: 2**

	Item
19.19.1	<p><b>Apologies and Reasons for Absence and Lateness</b>  <b>To receive apologies and approve any reasons for absence presented to the Council</b>  <i>Councillors Bellenger &amp; Lee sent their apologies</i>  <b>It was resolved</b> to note the apologies and approve the reason for absence and lateness</p>
19.19.2	<p><b>To receive Parish Councillors' declarations of interest</b>  <i>No declarations of interest were made.</i></p>
19.19.3	<p><b>To</b>              a) <b>accept the minutes of the 18<sup>th</sup> General Meeting of Stainland and District Parish Council held on Thursday 17<sup>th</sup> October 2019</b>  <b>for the Chair to sign &amp; date the previous minutes</b>  <b>It was resolved</b> to accept the minutes and they were signed and dated by the Chair</p>
19.19.4	<p><b>Correspondence</b>  <b>To discuss correspondence received and consider any necessary action</b></p> <p><b>An email was received from a resident stating:</b></p> <ul style="list-style-type: none"> <li>• The notes from the above meeting are very comprehensive and raise a number of questions</li> <li>• Before co-opting more volunteers Committees need to be far more established.</li> <li>• The Go Local tells us Parish Councillors can be contacted directly. Only one Councillor has agreed to have their email address entered on the Parish Council Website.</li> <li>• The Public Participation at SPC meetings does not allow time for most attendees to have brief conversations and interact with The PCs. Others seem to contribute to the meetings.</li> <li>• A request was made for CMBC Councillors to respond to the submission sent to the above meeting if PCs did not feel the issues were within their remit. (Planning and Rights of Way are listed on the SPC website)</li> </ul> <p>The responses compiled by The Assistant Director of Customer Services on behalf of all Councillors have not been dealt with. Comprehensive and accurate information has not been supplied, and this is confirmed in a subsequent email.</p> <p>A number of issues are very relevant to the electorate who are part Stainland &amp; District PC Area</p>

	<p>A discussion followed that Parish Councillors cannot answer residents on an individual basis as all communication should go through the clerk.</p> <p><b>An email was received from Stainland Cricket Club advising that they have now raised the remainder of the funding &amp; asking for the previously agreed grant amount to be released.</b>  <i>It was resolved that this would be paid as soon as possible.</i></p> <p><b>An email was received from Relate requesting a funding donation.</b>  <i>Following a discussion, the Parish Council acknowledged this as a valuable and worthy service but felt that unfortunately it would be inappropriate use of the parish precept</i></p>
19.19.5	<p><b>Public Participation Session</b></p> <p><b>20mph Traffic Sign toward Holywell Green – this is lighting up as soon as you turn the corner &amp; not showing the correct speed, but lighting up for all vehicles.</b>  <i>It was resolved that the Parish Council would contact the relevant department of CMBC to raise the issue.</i></p> <p><b>Driving on Pavement in Holroyd Square area – there has been yet another near miss. There is a need for a priority sign or ways to slow traffic</b>  <i>It was resolved that the Parish Council would contact the relevant department of CMBC to raise the issue. It was noted that driving on the pavement is an offence and any photographic evidence collected by the public should be forwarded to the police.</i></p> <p><b>Waste bin in the car park by the church - why has this has been removed?</b>  <i>It was resolved that the Parish Council would contact the relevant department of CMBC to raise the issue.</i></p> <p><b>Waste Food Bags not being delivered in a timely fashion</b>  <i>Unfortunately this is not an issue the Parish Council has any control over. The resident concerned has already contacted CMBC suggesting that a supply could be held in the library.</i></p> <p><b>Anti Social Behaviour on Fall Spring Gardens – two incidents where the communal doors have been broken down. The police have been in attendance and Together Housing are aware. Can the Parish Council help in any way?</b>  <i>The Parish Councillors discussed writing to the Housing Officer at Together Housing to express their wish for prompt action in this matter. It was also suggested that the Ward Councillors contact the police &amp; Together Housing &amp; invite them for a ward meeting.</i></p>
19.19.6	<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>• <b>An update of the recent banking transactions.</b></li> <li>• <b>To discuss &amp; authorise payments to be made this month:</b> <ul style="list-style-type: none"> <li>➢ <b>Clerks salary &amp; associated costs</b></li> <li>➢ <b>Sky Mobile</b></li> <li>➢ <b>Kemp Waste Management (skip hire)</b></li> </ul> </li> </ul> <p><i>The above payments, totalling £1238.46 were authorised to be paid &amp; the schedule signed.</i></p>
19.19.7	<p><b>To consider how the Parish Council might address anti-social behaviour problems in the area</b>  <i>Cllr Bellenger has been leading on this.</i>  <i>Cllr Doherty advised that the cost for a PCSO is approximately £20k.</i>  <b>It was resolved that the clerk would contact West Yorkshire Police for a supply of anti-social behaviour leaflets. It was also suggested that a small leaflet could be produced giving advice on where / how to report anti-social behaviour, including relevant phone numbers and to promote neighbourliness.</b>  <b>Action:</b> <i>the clerk to contact West Yorkshire Police initially</i></p>
19.19.8	<p><b>To discuss purchasing the fixings &amp; re-siting the bench(es) in the Recreational Park</b>  <i>The WI have already purchased these. Cllr Fieldhouse to send an informal email of thanks.</i></p>
19.19.9	<p><b>To discuss of areas for expenditure to the end of this financial year.</b>  <i>See 19.19.11</i></p>

19.19.10	<p><b>To agree priorities and next steps and to discuss which could be open to parish views on implementing</b> See 19.19.11</p>
19.19.11	<p><b>To discuss capital expenditure, short and longer term.</b> Cllr Liddell felt there was a need to discuss the finer points with the Clerk to help with clarity over capital programmes and budgets. It was resolved that the Finance Committee would set the budgets for individual committees &amp; the committees make the decisions of further expenditure with "light" oversight of finance. There is a need to get our act together to ensure "all our ducks are in a row". <b>Action:</b> the clerk to circulate the list of ideas for projects/ expenditure so that they can be prioritised.</p>
19.19.12	<p><b>To receive an update from Councillors of projects they have been involved with within the district.</b></p>
19.19.13	<p><b>To discuss how matters delegated to committees should be reported in future.</b> <b>It was resolved</b> that each committee should ensure any decision taken in a meeting must fall in line with the specified budget &amp; Terms Of Reference &amp; then it would just be a matter of reporting such decision to Full Council meetings. A discussion followed regarding changing the format of the agenda ie: "Decisions" would require specific resolution by Full Council. "Matters to Report" would be a brief update of decisions made that fall within the remit of the committee..</p>
19.19.14	<p><b>To receive an update from the Environment Committee meeting held on 29<sup>th</sup> October 2019</b> A resident had commented that the clear up of Church Lane was much appreciated. Christmas Trees – a large one has been organised for The Square &amp; 4 half barrels priced up. Cllr Fieldhouse has contacted CMBC about permission to place them but has not had confirmation as yet. Lots of lights will be needed to decorate the trees. <b>Action:</b> the clerk to find out when Stainland Christmas lights will be turned on. The Parish Council now has a copy of the Tree Protection Order map for the district. Cllr Fieldhouse has been in negotiations with CMBC regarding tree planting at the back of Sowood Park. The Committee has begun discussions on employing an "Environment Wardens" for approx. 5 hours a week for jobs such as litter picking, leaf removal etc. Cllr Fieldhouse has been in discussion with CMBC regarding the replacement of the knee rails at Stainland Park &amp; suggested that they pay for materials &amp; the Parish Council pay for labour.</p>
19.19.15	<p><b>To receive an update from the Events &amp; Communications Committee meeting held on 7<sup>th</sup> November 2019</b> Currently exploring arranging a film night at 2 locations, between Christmas &amp; the New Year, which would be free of charge to residents. Currently sourcing Parish Council "green" hi-viz vests &amp; lanyards so they can be worn at events / environment work.</p>
19.19.16	<p><b>To receive an update from the Finance &amp; Staffing Committee meeting held on 19<sup>th</sup> November 2019</b> See 19.19.11</p>
19.19.17	<p><b>To agree Agenda items for the next meeting</b></p> <ul style="list-style-type: none"> <li>• Draft Capital &amp; Revenue budgets for 2020/21 based upon expenditure</li> <li>• Councillors responses to what could be priorities for expenditure</li> </ul>
19.19.18	<p><b>Date and Venue of Next Meeting</b> <b>Thursday 19<sup>th</sup> December 2019 at 7.30pm at Stainland Library</b> <b>Apologies for next meeting: Cllr S Holdsworth, Cllr A Foster</b></p>

Meeting closed at 8.50pm