



Stainland and District Parish Council 29th Ordinary Meeting Agenda

28th January 2021

To all members of the Stainland and District Parish Council

You are hereby summoned to attend the 29th Ordinary Meeting of the Stainland and District Parish Council to be held remotely on Thursday 28th January 2021 at 19.00 Hrs for the purpose of transacting the following business. Members of the public and press are invited to attend and may address members of the Council, during the item set aside for public participation.

Janette Pashley Clerk

	Item
20.29.01	To note the apologies and accept the reasons for absence or lateness. The Clerk should be informed of any reasons for lateness/ absence.
20.29.02	To accept the minutes of the Meeting held on Thursday 17 th December 2020.
20.29.03	To receive Parish Councillors' declarations of interest.
20.29.04	Public Participation. An opportunity for members of the public to address the Parish Council on any issues concerning them within the Parish.
20.29.05	To review the documents provides by Sarah Richardson CMBC with regards to Stainland Library and consider setting up a working group.
20.29.06	To approve the Final Business Plan up to Financial Year 2022/23 and note the Project Control Forms.
20.29.07	To approve the Website and Email Report and its recommendations (as attached).
20.29.08	To approve the Budget for 2021/22 (as attached).
20.29.09	To approve the precept for Financial year 2021/2022.

20.29.10	<p>To approve the payment of the following Training Courses for the Environment Warden:</p> <p>TKF Training for the Strimmer (LANTRA) £275 novice in Holmfirth https://tkftraining.co.uk/wordpress/events/2-day-brushcutters-trimmers-novice-operators-26th-27th-january-2021/</p> <p>HSS Training - for the Roadside working (NRSWA) £175 in Bury https://www.hsstraining.com/course/nrswa-streetworks-unit-2-signing-lighting-and-guarding/.</p> <p>Broom, Hand Trowel and Fork total £16.97 purchased by Cllr Weeks for the Warden.</p>
20.29.11	<p>To approve the payment of the following NALC Training Courses at £15 each:</p> <p>Cllr Fieldhouse – How to conduct Appraisals Cllr Weeks - Role of the Clerk/Responsible Financial Officer (RFO) - FOR COUNCILLORS ONLY.</p>
20.29.12	<p>To approve the report produced by Cllr Weeks regarding the purchase of Drury Lane Allotments (see attached).</p>
20.29.13	<p>To agree a concept and consider reinstating the Planning Committee.</p>
20.29.14	<p>To receive reports from the Clerk. Chairman, Committees and Councillors:</p> <ul style="list-style-type: none"> • <u>Clerk:</u> <p>To note: -</p> <p>a) As agreed by the Policy & Finance Cttee a new Internal Auditors company called Town Parish Audit based at Hebden Bridge will be carrying out the Audit at the end of the financial year 2020/21.</p> <p>b) The PC insurance is due on the 11th April 2021 a document has been received from the current insurance company (see attached) but has to be updated which may result in an increase in premiums.</p> <p>c) To note the Clerk's has 48 hours leave left and may be taking 30 hours (2 weeks) in February / March 2021 the remainder will be carried over (18 hours) to add to next year's leave.</p> • Chairman • Environmental Committee • Events & Communications Committee • Policy & Finance Committee • Councillors
20.29.15	<p>To note the following key dates:</p> <p>20TH April 2021 – Events and Communications Meeting 4th March 2021 – Environmental Meeting 18th February 2021- General Meeting 1st April 2021– Policy & Finance</p>
20.29.16	<p>To note any other business raised by councillors.</p>

20.29.17	To note the report from Ward Councillors.			
	Finance			
20.29.18	To note the listed payments made by the committees during December 2020			
RPC Ref	Supplier/Commodity	Net Amount	VAT	Total
20/21-049	Beardsworth Trees for Hedge Row One Sowood Park	£113.18	£18.86	£94.32
20/21-050	Clerk Salary JP 26/10/20 to 22/11/20	£1,032.03	£0.00	£1,032.03
20/21-051	National Allotment Society One Years Membership	£67.00	£11.00	£56.00
20/21-052	PKF Little John External Audit A/C F/Y 2019/20	£240.00	£40.00	£200.00
20/21-053	GoLocal - December PC Newsletter2020	£108.00	£18.00	£90.00
20/21-054	YLCA - Risk Assessments (2 places) Training Cllr Fieldhouse & Weeks	£20.00	£0.00	£20.00
20/21-055	British Safety Council - IOSH Working Safely/Manual Handling - Warden	£129.96	£21.66	£108.30
20/21-056	Beardsworth Trees for Hedge Row Two Sowood Park	£113.18	£18.86	£94.32
20/21-057	Seton Accident Book/First Aid Kit Medium	£32.39	£5.40	£26.99
20/21-058	TR Landscape Contracting - Tree Planting Sowood/Garden Work	£1,472.11	£245.35	£1,226.76
20/21-059	Print IMP LTD- High Viz Waistcoat/Jacket for Warden	£33.50	£0.00	£33.50
20/21-060	Vodafone Mobile	£11.00	£1.83	£9.17
20/21-061	RoseConsulting Engineers - Survey of Bridge at Shaw Park	£480.00	£80.00	£400.00
	Total	£3,852.35	£460.96	£3,391.39
20.29.19	To note the attached updated Cash Book/Bank Reconciliation/Budget and Inventory update as at 30th December 2020.			
20.29.20	To receive any Correspondence			

<p>20.29.21</p>	<p>To decide on the listed planning applications: -</p> <p><u>Single storey extension to front - 1 Greenfield Close Sowood Elland West Yorkshire HX4 9JG</u> Ref. No: 20/01283/HSE Received date: Tue 27 Oct 2020 Status: Pending Decision Case Type: Planning Application</p> <p><u>Porch extension to front and new window and door openings to side and rear - 19 Greenfield Close Sowood Elland West Yorkshire HX4 9JG</u> Ref. No: 20/01410/HSE Received date: Fri 20 Nov 2020 Status: Pending Consideration Case Type: Planning Application</p> <p><u>Variation of condition 2 on planning application 16/00840/FUL - Drainage - 4 The Hame Stainland Road Sowood Elland Calderdale HX4 9HT</u> Ref. No: 20/01269/VAR Received date: Mon 26 Oct 2020 Status: Pending Consideration Case Type: Planning Application</p> <p><u>Revised proposals to previous approval 17/00198/CON - Jagger Green Hall Jagger Green Lane Holywell Green Elland Calderdale HX4 9DE</u> Ref. No: 20/00645/FUL Received date: Mon 08 Jun 2020 Status: Pending Consideration Case Type: Planning Application</p> <p><u>Demolition of existing buildings and construction of replacement barn to include three new dwellings including the creation of associated gardens, garden walls and vehicular parking / garages. (Amended description and plans) - Jagger Green Hall Jagger Green Lane Holywell Green Elland Calderdale HX4 9DE</u> Ref. No: 20/00645/FUL Received date: Mon 08 Jun 2020 Status: Pending Consideration Case Type: Planning Application</p>
<p>20.29.22</p>	<p>To receive an introduction and presentation from the Co-opted candidates who have expressed an interest in becoming a Parish Councillor.</p>
<p>20.29.23</p>	<p>To debate the relevant merits of the candidates and vote.</p>
<p>20.29.24</p>	<p>To agree Agenda items for the next meeting.</p>
<p>20.29.25</p>	<p>Date of Next Meeting Thursday 18th February 2021 at 19.00Hrs</p>