



Stainland and District Parish Council 30th Ordinary Meeting MINUTES

18TH February 2021

Councillors Present (by remote viewing): Councillor Bellenger Chaired the Meeting). In attendance were Councillor Holdsworth, Councillor Fieldhouse, Councillor Liddell, Councillor Mullany, Councillor Weeks, Councillor James and Councillor Lassey

In attendance Karen Brooke, Jean Redford and **Parish Clerk.**

Janette Pashley **The Clerk**

	Item
21.30.01	<p>Resolved to note there were no apologies or lateness.</p> <p>Resolved to accept Councillor Bellenger will be videoing the meeting.</p> <p>All present in favour</p>
21.30.02	<p>Resolved to accept the minutes of the Meeting held on Thursday 28th January 2021.</p> <ul style="list-style-type: none">21.28.12 Councillor Weeks was referring to the triangle of land the two empty plots were up for let.
21.30.03	<p>Resolved to note the following Cllr declarations of interest. Cllr Bellenger declared that as a member of CMBC Planning Cttee he did not feel comfortable in commenting or making decisions on the planning applications at Parish Level.</p>
21.30.04	<p>Public Participation. An opportunity for members of the public to address the Parish Council on any issues of concern within the Parish.</p> <p>KB – Expressed her concern with regards to the Library closing and would like to see it open again as a Library.</p>

21.30.05	<p>Resolved to welcome Peter Lassey as a new Parish Councillor.</p>
21.30.06	<p>Resolved to agree to Cllrs Liddell search for a legally and suitable website and email (.gov.uk) host.</p> <p>Cllr Liddell has sent out a RFI (Request for Information) to 8 suppliers and will review them further creating a shortlist of no more than three alternatives.</p> <p>Cllr Liddell agreed to provide all Cllrs the detailed list of the eight suppliers chosen.</p> <p>Cllr Liddell agreed to create a shortlist from the 8 supplies originally reviewed down to 3 final suppliers' information will be shared with all Councillors and Cllr Liddell produce recommendations for the next General meeting.</p> <p>Councillor Bellenger requested that all Councillors should be given chance to vote on what the suppliers have to offer. As the initial chosen supplier by the Events and Commutations Committee had withdrawn their proposal.</p> <p>Councillor Mullany requested the Events and Communications Committee should be provided with the full list of suppliers as they had originally agreed and reviewed the initial report produced by the Clerk.</p> <p>Resolved to agree following shortlisting, Council Cllr Liddell would recommend which of the shortlisted suppliers should be appointed subject to contract at the meeting of the Council in March 2021.</p> <p>All present in favour</p>
21.30.07	<p>Resolved to discuss the Library and the way forward.</p> <ul style="list-style-type: none"> • Correspondence was noted from a number of local residents along with the Crafty Dabblers and a local business who would like to use the Library as a Community Café. <p>Resolved to note: -</p> <ul style="list-style-type: none"> • CMBC are requesting in writing Expression of Interest to be received by the 31st March 2021. CMBC will review the Expression of Interest and the most viable one will go to Cabinet for approval in July 2021. <p>Cllr James explained there could be an option of leasing the building instead of an asset transfer but both options would incur running and maintenance costs. The library needs to be financially viable. Cllr Fieldhouse and Cllr Bellenger agreed a lease option should not be ruled out.</p> <p>Cllr Lassey had drafted a summary letter and given the CMBC short time scales suggested the Council have two options: -</p> <ul style="list-style-type: none"> • Ask CMBC for more time in order to conduct a consultation with local residents. • Find a way of engaging with local residents in order to obtain their input. <p>Further discussion took place as to the costings provided by CMBC being unclear and various options available to the Parish Council. Cllr Lassey pointed out those details should be reviewed later down the line after the consultation period should local residents decide they would like to keep the Library.</p> <p>Cllr Lassey proposed to prepare a draft strategy document as to how the Council could conduct the consultation.</p>

	<p>Cllr Mullany stated the Council must have an option B should CMBC say no to extending the expression of interest deadline.</p> <p>Cllr Bellenger highlighted point 21.29.05A with regards to a sub- committee being established to review the data received and address the issues. Cllr Lessey asked to join the subcommittee.</p> <p>Cllr Lassey pointed out local residents should be made aware of CMBC decision to close the library and residents should decide if they would like to keep the library building for community use.</p> <p>During the lockdown periods the Parish Council have been communication with local residents via articles in the Go Local. However, it was felt many residents do not read the document.</p> <p>Cllr Fieldhouse circulated a draft letter which could be sent to parents via the local school along with suggesting ordering a banner to place outside the library informing the public of the closure of the library.</p> <p>Cllr Bellenger agreed to add the closure of the library to the local Facebook sites.</p> <p>Resolved to agree</p> <ul style="list-style-type: none"> • Cllr Fieldhouse sources a banner to put outside the library and the draft letter is sent to the local school. • Cllr Lassey prepares a draft strategy document to be presented at the March General meeting. In order for a full consultation process to be carried out. • The draft letter prepared by Cllr Lassey was agreed subject to an amendment asking for an extension to time was to be left unspecified and sent to CMBC. <p>All present in favour</p>
<p>21.30.08</p>	<p>To receive reports from the Clerk. Chairman, Committees and Councillors:</p> <p><u>Clerk:</u></p> <p>To note: - The elections will take place on the 6th May 2021, they are scheduled elections for Local Government Councillors, some Parish/Town by elections and our first Combined Authority Mayor for West Yorkshire. These elections are planned to go ahead despite coronavirus pandemic. CMBC Elections office asked the Council if they would require a separate poll card for Parish Councillor Nominations (There would incur an extra charge for the printing and postage).</p> <p>All present in favour of not having a separate Poll Card. The Clerk agreed to inform CMBC Elections Office.</p> <p><u>Chairman</u> nothing to report</p>

	<p><u>Environmental Committee</u></p> <ul style="list-style-type: none"> • The new slide has been installed in the Memorial Park at Stainland. • Corner Gardens at Memorial Park has been cleared and replanted (Before and after pictures have been added to the website). • Rockery has been weed sprayed. • The two benches for Memorial Park and Sowood Park have been ordered. • Environmental Warden has cleared the CAT steps a notice will be going up informing residents. • An invite has been sent to Joan Bottomley to join the Environmental Committee as appointee. <p><u>Events & Communications Committee</u> nothing to report mainly due to Covid lockdowns. Regular articles have been placed in the Go Local.</p> <p><u>Policy & Finance Committee</u> nothing to report.</p>
21.30.09	<p>To note the following key dates: 20TH April 2021 – Events and Communications Meeting 4th March 2021 – Environmental Meeting 18th March 2021- General Meeting 1st April 2021– Policy & Finance</p>
21.30.10	<p>Resolved to agree Cllr Mullany suggestion to hold a Planning Committee meeting on Thursday 25th February 2021 which will address the committees new Terms of Reference, Recent Planning Applications and Enforcement issues.</p> <p>All present in favour.</p> <p>Cllr Liddell reported he had recently obtaining CMBC Enforcement statistics via a FOI request and agreed to circulate.</p>
21.30.10	<p>Resolved to note a member of the public has raised concerns to the growth of bushes on the road side near the New Inn. Cllr Bellenger asked if the Environmental Warden could cut the bushes down. Cllr Weeks agreed to investigate and report back to Cllr Bellenger.</p> <p>Resolved to agree Cllr Holdsworth had been given a number of saplings which Cllr Greenwood had obtained from the Woodland Trust. Once the grown warms up the saplings could be added to the new hedge rows planted at Sowood Park.</p>
21.30.11	<p>Resolved to note an update from Ward Councillors:</p> <ul style="list-style-type: none"> • The first Ward Forum online meeting was held on the 11th February 2021 discussions took place with regards to local residents planning issues. • It is with much sadness Ward Councillor Greenwood has passed away her funeral is to be held on the 5th March.

	Finance				
21.30.12	Resolved to approve the listed payments made by the committees during January 2021.				
	RPC REF	SUPPLIER/COMMODITY	Net Amount	VAT	Total
	20/21-062	Warden Salary/Car Milage Claim/DBS Period 30/11/20 to 27/12/20	£227.85	£0.00	£227.85
	20/21-062A	Warden Work Wear Expenses (36 Pairs Socks/Hoodie/Thermal Tops)	£31.94	£5.33	£26.61
	20/21-063	Clerk Salary JP Period 23/11/20 to 27/12/20 5 weeks	£951.72	£0.00	£951.72
	20/21-064	T Kirk Forestry Deposit for Wardens Strimmer Course Holmfirth	£41.25	£6.88	£34.37
	20/21-065	ICO Registration Yearly Registration from 16/01/2019 to 15/01/2022	£35.00	£0.00	£35.00
	20/21-066	HMRC	£17.15	£0.00	£17.15
	20/21-067	Vodafone Mobile £11.00 +£1.00 Secure Net	£12.00	£2.00	£10.00
	20/21-068	SLCC Membership	£126.00	£0.00	£126.00
	20/21-069	YLCA Course Role of Clerk - Attended by Cllr Weeks	£15.00	£0.00	£15.00
	20/21-070	Go Local Ad February Issue	£108.00	£18.00	£90.00
	20/21-071	Warden Salary/Car Milage Claim 28/12/20 to 24/01/21	£217.00	£0.00	£217.00
	20/21-071A	Warden Work Wear/Equipment Expenses	£83.41	£13.91	£69.50
	20/21-072	HMRC	£21.79	£0.00	£21.79
	20/21-073	Clerk Salary JP Period 28/12/2020 to 24/01/2021	£778.80	£0.00	£778.80
	20/21-074	Reimburse Cllr Weeks - Purchase Brush/Rake/Fork for Warden	£16.97	£2.83	£14.14
	20/21-075	TR Landscape Contracting - work carried out at Stainland M Park	£1,507.20	£251.20	£1,256.00
	20/21-076	YLCA Course Conducting Appraisals- Attended by Cllr Fieldhouse	£15.00	£0.00	£15.00
		TOTAL	£4,206.08	£300.15	£3,905.93
	All present in favour				
21.30.13	Resolved to agree the updated Cash Book/Bank Reconciliation/Budget/Vat Claim and Inventory as at 30 th January 2021.				
	All present in favour				
21.30.14	Resolved to note no correspondence was received.				

21.30.15	Resolved to agree items to be raised at the next meeting. <ul style="list-style-type: none">• Library Draft Consultation.• Website and Email Report Recommendations.• Restabilising a Staffing Committee.
21.30.6	Date of the next meeting Thursday 18th March 2021 Meeting Finished 20.56 Hours