



Stainland and District Parish Council 31st Ordinary Meeting Agenda

18th March 2021

To all members of the Stainland and District Parish Council

You are hereby summoned to attend the 31st Ordinary Meeting of the Stainland and District Parish Council to be held remotely on Thursday 18th March 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
21.31.01	To note the apologies and accept the reasons for absence or lateness. The Clerk should be informed of any reasons for lateness/ absence.
21.31.02	To accept the minutes of the Meeting held on Thursday 18 th February 2021.
21.31.03	To receive Parish Councillors' declarations of interest.
21.31.04	Public Participation. An opportunity for members of the public to address the Parish Council on any issues concerning them within the Parish.
21.31.05	To consider Cllrs Liddell & Cllr Weeks report for a legally and suitable website and email host (Taking into account the Parish Council's Financial Regulations).
21.31.06	To receive an update from the Library sub Committee and consider information received from CMBC :- Details of the Service Level Agreement can be found on our website here: Assets available for community transfer – More information for libraries only. To receive and approve the draft Strategy document on how the Council could conduct the consultation produced by Cllr Lassey.

21.31.07	<p>To approve the new Terms of Reference of the Planning Committee and agree to establishing a Planning meeting on the 25th March 2021.</p> <p>To review the following Planning issues: -</p> <ol style="list-style-type: none"> 1. This Committee notes with concern the statistics on planning enforcement actions within Calderdale MBC contained within the response to the FOI request provided to Cllr Liddell and circulated to members of the Council 2. The Committee notes the deterioration each year in the efficacy of the planning enforcement function performed by Calderdale MBC, which damage the Parish Council's ability to play its part in ensuring compliance with planning regulations within the Parish. It calls upon the Parish Council to submit representations both directly and through the Chairman of the Parish Council in his capacity as Vice Chairman of Calderdale's Planning Committee to communicate these concerns to Calderdale MBC 3. The Committee understands that the issue is to be put before the appropriate Scrutiny Committee of Calderdale MBC. It requests Calderdale MBC to inform the Parish Council when the issue will be raised, what arrangements to make direct representations to the Committee can be made and, following that meeting, what action Calderdale MBC propose to take to improve current planning enforcement performance and by when.
21.31.08	<p>To consider any plans to celebrate/commemorate St Georges Day 29/04/21 with residents displaying flags.</p>
21.31.09	<p>To agree to completing the repairs and maintenance to the phone box and reorder the Perspex to reglaze the windows</p> <p>To authorise Cllr Fieldhouse to seek quotes for repainting and fitting the replacement glazing.</p>
21.31.10	<p>To authorise the payment of £527.02 for the Insurance cover for the period 11th April 2021 to 10th April 2022. Consider signing up to a 3-year fixed agreement.</p>
21.31.11	<p>To authorise the purchase of proposed clothing/equipment for the Environmental Warden Helmet JSP EVO3 £14.80 and Ear Defenders (301IPA100) £5.40</p>
21.31.12	<p>To discuss interim arrangements and appointment of a new Clerk.</p>

21.31.13	<p>To receive reports from the Clerk, Chairman, Committees and Councillors:</p> <ul style="list-style-type: none"> • <u>Clerk:</u> • To note: - • The Clerk leaving date is 16th April 2021 and remaining leave left from Financial Year 2020/21 is 33 hours. • Annual Internal Audit due in April 2021 and External Audit shortly after. • Chairman • Environmental Committee • Events & Communications Committee • Policy & Finance Committee • Planning Committee • Councillors: - To invite Cllr Lassey to join one of the Sub Committees. •
21.31.14	<p>To consider the present role of the Events and Communications and its remit.</p>
21.31.15	<p>To consider the Staffing Committee's Terms of Reference as drafted by Cllr Fieldhouse.</p>
21.31.16	<p>To note the following key dates:</p> <p>20TH April 2021 – Events and Communications Meeting 22nd April 2021- General Meeting 1st April 2021– Policy & Finance</p>
21.31.17	<p>To note any other business raised by councillors.</p>
21.31.18	<p>To note the report from Ward Councillors.</p>

	Finance			
21.31.19	To note the listed payments made by the committees during February 2021			
RPC REF	SUPPLIER/COMMODITY	Total Amount	VAT	Total
20/21-077	Tommy Top Soil In 1563 Christmas Tree Holywell Green	£140.00	£23.33	£116.67
20/21-078	T Kirk Forestry Balance - Wardens Strimmer Course Holmfirth Inv11405	£233.75	£33.12	£200.63
20/21-079	Stretton Oak Tubs In 10936	£429.50	£71.58	£357.92
20/21-080	Fenton Timber 2 Seats -Sowood & Memorial Park In 283508	£305.88	£50.98	£254.90
20/21-081	Vodafone Mobile £11.00 +£1.00 Secure Net	£12.00	£2.00	£10.00
20/21-082	Backdrop Banner In EU6809	£34.20	£0.00	£34.20
TOTAL		£1,155.33	£181.01	£974.32
21.31.20	To note the attached updated Cash Book/Bank Reconciliation/Budget and Inventory update as at 28 th February 2021.			
21.31.21	To consider adding one additional signatory to authorise banking transactions.			
21.31.22	To receive any Correspondence			
21.31.23	To agree Agenda items for the next meeting.			
21.31.24	Date of Next Meeting Thursday 22 nd April 2021 at 19.00Hrs			