



Stainland and District Parish Council 24th Ordinary Meeting MINUTES

20th August 2020

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

In attendance: Mr Tony Weeks, Mr David Pounder, Mr Malcolm James, Ms Claire Eastwood, Mr Alex Lyness-Brown and Parish Clerk

	Item
20.24.01	Resolved to note there were no apologies for absence or lateness. Councillor Lee did not join the meeting.
20.24.02	<p>Public Participation. An opportunity for members of the public to address the Parish Council on any issues concerning them within the Parish.</p> <ul style="list-style-type: none"> • Tony Weeks summarised the work he had carried out in previous years up to March 2020 on behalf of the Parish Council whilst serving as a non-voting member of the Environment Committee along with explaining how he had enjoyed helping and hoped to continue to be appointed until May 2021. • Expression of interest from Malcom James to becoming a co-opted Parish Council member • Local resident raises a number of issues with regards to Planning Application No: 20/00643 - Demolition of equestrian buildings to facilitate construction of three dwellings - Wilderness Farm Gosport Lane Outlane. Resolved to agree DP would email a list of the issues to the Clerk. Cllr Liddell and Mullany agreed to support DP. • The unsafe state of the CAT Steps and how overgrown they are. The renovation of the cat steps was proposed by the resident as a project for the PC and would it be within the powers of the PC to undertake such work. The resident was concerned that CMBC could potentially just close them off rather than repair. Resolved Cllr PB stated this has been taken up with CMBC Safe Greener Team and PROW Team and was awaiting their response. It was also agreed that LF would try to obtain an estimate for the work required. • The fencing at Fall Spring Gardens was in a poor state. Resolved Cllr PB would take up with CMBC Safe Greener Team. • All the Parish Council Agendas were not found on the web site. Resolved the Clerk would check and update.
20.24.03	Resolved to accept the minutes of the Meeting held on Thursday 9 th July 2020. In favour Cllrs LF and GL
20.24.04	Resolved to note the following Cllr Declarations of interest. Cllr Ballenger 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. In favour Cllr LF, GL, MM, SH

20.24.05	Resolved to accept the appointment of Tony Weeks onto Environmental Committee until May 2021. In favour Cllr PB, LF, GL, MM, SH
	LF lost internet connection at this point.
20.24.06	Resolved to note the following updated Policy Documents were accepted by Cllr PB and SH. Cllr GL requested an extra meeting to review further (Cllr GL has since withdrawn the request) <ul style="list-style-type: none"> • Standing Orders • Financial Regulations • Freedom of Information • Data Protection • Code of Conduct • Media • Retention of Documents
	LF re-joined the meeting at this point.
20.24.07	Resolved to accept the replacement of Cllr Fieldhouse on to the Communications and Events Committee with Cllr Mullany. In favour Cllr PB, GL
20.24.08	Resolved to note the annual report, Article for the Go Local and Parish newsletter is currently being written by Cllr Holdsworth and Lee. All present in favour.
20.24.09	Resolved to note Cllr Lee was not in attendance no update was received with regards to providing all Cllrs with Parish Council only email addresses in order to create a professional email system, with a shared drive system along with suitable remote meeting facilities. Cllr PB agreed to contact CMBC to see about purchasing Office 365 for all Cllr use. All present voted in favour
20.24.10	Resolved to accept the purchase of an updated laptop & printer which can also photocopy documents for the Clerk up to the value of £1000. All present voted in favour
	SH left the meeting at 20.05 Hrs.
20.24.11	Resolved to note the payment of £200 to paint white H Lines at Greenfield Close would be revisited at the September meeting. Cllr PB agreed to contact CMBC Highways. In favour LF, MM, GL.
20.24.12	Resolved to accept the payment of £1200 for purchase of a Ball Wall at Jagger Green (Partly funded from money received from the Community Association in February 2020 of £855.30) after a public consultation. All present voted in favour.
To receive reports from the Clerk, Chairman, Committees and Councillors:	
Report from the Clerk: The Clerk reminded everyone that ALL correspondence should go through the Clerk. Cllrs who are approached by members of the public should copy the Clerk into correspondence. Information released to the public and 3 rd parties SHOULD be sent out by the Clerk on behalf of the Parish Council as a whole providing a coordinate response.	
	Resolved to note notices have been posted to notify the public of Cllrs Doherty & Foster resignations and CMBC Elections Office have been informed. Cllrs are now able to co-opt members onto the Council where needed before May 2021.
	Cllr SH re-joined the meeting at 20.45hrs
20.24.13	Resolved to note the following key dates: 17 th September - Ordinary Meeting 22 nd September – Events and Communications
Report from the Chairman. The Chairman had no report at this time.	

Report from Cllrs. Cllrs had no report at this time.																																									
20.24.14	Resolved to note there was no other business as raised by councillors																																								
20.24.15	Resolved to note an update from Committee Chairs of meetings held since the Ordinary Council Meeting: - <ul style="list-style-type: none"> • Policy & Finance -Chair had no report at this time. • Environment – Chair Cllr LF gave an update:- <ul style="list-style-type: none"> ➤ Christmas Lights have been ordered and Public Consultation was very favourable, apart from one comment However this related to CMBC Street lighting. 																																								
20.24.16	Resolved to note there was no report at this time from Ward Councillors.																																								
Finance																																									
20.24.17	Resolved to note the S137 award to be granted to Sowood Pre-school would be put on hold and be reviewed at a later date. All present in favour.																																								
20.24.18	Resolved to note the listed payments made by the committees during July 2020. All present voted in favour																																								
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>RPC Ref</th> <th>Supplier/Commodity</th> <th>Net Amount</th> <th>VAT</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>20/21-025</td> <td>The Great Yorkshire Shop Bunting</td> <td style="text-align: right;">£283.25</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£283.25</td> </tr> <tr> <td>20/21-026</td> <td>Sky Mobile-June 2020</td> <td style="text-align: right;">£12.00</td> <td style="text-align: right;">£2.00</td> <td style="text-align: right;">£10.00</td> </tr> <tr> <td>20/21-027</td> <td>Clerk Salary JP</td> <td style="text-align: right;">£556.20</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£556.20</td> </tr> <tr> <td>20/21-028</td> <td>USB Purchase Argos Via JP</td> <td style="text-align: right;">£62.99</td> <td style="text-align: right;">£10.50</td> <td style="text-align: right;">£52.49</td> </tr> <tr> <td>20/21-029</td> <td>Go Local Inv 0043961</td> <td style="text-align: right;">£108.00</td> <td style="text-align: right;">£28.00</td> <td style="text-align: right;">£80.00</td> </tr> <tr> <td>20/21-030</td> <td>HMRC Interest Re 2020/21-008 & 2020/21-022</td> <td style="text-align: right;">£0.10</td> <td style="text-align: right;">£0.00</td> <td style="text-align: right;">£0.10</td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">£1,022.54</td> <td style="text-align: right;">£40.50</td> <td style="text-align: right;">£982.04</td> </tr> </tbody> </table>		RPC Ref	Supplier/Commodity	Net Amount	VAT	Total	20/21-025	The Great Yorkshire Shop Bunting	£283.25	£0.00	£283.25	20/21-026	Sky Mobile-June 2020	£12.00	£2.00	£10.00	20/21-027	Clerk Salary JP	£556.20	£0.00	£556.20	20/21-028	USB Purchase Argos Via JP	£62.99	£10.50	£52.49	20/21-029	Go Local Inv 0043961	£108.00	£28.00	£80.00	20/21-030	HMRC Interest Re 2020/21-008 & 2020/21-022	£0.10	£0.00	£0.10			£1,022.54	£40.50	£982.04
RPC Ref	Supplier/Commodity	Net Amount	VAT	Total																																					
20/21-025	The Great Yorkshire Shop Bunting	£283.25	£0.00	£283.25																																					
20/21-026	Sky Mobile-June 2020	£12.00	£2.00	£10.00																																					
20/21-027	Clerk Salary JP	£556.20	£0.00	£556.20																																					
20/21-028	USB Purchase Argos Via JP	£62.99	£10.50	£52.49																																					
20/21-029	Go Local Inv 0043961	£108.00	£28.00	£80.00																																					
20/21-030	HMRC Interest Re 2020/21-008 & 2020/21-022	£0.10	£0.00	£0.10																																					
		£1,022.54	£40.50	£982.04																																					
20.24.19	Resolved to note the attached updated Cash Book/Bank Reconciliation and Budget update as at 31/07/20. All present in favour.																																								
20.24.20	Resolved to note the Annual Governance & Accountability Return for Financial Year 2019/20 Section 2 is not signed by the previous RFO. Therefore the Parish Council will have a qualification on their return. Cllr GL requested a copy of the AGAR. All present in favour.																																								
20.24.21	Resolved to note no Correspondence received All present in favour.																																								
20.24.22	Resolved to note the following information correspondence YLCA, NALC, PCC Updates. Cllr LF requested an interest in attending the YLCA Allotments course. All present in favour.																																								

20.24.23	<p>Resolved that Cllrs would review the Planning application and post their comments to the Clerk NLT than Monday 24th August 2020. All present voted in favour.</p> <p>Demolition of equestrian buildings to facilitate construction of three dwellings - Wilderness Farm Gosport Lane Outlane Elland Calderdale HD3 3FN Ref. No: 20/00643/FUL Received date: Mon 08 Jun 2020 Status: Pending Consideration Case Type: Planning Application.</p> <p>Refurbishment of existing house, conversion of barns to two dwellings and detached garage Turley Cote Farm 2 Turley Cote Lane Outlane Elland West Yorkshire HD3 3YH Ref. No: 20/00282/FUL Received: Wed 11 Mar 2020 Validated: Wed 11 Mar 2020 Status: Pending Consideration.</p> <p>Single storey rear extension and conversion of garage to living accommodation 2 Buckstones Close Holywell Green Elland Calderdale HX4 9DZ Ref. No: 20/00748/HSE Received: Wed 01 Jul 2020 Validated: Wed 01 Jul 2020 Status: Pending Consideration</p> <p>Single storey rear extension and alterations to front elevation fenestration New York Farm Broom Hill Road Sowood Elland Calderdale HX4 9LF Ref. No: 20/00819/HSE Received: Thu 16 Jul 2020 Validated: Thu 16 Jul 2020 Status: Pending Consideration.</p>
20.24.24	<p>Resolved to note the listed planning decisions. All present in favour.</p> <p>Two storey rear extension (Amended scheme to 20/00159) 40 Gosport Close Outlane Elland Calderdale HD3 3FP Ref. No: 20/00512/HSE Received: Tue 12 May 2020 Validated: Tue 12 May 2020 Status: Permit</p>
20.24.25	<p>To agree Agenda items for the next meeting – non put forward</p>
20.24.26	<p>Date of Next Meeting Thursday 17th September 2020 at 19.00Hrs</p>

Meeting Ended at 21.00hrs