



Stainland and District Parish Council 32nd Ordinary Meeting Minutes

22nd April 2021

The 32nd Ordinary Meeting of the Stainland and District Parish Council was held remotely on Thursday 22nd April 2021 at 19.00 Hrs.

The following Councillors attended:

L. Fieldhouse (LF), M. James (MJ), G. Liddell (GL), P. Lassey (PL), M. Mullany (MM), T. Weeks (TW).

	Item
21.32.01	Appointment of Chairman and Minute Taker. MJ accepted nomination as Chairman until a Chairman was appointed at the annual meeting next month. GL agreed to act as Minute Taker for this meeting.
21.32.02	Annual Meeting. It was agreed this would be held on Thursday, 27 th May at 19.00. This will be via Zoom if current guidelines concerning face to face meetings change in the interim.
21.32.03	Apologies. None.
21.32.04	Minutes of the Meeting held on Thursday 18th March 2021. Approved as a correct record
21.32.05	Declarations of interest. None declared.
21.32.06	Public Participation. Representations were received from Claire Eastwood concerning gritting in inclement weather. Resolved: GL would write to Calderdale MBC asking if they would be willing to undertake gritting and at what cost; road names to be provided by CE to GL for this purpose.
21.32.07	Reimbursement of expenses GL had incurred expenses of £533 in printing costs and £212.50 as the deposit for the web site redesign project Resolved: These expenses are approved and will be reimbursed to GL.
21.32.08	Library Sub-Committee The present position was noted and the delegation of authority to this committee to incur costs of up to £1,000 was approved (see Minute 21.33.14)..

21.32.09	<p>Resignations The resignation of Cllr Bellenger and Cllr Holdsworth were noted.</p> <p>Resolved: The Council wished to record thanks for their contribution and to express the hope that a constructive working relationship between the Council and Ward Councillors could now be established for mutual benefit and in the interests of all parishioners.</p>
21.32.10	<p>Elections of Parish Councillors Notices have been issued in the Parish with regards to the two Sowood Councillor vacancies and CMBC Elections have been notified. The Council had been notified that one of these vacancies could be filled by co-option and the other was likely to be as well. There is one further vacancy for Stainland, which is the subject of a by-election.</p> <p>Resolved: That Joan Bottomley be invited to join the Council via co-option, to fill one of the two vacancies in Sowood and that a decision made at a later date as to how the second vacancy should be filled.</p>
21.32.11	<p>Future Governance Arrangements and Policy on Recordings Resolved: To approve and passed to the Policy and Finance Committee for planning and implementation, subject to clarification from YCLA and the Council's auditors on potential changes to financial regulations and standing orders.</p> <p>Resolved: In respect of a policy concerning recording at Council meetings, TW agreed to draft a statement which he would share with GL before recommending it to Council at the next meeting.</p>
21.32.12	<p>Future Meeting Venues Noted that LF was in discussions with Calderdale MBC concerning use of the Library building and any necessary risk assessments.</p>
21.33.13	<p>Banking Arrangements The Council had previously resolved that all members should be signatories and LF confirmed that this was in hand and confirmation from the bank that the requested changes had been made was awaited.</p>
21.33.14	<p>Library Sub-Committee (See Minute 21.32.08 earlier)</p>
21.32.15	<p>Reports from the Chairman, Committees and Councillors Resolved the following:</p> <ul style="list-style-type: none"> • Environment: a general update and notification of further small purchases of equipment and consumables within the delegated budget • Policy and Finance and Events and Communications committees had not met and that a further member for the latter was required to make it quorate • Agreed that PL and GL would join Policy and Finance to assist in the implementation of revised arrangements (see Minute 21.32.11 above) • The recommendation that Laura White be appointed as Parish Clerk was approved.

21.32.16	Key Dates To note the following key dates: 27 th May 2021 – Annual Council Meeting			
21.32.17	Finance To note the listed payments made by the committees during March 2021			
RPC REF	SUPPLIER/COMMODITY	Total Amount	VAT	NET
20/21-083	Calderdale Council - Christmas Lights (taking down & storage)	£908.82	£0.00	£908.82
20/21-084	Clerks Salary JP Period 25/01/2021 to 21/02/2021	£778.80	£0.00	£778.80
20/21-085	Warden Salary Period 25/01/2021 to 21/02/2021	£200.80	£0.00	£200.80
20/21-086	Cllr Fieldhouse claim Batteries/Per-spex/Keys for Notice Board	£37.50	£6.25	£31.25
20/21-087	Came & Company - A Gallagher Insurance from 11/04/21 to 10/04/22	£527.02	£0.00	£527.02
20/21-088	Vodafone Mobile £11.00 +£1.00 Secure Net	£12.00	£2.00	£10.00
20/21-089	Cllr Fieldhouse claim Plant/Compost for Barrels + Bench fixings	£126.98	£21.16	£105.82
20/21-090	Cllr Weeks Claim Plants/Soil for Bowling Green Barrels	£29.49	£4.91	£24.58
20/21-091	T Kirk Forestry REFUND - Wardens Strimmer Course Holmfirth Inv11405	-£120.00	-£20.00	-£100.00
20/21-092	Warden Salary Period 22/02/2021 TO 28/03/2021	£251.00	£0.00	£251.00
20/21-093	Clerks Salary JP Period 22/02/202 TO 28/03/2021	£951.72	£0.00	£951.72
TOTAL		£3,704.13	£14.32	£3,689.81
21.32.18	Cash Book To note the attached updated Cash Book/Bank Reconciliation/Budget/VAT Claim and Inventory update as at 31 st March 2021 Year End.			
21.32.19	AGAR Resolved: To approve the AGAR for Financial Year 2020/21 (and sign) and note the Internal Audit Report.			
21.32.20	Correspondence None requiring report			
21.32.21	Future Agenda As per last year's annual meeting			

21.32.22	Date of Next Meeting Annual Meeting 27 th May 2021.
-----------------	--