



26th August 2021

In attendance – Cllr Liddell, Cllr Lassey, Cllr Weeks, Cllr Fieldhouse, Cllr Mullany, Cllr James.

Ward Councillors Paul Bellenger and Sue Holdsworth were present during consideration of Minute 21.35.05 and 21.35.06

Minute	Item
21.35.01	<p>Persons Present Cllr Liddell (GL), Cllr Lassey (PL), Cllr Weeks (AW), Cllr Fieldhouse (LF), Cllr Mullany (MM). Ward Councillors Paul Bellenger and Sue Holdsworth were present during consideration of Minute 21.35.05 and 21.35.06. Cllr Bottomley, Cllr James, Laura White-Scott sent apologies.</p>
21.35.02	<p>Previous Minutes The minutes of the meeting held on 24th July 2021 were approved as a correct record.</p>
21.35.03	<p>Declarations of Interest None received.</p>
21.35.04	<p>Public Participation There were no members of the public in attendance.</p>
21.35.05	<p>Former Library Building – Representations to Calderdale MBC GL presented a draft document requesting discussions with Calderdale MBC on re-opening the former library building for use pending a decision on the CAT application made by this Council. The discussion included contributions from Ward Councillors Paul Bellenger and Sue Holdsworth. In discussions with Cassandra Walker of Locality, it was reported that other groups seeking CAT are in a similar position.</p> <p>It was RESOLVED unanimously that:</p> <ul style="list-style-type: none"> • the contents of the paper were approved as representations to Calderdale MBC’s Cabinet Committee; • the paper will be sent to all CMBC’s Cabinet Committee members and Ward Councillors, whose support for the Council’s position was noted; • The intention was to attend the next Cabinet Committee meeting in early October to ask questions supportive of the contents of the paper and the Council will liaise with Ward Councillors to determine what the questions should be and who will ask them • It was agreed that the paper would be shared with other groups by Locality and that Locality would be asked to share contact information between the groups to exploit any common interest.
21.35.06	<p>Former Library Building – Surveyor’s Visit and Potential Users AW had arranged for a survey of the former library building and this took place on the morning of 25th August, with Linda Freeman (LF) from CMBC’s library service in attendance. A report from the surveyor containing an independent valuation of ongoing maintenance costs and a clearer understanding of the condition of the building will follow within the next two weeks. (.../Continued)</p>



<p>21.35.06 Continued</p>	<p>Former Library Building – Surveyor’s Visit and Potential Users</p> <p>AW had arranged for a survey of the former library building and this took place on the morning of 25th August, with Linda Freeman (LF) from CMBC’s library service in attendance. A report from the surveyor containing an independent valuation of ongoing maintenance costs and a clearer understanding of the condition of the building will follow within the next two weeks.</p> <p>LF also provided some advice on how we could continue a volunteer library book/swap service and confirmed that they would be able to donate a start-up collection. She also explained how they could support reading clubs and perhaps use the space as a drop point for the library at home for local library users.</p> <p>PL had also arranged a Zoom meeting for interested parties who had expressed a wish to make use of the space for community activities. There were representatives present from the Women’s Institute, someone wishing to offer mother and baby groups and an organisation that offered movement-based sessions. There were lots of ideas for potential activities and uses along with the potential to be involved in the charity to manage the proposed community centre. Further discussions are planned and follow-ups with those that could not attend.</p>
<p>21.35.07</p>	<p>Appointment of Warden</p> <p>There were 14 applications for the warden position. Three people have been selected for interview by AW and LF during the week beginning 30th August.</p>
<p>21.35.08</p>	<p>Meeting Schedule</p> <p>A schedule of meetings has been circulated.</p>
<p>21.35.09</p>	<p>Committee Reports</p> <p><u>Environment Committee</u></p> <ul style="list-style-type: none"> • A request to increase the budget of £100 to £300 for plants for the Stainland Rockery Garden was APPROVED <p><u>Communications Committee</u></p> <ul style="list-style-type: none"> • The communications strategy was APPROVED • GL requested that specific activities contained in the Business Plan were formally scheduled, so that all could be aware of copy dates for newsletters for example (in this regard it was noted that the next newsletter was planned for October) • It was noted that PL would be reviewing revision notes from others to the new web site and responding in due course • Although no specific date was mentioned, there was a preference to release the new site as soon as possible and add missing content to it rather than attempt to maintain both the current and the new websites. <p><u>Environment Committee</u></p> <ul style="list-style-type: none"> • A request to increase the budget of £100 to £300 for plants for the Stainland Rockery Garden was APPROVED <p>(.../Continued)</p>



<p>21.35.09 Continued</p>	<p>Committee Reports</p> <p><u>Communications Committee</u></p> <ul style="list-style-type: none"> • The communications strategy was APPROVED • GL requested that specific activities contained in the Business Plan were formally scheduled, so that all could be aware of copy dates for newsletters for example (in this regard it was noted that the next newsletter was planned for October) • It was noted that PL would be reviewing revision notes from others to the new web site and responding in due course • Although no specific date was mentioned, there was a preference to release the new site as soon as possible and add missing content to it rather than attempt to maintain both the current and the new websites. <p><u>Policy and Finance Committee</u></p> <p>The following recommendations were APPROVED:</p> <ul style="list-style-type: none"> • That each committee be tasked to list each of its strategic initiatives as contained in the Council’s Business Plan as standard agenda items and report on progress as considered necessary for report to Policy and Finance and the Council in each meeting cycle with immediate effect • An update was provided by GL on a search for a suitable accounting system as a means of regularising the position on financial reporting and following discussion with the Chairman of Policy and Finance, demonstrations of shortlisted suppliers would be arranged in due course. It was important that the Parish Clerk was fully involved in selection and so further progress would be postponed until her return from holiday. <p><u>Planning Committee</u></p> <ul style="list-style-type: none"> • RESOLVED that, in addition to MM and JB, LF and PL would become nominated members of the Planning Committee rather than all members of Council as at present. <p><u>Staffing Committee</u></p> <ul style="list-style-type: none"> • AW reported that the induction programme for the Parish Clerk had been completed but considered that, with the benefit of hindsight, that it could have been improved • Following a series of reviews, the Parish Clerk has a set of performance objectives agreed with Cllr Weeks • In accordance with the Council’s business plan, the committee is expanding its remit to take on board the training and development of councillors as well as employees, a requirement for quality accreditation. <p>It was noted that, those councillors able to attend would be participating in YLCA’s <i>Get it Right</i> scheme in September.</p>
<p>21.35.10</p>	<p>New Councillor Induction Programme (See Staffing Committee report above)</p>
<p>21.35.11</p>	<p>Payment Authorisations RESOLVED that the payments listed in the Summons and Agenda for this meeting and totalling £2,660.10 are approved (see list below for each specific item)</p>



21.35.11 Continued	SUPPLIER/COMMODITY		Total Amount
	Date		
	22/7/21	Website Hosting	39.92
	23/07/21	Vodafone	12.15
	27/07/21	Warden EXPENSES	45.00
	27/07/21	YORKSHIRE LOCAL COUNCIL ASSOCIATION MEMBERSHIP	817.00
	09/08/21	Stainland & Hollywell Green Church Room hire	75.25
	09/08/21	John Oakes	70.00
	09/08/21	Clerk Wages	918.34
	09/08/21	YORKSHIRE LOCAL CLERK INDUCTION	48.00
	09/08/21	X2 CONNECT LTD	454.44
	09/08/21	Bradshaw ground care	180.00
		Total	2,660.10
21.35.12	Correspondence No correspondence received.		

The meeting was then closed



**STAINLAND
& DISTRICT**
PARISH COUNCIL

Stainland
Holywell Green
Sowood
Jagger Green
Old Lindley
Outlane in Calderdale