



Stainland and District Parish Council 36th Ordinary Meeting **DRAFT Minutes**

23rd Sept 2021

Councillors Present: Councillor Lassey Chaired the meeting, In attendance were Councillor Fieldhouse, Councillor Mullany and Councillor James.

In attendance Parish Clerk

Laura White -Scott Clerk

	Item
21.36.01	Resolved to note Councillor Liddell was absent due to illness, Councillor Weeks & Councillor Bottomley were on holiday.
21.36.02	Resolved to accept the minutes of the Meeting held on 26th August 2021.
21.36.03	Resolved to note there were no Parish Councillors' declarations of interest.
21.36.04	Resolved that there were no members of the public for Public Participation
21.36.05	Resolved to receive the update on the Library from Cllr Lassey who advised that we are working to put together strong business plan and finance plan to share with full council and submit to CMBC. Discussed the interest we have had in the library and the working group required to fundraise for the ongoing costs of the library. Awaiting survey to detail what work and repairs needs to be done on the building. WI, Bowling Green School, dance & music groups, Parent & toddler groups all expressed interest in use of the building.
21.36.06	The Clerk gave update on vacancies and the advertising campaign for new councillor. We would look to promote this on social media. Clerk to add election papers to SharePoint
21.36.07	Cllr Fieldhouse updated the Council on the appointment of the new environmental warden who will start on 27 th September.
21.36.08	Resolved that we will advertise the memorial service being facilitated by the British Legion. The memorial service didn't take place last year due to covid. Resolved that The Clerk will make contact with British legion in Elland to start discussion around our involvement and how we can help to promote. Wreath to be placed on Council's behalf, Clerk to arrange purchase. Promote by end of October.
21.36.09	Resolved that project forms will be submitted for the next policy & finance meeting with detail of what the budget is required for.

	<p>Planning requested £10,000 and Communications requested £10,000 this needs clarifying with what the budget is for and the timeframe of when the money is to be spent.</p> <p>Environment would like to ring fence an amount of £27,000 for future projects. This is to include £20,000 for the toddler play area, £1,000 for the community orchid, £1,000 grit bins, £1,000 for the cat steps to be cleared.</p> <p>Resolved to approve the Orchid & CAT steps projects to commence before the end of this financial year.</p>
21.33.10	<p>It was noted that reports from the Chairman, Committees and Councillors were as follows:</p> <p>Environmental Committee – Cllr Fieldhouse updated that the phone box is now painted and a local artist will paint inside the box. Glass to be placed in also. Cllr Mullany is progressing with the orchid project. Cllr Weeks is progressing the allotments, now awaiting solicitors.</p> <p>Cllr Fieldhouse & Cllr Weeks have met with CMBC regarding quotes for new playground. Discussed possibility of focus group to discuss what equipment would be wanted.</p> <p>Communications Committee – Cllr Lassey updated that his committee discussed strategy at last meeting, workstreams, how we can move them forward. We have a website process now, Clerk to receive updates who will update and Cllr Lassey to approve.</p> <p>We want the website to be accessible for all, Communications Committee plan to do a newsletter in October. Resolved that all updates to go in this newsletter- vacancies, new website, memorial service.</p> <p>Resolved that all to send images of the parish to Cllr Lassey.</p> <p>Resolved that the Clerk is to get quotes for printing and delivery of newsletter. Check dates with Go Local.</p> <p>Policy & Finance Committee – Update given on AGAR</p> <p>Current spreadsheet is not allowing us to show data and accounts as clear as we would like.</p> <p>Resolved that a finance package is to be purchased. This will allow us to display our accounts and data in the correct way.</p> <p>Clerk to arrange call to discuss call with GL MJ to decide which package.</p> <p>Planning Committee</p> <p>The last meeting was busy with lots of applications, the planning page on website was discussed and what format we would like the page to show.</p> <p>Updated the conservation documents and ways of progressing this.</p> <p>Discussion took place how we can have live planning applications online. Resolved that Cllr Mullany will bring resolution to next meeting.</p> <p>Staffing Committee- New warden appointed, covered previously.</p>

21.33.11	<p>The following payments were noted.</p> <table border="1"> <thead> <tr> <th data-bbox="427 259 571 412">Date</th> <th data-bbox="571 259 1289 412">SUPPLIER/COMMODITY</th> <th data-bbox="1289 259 1430 412">Total Amount</th> </tr> </thead> <tbody> <tr> <td data-bbox="427 412 571 450">20/08/21</td> <td data-bbox="571 412 1289 450">Seton</td> <td data-bbox="1289 412 1430 450">£154.24</td> </tr> <tr> <td data-bbox="427 450 571 488">20/08/21</td> <td data-bbox="571 450 1289 488">Stainland & Hollywell Green Room Hire</td> <td data-bbox="1289 450 1430 488">£80.63</td> </tr> <tr> <td data-bbox="427 488 571 526">25/08/21</td> <td data-bbox="571 488 1289 526">Vodafone</td> <td data-bbox="1289 488 1430 526">£12.15</td> </tr> <tr> <td data-bbox="427 526 571 564">25/08/21</td> <td data-bbox="571 526 1289 564">YLCA Training Course</td> <td data-bbox="1289 526 1430 564">£22.50</td> </tr> <tr> <td data-bbox="427 564 571 602">25/08/21</td> <td data-bbox="571 564 1289 602">TSO Hosting</td> <td data-bbox="1289 564 1430 602">£14.34</td> </tr> <tr> <td data-bbox="427 602 571 640">03/09/21</td> <td data-bbox="571 602 1289 640">Go Local</td> <td data-bbox="1289 602 1430 640">£108.00</td> </tr> <tr> <td data-bbox="427 640 571 678">03/09/21</td> <td data-bbox="571 640 1289 678">AM Cook Website Hosting</td> <td data-bbox="1289 640 1430 678">£39.92</td> </tr> <tr> <td data-bbox="427 678 571 712"></td> <td data-bbox="571 678 1289 712">Total</td> <td data-bbox="1289 678 1430 712">£385.01</td> </tr> </tbody> </table>	Date	SUPPLIER/COMMODITY	Total Amount	20/08/21	Seton	£154.24	20/08/21	Stainland & Hollywell Green Room Hire	£80.63	25/08/21	Vodafone	£12.15	25/08/21	YLCA Training Course	£22.50	25/08/21	TSO Hosting	£14.34	03/09/21	Go Local	£108.00	03/09/21	AM Cook Website Hosting	£39.92		Total	£385.01
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21.33.13	It was resolved that there was no correspondence to be received.																											
21.31.14	It was resolved that the following items were agreed agenda items for the next meeting. Memorial Service & Christmas																											
21.33.15	Date of Next Meeting 7pm Thursday 28 th October 2021																											

Meeting finished at 8.39pm