



Stainland and District Parish Council  
**46th Ordinary Meeting**  
**Meeting Minutes**

Attended by Councillor Fieldhouse, Councillor Bottomley, Councillor James, Councillor Mullany, Councillor Knights, Councillor Booth, Councillor Lyness-Brown.

25th August 2022

Laura White-Scott Clerk

	Item
22.46.01	To note the apologies and accept the reasons for absence or lateness.  Resolved that TW sent apologies
22.46.02	To accept the minutes of the Full Council Meeting held on 28 <sup>th</sup> July 2022.  Resolved to accept meeting minutes from July.
22.46.03	To receive Parish Councillors' declarations of interest.  No declarations received.
22.46.04	Public Participation. An opportunity for members of the public to address the Parish Council on any issues concerning them within the Parish.
22.46.05	To discuss and Approve Stainland Conservation Area Awareness Leaflet  Resolved to defer to communications committee.
22.46.06	To review Office 365 and discuss the usage and costings.  Resolved to book a slot for JKE web design to give a demonstration to the full council. Late afternoon early evening.
22.46.07	To discuss Bus services within the parish.  ALB discussed the letter proposed to be sent to first bus and transport leaders regarding the cuts in the bus service. To be sent from the Parish Council.  It was noted that Old Lindley and Jagger Green bus service will be mentioned as there is very little service at the moment.  It was suggested that we require a definitive list of buses in our area.  Resolved that ALB to make changes to letter and pass to Clerk
22.46.08	To discuss and approve the content of the Stainland Conservation Area awareness leaflet

	Resolved that this agenda item was duplicated
22.46.09	<p>To receive reports from the Chairman, Committees and Councillors:</p> <ul style="list-style-type: none"> <li>• Chairman</li> <li>• Environmental Committee The toddler play area project has been prepared for tender by Cmbc and will be placed on the YOR tender portal in September.</li> </ul> <p>Allotment- The PC's Solicitor and landowner suggest that the sale of the land and lease are completed on the same day to simplify the transfer.</p> <p>Orchard Project – A grant from Tree Council could be appropriate (up to £2000.) LF to check regarding any restrictions regarding donations for trees and receiving the grant.</p> <p>Grit boxes – Ordered and awaiting delivery. Will be stored at the Elland depot and put out by CMBC.</p> <p>Holywell Green railings – snag work to be done.</p> <p>Quote for railings at Holywell Green was £11,000 which is now on hold.</p> <p>Storage/lockup facility proposal - £3815 is the cheapest quote for a secure garage. There will be an ongoing yearly cost of £60 land rent. Resolved unanimously to approve.</p> <p>Following a meeting between Cllr Fieldhouse and CMBC officers to discuss the issues identified by volunteers and residents, CMBC have used contractors to carry out clearing and pruning of overgrown trees and vegetation in Shaw park.</p> <p>It was noted that a new project for bat boxes and bird boxes has been approved for £250 for Shaw Park.</p> <p>Noted a quote of £3500 for an integrated basketball hoop, cricket wicket and goal has been received for Shaw Park. The meeting agreed to create a new budget category of Youth Projects for this and similar future projects.</p> <ul style="list-style-type: none"> <li>• Communications Committee Go local has not delivered to all areas within our Parish- JK to check this. Voting is open for naming of the library and the closing date is the 7<sup>th</sup>. Discussion is due to take place at next comms meeting. JK to announce when survey is closed. Resolved clerk to set up whats app group for all councillors.</li> <li>• Asset Management Committee</li> </ul> <p>The Charity Commission registration application for the community centre has been submitted – usually 40 working days for the approval. The bank account can't be set up until this is in place. CMBC have not given a date for exchange.</p>

	<ul style="list-style-type: none"> <li>• Policy &amp; Finance No AGAR update. The review of the committee's objectives is planned for September. The details of a payment from Cmbc for election costs is still unclear, Clerk to seek further information.</li> </ul> <p>Budget approved pending amendments.</p> <ul style="list-style-type: none"> <li>• Planning Committee</li> </ul> <p>Councillors visited a site in connection with an application where the applicant had attended the planning meeting. A neutral comment was submitted to CMBC. Awaiting next stage from CMBC when plans are submitted.</p> <ul style="list-style-type: none"> <li>• Staffing Committee – Including an update on training for this cycle. JK &amp; ALB have completed training this month, great feedback from the course. JK also attending a Chair course later this month.</li> </ul> <ul style="list-style-type: none"> <li>• Clerk Report Talked about working hours and possibility of face-to-face sessions at the library on opening.</li> </ul>																																																				
<b>22.46.10</b>	To receive an update on the Annual Governance and Accountability Return (AGAR) 2021-22  Resolved to note that this has already been covered in Policy & Finance update.																																																				
<b>22.46.11</b>	To receive financial reports for the current month, including payments made by the committees during July 2022  Resolved to accept the financial reports																																																				
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<b>22.46.12</b>	To receive any Correspondence  The Royal British Legion have requested assistance from the PC to advertise and plan the Remembrance Day service. This will be passed to the Communications Committee.																																																				
<b>22.46.13</b>	To agree agenda items for the next meeting.  Bus service & walking bus.																																																				

22.46.14	Date of Next Meeting 29/9/22
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Meeting closed 20.29