



**Stainland and District Parish Council
3rd Asset Management Committee
Minutes**

6th July 2022

Minutes taken by Laura White-Scott

Clerk/Responsible Finance Officer

	Item
2022AM3.1	To accept any apologies Resolved that no apologies were received.
2022AM3.2	Public Participation Resolved that no members of the public attended.
2022AM3.3	For councillors to make any relevant declarations of interest Resolved that no declarations were received.
2022AM3.4	To receive a report on the position of the Library CAT and plan next steps Resolved to note that GL gave update. Cmbc have indicated that the earliest they intend to transfer the lease would be September. Grant of Charity document is now ready to submit. Two nominated trustees are parish councillors then we are looking for additional trustees. Resolved to note that the application for charity commission takes approximately 1 calendar month. LWS to add to the agenda for full council for approval. Resolved that banking/insurance/VAT will be looked at once we are further along. It was noted that GL has decided to retire from the committee once the charity application is complete
2022AM3.5	To receive a report on the position of the Allotment/Orchard purchase, to approve or otherwise the content of the complaint lodged in draft with Calderdale Resolved to note that TW gave update on allotment transfer, CMBC have advised that the handover may take place in September in line with the tenancy agreements. TW has requested a meeting with CMBC to discuss this. Noted that we still don't have a list of current tenants or clarification on empty plots. TW to suggest meeting dates with CMBC. Orchard- TW has written proposal on list of trees to plant. Resolved that TW would like communications to take a lead on advertising orchard project to community. Possibility of sponsoring trees. JK to take the lead on this.



2022AM3.6	<p>To discuss and appoint the two parish council members as trustees for the community centre</p> <p>Resolved that JK & JB will be council appointed We can still have more trustees from the parish council- up to 8.</p> <p>A member of the WI has expressed interest to become a trustee, Resolved that LF has agreed to send her information of what is required as a trustee.</p> <p>LWS to add trustees to full council agenda on 28th July.</p>
2022AM3.7	<p>To review and approve the application to the charity commission made by Guy Liddell.</p> <p>Covered in 2022AM3.4</p>
2022AM3.8	<p>To agree a bank to be used and bank signatories for the charity.</p> <p>Resolved that Lloyds will be the bank of choice.</p>
2022AM3.9	<p>To review quotes and agree to appoint a solicitor to carry out the library transfer.</p> <p>Clerk to get quotes from local solicitors- check Ripponden quotes. Awaiting quote from Tim Manock of Wilkinson Woodward.</p>
2022AM3.10	<p>To discuss and update the working task list.</p> <p>Policy list is stated in the business plan. JB to contact Sowerby bridge for a template policy.</p> <p>TW has tried to contact Adam Moorhouse regarding the report.</p>
2022AM3.11	<p>To discuss possible funding opportunities for the library.</p> <p>Resolved that LWS and JB to have discussion on funding, start expression of interest.</p>
2022AM3.12	<p>To discuss the process for naming the library/community centre.</p> <p>Check - What three words</p> <p>Competition to be discussed at comms committee on 19th July</p>
2022AM3.13	<p>To agree agenda items for the next meeting</p> <p>All of above</p>
2022AM3.11	<p>Date of Next Meeting 28th July 6pm</p>

Meeting closed 19.02