



STAINLAND & DISTRICT

PARISH COUNCIL

Stainland & District Parish Council

Clerk: Mrs L Peckover

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23rd November 2023

Councillors Present- Cllr Knights, Cllr Mitchell, Cllr Bottomley, Cllr Mullany, Cllr Fieldhouse.

Minutes taken by Mrs L Peckover (CLERK)

23.61.01. Reminder by the Chair of the Council's expectations for audio recording of this meeting

Cllr Knights explained that public participation is the only place for members of the public to speak and to therefore ask any questions they wish at that point.

A member of the public gave an update regarding the school street scheme around Bowling Green School. Funding has been successful and CMBC are now looking at designs. The designs are to be presented to West Yorkshire Combined Authority. Several options to relocate bus stops and make a safer system for the roads in 24/25. Cllr Fieldhouse will liaise with CMBC on this.

A request for an update of Drury Lane Allotments was made. An update was given detailing that an inspection took place in October with a group that consisted of tenants and Parish Councillors. There will be an admin meeting tomorrow to discuss policies and projects that are scheduled. It was noted that the orchard clearance is in plan and will need to be done before we can plant in the area.

23.61.02. Apologies

2.1 To receive apologies for absence and record these in the minutes

Resolved that none were received.

2.2 To consider the approval of reasons for absence given by councillors

Resolved that none were received.

23.61.03. Dispensations

3.1 To receive, consider and decide upon any applications for dispensation

Resolved that none were received.

3.2 To receive any declarations of interest not already declared under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary Interests

Resolved that none were received.

23.61.04. To confirm the minutes of meeting held on 2nd November 2023, as a true and correct record.

It was raised by Cllr Mitchell that a vote was required for approval of the Shaw park grant that was approved at October's meeting.

Resolved that a vote was taken to approve the shaw park grant and all councillors were in favour of the grant being approved.

Resolved that all approved the previous minutes with the exception to add Cllr Mitchell as present at the previous meeting.

23.61.05. To receive information on the following ongoing/current matters and decide further action where necessary

5.1 To receive further information on the provision of gritting

It was noted that the boxes will go out soon and the cost of refilling is £30 per bin.

5.2 To receive an update on the remembrance service which took place on 12/12/23

An update was given on the Remembrance event by The Clerk. A total of £31 was raised for RBL from refreshments. It was noted that the weather impacted on attendance

23.61.06 To consider and decide upon the following planning applications:

6.1 23/60004/ENF Gray Hall Barn 24 Bowling Green Road

Front door to be replaced with non-opening window; kitchen window to be replaced with single door and 2 side windows (main entrance); lower the external ground level to front elevation; damp proof membrane; mortar joints and stonework to be repaired (Part Retrospective) (Listed Building Consent)

Cllr Mullany gave an update on a retrospective planning application, it was first brought to our attention as an enforcement issue. Applicant has had an issue with damp at the property and had to dig out at the front of the property.

The property as well as being listed is in the conservation area. Trees have been removed from the property. The application has raised some concerns around materials used and how work has been allowed to continue without the application being made.

23.61.07. To receive Report on legality of offering financial support to SDCC under power 133

Clerk gave update that under S133 OF 1972 LGA support has been given to SDCC.

23.61.08. To discuss and make resolution on Graveyard maintenance Is SDPC able to commit to taking on the graveyards for HGURC

A request has been made to take on the graveyard, we don't have enough information to make an informed decision. Deferred to next meeting.

23.61.09. To discuss the budget for 2024/25

Requests alongside standard budget items to be considered are as follows:

£4000 Electrical Works, £3000 Suspended Ceiling & £3000 Windows – TOL

£1000 Communications events

£1300 Go Local adverts

Tenterpost site £3000

Allotments - fence £4500

Orchard- removal of debris £2,000

Stainland park - Basketball hoop and goal with cricket wicket £5,000

Improvements around the cross to garden and hard landscape areas £2,000

General grounds upkeep and maintenance £1,000

Planters £300

Garage Rent £60
Christmas tree £200
Shaw park £5000 for a container

Cllr Knights advised that CMBC have advised that upvc windows will not be approved and so aluminium windows are required which is a greater cost than first budgeted.

Cllr Fieldhouse to see if CMBC will support the basketball hoop project financially.

Clerk to bring back a new budget to the next meeting including the above items.
Clerk to issue project sheets for each item.

23.61.10. To receive and consider for decision any recommendations from the Council's

Committees/projects:

10.1 Finance Committee

Pay review to be awarded in November

10.2 Environmental projects

10.3 Communications

No Choir for Christmas event, JK to work on advertising.

Resolved that £50 to be allocated from the communications budget to spend on refreshments.

It was noted that there is a possibility that a community café could start on a Saturday morning in January to be run by SDPC initially free or workshops for younger people.

Resolved that £100 will be used for this.

10.4 Drury Lane Allotments

Meeting to take place tomorrow to discuss policies with an update to follow.

All information given to the clerk from inspections.

10.5 Jubilee Orchard

No Update

23.61.11. Financial matters:

11.1 To receive and note current bank balances:

Lloyds Current Account - £39,364.65 as of 15/11/23

11.2 To receive and note a bank reconciliation and financial reports.

11.3 To approve the following accounts for payment:

£132.10 Go Local

£150 Christmas Tree for Holywell Green

Resolved all approved the finance reports and payments this month.

23.61.12. To discuss and make decision on applications received for the three councillor vacancies

12.1 To note the withdrawal of applicant

It was noted that the applicant has removed application

12.2 To discuss, accept or otherwise new applications.

Two potential applicants have expressed an interest.

23.61.13 Correspondence received:

To receive information on the following new correspondence and decide further action where necessary

- Email from MOP detailing points regarding our website, minutes & agendas.
- Proposed alterations to ward boundaries. Should we hold a public awareness meeting. How can we get involved?

It was noted that we are not the only parish council affected by this change.
Resolved that the Clerk to arrange a separate meeting with CMBC at TOL.

Clerk to speak with Hebden about this and get more information.

23.61.14. Overdue Policies review. Proposal to adopt SDPC policies following revision and adoption of minor amendments and recommendations.

14.1 To discuss and approve or otherwise the following new policies to our list: Dignity at Work; Health & Safety; Disciplinary, Recording of meetings, Safeguarding; Communications, Business Continuity, Sustainability.

Deferred item will bring to the next meeting.

23.61.15 To Co-opt of all members to all committees due to low councillor numbers and the need to hold adhoc committee meetings to progress projects.

Resolved that we will co-opt all members to all committees to progress meetings.
JB proposed LF seconded

23.61.16. To resolve to exclude members of the public and press under the Public Bodies (Admissions to Meetings) Act 1960 due to the nature of the business to be transacted at agenda item 23.61.16 to being prejudicial to the public interest

Meeting recording stopped.

23.61.17. To notify the clerk of matters for inclusion on the agenda of the next meeting

Boundry change
Overdue Policies review
Vacancy

23.61.18. To confirm the date of the next meeting as Thursday 14th December 2023.

Resolved the date is correct.