



STAINLAND & DISTRICT PARISH COUNCIL

Stainland & District Parish Council

Clerk: Mrs L Peckover

Tel: 07493231380. E-mail: parish.clerk@sdpc.uk

THURSDAY 14th DECEMBER 2023.

Cllr's present – Cllr Fieldhouse, Cllr Mullany & Cllr Booth.

Minutes

It was noted that Cllr Knights has resigned. SDPC councillors would like to thank Cllr Knights for her dedication and work in her time as chair at SPDC.

It was resolved that in the absence of the chair & vice chair that Cllr Fieldhouse would chair the meeting.

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

Cllr Fieldhouse gave a reminder that the Clerk is recording for her personal use to type up the minutes.

23.62.02. Apologies

2.1 To receive apologies for absence

Apologies received at 7.30pm from Cllr Mitchell

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

No reason was given for apologies received at 7.30pm from Cllr Mitchell

23.62.03. 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.

23.62.04. To confirm the minutes of meeting held on 23rd November 2023, as a true and correct record.

Resolved to approve minutes.

23.62.05. 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 we have sent a purchase order as requested by CMBC, they advised that they will put out & fill the grit bins this week.

23.62.06 To consider and decide upon the following planning applications:

6.1 Ref. No: 23/01014/LBC

[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 \(Part Retrospective\) \(Listed Building Consent\) - Gray Hall Barn 24 Bowling Green Road Stainland Elland Calderdale HX4 9PF](#)

Discussed and reported last month

6.2 Ref. No: 22/01293/FUL

[Replacement of existing container with satellite office structure \(Revised Scheme to 22/00444/FUL\) - 299 Stainland Road Elland Calderdale HX4 9EH](#)

It was noted that the appeal has been dismissed by the inspector.

23.62.07. To receive an update on the funds spent & earmarked for projects provided by SDPC to SDCC

An update was given by SDCC via email to the clerk, Windows to the value of £16,000 are being installed on Monday 18th December. All money in the bank account is allocated. No details were given on specific costs and projects.

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

It was resolved that we require more information from CMBC, deferred till January 24

23.62.09. 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

Tenter post site £3000

Allotments - fence 4500 & removal of rubbish by CMBC 1500, improvements to footpath £5000

Orchard- removal of debris £2000

Stainland park - Basketball hoop and goal with cricket wicket £5000

Improvements around the cross to garden and hard landscape areas £ 2000

General grounds upkeep and maintenance £1000

Planters £300
Garage Rent £60
Christmas tree £200

It was noted that we would need to increase the precept to cover all of the running costs and projects in 2024 without using reserves. This is not feasible given the current financial climate.

It was discussed that £3000 may not be enough for the project on tenter posts. Cllr Fieldhouse offered to get an estimate for moving the posts should they need relocating in future.

Resolved to retain The Old Library spending on the 2024/25 budget proposal until adequate response received on the finances as requested. Clerk to request further update from the trustees.

Resolved that project sheets to be submitted to the clerk before the new meeting.

23.62.10 To discuss grant applications received and consider for decision.

Resolved by all Cllr's that we can not discuss the application for SDCC without a substantive update on spending. Deferred till next month.

We have received an application for £962 from the cricket club, resolved to approve the grant. It was noted that the deadline for applying for grants was not advertised therefore we would accept the application.

Resolved that all Cllr's agreed to approve the grant.

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

Committees/projects:

10.1 Finance Committee – It was noted there are no updates.

10.2 Environmental projects- Allotments work is starting to move with admin and plans for work.

Cllr Fieldhouse thanked the Allotment tenant admin team for their hard work on creating policies and doing plot inspections.

It was noted Shaw Park pond work is currently under discussion with CMBC.

10.3 Communications – Go Local article for January will be based on grants.

10.4 Drury Lane Allotments- Meeting scheduled for Friday 15th December at 4pm.

10.5 Jubilee Orchard – We plan to hold a working party in February half term.

23.62.12. Financial matters:

11.1 To receive and note current bank balances:

Lloyds Current Account - £37,133.61 as of 7/12/23

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

Resolved that all Cllr's approved the monthly finance pack provided by the clerk.

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

12.1 To discuss, accept or otherwise new applications.

Resolved to note that we now have five vacancies, Clerk to advertise vacancies online.

23.62.14 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?

Resolved that we can advertise for people to make comment online.

23.62.15. 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 & Biodiversity.

Resolved to defer to January 2024.

23.62.16 To discuss and approve the policies for Drury Lane Allotments

All resolved to adopt the following policies :Tenancy agreement, Shed and Greenhouse policy, Risk Assessment, Health and Safety, Inspection policy and Hand Book.

23.62.17. 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 23.62.17 to being prejudicial to the public interest

23.62.18. To notify the clerk of matters for inclusion on the agenda of the next meeting
Boundary changes, Policies, Precept & Budget.

23.62.19. To confirm the date of the next meeting as Thursday 4th January 2024.