



Dated: 22nd November 2024

NOTICE OF A COUNCIL MEETING

To All Members of the Parish Council,

You are respectfully summoned to attend the meeting of Stainland & District Parish Council to be held on **Thursday 28th November 2024 at 6.30pm in the Old Library**, South Parade, Stainland for the purpose of transacting the business in the attached agenda.

Signed: *Safia Kauser*

Ms Safia Kauser – Parish Clerk/RFO & Proper Officer

Council Membership	
Cllr Lisa Fieldhouse [Chairman]	Cllr Mark Mullaney [Vice-Chair]
Cllr Joan Bottomley	X1 Vacancy
Cllr Alex Lyness Brown	X1 Vacancy
Cllr David Mitchell	X1 Vacancy
Cllr Laura Peckover	

**Meetings are open to the press and public by virtue of the Public Bodies Admissions to Meetings Act 1960 s1 unless the presence is prejudicial to the public interest s2*

In accordance with the Openness of Local Government Bodies Regulations 2014, persons attending the meeting may record/film/photograph and make audio recordings or broadcast the proceedings of the formal Council meeting, when the public and the press are not lawfully excluded. This does not extend to live verbal commentary. Any member of the public who attends a meeting and objects to being filmed should advise the Parish Clerk who will instruct that they are not included in the filming.

STAINLAND & DISTRICT PARISH COUNCIL

Full Council Meeting: Thursday 28th November 2024 at 6.30pm

A G E N D A

1. Chairmans Opening Remarks To receive the Chairmans opening remarks.
2. Apologies To receive and approve apologies and reasons for absence.
3. Declaration of Disclosable Pecuniary and Other Interests To declare any disclosable pecuniary or other interests appertaining to items on the agenda and to consider any dispensation requests submitted in writing to the Proper Officer in accordance with the Standing Orders. Note: Unless granted a dispensation, a member with a disclosable pecuniary or other interests shall not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting and must not remain in the room in accordance with the requirements of the Standing Orders and Code of Conduct.
4. Public Participation To convene a 15 minute public participation session to allow members of the public to make representations, answer questions and give evidence in respect of the business on the agenda. No resolutions can be made under public participation.
5. Report from Calderdale District Councillors To receive reports from the Calderdale District Councillors representing the Stainland Ward. Note: The Clerk has sent out the agenda inviting the District Councillors to attend the meeting.
6. Council Minutes To receive and approve the draft minutes of the Full Council meeting held on the 31 st October 2024 as a true record of proceedings to be signed by the Chair (previously circulated):
7. Planning Matters To consider any current planning applications within or affecting the Parish of Stainland District on the Calderdale District Council planning portal. Any applications received by the Clerk after publishing the agenda will be tabled at the meeting. The Clerk advises that the submission of comments may be delegated to the Parish Clerk in consultation with Cllr Mark Mullaney.

Date & Planning Ref No	Site Location	Brief Description of Proposal	Date Comments Due
06.11.2024 24/01138/FUL Link: 24/01138/FUL Conversion and change of use of existing domestic outbuilding to chiropody clinic 1 Laurel Terrace Stainland Elland Calderdale HX4 9HD	1 Laurel Terrace Stainland Elland Calderdale HX4 9HD	Conversion and change of use of existing domestic outbuilding to chiropody clinic	Within 21 days

Date & Planning Ref No	Site Location	Brief Description of Proposal	Date Comments Due
28.10.2024 24/00915/LBC Link: 24/00915/LBC Barn conversion to form one dwelling Old Lee Farm Swan Lane Outlane Elland Calderdale HD3 3YH	Old Lee Farm Swan Lane Outlane Elland Calderdale HD3 3YH	Barn conversion to form one dwelling	Within 21 days
18.11.2024 24/00914/FUL Link: 24/00914/FUL Barn conversion to form one dwelling Old Lee Farm Swan Lane Outlane Elland Calderdale HD3 3YH	Old Lee Farm Swan Lane Outlane Elland Calderdale HD3 3YH	Barn conversion to form one dwelling	Within 21 days
29.10.2024 24/20220/TPO Link: 24/20220/TPO Prune one tree (Tree Preservation Order) Ingroyd Stainland Road Elland Calderdale	Ingroyd Stainland Road Elland Calderdale	Prune one tree (Tree Preservation Order)	Within 21 days
30.10.2024 24/01089/HSE Link: 24/01089/HSE Proposed dormer extension to rear of existing property 4 Airbourne Way Green Lane Sowood Elland Calderdale HX4 9FA	4 Airbourne Way Green Lane Sowood Elland Calderdale HX4 9FA	4 Airbourne Way Green Lane Sowood Elland Calderdale HX4 9FA	Within 21 days

8. Drury Lane Allotments

To receive and consider any ongoing matters in relation to the Drury Lane Allotments.

9. Seasonal Events

To receive an update from Cllr Peckover on seasonal events and to resolve any further actions:

- a) 23rd December 2024 – Christmas Crafting, tree baubles etc
- b) February 2025 Half-Term - Children's Reading Event
- c) Easter 2025 – Two Hour Drop-in Crafting Session

10. Christmas Trees within the Parish

To receive an update on the Christmas Tree purchase and the battery operated lights to decorate the tree and to resolve any further actions.

11. Fall Spring Gardens

To consider the lighting at Fall Spring Gardens. Cllr Alex Lyness-Brown to report on this item.

12. Orchard Hedge Planting

To discuss / approve purchase of additional trees for the Community Orchard.

13. Holywell Inn Damaged Railings

To receive and consider quotations for the repair of the damaged railings at Holywell Inn and to resolve any further actions.

14. Stainland and District Charity Trustees

To receive any reports from the Parish Council Trustees appointed on the board and to receive the following updates matters and agree any further actions if required:

- Meeting held with SDCC Trustees and the members of the Parish Council
- Clarity if SDPC's obligations in the JCA have been met and identify any need for further funding support to SDCC in 2025-2026
- Identify key issues to present with trustees

15. Members Items for Consideration

a) To consider the item raised by members:

- Off road bikes/ bike baffles – Cllr Lyness Brown to report on this item
- Bowling Green School/safer streets – Cllr Lyness Brown to report on this item
- To discuss a proposal to make improvements to the top path in Shaw Park – Cllr Fieldhouse to report on this item.
- Receive an up date on the goal backs at Stainland Memorial Park – Cllr Fieldhouse to report on this item.
- Receive an update on the community payback teams work – Cllr Fieldhouse to report on this item.

16. Warm Hub

To receive an update on the Warm Hub and to resolve any further actions.

17. Financial Matters

- a) To receive an update on the bank mandate changes.
- b) To receive and approve the schedule of payments as tabled or presented at the meeting that require signing in accordance with the Financial Regulations.
- c) To receive the latest budget monitoring report and to resolve the changes made to budget lines and cost centre by the RFO following a budget review with the Chair.
- d) To consider the budget requirements for 2025/2026 financial year.

18. Clerks Correspondence Report & Members Training

To receive and consider the Clerks Correspondence Report (to follow).

19. Reports from Members

To receive reports from members appointed on outside bodies or attending any recent training or events.

20. Items for Discussion at a Future Meeting

To agree any additional agenda items for consideration and inclusion at a future meeting.

- Corporate Risk Assessment
- Review of the effectiveness of internal controls

21. Date of the Next Meeting

To note the date of the next meeting scheduled for Thursday 19th December at 6.30pm at the Old Stainland Library.