



Dated: 19th September 2025

NOTICE OF A COUNCIL MEETING

To All Members of the Parish Council,

You are respectfully summoned to attend the 82nd meeting of Stainland & District Parish Council to be held on **Thursday 25th September 6.30pm St Andrew's Church Stainland**, for the purpose of transacting the business in the attached agenda.

Signed: Parish Clerk and RFO

Council Membership	
Cllr Lisa Fieldhouse [Chair for the Council]	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
82nd Full Council Meeting: Thursday 25th September 2025 at 6.30pm

A G E N D A

2526 92FC	Chair's Opening Remarks To receive the Chairmans opening remarks. Notice of recording of the meeting.
2526 93FC	Apologies To receive and approve apologies and reasons for absence.
2526 94FC	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.
2526 95FC	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.
2526 96FC	Council Minutes and Actions To receive and approve the draft minutes of the Full Council meeting held on 28 th August 2025 the as a true record of proceedings to be signed by the Chair (previously circulated) Update on outstanding actions on tracker.
2526 97FC	Drury Lane Allotments Updates from DLAA members Art sessions in the Community Orchard / Allotments
2526 98FC	Correspondence Grant application received from Stainland Cricket Club and invite to next meeting Flag correspondence from Resident CMBC Tree/ Christmas Decorations info and quote £1,645.06 Telephone Call from member of public re abandoned cars

	Advice from the allotment society on number of allotments Thank you from Friends of Shaw Park																
2526 99FC	The Old Library update from SDPC trustee																
2526 100FC	Planning Matters a) To note the comments made to planning applications since the last meeting. <table><tr><th></th><th>Site Location</th><th>Brief Description of Proposal</th><th>Comments</th></tr><tr><td>Cornerstone 10779534 - proposed upgrade to an existing telecommunications base station</td><td>Vicars Lot Field, Stainland, Halifax, West Yorkshire, HX4 9LD</td><td></td><td></td></tr><tr><td>Fireside Camping Club:</td><td>HX4 9PS Consultation</td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr></table> b) 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. c) Consider any correspondence relating to planning matters – ALB Housing Updates		Site Location	Brief Description of Proposal	Comments	Cornerstone 10779534 - proposed upgrade to an existing telecommunications base station	Vicars Lot Field, Stainland, Halifax, West Yorkshire, HX4 9LD			Fireside Camping Club:	HX4 9PS Consultation						
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2526 101FC	Financial Matters a) To receive and approve the bank reconciliation reports for August 2025 b) To receive and approve the August cashbook payments made under the Clerks delegated authority and as tabled or presented at the meeting that require signing in accordance with the Financial Regulations (enclosed). c) Reserves policy amendments for approval d) Variations to budget to approve – as per schedule. e) Agree frequency for VAT reclaims f) Arrangements for obtaining a credit card g) Clerk – additional hours approval h) To consider implementing the working from home allowance for the clerk																
	To consider any rent increase for Drury Lane Allotment plots from April 2026 Current rates ½ plot £40, Full plot £60, Water rates £20																
2526 102FC	To note and adopt Updated policies on website and those drafted Audio Recordings policy from YLCA																

2526 103FC	Clerks Items a) Parish Council IT Systems – Access, Clerks Laptop, Screen, Document Storage and Office 365 b) Approval for IT work c) Approve advert for Councillor Vacancies d) Helping re Remembrance Sunday and purchase of wreath e) Schedule of Policy Review and Ownership f) Rialtis financial software – quote for upgrade to aid business continuity g) Quote received for printing of Vision Plan h) Approval of action Tracker i) Website updates
2526 104FC	To consider any quotes received by the council for projects or work in the parish CMBC supply and installation of Christmas Tree quote £1,645.06 Dredging work to the Ornamental Pond in Shaw Park
2526 105FC	To note any completed projects New footpath installation in Shaw Park Replacement of handrail to board walk in Shaw Park Updates on Projects and Members Items for Consideration Stainland Cross Improvements, update, plans for information session, scope of project, budget requirements and grant funding possibilities MM/LF Safer bus stop opposite West View MM Conservation Area Appraisal MM Reinstated Bus route publicity MM/LF Garden Contractor work LF New benches for Shaw Park Wellbeing Terrace LF Friday night darts club LF Work of community payback teams working in the ParishLF Future of Holywell Green URC Graveyard LF Housing update ALB
2526 106FC	Items for Discussion at a Future Meeting To agree any additional agenda items for consideration and inclusion at a future meeting.
2526 107FC	Date of the Next Meeting To note the date of the next meeting scheduled for Thursday 30th October 2025 at 6.30pm at St Andrew’s Church – <i>N.B. Caroline Booth (Clerk) will be on Annual Leave so will need a minute taker.</i>

