



Dated: 24th October 2025

NOTICE OF A COUNCIL MEETING

To All Members of the Parish Council,

You are respectfully summoned to attend the 83rd meeting of Stainland & District Parish Council to be held on **Thursday 30th October 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]	X1 Vacancy
Cllr Mark Mullaney [Vice-Chair]	X1 Vacancy
Cllr Alex Lyness Brown	X1 Vacancy
Cllr Joan Bottomley	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
83rd Full Council Meeting: Thursday 30th October 2025 at 6.30pm

A G E N D A

2526 108FC	Chair's Opening Remarks To receive the Chairmans opening remarks. Notice of recording of the meeting.
2526 109FC	Apologies To receive and approve apologies and reasons for absence.
2526 110FC	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 111FC	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 112FC	Council Minutes and Actions To receive and approve the draft minutes of the Full Council meeting held on 25 th September 2025 the as a true record of proceedings to be signed by the Chair (previously circulated) • Update on outstanding actions on tracker.
2526 113FC	Drury Lane Allotments Updates from DLAA members • Changes to Plot 7b, notice received, new tenancy and invoice raised
2526 114FC	Correspondence • Correspondence regarding safety of slide from a member of the public • Request to include councillor attendance register on the website • 01.10.2025 Councillor David Mitchell - Resignation
2526 115FC	To consider any grant applications received Stainland Cricket club application for £5000 towards a two lane, enclosed practice facility

2526 116FC	Planning Matters a) To note the comments made to planning applications since the last meeting. 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. <table><tr><th></th><th>Site Location</th><th>Brief Description of Proposal</th><th>Comments</th></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td></tr></table> c) Consider any correspondence relating to planning matters - Correspondence received from member of the public on 29.09.25 on White Rock Quarry 15/10/25 correspondence received re proposed Shepherd Huts, Rob Royd Barn, Beestonley Lane, Stainland		Site Location	Brief Description of Proposal	Comments												
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2526 117FC	Financial Matters a) To receive and approve the bank reconciliation reports for September 2025 b) To receive and approve the September 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) To note correspondence from the Auditors on the audit outcome for 24/25 To agree the six-monthly budget review and updated agreed variations d) To make arrangements to gather suggestions for projects (based on Vision 2025-27) in preparation for setting next year's budget which will be discussed at the November meeting. e) To approve Invoice for £432 inc VAT payable for IT equipment and technical services as agreed at the last meeting f) To approve reimbursement to Cllr Fieldhouse for plants and compost for containers, lock for post box and printer paper Total £40.99 inc any VAT																
2526 118FC	To receive an update on councillor vacancies To note confirmation from CMBC Elections Officer that the vacancy created by Cllr Mitchell's resignation can now be filled by Co-option.																
2526 119FC	Change to .gov domain - To consider the new domain name ready for the transfer to Gov.uk Stainlanddistrict-pc.gov.uk or sd-pc.gov.uk - To agree to instruct the Clerk and Finwood IT to carry out the necessary arrangements to complete the move.																

2526 120FC	Clerks Items • Clerk Training - YLCA induction course is booked. Additional SLCC (SLCC Introduction to Local Council Administration (ILCA)) home study course at a cost of £120 plus VAT is recommended as a precursor to the CiLCA which is being revamped and won't be starting until February 2026 • To note the updated Business Continuity Plan • GDPR information has been circulated to councillors • To note the review of existing files and councillor access rights. Agree costs of Approx £45 Plus VAT for It services to make the updates. • To note the guidance on meeting procedures provided to councillors and attending members of the public • To note and accept the Councillor's Statement of Assurance and Civility and Respect pledge. Councillors encouraged to sign up to the agenda
2526 121FC	To consider any quotes received by the council for projects or work in the parish • To consider Office 365 Quotes for basic and standard packages update – Via LF – information circulated to councillors • Further quotation received for and Ecological survey prior to dredging work on the Ornamental Pond in Shaw Park, £1245 + VAT compared to Larkins sub-contractor estimate of £1,200
2526 122FC	Updates on Projects and Members Items for Consideration Feedback from the Stainland Cross drop-in session and any initial responses to the survey. LF/MM Safer bus stop opposite West View MM Updated Conservation Area Appraisal MM Update on proposals for new road layout around Bowling Green School LF/ALB Reinstated 537 Bus update on how well the service is being used MM Work of community payback teams working in the Parish LF Future of Holywell Green URC Graveyard LF New benches for Shaw Park Wellbeing Terrace LF Friday night darts club LF Housing update ALB To discuss arrangements for distributing copies of the Vision leaflets LF Recycling - standard of service from CMBC/ Suez ALB Car park opposite Stainland Pharmacy LF Phone box library/book swap
2526 123FC	Arrangements for Remembrance Day Service Sunday 9th November Stainland Memorial Ground Assemble at the memorial at 1.50pm for 2pm Act of Remembrance and wreath laying.
2526 124FC	Items for Discussion at a Future Meeting To agree any additional agenda items for consideration and inclusion at a future meeting: • Draft budget for 26/27 to be discussed in November meeting

	Date of the Next Meeting
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	To note the date of the next meeting scheduled for Thursday 27 th November 2025 at 6.30pm at St Andrew's Church.
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