



Steeton-with-Eastburn Parish Council

c/o 64 Thornhill Rd, Steeton, Keighley, W. Yorkshire, BD20 6RD.

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Minutes of

The Meeting of the Council held on 7th March 2018 at 7.30pm at The Community Hub, Skipton Road, Steeton, BD20 6FE

- Present :** Councillors: – Mullen, Thompson, Mounsey, Emmott, Lambert, Gill, Danby, Townend, Williamson.
- In attendance** Ward Councillors: – (0)
Members of the public: (0)
- 18/37 Apologies:** apologies were sanctioned from Cllrs Blagden (ill health), and West (conflicting commitments).
- 18/38 Disclosures of Interest:**
Cllr Mullen declared an interest in item 18/48, as Chairman of Governors for Steeton Primary School
- 18/39 Dispensations:** None
- 18/40 Minutes**
Resolved: That the minutes of the following meetings:
a) Parish Council 7 February 2018
b) Community HUB committee 7 February 2018
are approved as a true record and signed by the Chairman on behalf of the Council
- 18/41 Councillor Vacancy:**
Bradford District Metropolitan Council has notified the Parish Council that no/not enough parishioners called for an election so the Parish Council is able to Co-Opt.
- 18/42 Councillor Co-Option:**
Victoria Williamson gave the council a brief introduction to herself and why she would like to become a Parish Councillor. The Parish Council approved her co-option and all relevant documentation was completed.
- 18/43 Reports of Invited Guests:**
a. PCSO John Turnbull gave the report with PCSO Ross Montgomery in attendance.
February crime figures for the Parish:
 - 6 burglary dwelling – all involved the “snapping” of Europrofile locks to gain entry and keys to steal prestige cars parked on the premises. Affected addresses were located on Lyon Rd (Eastburn), Whitley Head (Steeton) and Styveton Way (Steeton).
 - 1 theft from a shed
 - 1 theft from the Co-Op
- 18/44 Update on Chapel Rd, Memorial Gardens and Parking on Williams Rd:**
Cllr west emailed an update.
Memorial Gardens lighting – Bradford Council will pay for any electrical connection charges to the new lamp stands.
Chapel Rd – John Grogan MP attended a meeting with residents on Saturday 3 March. Cllr West was given the wrong time and so was not present. Further discussions between Cllr West and relevant parties suggest some gaps in knowledge and a need for further meetings in order to resolve the issue.
Williams Rd – a resident has requested a driveway be constructed across what is land belonging to InCommunities. InCommunities have a policy of not allowing this or selling their land, so no immediate resolution has been found.

18/45

Proposed Lease of Corn Mill Green:

Cllr Mounsey went through the preliminary report on the draft lease prepared by the Parish Council's solicitor. This is for a fifty year lease on a peppercorn rent. The main points are:

- a) The Parish Council has no intention of changing the use of the Green from being a recreation/amenity land. This means the various provisions as to obtaining a change of use are not material. This includes the provision for rent review.
- b) The Green is essentially a filled in former millpond. Thus, there is no need for any searches at all. It is not thought that any sewers or cables run underneath and in any event there will be no difficulties with access in the absence of any building.
- c) Cllr Lambert would provide a marked copy plan to show the nature and location of any physical boundaries as the. The Parish Council will be responsible for maintaining all boundaries.
- d) The Parish Council does not need the road marked on the plan for access to the Green. It was therefore agreed that the Parish Council should not accept any liability for maintaining that road.
- e) The solicitor will check on the insurance requirements.
- f) The solicitor will check on any possible liability for business rates as the lease is described as a business tenancy.

Cllr Mounsey will instruct the solicitor accordingly.

18/46

Grounds maintenance contract:

Cllr Thompson proposed that Greenfingers Garden Services be awarded the contract without the usual tendering process for a period of 12 months only. After this time, the usual tendering process would resume. It was also suggested that the Parish Council have sight of their current Public Liability Insurance documents

It was also proposed that the value of the contract and allowance for replanting be increased by 5%.

Resolved: to award Greenfingers Garden Services the grounds maintenance contract, to request the Public Liability insurance documentation and, to increase its value by 5% across the board

18/47

Clerk Recruitment:

Cllr Thompson informed the Council that there have been 5 applications for the post of Clerk/Responsible Financial Officer and that Short listing would take place on 8 March.

18/48

Community Grant Application:

Cllr Mullen withdrew from discussions due to conflicting interests.

Steeton Primary School has asked for a contribution towards the costs of installing an invacuation/ lock down procedure for the school in the event of an emergency. This necessitates a new system of internal communication. The overall cost of this is estimated at £4500.00. The school has requested, via the community grants provision, a grant from the Parish Council.

Resolved: to award the school a grant of £600 towards the cost of installation of equipment for an invacuation protocol

18/49

Planning Issues :

a) Planning applications to consider:

- i. **18/00325/HOU:** recommend refusal: lack of any meaningful clarity in drawings. Thus the council is unable to make informed decisions about the plans. More detailed plans have been requested.

b) To note outcomes of Planning Applications:

- i. **17/00139/APPFL2:** an appeal has been lodged with the Secretary of State in reference to land South of 10-12 Main Rd, Steeton with Eastburn for construction of 2 semi-detached 2 – story dwellings.
- ii. **To note outcomes of Planning Application Appeals:** None to date

18/50

Finance

a) The accounts for payment were agreed as set out below and balances were noted.

Payments

| Purpose | Payee | Amount (£) |
|-----------------------------------|------------------------------|------------|
| Grounds maintenance | Greenfingers Garden Services | 250.00 |
| Holiday pay adjustment | Rebecca Whitaker | 112.95 |
| Expenses and stamps | Su Thompson | 55.60 |
| Expenses, repairs and consumables | David Mullen | 218.23 |
| Crockery and Cutlery supplies | David Mullen | 491.59 |
| Website maintenance | Vision ICT | 222.00 |
| Lighting and electrical work | One Contact Solutions | 463.32 |
| Tax Rebate | HMRC | 28.00 |
| Community Grant Award | Steeton Primary School | 600.00 |

Receipts

| Receipts Purpose | From | Amount (£) |
|------------------|---|------------|
| Interest | Public Sector Deposit Fund | 17.50 |
| Hall hire | Maggie Redpath (by BACS 27.11.17 – 26.2.18) | 127.00 |
| Hall hire | E. Sami | 20.00 |
| Hall hire | A. Lindsay | 5.00 |
| Hall hire | D. Danby (8.12.17 – 7.2.18) | 161.00 |
| Hall hire | A. Haggett (4.12.17 – 29.1.18) | 32.00 |
| Hall hire | K. Spencer | 15.00 |
| Hall hire | E. Granger | 20.00 |
| Hall hire | S. Wilson | 20.00 |
| Hall hire | L. Hoffman | 20.00 |
| Hall hire | M. Griffin | 20.00 |
| Hall hire | H. Sollberger | 20.00 |

18/51

Correspondence:

None received

18/52

Members' reports:

CLlr Gill: *Vincent Rd* -problems with parking (hospital staff), a cul de sac, such that residents cannot access/exit the road by car. Pedestrians also have to walk in the road.

Lyon Rd - Heavy trucks delivering to hospital via this narrow road are being given erroneous SatNav directions. Cllr Mullen to raise the issue with Airedale Hospital.

CLlr Townend: Thornhill Rd – numerous street lamps are not working. Bradford Council has been informed but are taking their time to replace faulty bulbs.

CLlr Mounsey: Sutton Lane end – a lot of water in the road which could be either melt water or a burst pipe. To be monitored.

18/53

Defibrillator Checking Rota: Cllr Danby will carry out the weekly check

18/54

Times and dates of future meetings: Next meeting: 4 April 2018 - The Hub at 7.30pm

There being no further business the meeting closed at 9.15pm