



**Steeton-with-Eastburn
Parish Council**



c/o The HUB, Skipton Road, Steeton, BD20 6FE
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07841633230

**Minutes of the Meeting of the Council held on 15 May 2019 at 7.30pm
at The HUB, Skipton Road, Steeton, BD20 6FE**

FINAL

19/067

Welcome to Elected Councillors

- i. Councillors Mounsey, Lambert, West, Weller, Gill, Danby, Blagden, Mullen and Thompson were welcomed to the Parish Council. All signed Declaration of Acceptance of Office.
- ii. Code of Conduct – All councillors were made aware of parameters of office.
- iii. Register of Interests – All Councillors asked to complete these electronically and send to clerk.

Public question time:

Chapel Rd update: Cllrs West, Lambert and Bruce Andrews met last Friday. The aim is to establish simplest, cheapest and, therefore, most deliverable scheme possible. Pedestrian safety and emergency access are paramount.

In principle, a way forward was agreed BUT: it was recognised that the delivery of any scheme would be subject to the financial constraints incumbent upon Bradford Council.

Cllr Lambert has been tasked with producing a sketch of the discussion. The delivery of any approved scheme will be phased to minimise disruption.

Bruce Andrews has asked Cllr West to consult Martin Burke as conservation officer with the final, approved sketch.

Parish Council proposed to arrange a meeting to discuss potential sketches before the next full meeting of the Parish Council.

19/068

Election of Chairman

- i) Cllr Mullen proposed, seconded and elected, unanimously, as Chairman for the ensuing year.
- ii) Cllr Mullen signed Chairman's Declaration of Acceptance of Office.

In attendance

Ward Councillors: (0)

Police: (1)

Members of the public: (5)

19/069

Apologies: none.

19/070

Disclosures of Interest: Cllr Lambert declared an interest in item 19/079 (ai) as a near neighbour and resident of adjoining property.

19/071

Dispensations: none

19/072

Election of Vice-Chairman

Cllr Thompson was proposed, seconded and elected, unanimously, as vice chairman

19/073 To appoint representatives to outside bodies:

- i) Parish Council Liaison Meetings
Cllr Mullen
- ii) YLCA branch meetings
Cllr Mullen

19/074 To appoint members of committees, working parties and steering groups:

- i) Planning Committee (6 members)**
Thompson, Mullen, Lambert, Mounsey, Blagden, West
- ii) Staffing Committee (6 members)**
Thompson, Mounsey, Mullen, Lambert, West, Gill.
- iii) Community Hub Committee (6 members)**
Mullen, Thompson, Lambert, Danby (Annette Mullen currently a community member and remains so).

19/075 Minutes

Resolved: The minutes of the following meeting:

- a) Annual Parish Meeting 3rd April 2019
- b) Eastburn Playing Fields AGM 3rd April 2019
- c) Parish Council Monthly Meeting 3rd April 2019
- d) Community Hub meeting 3rd April 2019.

19/076 Reports of Police and invited guests:

PC Daniel Stronell in attendance

Crime figures for 15 April -15 May 2019
1 burglary dwelling.

PC Stronell is aiming to set up contact point/meeting in hub at some point in future. Cllr Mullen to discuss with PC Stronell.

19/077 British Red Cross Request

Cllr Thompson to contact and invite them to hold a training session.

19/078 External Tap at Bowling Green

Cllr Lambert précised letter from Bowling Club. Options and issues discussed. Proposed, seconded and agreed unanimously that request for water installation leading from Hub water supply be rejected and that the Bowling Club refer back to the minutes of the meeting of the full council in April (minute 19/057) where the situation is clearly laid out. The letter also requested that a fence be erected around the Bowling Green. A representative from the club suggested that this fence be in the region of 2metres in height. It was proposed, seconded and agreed that this request be rejected by the council.

Planning Applications

19/079

- a) Planning application(s)** to consider including any planning applications, approvals or refusals received after the agenda has been published:
 - i. **19/02027/LBC:** Internal layout alteration to enlarge Yew Tree Cottage and re-balance the existing floorspace, repairs and re-roofing of High Hall, re-opening of a former first floor western window The High Hall and Yew Tree Cottage, St Stephens Road Steeton with Eastburn, West Yorkshire, BD20 6SB.

No comments.

b) Approvals: None

c) refusals: None

Finance

a) **Income and expenditure 2018-19:** Cllrs considered a draft summary cash flow statement

NB: this document was not updated as internal audit information is not yet available.

b) **Annual Return:** Documents listed cannot be signed as internal audit not yet completed by our accountant - accounts for the year ended 31st March 2019, sign Section 1 (Annual Governance Statement 2018/19) & Section 2 (Accounting Statements) of the annual Governance & Accountability Return 2018/19 Part 3

	31/3/18	31/03/19	Variance	Explanations of significant variations
Balances brought forward	£87,870	£96,378.89		
(+) Annual Precept	£46,585	£ 5 2 , 5 4 3	+£5958	Increased housing in the parish
(+) Total other receipts	£13,349	£12368.68	-£980.32	
(-) Staff costs	£8,933	£5,688.53	-£3244.47	Clerk's position vacant for part of the year
(-) Loan interest/capital repayments	0	0	0	
(-) Total other payments	£42,492	45,616.06	+£3124.06	Replacement of worn out and obsolete chairs/computing equipment. Landscaping projects etc
(=) Balances carried forward	£96,379	97,617.30	+£1238.3	
Total Cash & Investments	£96,379	97,617.30		
Total Fixed Assets	£407,211	£396,860		Replacement of obsolete but more expensive equipment
Total Borrowings	Nil	Nil	Nil	

c) To agree on carrying forward the following amounts to the next financial year:

- c) £15k for repair/ replacement of equipment in Council owned areas
- d) £20k towards Keighley Road Recreation Ground
- e) £10k in case of any by elections
- f) £7.5k HUB reserve

d) To agree the accounts for payment and note receipts up to 14 May 2019

Payments

Purpose	Payee	Amount (£)
Legal work invoice PJC ste 1232	Savage Crangle	370.00
Legal Work invoice PJC ste 1233	Savage Crangle	370.00
Deposit Refund	N Hird	45.00
Deposit Refund	B Tomlinson	45.00
Council Phone Bill	O2	23.26

Proper Officer Expenses	SB Thompson	90.00
Expenses	D Mullen	108.69
Janitorial Supplies	Scott	68.42
Membership Fees	ALCC	40.00
Membership Fees	SLCC	122.00
Licence Fee	PPL/PRS	197.45
Garden Services	Greenfingers (Joel Westbrook)	273.00
Membership Fee	Community First Yorkshire	42.00
Internet /Computer services	Vision Quest	240.00
Cleaner	E O'Hara	100.00
	Total	2,134.82

Receipts

Purpose	From	Amount (£)
Parish precept	Bradford Council	60,135.00
Hall Hire	Gail Bitner	300.00
Girls Group	L Brook	182.00
Hall Hire	H Gunton	3.00
Interest	CCLA	31.50
Hall Hire	Elysium	bacs 175.00
Hall Hire and Deposit	N Hird	65.00
F C Ground Hire	Steeton FC	00.05
Disaster Grant	CBMDC	100.00
Key Deposit	Steeton Bowling Club	315.00
Hall Hire	AGH invoice 1816	bacs 25.00
Hall Hire	Selina Bolton	20.00
Hall Hire	P O'Connor	20.00
Hall Hire + Deposit	B Tomlinson	65.00
Hall Hire	Patchwork friends	12.00
Hall Hire	Alison Reed	20.00
Hall Hire	Woodlands Mill Mgt Cttee	25.00
Emma smith	Hall hire	20.00
	total	61,513.55

*Please note payments & receipts may be added on or subject to change after publication of the agenda

Account balances as at 15 May 2019:

Community Account	£9,427.12
Business Base Tracker	£110,160.53
Public Sector Deposit	£50,000.00

19/081

Correspondence: none

19/082

Meetings Attended: none

19/083

Members reports:

Advert for Co-option of new councilors to be put in notice boards and website.
Council to meet to discuss proposals for Chapel Rd prior to next meeting 4 June at Hub, 7.00pm.
"Mainstream Measurements" (water treatment specialist) have taken over Kadugli House
Bracken Rd suffering parking problems which have been reported to police
"Springy animal" children's play equipment at Eastburn Playing Fields are "delaminating."
Road surface on Skipton Rd near Bridge house is becoming rutted in centre.

19/084

Defibrillator checking rota: Cllr. Danby will carry out the weekly check

19/085

Time and dates of future meetings: Next meeting: 5 June 2019 – The Hub at 7.30pm

There being no further business the meeting closed at 9.07pm.