



Steeton-with-Eastburn Parish Council

Rosie Sanderson, Clerk to the Parish Council.

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Minutes of The Meeting of the Council held on 6 January 2016 at 7.30pm at The Community Hub, Skipton Road, Steeton, BD20 6FE

Present : **Councillors:** – Blagden, Danby, Emmott, Lambert, Mouncey, Mullen, Southgate, Thompson and Weller

In Ward Councillors: – (0)

attendance Clerk: – Rosie Sanderson

Members of the public: (1)

Public question time: A representative of the community lights group attended to inform the council of proposals for 2016. To include “gateway” welcoming signs. Estimated cost is £2,000.

15/112 **Apologies:** Cllr. Townend

15/113 **Disclosures of Interest:** None

15/114 **Dispensations:** None

15/115 **Minutes**

Resolved: That the minutes of the following meetings:

a) Parish Council 2 December 2015

b) Community HUB committee 2 December 2015

are approved as a true record and signed by the Chairman on behalf of the Council

15/116 **Reports of Police and invited guests:** No reports

Reports for police: None

15/117 **Chapel Road Recreation Ground**

- a) **Area of land used as an unauthorised car-park and planting of an orchard:** Trees and daffodil bulbs are to be planted by Bradford Environmental Action Trust on 6th January.
- b) **Boundary wall (easterly section):** A letter had been received by the Council’s solicitor from 3 of the adjoining land owners who have not so far taken any action to restore the land. Cllr Mounsey pointed out that legal proceedings must be issued within 6 years of the cause of the action. **Resolved:** (1) To ask the solicitor to confirm when the cause of the action arose. (clerk to check council minutes); and (2) to set a deadline for positive proposals from the landowners by 31st March.

15/118 **Keighley Road Recreation Ground**

A feasibility report for drainage improvements and leveling to provide a junior size football pitch was received from the Sports Turf Research Institute (STRI). **Resolved:** (1) to contact utility companies (gas, electric, water, telecoms) to ascertain the existence of a gas main or other utilities on the site. (2) to contact STRI to ask for the likelihood of the drainage plan being successful and for an estimate of the cost of permanent fencing; and (3) To contact Steeton Primary school to ask if they would use the pitch, if so what for and to obtain their views on

pitch size, and potential for financial contribution by the school.

- 15/119 HUBBUB play area**
The roundabout has seized up and will not turn. It has been inspected by CBMDC officers who believe the bearing needs replacement. Wicksteed (the suppliers) are to visit soon.
- 15/120 Acoustics at the HUB**
Cllr Lambert has obtained some curtains to use to test the effect on acoustics. A grant of £3,895 has been obtained from the national lottery Awards for All scheme for curtains and a hearing loop. Clerk to recirculate information about hearing loops.
- 15/121 Memorial Wood annex**
A report is awaited from Ross Cannon of Tree Plan after he has consulted with tree officers at CBMDC. A wall adjoining the area has collapsed. Cllr. Lambert will check the ownership records. An anonymous letter opposing changes to the area was received.
- 15/122 Consultation on Bradford Local Plan**
Resolved: to consider at the February meeting
- 15/123 Planning Issues**
a) Planning applications:
15/07174/FUL [Construction of building for secure storage of agricultural equipment](#), Charnock Off High Street Steeton With Eastburn West Yorkshire
Resolved: This proposal will have an adverse impact on the adjacent conservation area. Planning officers are requested to revisit their previous report on an application for this site.
15/07333/HOU : **Construction of single storey side extension**, 11 Elm View Steeton With Eastburn West Yorkshire BD20 6SZ
Resolved: No comments
15/07311/HOU : **Construction of double garage**, 21 Forge View Steeton With Eastburn West Yorkshire BD20 6QF
Resolved: No comments
b) Outcomes of Planning Applications: None received
C) Planning Application Appeals: None received
- 15/124 Policy Reviews**
Access to information (publication list): a current list of publications available to the public was circulated . **Resolved:** to ratify the list and prices for copying documents and approve for publication
- 15/125 Action Plan**
A progress report to the end of Q3 was noted
- 15/126 Finance**
a) Budget 2016-17: Resolved: to agree the budget as set out in Appendix A to these minutes and to raise a sum of £42,586 by a local precept in 2016-17. The local precept will be £28.75 for Band D properties.
b) Government war stock held by the Council: Resolved to redeem war stock and put the resulting income in Council reserves.
c) Budget monitor: a report to end of quarter 3 was noted

- d) **Accounts for payment: Resolved:** to authorise payment of the accounts below and note the receipts and account balances.

Payments:

Purpose	Payee	Amount (£)
Community Hub – alarm maintenance	Guardian Security	86.40
Pantomime	Act One Productions	125.00
Clerk's salary	R Sanderson	580.60
Newsletter distribution	Worth Valley Publishing Ltd	183.00
Posters for pantomime	R Sanderson	7.50
Travel	D Danby	10.62
Recreational area maint/clearing	J Westbrook Garden Services	245.40
Clerk's salary (home as office allowance)	R Sanderson	75.00
Telephone	R Sanderson (BT telephone)	45.39
Travel	R Sanderson	72.90
Postage	R Sanderson	23.63
Payroll services	Bradford Community Payroll	36.00
Tax and NI	HMRC	206.19
Keighley Road recreation ground – feasibility study for pitch	Sports Turf Research Institute	1,770.00

Receipts:

Purpose	From	Amount (£)
Hall hire	P Cant	70.00
Hall hire	S Logan	17.50
Public Sector deposit fund interest	CCLA investment management	17.07
Hall hire	A Howes (FitCamp)	10.00
Hall hire	Airedale Hospital	20.00
Hall hire	A Howes (FitCamp)	23.00
Hall hire	Breath Easy Aire Valley	73.50
Hall hire	N Oakden	17.50
Hall hire	A Haggett (french conversation)	29.00
Hall hire	H Potts (Carers)	28.00
Hall hire	S. Jerram	17.50
Pantomime tickets	J Musgrave	22.50
Hall hire	M Pietrovito	17.50
Pantomime tickets	Various	58.50

Balances as at 04 November 2015, after the above payments

Community Account	£7,783.31
Business Base Tracker	£13,002.6
Public Sector Deposit Account	£50,000.00

*Invoices and receipts received after publication of the agenda

15/127

Correspondence (for information and to inform future agendas): None

15/128 Meetings attended (for information and to inform future agendas): None

15/129 Member's Community Reports_(for information and to inform future agendas)
Cllr Southgate – a broken manhole in Thorn hill Road has been reported to CBMDC
Cllr Mounsey: drainage in Main Road Eastburn has been improved and did not flood during the recent heavy rain.
Cllr Weller: the HUBBUB playground is being used by teenagers in the evenings.
Cllr Emmott: the land between Airedale Hospital and Skipton Road looks untidy. The chairman said it has been planted with trees as part of the “NHS forest” and cannot be mown.
Cllr Blagden: St Stephen’s church is to stage a flower festival to celebrate the Queen’s 90th birthday. Birthday celebrations to be an item on the Council agenda for February.

15/130 Defibrillator checking rota: Cllr Weller will check weekly until the February Council meeting.

15/131 Date and time of next meeting: 3 February 2016 7.30 p.m. at the HUB

There being no further business the Chairman closed the meeting at 9.18 p.m.

Chairman..... Date: 3 February 2016

Steeton-with-Eastburn Parish Council

Budget 2016/17

This budget paper does not include income or spending of grant monies for major projects but outlines spending against precepted budget 2016/17 and predicts precepted budget spending 2015/16. For comparison purposes actual spend and income are shown for the last complete financial year, 2014/15.

	Budget 2016/17	Predicted Year End 2015/16	Budget 2015/16	Actual Year End 2014/15
Predicted spending:				
Administration				
Audit Fees				
Internal	£250	£250	£250	£100
External	£400	£400	£360	£360
Chairman's allowance	£150	£150	£150	£150
Clerk's salary ¹	£11,000	£10,500	£9,966	£9,435
Insurance	£1,249	£1,249	£1,300	£1,076
IT equipment ⁷	£500	£100	£250	£222
Postage	£140	£140	£130	£80
Printing and stationery	£400	£400	£400	£269
Reference Books	£50	£0	£100	£0
Subscriptions	£900	£863	£900	£859
Telephone + Broadband	£180	£180	£150	£102
Training	£500	£200	£500	£290
Travel	£900	£800	£900	£774
Website and Newsletter	£2,000	£2,000	£2,000	£801
Sub Total	£18,619	£17,232	£17,356	£14,518
Service Delivery				
Community Grants	£1,000	£1,000	£1,000	£0
HUB	£4,500	£3,753	£4,210	£4,980
Grant to Eastburn Playing Fields Assoc. ⁸	£2,500	£450	£450	£450
Legal fees, Land Registry	£500	£250	£500	£0
Maintenance/Cleaning recreational areas ²	£7,860	£5,437	£7,500	£4,376
Repairs & renewals ³	£4,000	£4,000	£6,000	£969
Sub Total	£20,360	£14,890	£19,660	£10,775
Projects				
Christmas lights	£1,000	£5,000	£5,000	£4,275
HUB - acoustic improvements	£0	£2,100	£2,100	£0
HUB - car park and landscaping	£0	£9,500	£0	£0
Neighbourhood planning	£0	£1,000	£2,000	£6,774
Playground improvements	£0	£67,176	£0	£7,220
Tour de France	£0	£0	£0	£2,993
Drainage of Keighley Road Rec. ⁶	£4,000	£1,475	£2,000	£0
Memorial Wood Annex	£5,000	£0	£0	£0
Sub Total	£10,000	£86,251	£11,100	£21,262
Contingencies				

HUB reserve ⁴	£2,500	£2,000	£2,000	£0
Contribution to reserves ⁵	£0	£1,400	£1,400	
Miscellaneous Provision	£1,000	£2,000	£1,000	£2,094
Sub Total	£3,500	£5,400	£4,400	£2,094
Total Expenditure	£52,479	£123,773	£52,516	£48,649
Predicted Income:				
Council Tax Support Grant	£2,586	£2,740	£2,717	£2,740
Dividend-War Stock	£35	£35	£35	£44
Grants	£0	£15,540	£0	£74,746
HUB Hire	£6,000	£6,300	£6,000	£5,311
FIT (solar panels at HUB)	£600	£600	£640	£569
Interest	£180	£180	£160	£172
Miscellaneous income	£250	£225	£360	£3,738
YEDL Wayleave	£18	£18	£18	£21
Total Income	£9,669	£25,638	£9,930	
Net to Raise (council tax)	£42,810		£42,586	
Council Tax Base (Band D equivalent)	1,489		1,481	1,362
Band D Precept	£28.75		£28.75	£28.75

Notes

1. Includes 1 point increase, 1% pay award, NI and cost of payroll services
2. Includes £1,000 for garden maintenance which CBMDC will no longer do.
3. Includes £1,000 for Chapel Road (wall)
4. A reserve fund for future HUB maintenance - repainting etc.
5. Balancing figure which will need adjusting when the level of CT support grant is confirmed
6. Estimated amount of match funding required if a grant is received
7. Includes £400 for new laptop
8. Some items of play equipment at Eastburn Playing Fields will need replacing during 2016-17

R Sanderson, Clerk
Presented to Council 6 January 2016