



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 1 June 2016 at 7.30pm at The Community Hub, Skipton Road, Steeton, BD20 6FE *Draft, subject to confirmation*

Present : **Councillors:** – Blagden, Danby, Emmott, Lambert, Mounsey, Mullen, Thompson and Townend

In attendance Ward Councillors: – (0)
Clerk: – Rosie Sanderson
Members of the public: (1)

Public question time: None

16/025 **Apologies:** Apologies were received from Cllr Southgate (competing commitments) and Cllr Weller (unwell) **Resolved:** To sanction apologies from Cllrs. Southgate and Weller.

16/026 **Disclosures of Interest:** None

16/027 **Dispensations:** None

16/028 **Minutes**

Resolved: That the minutes of the following meetings:

- a) Parish Council 4 May 2016
- b) Community HUB committee 4 May 2016

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

16/029 **Reports of Police and invited guests:** None

Reports for police: Heavy vehicles are regularly parked at the junction of Skipton Road and St. Stephens Road. It is unclear if this is a police issue as it is not a public road. The chairman will investigate.

16/030 **Chapel Road Recreation Ground**

Boundary wall (easterly section): Work on the remaining 4 car park spaces has now been completed by the landowners. **Resolved:** Paul Waite, structural engineer to be asked to give a view on the stability of the whole area now works have been carried out.

16/031 **Keighley Road Recreation Ground**

A quotation for fencing around the children's play equipment is awaited. The chairman has asked the CBMDC neighbourhood officer to investigate if the whole recreation ground could be designated a dog free zone, not just the area around the play equipment.

16/032 **Memorial Gardens and Wood**

Memorial gardens: The treatment of untidy bushes by Skipton Road in the Memorial Gardens was considered. **Resolved:** Hawthorn bush to be trimmed, holly bush to be removed. TreePlan to be commissioned to carry out the work.

Wood: Comments on draft proposals for the wooded area have been received by from CBMDC planning and tree officers who have no objections. A meeting has been arranged with a representative of West Yorkshire police to obtain community safety advice.

- 16/033 Corn Mill Green**
Resolved: that the Stage 2 request form for an asset transfer prepared by the clerk be submitted to CBMDC.
- 16/034 Land at Barrows Lane**
A valuation report by David Hill was considered. Part of the site has been used in the past for waste disposal. There may be future liabilities for the boundary wall where the site adjoins the road. The structures which currently exist on the site would have to be removed. **Resolved:** Not to put in a bid for the land.
- 16/035 Name of the Council**
Public consultation resulted in 3 responses, all of which said leave the name as it is. **Resolved :** to defer a decision for 6 months.
- 16/036 Social Media**
Resolved: not to set up a Twitter account
- 16/037 Annual Review of Council Contracts:** a summary of contracts and regular suppliers was noted.
- 16/038 Annual review of communications received by the Council:** report noted
- 16/039 Insurance**
The internal auditor recommended an increase in cover for fidelity. **Resolved :** Fidelity insurance to be increased to a minimum of £125,000.
- 16/040 Local Council Awards Scheme**
Actions required to meet the criteria for the Quality level of award were considered. **Resolved:** (i) to conduct public consultation during September 2016 about budget priorities; and (ii) to put information on the elections process on the Council website and in the Autumn newsletter.
- 16/041 Planning Issues**
a) Planning applications:
16/03872/LBC [Cleaning of interiors and exteriors of fire posts and two storey pill box. Install shuttering on door and window openings to make safe for general public and installation of information boards as recommended by Heritage Statement.](#) Land Off Thornhill Road Steeton With Eastburn West Yorkshire
Resolved: no comments
b) Outcomes of Planning Applications: None received
C) Planning Application Appeals: None received
- 16/042 Policy Reviews: Financial Regulations and Standing Orders**
Resolved: to make changes to financial regulations and standing orders as recommended by NALC
- 16/043 Finance**
Accounts for payment: Resolved: to authorise payment of the accounts below and note the receipts and account balances.

Payments:

Purpose	Payee	Amount (£)
Community Hub - consumables	Scott Janitorial	11.80
Chairman's allowance	D Mullen	150.00
Clerk's salary	R Sanderson	592.12
Map book for emergency box	R Sanderson	14.70
Community HUB curtains	M. Whitaker Carpets	3,210.00
Community Hub - fire detectors	Phoenix Fire	41.76
Website upgrade	Vision ICT	780.00
Recreational area maint/clearing	J Westbrook T/A Greenfingers	245.40
*Stationery	Ask the Office	46.73
*Land valuation	David Hill LLP	318.00
*Recreational area maint/clearing	J Westbrook T/A Greenfingers	1,286.40
*Community Hub - cleaning	E O'Hara	80.00
*Stationery	Ask the Office	46.73

Receipts:

Purpose	From	Amount(£)
Precept	City of Bradford MDC	42,810
Council Tax Support grant	City of Bradford MDC	2,586
Hall hire	E Whittam-Ritchie	17.50
Hall hire	P Cant	65.00
Public Sector deposit fund interest	CCLA	20.09
Hall hire	A Howes (BalletFit)	80.00
Hall hire	T Joseph (KMA)	64.00

Balances as at 01 June 2016, after the above payments

Community Account	£9,057.96
Business Base Tracker	£53,004.43
Public Sector Deposit Account	£50,000.00

*Invoices and receipts received after publication of the agenda

16/044 Clerk's salary and conditions of service

Resolved: To implement the pay award for 2016-18 agreed by the National Joint Council on Local Government Services

16/045 Correspondence (for information and to inform future agendas):

Railings at crossing in Eastburn – an email was received by the chairman from Ralph Presland, engineer in the CBMD street lighting unit informing him that guard rails are no longer replaced as a matter of course and a decision was made not to replace at this location. The chairman will respond informing him that the railings should be replaced.

16/046 Meetings attended (for information and to inform future agendas): None

16/047

Member's Community Reports (for information and to inform future agendas)

Cllr Lambert: asked for the council's permission to place a notice advertising Open Gardens on a tree in the memorial gardens. **Resolved:** to allow this action.

Cllr Emmott: there is still a problem with water run off from near the layby on the bypass. It is CBMDC land. The chairman will follow it up.

Cllr Blagden: is pursuing the problem of rubbish dumped at the bottom of Elmsley Street with CBMDC.

16/048

Defibrillator checking rota: Cllr Weller will check weekly until the July Council meeting.

16/049

Date and time of next meeting: 6 July 2016 7.30 p.m. at the HUB

There being no further business the Chairman closed the meeting at 9.30 p.m.

Chairman..... Date: 6 July 2016