



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 4 February 2015 at 7.30pm at The Community Hub, Skipton Road, Steeton, BD20 6FE

Present : **Councillors:** – Blagden, Carr, Emmott, Lambert, Mullen, Thompson, Townend and Weller

In attendance Ward Councillors: –
Clerk: – Rosie Sanderson
Members of the public: (7) people

14/171 Apologies

Apologies were received from Cllr. Mouncey. **Resolved:** To sanction apologies from Cllr. Mouncey (competing commitment).

14/172 Disclosures of Interest: None

14/173 Dispensations: None

14/174 Public question time: A local resident who had submitted a planning application for a wind turbine at Brighton House farm spoke in support of the application.

14/175 Minutes

Resolved: That the minutes of the following meetings:

- a) Parish Council 7 January 2015
- b) Community Hub Committee 7 January 2015

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

14/176 Reports of Police and invited guests

Police: No report.

Reports for the police: None

Ward Councillors: No report

14/177 Additional name for War Memorial

A request was received to add the name of a local resident, Annie Gledhill, to the village war memorial. Sister Gledhill served on the last hospital ship to leave the Dardanelles in 1915 and died of dysentery in 1918. **Resolved:** in principle to add the name of Annie Gledhill to the war memorial, clerk to find out the protocol to be followed.

14/178 Chapel Road Recreation Ground

i. **Cartmell Lane surface**

Legal advice received on the Council's responsibilities for repair of the road (contained in the conveyance) states that the Council is responsible for repairing the track, but does not state the standard of repair required. **Resolved:** Clerk to obtain quotations for basic repairs.

- ii. **Area of land in recreation area used as unauthorised car-park:** **Resolved:** to apply

for funding to plant a Community Orchard. To have the land rotovated prior to planting and to obtain large boulders to place around the edge to prevent parking. To ask Redrow if they have any spare boulders.

iii. **Boundary wall:**

- a) **Easterly section:** Temporary fencing has not yet been installed by the contractor despite chasing. A letter has been prepared by the Council's solicitor. **Resolved:** Once the fencing is in place the solicitor's letter and a copy of the engineer's report will be sent to adjoining land owners. Repair work to the wall to be delayed until a response is received from land owners.
- b) **Breaching of the westerly section of wall by a resident:** a further letter was received from the resident. A small amount of wall repair is also required above the water trough where a lintel requires putting back in place. **Resolved:** (i) to write to the resident requesting the reinstatement of the wall by the end of March. (ii) To arrange for minor repair work to be carried out.

14/179

Local Council Award Scheme

Resolved: to register for the Local Council award scheme at a cost of £100

14/180

Newsletter

Resolved: to put an apology for patchy delivery in the next edition and to find a new delivery agent for next time.

14/181

Review of Internal Controls

A list of the internal controls which should be in place was circulated. **Resolved:** Cllr Carr to liaise with the clerk to review internal controls.

14/182

No Ball Games Sign

Cllr Weller spoke about anti social behavior in Elmsley street, in particular the playing of football in the street. He requested that a sign prohibiting ball games should be put in place. The chairman informed the meeting that CBMDC no longer provide such signs.

14/183

Council Action Plan 2015-16

A draft plan was circulated, two additional items were added: to complete knee rail fencing at the memorial gardens and to ensure rubbish is removed from the wooded area at St. Stephens Road. **Resolved (3 against, 5 in favour):** to agree the amended action plan for 2015-16

14/184

Planning Issues

a) Planning applications:

14/05167/HOU [Garage/bedroom extension](#) 37 Lyon Road Steeton With Eastburn West Yorkshire BD20 8UY **Resolved:** no comments.

14/05382/FUL [Siting of 1 wind turbine with a maximum tip height of 36.6m](#), Brighton House Farm Intake Lane Steeton With Eastburn West Yorkshire BD20 6QT (*further information was received*) **Resolved:** to submit additional comments supporting the application.

b) Outcomes of Planning Applications:

Approvals: None

Refused: None

C) Planning Application Appeals: None received

14/185

Grant Awarding Policy and Procedures:

Resolved: (i) to amend the document by changing “will” to “may” in the first sentence of the section on assessment procedure. **Resolved:** to approve the Grant Awarding Policy and Procedures after amendment and to authorise the chairman to sign these on behalf of the Council.

14/186

Training

Resolved: to approve the draft statement of intent on training and to authorise the chairman to sign it on behalf of the Council. .

14/187

Finance

- a) **Internal Auditor 2014-15: Resolved:** to appoint Yorkshire internal audit services as internal auditors for the 2014-15 accounts at a cost of £250.
- b) **Accounts for payment: Resolved:** to authorise payment of the accounts below and note the receipts and account balances.

Payments:

Purpose	Payee	Amount (£)
Clerk's salary	R Sanderson	764.04
Newsletter and website	Door 2 Door Mail	150.00
Community Hub - equipment	Simply Tables (M Simpkin)	822.91
*Community Hub – events –(panto deposit for 2015)	Act One productions	50.00
*Community Hub – consumables (batteries)	D Mullen	9.50
*Clerk's salary (Tax and NI)	HMRC	72.30
*Community Hub - cleaning	E O'Hara	50.00
*Community HUB – radiator valves	DSM Plumbing & Heating	276.50

Receipts:

Purpose	From	Amount (£)
Hall hire	J Clegg	17.50
Hall hire	Silsden Singers	25.00
Hall hire	Breatheeasy Aire Valley	73.50
Hall hire	C Cockshott	17.50
Hall hire	S Tourney	17.50
Sundry income	D Mullen (return of payment made in error)	17.67
Hall hire	A Jennings	8.00
Hall hire - deposit	S Waddington (Patchworkers)	45.00
Hall hire	A Ghosh	20.00
Hall hire	A Gudgeon	15.00
*Public Sector deposit fund interest	Public Sector Deposit	17.21
*Neighbourhood plan	Grant from Community Developments	700.00

Balances as at 4 February 2015, after the above payments

Community Account	£6,685.79
Business Base Tracker	£2,994.87
Public Sector Deposit Account	£50,000.00

It was noted that on 26th January £6,000 was transferred from the Business Base rate tracker account to the Community account.

*Invoices and receipts received after publication of the agenda

14/188

Correspondence (for information and to inform future agendas):

- i. Letter from CBMDC requesting representatives on Bradford Local Access Forum
- ii. Letter to chairman from a local resident about access to the railway station.

14/189

Meetings attended (for information and to inform future agendas)

None

14/190

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

Cllr Blagden: repairs have been completed on Keighley Road but potholes on the Aireburn Avenue side have not been filled. Chairman to contact CBMDC.

Cllr Emmott : Manhole covers in Skipton Road are still a problem: Chairman has reported.

Cllr Townend: Pothole at top of Thorn hill road : chairman has reported. Parking in Thornhill Road has become worse due to parking by staff from Morrisons. Cllr Townend to contact ward Cllr Mallinson.

Cllr Townend: Can the acoustics in the HUB be improved? In budget for 2015-16. To place on agenda for next month.

Cllr Lambert: there is problem with "temporary" signs being left in place on railings etc. and old signs becoming tatty. To be considered for neighbourhood plan.

14/191

Date and time of next meeting: 4th March, 7.30 p.m. at the HUB

There being no further business the Chairman closed the meeting at 9.45 p.m.

Chairman..... Date: 4th March 2015