



STAINLAND & DISTRICT PARISH COUNCIL

Stainland & District Parish Council

Clerk: Mrs L Peckover

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60th SDPC Full Council Minutes

2nd November 2023

In attendance – Cllr Knights, Cllr Mullany, Cllr Booth, Cllr Bottomley, Cllr Fieldhouse

Minutes taken by Clerk & RFO -Mrs L Peckover

Public participation session - Two members of the public were in attendance.

23.60.01. Reminder by the Chair of the Council's expectations for the audio recording of this meeting

23.60.02.

2.1 To receive apologies for absence and record these in the minutes

It was noted that there were no apologies.

2.2 To consider the approval of reasons for absence given by councillors

Resolved that no reasons given.

23.60.03.

3.1 To receive, consider and decide upon any applications for dispensation

Resolved that no dispensations given.

3.2 To receive any declarations of interest not already declared under the Council's Code of Conduct or a member's Register of Disclosable Pecuniary Interests

Resolved that no declarations were given.

23.60.04. To confirm the minutes of meeting held on 28th September 2023, as a true and correct record.

Resolved to accept with a few amendments:

The cross needs to be changed to the garden at the cross, Budget for the Orchard should be £2000 not £1500.

Amendment to 23.59.10 for the charity to appoint future trustees and the parish council no longer wishes to make appointment of a trustee.

Amendment to remove Cllr fieldhouse from P&F committee attendees.

Member of the public raised the issue that there is no end date in sight for utility bills covered by the parish council. The open-ended commitment should be looked at because this is public money. It was resolved that we will share the JCA and CMBC targets to the member of the public for comment. Clerk to action this.

23.60.05. To receive information on the following ongoing/current matters and decide further action where necessary

5.1 To receive further information on the provision of gritting

Resolved that Cllr Fieldhouse will chase the cost and dates of service.

5.2 To receive further information on the remembrance service scheduled for 12/11/23 at 1.50pm

Resolved upto £20 for refreshments for the event. Clerk to source these items.

23.60.06. To consider and decide upon the following planning applications:

23.60.06.1 Single storey rear extension (Planning and Listed Building Consent)

Holywell Green Barn Northgate Holywell Green Elland Calderdale HX4 9AQ

Ref. No: 23/00340/LBC

<https://portal.calderdale.gov.uk/online-applications/simpleSearchResults.do?action=firstPage>

Resolved that we have no comments to make on this application.

6.2 Removing part of wall and re-building to create an extra 2 meters of parking space.

2 The Park Park Lane Sowood Elland Calderdale HX4 9LE

Ref No 23/00890/HSE

<https://portal.calderdale.gov.uk/online-applications/monthlyListResults.do?action=firstPage>

Resolved that we will make comments on make on this application regarding materials used. Cllr Mullany to complete this.

It was noted that the Lidl at west vale application has now been withdrawn.

23.60.07. To discuss and make resolution regarding Community clean up events in conjunction with local residents and councillors

Cllr Knights gave an overview of the event she attended with Cllr Bellenger cleaning around Bowling Green recently. It was suggested that this would be useful to run a monthly event.

Resolved that Cllr Knights will speak with Cllr Bellenger

23.60.08. To discuss and make resolution following the 3-month trial of single Committee meetings.

It was resolved that we would like to review this in March but at the moment this is working. It was resolved that we will reinstate the environment committee meetings on an adhoc basis. Cllr Fieldhouse to arrange with Clerk.

23.60.09. To receive an update from the trustees of The Old Library on work completed and financial matters following the transfer of £40,784.65 in total towards the project.

It was noted that this will be deferred till December as no accounts are available at this moment.

It was noted that the building is now open and taking bookings.

23.60.10. To receive and consider for decision any recommendations from the Council's Committees/projects:

10.1 Finance Committee

No meeting this month

10.2 Environmental projects

Community Payback are working at St Andrews church

Cross work is scheduled for this month.

10.3 Communications

Event at TOL Halloween was well attended.

Remembrance event planned by the clerk jointly with RBL.

Currently no choir at the Christmas event. Cllr Knights is working on this.

Resolved that we have a PA system currently stored in the garage to have music at 17th December 4pm Sowood, 6pm The Old Library.

Winter Care packs to be added to go local advert.

10.4 Drury Lane Allotments

Inspections have taken place and all photos are on file.

10.5 Jubilee Orchard

Resolved that Cllr Fieldhouse will have a plan in place for the remaining planting.

23.60.11. Financial matters:

11.1 To receive and note current bank balances:

Lloyds Current Account - £41,591.83 as of 18/10/23

All noted the bank balance

11.2 To receive and note a bank reconciliation and budget comparison to 31 May 2023 (attached/enclosed)

Resolved to note the reports presented by the Clerk.

11.3 To approve the following accounts for payment:

£136.79 Business Steam – Allotment water bill

It was noted that this is a high bill and this will be monitored. Cllr Fieldhouse to turn off meter for winter. Clerk to inform tenants.

11.4 To receive a report from PKF Littlejohn's recent audit and decide further action where necessary (Attached)

Noted all AGAR requirements fulfilled.

23.60.12. To discuss and make decision on applications received for the three councillor vacancies

It was noted that the applicant has not attended the meeting. We will invite to the next meeting.

23.60.13 Correspondence received:

To receive information on the following new correspondence and decide further action where necessary

- Email from MOP detailing points regarding our website, minutes & agendas.
- Ward forum grant received by TOL for £500.

- TOL emails received- to be sent to trustees.

23.60.14. Overdue Policies review. Proposal to adopt SDPC policies following revision and adoption of minor amendments and recommendations.

13.1 Recommendation to create and add the following new policies to our list at next Full Council: Dignity at Work; Health & Safety; Disciplinary; Safeguarding; Communications, Business Continuity.

Resolved that Cllr Knights and Clerk will bring to the next meeting.

Resolved to approve the media policy, training statement of intent and complaints policy.

Resolved that we need a sustainability policy- Cllr Knights to look at this.

23.60.14. To discuss and make resolution following applications for grants.

14.1 To review the application form from Shaw Park for £800

It was resolved that we approve the grant application and authorise the payment of the Shaw park grant of £800. All documents were provided and the clerk is to make the payment.

14.2 To review the application form from The Old Library for £4850

It was resolved that we can not approve The Old Library application and will relist for December when the accounts and list of current spending will be prepared.

Member of the public has raised the issue of S137 spend on the old library.

It was resolved that a report justifying the spend of the parish council on TOL which needs to be completed by the Clerk for the next meeting.

23.60.15. To notify the clerk of matters for inclusion on the agenda of the next meeting

S137 Report, Budget, Old Library Grant application.

23.60.16. To confirm the date of the next meeting as Thursday 23rd November 2023. Resolved to move meetings to 4th January & 25th January