



Dated: 23rd April 2026

NOTICE OF A COUNCIL MEETING

To All Members of the Parish Council,

You are respectfully summoned to attend the 88th meeting of Stainland & District Parish Council to be held on **Thursday 30th April 2026 at 6.30pm at St Andrew's Church Stainland,** for the purpose of transacting the business in the attached agenda.

Signed: Parish Clerk and RFO

Council Membership	
Cllr Lisa Fieldhouse [Chair for the Council]	Cllr Don Stewart
Cllr Mark Mullany [Vice-Chair]	X1 Vacancy
Cllr Joan Bottomley	X1 Vacancy
Cllr Laura Peckover	X1 Vacancy
Cllr Ruth Redfern	

**Meetings are open to the press and public by virtue of the Public Bodies Admissions to Meetings Act 1960 s1 unless the presence is prejudicial to the public interest s2*

In accordance with the Openness of Local Government Bodies Regulations 2014, persons attending the meeting may record/film/photograph and make audio recordings or broadcast the proceedings of the formal Council meeting, when the public and the press are not lawfully excluded. This does not extend to live verbal commentary. Any member of the public who attends a meeting and objects to being filmed should advise the Parish Clerk who will instruct that they are not included in the filming.

STAINLAND & DISTRICT PARISH COUNCIL
89th Full Council Meeting: Thursday 30th April 2026 at 6.30pm

A G E N D A

2627 1FC	<p>Chair’s Opening Remarks To receive the Chairmans opening remarks. Notice of recording of the meeting.</p>
2627 2FC	<p>Apologies To receive and approve apologies and reasons for absence.</p>
2627 3FC	<p>Declaration of Disclosable Pecuniary and Other Interests To declare any disclosable pecuniary or other interests appertaining to items on the agenda and to consider any dispensation requests submitted in writing to the Proper Officer in accordance with the Standing Orders.</p> <p>Note: Unless granted a dispensation, a member with a disclosable pecuniary or other interests shall not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting and must not remain in the room in accordance with the requirements of the Standing Orders and Code of Conduct.</p>
2627 4FC	<p>Public Participation To convene a 15-minute public participation session to allow members of the public to make representations, answer questions and give evidence in respect of the business on the agenda. No resolutions can be made under public participation.</p>
2627 5FC	<p>Council Minutes and Actions To receive and approve the draft minutes of the Full Council meeting held on 26th March 2026 the as a true record of proceedings to be signed by the Chair (previously circulated).</p> <p>Update on outstanding actions on tracker.</p> <p>To receive and approve the 33rd draft staffing committee meeting minutes held on 26th March 2026 the as a true record of proceedings to be signed by the Chair (previously circulated).</p> <p>To receive and approve the draft minutes of the Parish Annual meeting held on 16th April 2026 the as a true record of proceedings to be signed by the Chair (previously circulated).</p>
2627 6FC	<p>Drury Lane Allotments Updates from DLAA members/officer</p>
2627 7FC	<p>Correspondence</p> <ul style="list-style-type: none"> • Additional Gritting Invoice received from Calderdale Council - £600 • Dave the gardener further wall work and fee rates – LF • Council vacancy advert replies / applications received • Email from member of the public dated 12.04.26 entitled ‘Communications 2009-2026’

	<ul style="list-style-type: none"> Quote received for pressure washing railings Honeymoon Square - £450 Email from Sowood WI requesting information and support 																
2627 8FC	<p>To consider any grant enquiries or applications received (deadline 31st May £3,000)</p> <p>Sowood Community Centre enquiry</p>																
2627 9FC	<p>Planning Matters</p> <p>a) To note the comments made to planning applications since the last meeting.</p> <p>b) To consider any current planning applications within or affecting the Parish of Stainland District on the Calderdale District Council planning portal. Any applications received by the Clerk after publishing the agenda will be tabled at the meeting. The Clerk advises that the submission of comments may be delegated to the Parish Clerk in consultation with Cllr Mark Mullany.</p> <table border="1" data-bbox="349 772 1453 1045"> <thead> <tr> <th></th> <th>Site Location</th> <th>Brief Description of Proposal</th> <th>Comments</th> </tr> </thead> <tbody> <tr> <td> <ul style="list-style-type: none"> Extension of garage to form annex </td> <td>299 Stainland Road Elland Calderdale HX4 9EH</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>c) Consider any correspondence relating to planning matters</p> <p>Comments submitted since last meeting to be noted:</p> <p><u>Rear Fenestration Alterations</u> 3 Providence Hill Beestonley Lane Stainland Elland Calderdale HX4 9PL Ref. No: 26/00025/HSE Received: Wed 14 Jan 2026 Validated: Mon 23 Feb 2026 Status: Refuse</p>		Site Location	Brief Description of Proposal	Comments	<ul style="list-style-type: none"> Extension of garage to form annex 	299 Stainland Road Elland Calderdale HX4 9EH										
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2627 10FC	<p>Financial Matters</p> <p>a) To receive and approve the bank reconciliation reports for March 2026</p> <p>b) To receive and approve the March 2026 cashbook payments made under the Clerks delegated authority and as tabled or presented at the meeting that require signing in accordance with the Financial Regulations (enclosed). Note the list of payments will be published with the minutes.</p> <p>c) Set date for 6 monthly internal review to 30/9/26</p> <p>d) Annual Review of Financial Risk Assessment for 26/27</p> <p>e) Allotment invoicing and agreements - update</p> <p>f) AGAR – Results of internal audit and approval of AGAR 25/26</p> <p><i>To discuss:</i></p> <ul style="list-style-type: none"> <i>note the Annual Internal Audit Report for 2025-26 included as part of the AGAR 2025-26.</i> 																

	<ul style="list-style-type: none"> • <i>approve Section 1 - Annual Governance Statement 2025-26 for Stainland & District Parish Council, AGAR 2025-26.</i> • <i>approve Section 2 - Accounting Statements 2025-26 for Stainland & District Parish Council, AGAR 2025-26.</i> • <i>approve the publication of documents required by Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities.</i> <p>g) Approval of Elkerlodge Services as internal Auditor for 26/27 h) Agree to shut down 25/26 Rialtas i) Agreement to amend budget for WYPF contributions – Variance approval j) WYPF Discretions Statement k) Approval of Rialtas invoice 26/27 - £506.40 l) Approval of YLCA subs 26/27 £996.00 m) .Gov Hosting invoice approval £135 n) Approval and adoption of draft pensions policy o) Cricket Club and Park Grant monitoring approval</p>
2627 11FC	<p>Clerks Items</p> <ul style="list-style-type: none"> • Local Councils Award Scheme - update • Approval of Volunteering Sheet produced by RR for publication • Arrangements for the Clerks catch-up sessions and annual review discussed and agreed. Policy to follow at the next Full Council meeting and appraisal forms prepared. • Customer service policy • Dignity at work policy • Website Policy • Social Media • CB to Do H&S policy • CB Transparency code • Approve Darts for next quarter • Possible changes to website for minutes – to discuss – web designer costs £35 • Internal audit recommendation - to resolve to remove all personal data not currently required by the council – data map
2627 12FC	<p>Updates on Projects and Members Items for Consideration</p> <p>Conservation Area Appraisal MM updates</p> <p>Safer Routes to School Scheme at Bowling Green updates</p> <p>Stainland Cross Improvements To consider draft specification for safety improvements to meet current standards and to note source of grant funding https://www.lechetrust.org/what-we-fund/heritage-conservation-grants</p> <p>Relocation of Bus stops and 539 Bus update MM</p> <p>Litter on grass verge from West Vale to Holywell Green.</p> <p>Gardening services to consider requested new hourly rates</p> <p>Graveyard maintenance</p>

	<p>Consider quotations for Community Orchard signage</p> <p>General Signage in the Stainland Conservation Area</p> <p>Repainting railings in The Square Holywell Green</p> <p>Stainland phone box replacement of glass and opportunities for creative engagement</p> <p>National Hedgerow Week - School visits to the Orchard and allotment sites</p>
2627 13FC	<p>Receive feedback from any training or meetings or events attended by councillors</p> <p>Cilca</p>
2627 14FC	<p>Items for Discussion at a Future Meeting</p> <p>To agree any additional agenda items for consideration and inclusion at a future meeting:</p>
2627 15FC	<p>Matters subject to exclusion of press and public</p> <p>To Consider applications for vacancies that can be filled by co-option</p>
2627 16FC	<p>Date of the Next Meeting</p> <p>To note the date of the next meeting scheduled for Thursday 28th May 2026 at 6.30pm at St Andrew's Church.</p>