



Dated: 26th June 2026

MINUTES OF STAINLAND AND DISTRICT PARISH COUNCIL

Full Council Meeting (91st): Thursday 25th June 2026 at 6.30pm

Minutes taken by : Parish Clerk and RFO Caroline Booth

Signed: L. Fieldhouse

Councillors in attendance – Cllr Lisa Fieldhouse (LF- Chair), Cllr Mark Mullany (MM -Vice Chair), Cllr Ruth Redfern, Cllr Don Stewart, Cllr Fiona Moir

Also in attendance: One member of the public and Cllr Leah Webster (Ryburn Ward)

Council Membership	
Cllr Lisa Fieldhouse [Chair for the Council]	Cllr Fiona Moir
Cllr Mark Mullany [Vice-Chair]	Cllr Amanda Ogilvie
Cllr Laura Peckover	X1 Vacancy
Cllr Ruth Redfern	X1 Vacancy
Cllr Don Stewart	

2627 32FC	Chair's Opening Remarks Joan Bottomley attended the beginning of the meeting and Lisa noted this was Joan's last attendance at a council meeting having resigned from her position of councillor. Lisa thanked Joan for sticking by the council through thick and thin. Joan has been the library trustee for the council, she has been the liaison officer and attended meetings, she was instrumental in getting the cat steps and has been involved in the cross and pond work. Lisa noted Joan's patience and thanked her for having a good go at pursuing reinstating the tennis courts and holding things together in difficult times of staffing. Lisa noted that Joan was to be given the honorary title of Freewoman of the parish for her dedicated service to the community. Everyone will miss Joan. Joan was presented with flowers and her framed certificate.
2627 33FC	Apologies Apologies had been received from Cllr Ogilvie. Cllr Peckover was not present and apologies had not been received.

2627 34FC	Declaration of Disclosable Pecuniary and Other Interests LF - Shaw Park items due to membership of the friends of Shaw Park. RR – Allotments Chair. RR / DS – Are married.
2627 35FC	Public Participation One member of the public attended and explained context around the parking situation on Drury Lane. Drury Lane is an unadopted road. The gates and turning area have been blocked recently by 2 large vehicles belonging to drivers attending private plots who are neither Drury Lane residents nor DLAA plot holders who have access for unloading. There had recently been a situation where a resident had been blocked in and not able to attend an emergency. On this occasion it was thought to be a Drury Lane plot holder. Residents have approached one of the owners of the unauthorised vehicles who was uncooperative and abusive. The member of the public discussed their plans to put up signage regarding access, it was suggested the wording of the signs be carefully considered. The member of the public asked what the parish council could do to help. It was agreed that the parish council via the allotment committee would communicate the issues with all plot holders and reiterate not to block the gate and that parking was only for unloading) and encourage speedy efficient unloading). We will also encourage attendance during the day where possible for unloading rather than evenings and weekends. The member of public also noted that due to the big increase in traffic on the lane the road was in disrepair in places and residents were getting quotes to repair the road and that there are some big holes in places. Cllr Webster noted that she was also aware of this situation and offered to share information she had obtained from CMBC regarding signage. Action: RR to make plot holders aware of rules, situation to be monitored, CB to look at land registry Cllr Webster also attended to update the council on her new position. She is holding surgeries at the cricket club and Sowood community centre (will send dates to CB). There will be one a week throughout the ward so will be in our area roughly every 5 weeks and these will be advertised (will send to CB for SDPC social media). Cllr Webster will also make us aware of ward forums to promote. The next one will be at Barkisland Cricket Club. Cllr Webster is getting to know the area and is happy to help out and be involved in any issues.
2627 36FC	Council Minutes and Actions

	Resolved: to approve the draft minutes of the Full Council meeting held on 28th May 2026 as a true record of proceedings. Minutes were approved for publishing by the chair. Action CB to upload to the website (done)
2627 37FC	Drury Lane Allotments No update given. LF had attended the meeting the night prior and the community allotment had been discussed. It was agreed the SDPC would fund the public liability insurance needed for the plot at a cost of around £180 and reimburse this on receipt of an invoice from DLAA. RR and LF abstained from the vote. Cllr Webster noted that Ward Forum grants are now open up to £500 which might be worth considering. RR confirmed a bid had already been put in alongside other grants applied for.
2627 38FC	Correspondence • Parking on Drury Lane – discussed in public session above • Email from resident dated 11.06.26 – local elections and communications – noted, no action is required • Cross Work estimate received 09.06 from RJB Plant Hire & Groundworks – discussed under projects on agenda further down.
2627 39FC	To consider any grant enquiries or applications received N/A

627 40FC

Planning Matters

a) To note the comments made to planning applications since the last meeting.

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.

	Site Location	Brief Description of Proposal	Comments
Proposed Agricultural Shed and Access Track	Park View Barn Gosport Lane Outlane Elland Calderdale HX4 9JY	On green belt site, set back from road. No real note stating what agricultural use is for. To check the use and required acreage in in line with size of building. To ask about any trees being lost.	Action - MM to make comments noted opposite.

c) Consider any correspondence relating to planning matters

Comments submitted since last meeting to be noted:

- Appeal Decision: Land at South Parade – Proposed single dwelling – has now been won on appeal. Action MM to have a conversation with the conservation officer also re tenter posts.

2627 41FC

Financial Matters

a) Received and approved the bank reconciliation reports for May 2026

b) Received and approved the May 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.

c) Set date for 6 monthly internal review to 30/9/26 Action DS.

d) AGAR – update – a transposition error was corected and resigned.

e) Internal audit recommendation to append budget to minutes

f) Heritage Revival Fund – we are not eligible

g) Heritage Lottery Fund - an EOI has been submitted by CB

h) Budgeting for election expenses – It was determined to provide for these annually. Cllr Webster suggested the cost of an election to be £8 - £10k. Action CB and LF to review budgets.

i) It was discussed that a cashflow be produced to determine of any funds could be put-on short-term deposit to earn interest with the pond project now likely to take place in Winter – Action CB to produce cashflow and make enquiries with Lloyds.

2627 42FC

Clerks Items

- Local Councils Award Scheme – no update has been received – c’fwd to next meeting

	• Honorary Freedom of the Parish – this had been agreed in the EGM held before the general meeting • Vacancies and co-option – no applications received • Updates on wards from Mark – It was agreed these would be as per LF email and a paragraph inserted into the co-option policy – CB to action both and agree at next meeting • Allotment insurance cover – Agreed SDPC to reimburse above • LF – Declaration of acceptance of office 1.6.26 – noted this had been signed on the clerks return from leave • McAfee refund – CB confirmed that this should have been refunded. Action LP to refund SDPC
2627 43FC	Updates on Projects and Members Items for Consideration Conservation Area Appraisal MM updates – local resident has completed her research and it is now to be sent off to consultants and Calderdale by MM. Safer Routes to School Scheme at Bowling Green updates – we assume this has been delayed as we have not received final plans. Cllr Webster agreed to email for update and MM will look at the landscaping as this wasn't mentioned in draft. Action MM to review re landscaping. Stainland Cross Improvements – the one quote received was considered and it was agreed for the project to be pursued it will require grant funding. We await the EOI outcome submitted for this. The costings are not far off those estimated by the architect which is reassuring. It was agreed that CB will put an update out on social media and that once we get adequate funding another public consultation will be undertaken. Action CB to propose a social media post update. LF to share quotation brief with the architect. Relocation of Bus stops and 539 Bus update MM – There is no further update and we have not received a response – Action MM to try ring for update. Graveyard maintenance - arrangements for petrol – It was agreed the fuel costs would be reimbursed on production of the receipt by LF. The team have done Holywell Green Church and now moved up to Fall Springs. Repainting railings in The Square Holywell Green 0 The site will be pressure washed on 24th July. On 1st August the payback team will start painting. They can only do the Saturday. LF is organising tap and toilet facilities. CB to suggest a poster promoting residents to help with the painting. Action CB to produce poster. Community engagement – RR – Bite sized chunks – It was agreed CB/ RR will create a letter to invite community groups to the September meeting. Action CB/RR to create a letter inviting groups and look at a more interactive format. Pond renovation Shaw Park - pond pump and inspection covers – Ebsford Environmental have done similar projects and there is a meeting on Wednesday to do an assessment. A forma survey costing around £1000 will be needed and the work will likely be done in the winter. There is no water supply to the pond as the pump is broken. It was agreed LF will pursue getting lifting equipment to lift the well lid and investigate the cost of repairs to the pump. Action LF to pursue costings for lifting lid and any subsequent repairs needed. Repairs to phone box – It was agreed it will be repainted red and the handle repaired. LF has asked for a price which is awaited.

	Heritage signage for Stainland Conservation Area – Would have to contact highways. Allotments don't want a sign up but we are looking at a sign for community orchard, public footpath. It was noted Active Calderdale have funded similar finger posts and Cllr Webster kindly agreed to contact them next week and copy the clerk in. LF will also ask contractors for quotes. Action LF to obtain quotes.
2627 44FC	Receive feedback from any training or meetings or events attended by councillors YLCA meeting on 30th June last call for representatives to attend. LF and RR attended a volunteer event hosted by CMBC for groups involved in maintaining green spaces across Calderdale i– various organisations were there and LF / RR left feedback on the event. A roundtable format would have facilitated better information sharing and networking opportunities.
2627 45FC	Items for Discussion at a Future Meeting To agree any additional agenda items for consideration and inclusion at a future meeting: ➤ Sponsoring of the tubs in the parish – one letter has been sent following a resident kindly agreeing to sponsor this and the guerilla gardening is opened up to this. CB will look at a proposed poster for the next meeting to promote this and LF / RR will supply a list of tubs.
2627 46FC	Matters subject to exclusion of press and public To Consider any applications for vacancies that can be filled by co-option.
2627 47FC	Date of the Next Meeting Noted the date of the next meeting scheduled for Thursday 30th July 2026 at 6.30pm at St Andrew's Church.

Receipts in May:

PLOT 2A Banked: 01/05/2026	63.50						
PLOT 2A PLOT 2A		63.50	1200	100	63.50	RENT PLOT 2A	
PLOT 4B Banked: 05/05/2026	63.50						

Continu

Date: 02/06/2026
 Time: 17:26
 Stainland and District Parish Council Current Year
 Cashbook 1
 Treasurer's Account
 User: f

Receipts		Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount Transaction De
PLOT 4B PLOT 4B		63.50			1200	100	63.50 RENT PLOT 4B
RENT SP Banked: 05/05/2026		56.90					
RENT SP SARAH PICKLES		56.90			1200	100	56.90 RENT SP
PLOT 9A Banked: 08/05/2026		63.50					
PLOT 9A PLOT 9A		63.50			1200	100	63.50 PLOT 9A
PLOT 12B Banked: 11/05/2026		63.50					
PLOT 12B PLOT 12B		63.50			1200	100	63.50 PLOT 12B
PLOT 13B Banked: 11/05/2026		63.50					
PLOT 13B PLOT 13B		63.50			1200	100	63.50 PLOT 13B
PLOT 12A Banked: 13/05/2026		63.50					
PLOT 12A PLOT 12A		63.50			1200	100	63.50 PLOT 12A
PLOT 13A Banked: 13/05/2026		63.50					
PLOT 13A PLOT 13A		63.50			1200	100	63.50 PLOT 13A

Payments in May: Excluding Salaries

70.00 Allotment Association
 Subs
 400.00 Parish gardening
 43.86 Office 365
 26.98 Amazon Paper Refund
 185.80 Pension April 2026
 4.25 Service Charges
 114.99 Refund Macafee Virus
 Software