

# **BRADLEYS BOTH** **PARISH COUNCIL**

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## **Minutes of the Annual Meeting of the Parish Council held in the Village Hall on Tuesday 17<sup>th</sup> May 2016 at 7.30pm.**

*The meeting began at 7.40pm after the close of the Annual Parish Meeting*

### **Present:**

Concillor D. Cohn, Chair  
Councillor W. Barron  
Councillor S. Berry  
Councillor D. Booth  
Councillor V. Dancer  
Councillor A. Slade  
Councillor S. Wood

Councillor Fairbank –District Council (til 7.55pm)  
6 Members of the Public (til 7.55pm)  
Margaret Smith, Clerk

### **1.16 Election of Chairman 2016/2017**

Proposed by Councillor Slade,  
Seconded by Councillor Barron, and

**Resolved:** That Councillor David Cohn is elected Chair for 2016/2017 and the Declaration of Office was duly signed.

### **2.16 Apologies**

Councillor Patrick Mulligan – NYCC

### **3.16 Election of Vice Chairman 2016/2017**

Proposed by Councillor Cohn,  
Seconded by Councillor Dancer, and

**Resolved:** That Councillor Andrew Slade is elected Vice Chair for 2016/2017 and the Declaration of Office was duly signed.

### **4.16 Recording of Council meetings**

*The right to record, film and to broadcast meetings of the Parish Council is established under the Openness of Local Government Regulations 2014.*

*This is in addition to the rights of the press and public to attend such meetings.*

***Bradleys Both Parish Council is committed to being open and transparent in the way it conducts its decision making. For the purpose of this policy the term "record" means any form of audio, visual or electronic recording.***

*Those who attend a public meeting should expect to be recorded. This includes Councillors, council officers and members of the public. Any request from a member of the public not to be recorded can be conveyed to the Clerk and the request will be respected by those making a recording.*

*A full set of rules for recording can be found on the Parish Council website and will be available at the meeting.*

### **5.16 To record any declarations of interest on the agenda.**

No declarations of interest were declared in the items to be discussed.

### **6.16 To approve Minutes of the Meeting held on Tuesday 19<sup>th</sup> April 2016**

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Proposed by Councillor Slade,  
Seconded by Councillor Dancer, and

**Resolved:** That the minutes of the meeting held on the 19<sup>th</sup> April 2016 are a true record of proceedings and were signed by the Chair.

## **7.16 Invited Guests**

### **Reports from District and County Councillors**

District Councillor Fairbank reported that the Waste Management Department at CDC is undergoing a thorough overall. A temporary manager has been brought in from Inverness whilst positions are being advertised. The Select Committee will be looking into all aspects of the operation including blue bag collections and schedules for the runs. This is the biggest service CDC provides and affects all.

## **8.16 Adjournment for Public enquiries**

- A member of the public was concerned about traffic speeding down Lidget Road. Highways will not introduce speed limits without evidence of accidents.  
The Clerk will approach Highways and the Police to see what they suggest.
- The canal tow path has been left unfinished for 300yards.  
Cllr Booth advised that the sub contractor had been dismissed by Kier. Kier are making good the car park.
- A discussion surrounding how the access to the cemetery could be improved. Vehicles have to reverse into the entrance which is difficult for the hearse as someone needs to stand in the road to guide them in/out. Unless the landowner can help there is little the Parish Council could do though it was suggested the parking area could be re-surfaced.

## **9.16 To review and adopt updated Standing Orders (previously circulated)**

Following a discussion it was agreed that Standing Order 7 'Motions for a meeting that require written notice' should be deleted.

Proposed by Councillor Cohn,  
Seconded by Councillor Wood, and

**Resolved:** That, following the omission of Standing Order 7, the Standing Orders are approved and adopted by the Council.

## **10.16 To review and adopt updated Financial Regulations (previously circulated)**

A discussion was had with regard to Internet Banking. It was agreed that Financial Regulations 5.8 and 5.9 be deleted and payments will continue to be made by cheque.

Proposed by Councillor Cohn,  
Seconded by Councillor Slade, and

**Resolved:** That, following the deletion of 5.8 and 5.9, the Financial Regulations are approved and adopted by the Council.

## **11.16 To approve and sign the 2015/2016 Annual Return.**

### **11.16.01 Approval of the Annual Governance Statement 2015/2016**

Following circulation of the Annual Governance Statement.

Proposed by Councillor Barron,  
Seconded by Councillor Booth, and

**Resolved:** That the Annual Governance Statement 2015/2016 is approved by the Parish Council and signed by the Chair.

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## **11.16.02 Approval of Accounting Statements 2015/2016**

The Accounting Statement was circulated for approval.

Proposed by Councillor Dancer,

Seconded by Councillor Wood, and

**Resolved:** That the Annual Accounting Statements 2015/2016 are approved by the Parish Council and signed by the Chair.

## **12.16 Financial Report.**

To approve payment schedule for May 2016

- **Bank Balance at 30.4.2016**  
Current Account: £10962.62  
Deposit Account: £13801.95
- **Payment Schedule for May 2016**

Merritt & Fryer	16/05/2016	6.98
Yorkshire Water (toilet)	16/05/2016	29.01
Yorkshire Water (pavilion)	16/05/2016	8.95
Village Hall Grant (half yr)	16/05/2016	750.00
David Lee (maintenance)	16/05/2016	220.00
Groundwork UK (Localism)	16/05/2016	2130.00
Boundless Broadband	16/05/2016	29.99 DD
M Smith April Salary	25/04/2016	206.00
M Smith May Salary	25/05/2016	206.00
Colin Read (Internal Audit 2015/16)	16/05/2016	90.00
	<b>Total</b>	<b>£3676.93</b>

Proposed by Councillor Cohn,

Seconded by Councillor Slade, and

**Resolved:** That the Financial Report and Payment Schedule for May were approved.

## **13.16 To consider adoption of Financial Regulations 5.7, 5.8 and 5.9 with regard to Internet Banking.**

This item was discussed in 10.16 above.

## **14.16 Amenity Area Car Park**

Keir have apologised for the delay in finishing the job. Their sub contractor was dismissed and by the end of this week they will have resurfaced the Amenity Area Car Park.

Northern Gas will use the car park whilst carrying out the work on the nearby estate. They will site a cabin on the car park but there will be no excavation and no equipment stored there.

## **15.16 To consider any planning applications received.**

- Telecommunications mast Application 11/2016/16891

Following a discussion it was agreed the mast should be moved as near to the tree line as possible and painted a colour that will blend in with the surroundings.

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- Planning Application 11/2015/16433 8 Main Street Bradley  
To note the above application has been granted.
- A question was asked about the agricultural buildings that have been erected. One on Jackson Lane appears to be used as a vehicle repair garage and vehicles are parking in the field. Has this been approved?  
The Clerk will check with Planning.

**16.16 To consider maintenance of Sports Pavilion**

A programme of maintenance needs to be drawn up, especially to tackle the damp on the inside walls. Councillor Barron will investigate and report back.

**17.16 To discuss hire arrangements for the Sports Pavilion.**

It is not clear what dates and cost the Cricket Club and Football Club pay for the hire of the pavilion. The Clerk has emailed both to ascertain what they have previously paid and when.

**18.16 Rebuild value for Pavilion for insurance purposes – Cllr Barron**

The rebuild cost for the pavilion should be £100,000 and for the toilet block £50,000.

**19.16 To consider occupation terms for the Cricket Club building.**

This item is deferred.

**20.16 Update on removal of willow tree from playing field.**

Councillor Barron reported that the willow tree is stable at the moment. The root system further down the beck will need removing.

**21.16 To receive an update on the new benches.**

- Bench for Mike – Councillor Dancer will resend the form, which was given to Cllr Mulligan, to CDC for the grant of £413. The bench from Tesco is £399 and there will be a cost for installing which the Council will pay.
- Councillor Booth will speak to Mrs Tomkins about dedicating the bench at the Family Day on 4<sup>th</sup> Sept at the same time as the other new bench.
- The Family Day Committee had sent a £150 donation towards the new trees on the playing fields. A letter of thanks will be sent.

**22.16 To consider allocation of the NALC transparency code grant.**

There was a discussion as to where the grant should be spent. It was agreed that web hosting and publicity of the new Parish Council website as well as the NDP should be considered. There is no time limit to the grant.

**23.16 Flooding**

There are two parts to dealing with the flooding issue. Firstly the drains should be cleaned and the beck should be cleared of any debris. Then an emergency plan should be put in place for future flooding events.

The Canal & Water Trust and Environment Agency will be contacted about clearing under the bridge and any other issues.

**24.16 Update on village clock – Cllr Slade**

There is a tenant in the cottage where the clock is situated. He is happy to give access to the clock mechanism. The agent has to be contacted to see if the owner is happy to attend to the clock. Councillor Barron will contact Mr Schofield.

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## **25.16 Correspondence and items brought forward by the Chair.**

- Invoice from Malcolm Baines for installing sockets for the wifi connection for the Village Hall. The Chair asked if the Council would pay the invoice in its entirety as it also included testing the fire alarm and the replacement of a transformer in one downlight. The Council agreed that the invoice could be paid in full.
- NYCC - An invoice had been received for the 2015/16 Street light maintenance. A breakdown of costs has been requested.

- **Localism Update**

A total of 100 people had commented during the consultation period. The next step is for the group to look at all the information and amend the plan where necessary.

The biggest issue is housing and the proposed development sites.

Councillor Booth had attended a meeting this morning with CDC which had been useful.

Gargrave have many concerns about the CDC Plan.

A formal comment has to be made to the CDC Plan. They are hoping to get their plan out by September and it would be helpful if we could get our Plan out first but this is unlikely.

Councillor Dancer suggested that the Consultant could write a basic condition statement drafting our view on the CDC plan.

Reports are still required from Nick Pedder of the Environment Agency and Historical England.

Councillor Booth will construct a reply to CDC.

- **Projects for the Parish Council**

The following projects need prioritising.

1. Village Hall Car Park
2. Trees at the Beck
3. Clean up of the Toilet block
4. Condition of wall at the Beck
5. Matthew Lane wall

It was agreed the most urgent projects were the two walls (4 & 5)

Councillor Barron will get quotations for the jobs.

- It was noted that the wall opposite the Village Hall on Lidget Road is in a bad state of repair and in danger of collapse in places. It needs checking by an engineer. It is unclear whether this is the landowners responsibility or Highways.  
The Clerk will investigate.

## **26.16 Date of next meeting.**

Tuesday 21<sup>st</sup> June 2016 at 7.30pm

There being no other business the meeting was closed by the Chair at 10.05pm

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Minutes approved and signed by the Chair...D. Cohn

Date... 21<sup>st</sup> June 2016