

The 1098th Meeting of the Ripponden Parish Council held in the Ripponden Parish Council Office on Thursday 10th March 2016 at 7.15pm.

Councillors Present: - Cllr Johnson chaired the meeting.

Cllr Carter, Cllr Hunt, Cllr Moran, Cllr Naylor, Cllr Potts, Cllr Russell, Cllr J Smith, Cllr M Smith

1. To accept apologies for absence and lateness

Absence – Cllr McCarley, Cllr Robins, Cllr Watson

2. To accept the Minutes of the 1097th Meeting held on Thursday 25th February 2016

Page 5865 Agenda item 3, paragraph 2 amend 'youths' to 'male adults'

Page 5865 Agenda item 5, paragraph 2 add 'through'

Page 5870 Agenda item 7, paragraph 1 add after PCSO 'Serban'

16280 Resolved in a motion by Cllr J Smith and seconded by Cllr Naylor that after the above amendments the Minutes be accepted as a true and correct record of the Meeting held on Thursday 25th February 2016.

3. To receive information on any on-going items identified in these and previous Minutes and decide further action where necessary

3.1. To discuss and approve expenditure for progressing the registration of land at Royd Lane

16281 Resolved in a motion by Cllr Naylor and seconded by Cllr Russell that Parish Council does not progress the registration of the land at present time but continues to investigate possible funding sources to extend the Royd Lane car parking area.

3.2. To approve the Parish Council's draft Dementia Friendly Plan

16282 Resolved in a motion by Cllr Moran and seconded by Cllr Carter that after three minor amendments the Parish Council approves the Dementia Friendly Plan.

3.3. To discuss the possibility of setting up a Finance Committee for the Parish Council

16283 Resolved in a motion by Cllr Naylor and seconded by Cllr Carter that the Parish Council sets up a Finance Committee at its Annual meeting for the purpose of providing financial checks and looking into possible budget savings.

The Clerk reported that:

A letter had been received from Calderdale Council regarding land south of Fairways, Lower Park Royd Drive, Triangle, advising that a Planning Contravention Notice had been served.

A letter had also been received from Calderdale Council's Planning Services regarding the covenant for Heald Wall Nook Cottage, Barkisland. Copies of which had been provided to all Councillors present. The Meeting agreed that a letter should be sent to Calderdale Council to express concerns and disappointment at the decision taken by the Asset Management Team to remove the covenant. Cllr Carter as Ward Councillor was also asked to follow the matter up with officers.

The Clerk informed the Meeting that a letter had been received from Rishworth School advising that the school could not assist with the 'Clean for the Queen' event at Shaw Lane due to it coinciding with absit weekend. The Headmaster did however confirm that the school would be cleaning up the lane prior to the official event weekend. The Clerk was asked to send a letter thanking the school for its efforts.

3. To receive information on any on-going items identified in these and previous Minutes and decide further action where necessary (continued)

The Clerk advised that confirmation has been received from Ryburn Valley Greenway group that representatives would be attending the Parish Council Meeting on 24th March 2016 to provide an update on the findings of the feasibility study.

An acknowledgement had been received from Calderdale Council's Highway Services regarding the lights at Royd Lane car park, advising that the matter had been referred to its contractors.

The Clerk reported that a further e-mail had been received from a resident concerning drainage issues at Ash Hall Lane. She also confirmed that the complaint had been forwarded onto Calderdale Council for action.

An acknowledgment had been received from Yorkshire in Bloom confirming that Ripponden had been opted out of the spring judging due to the Boxing Day flooding.

The Clerk informed the Meeting that following recent Councillors references to the website CPALC, advice had been sought from the YLCA regarding its authenticity has an official site. The Chief Officer advised that it was not a recognised site and that it would be beneficial to provide Councillors with access to the YLCA's own website which publishes briefing and advice notes. The Meeting agreed that providing Councillors with access details to the YLCA website should be an Agenda item at the next meeting to be held on 24th March 2016.

Cllr J Smith asked if a meeting had been set up yet to progress the discussion on potential sites for CCTV. Cllr Johnson advised that a site visit to Calderdale Councils operations room was to be arranged for himself and Cllr M Smith by Cllr Holden prior to a meeting taking place.

4. To receive Parish Councillors declarations of Interest

None

16284 Resolved in a motion by Cllr J Smith and seconded by Cllr Russell that Standing orders be suspended to allow a member of the public to address the Meeting

5. Public Participation

The Chairman welcomed Mrs Danby to the meeting. Mrs Danby outlined her concerns regarding the potential cycle route being investigated by the Ryburn Valley Greenway Project group. She provided a written list of the main objections for the Council's references and requested that these be considered. Cllr Johnson advised that whilst the Parish Council had provided some funding to enable the feasibility study to be undertaken, any decision taken by the group as to a suitable route would need to go out for public consultation before being progressed.

The Chairman thanked the Mrs Danby for her attendance and she then left the meeting.

16285 Resolved in a motion by Cllr J Smith and seconded by Cllr Russell that Standing Orders be reinstated.

Cllr Johnson asked Councillors to read the findings of the feasibility study before the next meeting when representatives of Ryburn Valley Greenway Project group would be attending. The study was now published on the group's website. Cllr Carter suggested that after receiving an update from the group it would be beneficial to consider the points raised by Mrs Danby in more detail.

6. To receive reports from the Clerk, Chairman, Committees, Councillors and Outside Bodies by Council Representatives

6.1. To approve the recommendations of the Standards Committee with regard to amendments to the Parish Councils Standing Orders, Risk Assessment and a Community Engagement Strategy and Action Plan

Cllr Russell asked if the Minutes of the Standards Committee meeting held on 19th February 2015 could be included in the Minutes of this meeting.

16286 Resolved in a motion by Cllr Carter and seconded by Cllr Naylor that the Minutes of the Standards Committee meeting held on 19th February 2015 be included in the Minutes of this meeting.

**Standards Committee Meeting
held on Thursday 19th February 2015 at 7.00pm**

Present:- Cllr McCarley chaired the meeting
Cllr G Carter, Cllr Naylor, Cllr J Smith, Cllr M Smith, Cllr Riley

1. To receive apologies for absence or lateness

None

2. To approve the Minutes of the meeting held on Tuesday 18th November 2014

SC2014-006 Resolved in a motion by Cllr Naylor and seconded by Cllr M Smith that the Minutes be accepted as a true and correct record of the meeting held on Tuesday 18th November 2014.

3. Matters arising from previous meetings

None

4. To discuss and agree an electronic payment procedure for the Parish Council. Any recommendations to be reported back to Full Council

The Clerk had circulated a draft document to all Councillors prior to the meeting for discussion and approval. The Meeting agreed that an additional item should be added to the procedure: 'Access to applying for loans, overdrafts and credit cards to be blocked as a precaution as this facility will not be required by the Parish Council.'

SC2014-007 Resolved in a motion by Cllr M Smith and seconded by Cllr G Carter that after the above amendment the Electronic Payment Procedure be recommended to Full Council at the next meeting to be held on 26th February 2015.

5. To agree miscellaneous documentation required for the Local Council's Award Scheme and check that the Parish Council meets all the criteria for a Foundation Award. Recommendations to be reported back to Full Council

The Clerk provided draft documents for required procedures not as yet adopted by the Parish Council. These included Disciplinary and Grievance; Health and Safety; Equal Opportunity; Training Statement of Intent and Aims, Objectives & Action Plan.

The Meeting agreed that a new Committee would be required to comply with the Disciplinary & Grievance procedure for Appeals and that Councillors sitting on Disciplinary, Grievance or Appeals should be prohibited from sitting on either of the other two.

6. To receive reports from the Clerk, Chairman, Committees, Councillors and Outside Bodies by Council Representatives (continued)

**Standards Committee Meeting
held on Thursday 19th February 2015 at 7.00pm (continued)**

It was also agreed that the Chairman should not sit on any due to his/her formal relationship with the Clerk.

It was agreed that the title of the Disciplinary and Grievance procedure should include Staff or Employee.

SC2014-008 Resolved in a motion by Cllr M Smith and seconded by Cllr Naylor that with a couple of minor amendments all the documents be recommended to Full Council at its next meeting on 26th February 2015.

After checking the criteria for the Foundation Award and Quality Award it was agreed that the Committee recommend to Full Council that application should be made for the Quality Award.

6. To agree the Date of the next meeting if required

To be arranged at a later date

The meeting closed at 8.00pm

Cllr Russell reviewed the Standards Committee meeting held on 23rd January 2016, the main points being the review of the Parish Council's Standing Orders and Risk assessment. The meeting also approved the Clerk's draft Community Engagement Policy for recommendation to Full Council.

The Clerk confirmed that she had provided copies of the three documents to all Councillors with the Agenda prior to the meeting.

16287 Resolved in a motion by Cllr Naylor and seconded by Cllr J Smith that the Parish Council receives the amendments to Standing Orders for consideration and that approval should be an Agenda item at the next meeting to be held on 24th March 2016.

16288 Resolved in a motion by Cllr J Smith and seconded by Cllr Carter that after one small amendment the Risk Assessment be adopted for 2015/2016.

The Clerk advised that she had received a re-write of the Community Engagement Policy from Cllr M Smith and as such requested that the document be referred back to the Standards Committee for re-consideration. The Meeting agreed that the document should be referred back to the Standards Committee.

6.2. To approve the Press Release for the Annual Assembly

16289 Resolved in a motion by Cllr J Smith and seconded by Cllr Naylor that after a couple of minor amendments the Press Release be approved by the Parish Council.

6.3. To approve the Parish Council's spring/summer Newsletter

16290 Resolved in a motion by Cllr J Smith and seconded by Cllr Naylor that after a couple of minor amendments the spring/summer newsletter be approved by the Parish Council.

The Clerk reported that:

A Rates bill had been received from Calderdale Council for 2016/17 with a nil balance

6. To receive reports from the Clerk, Chairman, Committees, Councillors and Outside Bodies by Council Representatives (continued)

The Clerk informed the Meeting that a courtesy copy e-mail has been forwarded on by Cllr Carter. The e-mail was from Cllr Thornber to Calderdale Council regarding the faulty school warning sign on Halifax Road. The Meeting agreed that a letter in support of Cllr Thornber's comments should be sent to Calderdale Council. Cllr Carter as a school governor for Ripponden j & I school declared an interest in the issue.

An e-mail had been received from Ripponden in Bloom regarding damage to the library water butts. Cllr J Smith reported that a resident had kindly offered to repair the broken taps at his own expense.

The Clerk reported that an invoice had been received from YLCA for £863 in respect of 2016/17 subscription.

16291 Resolved in a motion by Cllr J Smith and seconded by Cllr Carter that the invoice from YLCA be paid by the Parish Council after 1st April.

Cllr J Smith informed the Meeting that together her Consort she had attended the Yorkshire in Bloom Reception at Halifax Town Hall. She was pleased to report that there had been numerous awards to groups in Calderdale and the event had been a lovely occasion.

Cllr J Smith advised that street light number 2 on Halifax Road was not lit and the drain at the opposite side of the road to the entrance of Royd Lane car park was blocked.

Cllr M Smith reported that together with Cllr Naylor he had attended the recent YLCA South Pennine Branch meeting. He provided a written report from the meeting which had been copied to all Councillors for references.

Cllr Moran reported on the increased number of pot holes and drainage issues on Royd Lane/Stony Lane and asked if the Clerk could refer the matters to Calderdale Council.

Cllr Russell informed the meeting that the Planning Officer had provided her with a copy of the agreement for Clockface Quarry which confirmed that waggons had to be sheeted. It also mentioned the requirement to clear mud and debris.

Cllr Russell asked that the Clerk report to Calderdale Council the missing 30mph sign at the junction of Saddleworth Road/Rishworth Road and the unsuitable for HGV sign at Saddleworth Road/Moorfield Road.

Cllr Naylor reported that two road sweepers had been working at Clockface Quarry that day but had made little difference to the state of the road. He also requested that a letter be sent to Sonoco to remind its drivers to use the agreed route on Branch Road for access to and from its depot. He also informed the Meeting of his recent site visit with Mr Winrow and a tree arboriculturalist at Ebenezer Graveyard to discuss future maintenance and tree pruning. Mr Winrow was to provide a costing from the tree specialist.

Cllr Hunt advised that the bench at St Johns Close still had not been repaired and the hazard warning tape had not been removed from the power supply box on Rishworth New Road. The Clerk was asked to chase both matters up. Cllr Hunt also advised that he had received several complaints regarding the rubbish collection on Stones Drive.

Cllr Johnson asked if the Minutes of the Civic Dinner Committee meeting held on 15th January 2016 could be included in the Minutes of this meeting.

6. To receive reports from the Clerk, Chairman, Committees, Councillors and Outside Bodies by Council Representatives (continued)

16292 Resolved in a motion by Cllr J Smith and seconded by Cllr Moran that the Minutes of the Civic Dinner Committee meeting held on 15th January 2016 be included in the Minutes of this meeting.

**Civic Dinner Committee Meeting
held on Friday 15th January 2016 at 1.00pm**

Cllr Johnson chaired the meeting.

Present: - Cllr McCarley, Cllr Moran, Cllr J Smith

1. To receive apologies for absence and lateness

Absence – Cllr Carter

2. To approve the minutes of the meeting held on Friday 11th December 2015

CD2016-07 Resolved in a motion by Cllr J Smith and seconded by Cllr Moran that the minutes are accepted as a true and correct record of the meeting held on 11th December 2015.

3. Matters arising from previous meetings

The Clerk reported that e-mail confirmation had been received from the Band that the event had been booked in their diary and that no deposit or contract was required. The Venue had confirmed the menu with an amendment replacing the Mussels with Leek & Potato soup.

4. To approve the draft invitation

CD2016-08 Resolved in a motion by Cllr Moran and seconded by Cllr McCarley that the draft Invitation produced by the Deputy Clerk be approved for printing.

The Clerk was asked to forward this to Simprint for printing.

5. Mailing List and Good Citizen award guests

The Clerk provided a hard copy of last year's Mailing List for Committee members to amend. Cllr Johnson agreed to get the amended list back to the Clerk to enable mailing as soon as the printed invitations have been received.

The Meeting agreed that the Good Citizen award winner and one guest would be invited to the Civic Ball to be presented with the award.

6. Guest acknowledgement & Grace

It was agreed that Cllr J Smith would be the Toastmaster, Rev Ball to be asked to say Grace if he is to attend; The Deputy Mayor or Inspector Bairstow to be invited to do the Loyal Toast; Cllr Johnson will say the toast to the guests and Cllr Hudson to be asked to do the response.

7. Raffle Prizes

Cllr Johnson reported that Overgate had offered three hampers as raffle prizes and that he would approach Nestle for a prize.

6. To receive reports from the Clerk, Chairman, Committees, Councillors and Outside Bodies by Council Representatives (continued)

**Civic Dinner Committee Meeting
held on Friday 15th January 2016 at 1.00pm (continued)**

Cllr Moran agreed to approach The Fleece and Cllr J Smith – the Co-operative society. The Clerk was asked to see if Cllr Carter would approach Toll House, The Old Bridge and Holdsworth House to see if they would be prepared to donate raffle prizes as previous. The Clerk advised that she and the Deputy Clerk would look into organising a couple of wine gifts.

8. Programme

It was agreed that this item had been primarily covered under Agenda item 6. Timings were discussed including time slots for the band.

The Clerk was asked to contact Cllr Carter for details of the table decorations

Cllr Johnson advised that if a balloon arch was wanted he could potentially source for approx. £100. It was agreed that this would be dependent on the cost of flowers for table decorations.

9. To approve any spending from the Civic Dinner Committee

None

10. Date of next meeting

The next meeting will be held on Wednesday 2nd March 2016 at 1.00pm.

The meeting closed at 1.55pm

Cllr Johnson reviewed the Civic Dinner meeting held on 2nd March 2016 the main points being table decorations, ticket sales, raffle prizes, tombola and the programme.

Cllr Johnson reported that with he had attended Mossley Town Council Civic Dinner and the Ryburn Valley Greenway Project group meeting. He also informed the Meeting of his Consort and daughter's sky dive for Overgate which had raised £1200. He still had not heard from Inspector Bairstow but would continue to pursue a meeting with her.

7. To receive reports from Calderdale Councillors who represent Ryburn Ward

Cllr Carter advised that she had nothing to report.

8. To agree accounts for payment

16293 Resolved in a motion by Cllr Hunt and seconded by Cllr Russell that the accounts listed on the schedule with a total value of £8,415.53 be passed for payment.

9. To receive correspondence

Correspondence

Calderdale Council
Calderdale Council
Cllr Watson

20mph Speed limit roll out
Flood Commission & reservoirs
C.C letter from Yorkshire Water re flooding

9. To receive correspondence (continued)

Cllr Watson	copy of report to Yorkshire Water
Mr R Jamieson	Misc items re: Barkisland
Mr French	Ebenezer Graveyard
Tony Deakin Solicitors	5 Soyland Town Road, Ripponden

Information

Calderdale Council	Town & Parish Council Liaison Group meeting notes
Clerks & Councils Direct	March issue
Digital Marketing	Dementia – Quality Care Conference 27/04/16
North Bank Forum	Sector Support Update 1 st March 2016
Cllr M Smith	Meeting Notes from YLCA Branch Meeting
Tower Mint	Queen's 90 th birthday coin
WY Police & Crime Commissioner	March Newsletter
YLCA	White Rose update

Invitations

Meltham Town Council	Civic reception 15 th April 2016
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Agendas

15/03/16	Planning Committee 1
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Matters arising from correspondence

The Clerk was asked to see if Cllr Watson was available to attend the Flood Commission meeting and provide a copy of his report directed to Yorkshire Water to the Commission.

The Clerk was asked to forward a copy of Mr Jamieson's e-mail to the three Ward Councillors for references.

It was agreed that the Planning application for 5 Soyland Town Road, Soyland should be an Agenda item at the next meeting.

10. To discuss Planning Applications, to receive Planning Decisions and to discuss Planning and Enforcement Issues**10.1. Planning Applications & Decisions**

The Clerk reported that there had been no plans to be considered at this meeting.

Planning Decisions:

15/01677/HSE Hazelgreave Rishworth Road Barkisland	Conversion and alteration of attached garage to living accommodation	Granted
16/00013/FUL Eastfield House Krumlin Hall Barkisland	Stabling and tack room	Granted

10. To discuss Planning Applications, to receive Planning Decisions and to discuss Planning and Enforcement Issues (continued)

- 10.2. Planning Enforcement

None

The meeting closed at 9.05pm