

The 1108th Meeting of the Ripponden Parish Council held in the Ripponden Parish Council Office on Thursday 11th August 2016 at 7.15pm.

Councillors Present: - Cllr J Smith chaired the meeting.

Cllr Carter, Cllr Johnson, Cllr Moran, Cllr Naylor, Cllr Russell, Cllr M Smith, Cllr Watson

1. To accept apologies for absence and lateness

Absence – Cllr Hunt, Cllr McCarley, Cllr Potts, Cllr Robins

2. To accept the Minutes of the 1107th Meeting held on Thursday 28th July 2016

Page 5956 Agenda item 3. 3rd paragraph, amend to read 'Watson Bridge'.

16475 Resolved in a motion by Cllr Watson and seconded by Cllr Naylor that, after amendment, the Minutes be accepted as a true and correct record of the Meeting held on Thursday 28th July 2016.

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

The Clerk reported that:

Brian Sutcliffe of Calderdale Council had confirmed receipt of the Parish Council's letter regarding fallen trees in the river and would pass it to Calderdale's drainage section for them to liaise with the relevant people.

Calderdale Council's Chief Executive had asked the interim Transformation Officer to look into the Parish Council's request for an officer to attend a Parish Council meeting to discuss ordinary watercourses.

A response had been received from Craig Whittaker MP regarding crime in the parish. The Deputy Clerk was asked to respond to Mr Whittaker and ask that he raise the Parish Council's concerns with Chief Superintendent Whitehead.

The Deputy Clerk was asked if she would prepare a graph of the parish crime figures on receipt of the information from Cllr Johnson.

The Clerk had been informed that Perseus, a first aid provider should have courses available at the end of September/early October and had sent in an application form.

A number of Councillors were unavailable on 20th September for a meeting of the Finance Committee. The Deputy Clerk was asked to suggest alternative dates for Cllrs to check their availability.

The Clerk had looked into the Community Foundation Calderdale grant which provides funding of up to £5000. Cllr Carter had spoken to someone at the foundation and had been informed that the Parish Council cannot apply because it does not own the Mill Fold play area.

The meeting agreed that a letter should be sent to Calderdale Council's Chief Executive with cc to Robin Tuddenham to ask Calderdale to consider matched funding with the Parish Council. Cllr Russell agreed to liaise with the Community Foundation for further clarification.

A response had been received from Calderdale Council regarding the removal of the island at the junction with Meadowcroft Lane. Cllr Naylor reminded the meeting that the island had been put there as a road safety measure and expressed concern that its removal was being considered. The Deputy Clerk was asked to diarise the matter for 6 weeks.

In support of the Parish Council, Sonoco had written to Calderdale Council expressing concern at the condition of the road surface along Branch Road Barkisland.

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

Calderdale Council had responded to the Parish Council's letter regarding the condition of the hillside on Royd Lane, Ripponden. The Deputy Clerk was asked to inform Calderdale Council that further debris and stones from nearby walls had dropped onto the road.

Cllr Naylor sought clarification on the closure of Rural Watch.

Cllr Watson asked whether repairs had been carried out to flood damage at Pretoria Bridge or whether these would be done when the fallen trees had been removed from the river. The Deputy Clerk was asked to liaise with Calderdale Council for clarification.

Cllr Russell discussed the proposed land exchange at the Krumlin Methodist Graveyard. The Deputy Clerk was asked to write to the church's property team to ask for an outline plan showing the land and its dimensions.

4. To receive Parish Councillors declarations of Interest

None

5. Public Participation

None present.

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

6.1. To approve the press releases for the Good Citizen Award, Yorkshire Day and Michaelmas Show.

16476 Resolved in a motion by Cllr Naylor and seconded by Cllr Carter that, after amendments, the Parish Council approves the press release for the Good Citizen Award.

16477 Resolved in a motion by Cllr Naylor and seconded by Cllr Russell that, after amendments, the Parish Council approves the press release for the Good Citizen Award for inclusion in the October edition of Go-Local.

The meeting agreed that Yorkshire Day should be included in the Parish Council's autumn newsletter.

16478 Resolved in a motion by Cllr Carter and seconded by Cllr Naylor that, after amendment, the Parish Council approves the press release for the Michaelmas Show 2016.

The Clerk reported that:

A number of phone calls had been received, from residents, regarding missed refuse collections.

The Clerk had reported the build-up of rubbish in the alleyway adjacent to Crown Building to Environmental Health and had been informed that Environmental Health was liaising with the land owner and a local resident to look for a permanent solution.

Someone using the tennis court at Mill Fold had emailed the Parish Council regarding thick smoke coming from Morley Trade Waste Ltd. The Clerk had informed them that it was not within the remit of the Parish Council and had forwarded the email to Calderdale Council for its attention.

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

The Clerk had ordered a free ensign flag for the Merchant Navy Day on 3rd September which should be delivered shortly.

The shredder had broken, a number of quotes had been obtained and a replacement would be ordered.

A member of the public had expressed appreciation of the Alzheimer's window display.

The meeting was asked whether a booklet about Rushbearing could be sold in the office. The meeting agreed that, subject to funds being for Sowerby Bridge Rushbearing, the booklet could be sold in the office.

Cllr J Smith informed the meeting that a complaint had been received about a Cllr's conduct on a Facebook page. The matter had been reported to Calderdale Council's Monitoring Officer.

Cllr Johnson asked that the press and public be excluded for his next report.

16479 Resolved in a motion by Cllr Johnson and seconded by Cllr Russell that the Press and Public be excluded from the meeting for the next item.

Cllr Johnson reviewed the Employment Committee meeting held on 1st August 2016.

16480 Resolved in a motion by Cllr Naylor and seconded by Cllr Watson that the Press and Public be allowed back into the meeting.

The meeting agreed that a copy of the booklet, 'Being a Good Employer 2016 – A Guide for Town and Parish Councillors' should be purchased at a cost of £3.40 inc. p&p.

Cllr M Smith asked that the Minutes of the Communication Committee meeting held on 14th June 2016 be included in the Minutes of this meeting.

16481 Resolved in a motion by Cllr M Smith and seconded by Cllr J Smith that the Minutes of the Communication Committee meeting held on 14th June 2016 be included in the Minutes of this meeting. (See appendix 1).

Cllr Naylor asked that the Minutes of the Environment Committee meeting held on 31st May 2016 be included in the Minutes of this meeting.

16482 Resolved in a motion by Cllr Naylor and seconded by Cllr Johnson that the Minutes of the Environment Committee meeting held on 31st May 2016 be included in the Minutes of this meeting. (See appendix 2)

Cllr Naylor reviewed the Minutes of the Environment Committee meeting held on 2nd August 2016 the main points of which were members' reports, the proposed refurbishment of the Mill Fold play area, the Parish Council owned benches, the Michaelmas Show and planting for 2017.

Cllr Moran provided information about a forthcoming Alzheimer's memory walk. The Deputy Clerk was asked to forward the information to Cllr Potts.

Cllr J Smith reviewed the Minutes of the Communication Committee meeting held on 2nd August 2016, the main points of which were the communication strategy, office window displays, the autumn newsletter, the draft welcome pack and the Good Citizen Award.

Cllr J Smith thanked the retired deputy clerk for attending the meeting in the Clerks absence. Cllr J Smith also reported that with her Consort she had attended the Yorkshire Day.

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

Cllr Carter informed the meeting that she had been liaising with Calderdale Council regarding the missed refuse collections. Calderdale Council was working with the contractors to resolve the issues.

Cllr Naylor left the meeting at 8.10pm.

8. To agree accounts for payment

16483 Resolved in a motion by Cllr Johnson and seconded by Cllr M Smith that the accounts listed on the schedule with a total value of £1207.11 be passed for payment.

9. To receive correspondence**Information**

Calderdale Council	Piece Hall Update
Calderdale Council	TPO Cross Wells Road
North Bank Forum	Sector Support Updates 29 th July & 4 th August
Northern Powergrid	Northern Powergrid investing in West Yorkshire
WY Police	Rural Watch
WY Police & Crime Commissioner	Newsletter August 2016
YLCA	Training
YLCA	NALC Community led housing survey
YLCA	Annual conference 28 th - 30 th October

Invitations

Mossley Civic Service	Sunday 4 th September 2016
Todmorden Town Council	Mayors Charity Ceilidh Saturday 15 th October 2016

Agendas

15/08/2016	Licensing & Regulatory Committee
17/08/2016	Children & Young People Scrutiny Panel

Matters arising from correspondence

The Deputy Clerk was asked to send apologies to Mossley Town Council.

10. To discuss Planning Applications, to receive Planning Decisions and to discuss Planning and Enforcement Issues**10.1. Planning Applications & Decisions****Plan held over from previous meeting****Application No: 16/00603/FUL**

Officer:	Janine Branscombe
Applicant:	Mr & Mrs C Criscione
Site:	Land Adjacent To 36 Stainland Road Barkisland
Proposal:	Conversion of building to dwelling
History:	89/04080/FUL
Main Issues:	small site, parking for existing dwelling and access near narrow part of road.

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

RPC Comments:

16484 Resolved in a motion by Cllr Russell and seconded by Cllr Watson that the Parish Council objects to this application on the grounds that it is within the curtilage of a listed building and is inappropriate use of the site. There is limited parking and removes the parking for the existing property. There are concerns regarding the ingress and egress of the site.

New plans for this meeting

Application No: 16/00931/FUL

Officer: Steven Emery
 Applicant: J Foley
 Site: Land South Of Water Green Lighthazes Chapel Road Ripponden
 Proposal: Conversion of existing building to dwelling
 History: 16/00259 – Conversion of existing building to dwelling (refused on GB grounds and out of character)
 Main Issues: Application would be assessed against NPPF (GB) and BE1, BE2 and BE15. Unlikely to be supported for same reasons as previous application.

RPC Comments

16485 Resolved in a motion by Cllr M Smith and seconded by Cllr Johnson that the Parish Council objects to this application on the same grounds as the previous application

Application No: 16/20111/TPO

Officer: Keith Grady
 Applicant: Mr P Beasley
 Site: Land North Of 6 Meadow Croft Stony Croft Lane Ripponden
 Proposal: Prune one tree (Tree Preservation Order)
 History: No previous tree history
 Main Issues: The amenity value of the tree and what impact the works will have on the character and appearance of the area, and in view of the assessment whether or not the works are justified in view of the reason put forward for the works.

RPC Comments

16486 Resolved in a motion by Cllr Russell and seconded by Cllr Johnson that the Parish Council has no objections to this application subject to the Planning Officer being satisfied that it meets good arboricultural practice.

Planning Decisions:

16/00726/HSE 62 Stonelea Barkisland	Two storey side and rear extension including integral single garage	Granted
16/20099/TPO Green Villas West Scamonden Road Barkisland	Prune three trees and fell two trees (Tree Preservation Order)	Granted
16/00758/HSE Ingleboro Krumlin Road Barkisland	Two storey side and single storey rear/side extension (Amended scheme to 16/00301)	Refused
15/01252/FUL Moor Field Farm Cross Wells Road Ripponden	Change of use of existing extension to create independent living accommodation	Granted

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

16/00641/CON Upper Abbots Royd Farm Scammonden Road Barkisland	Conversion of an existing outbuilding to form one holiday let.	Granted
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11.2. Planning Enforcement

None

The meeting closed at 8.26pm.

RIPPONDEN PARISH COUNCIL

**Communication Committee Meeting
held on Tuesday 14th June 2016 at 8.00pm**

The Deputy Clerk welcomed Cllrs to the meeting.

Present:- Cllr Potts, Cllr J Smith, Cllr M Smith

1. To elect a Chairman for 2016/2017

CC2017-01 Resolved in a motion by Cllr M Smith and seconded by Cllr J Smith that Cllr Potts is elected as Chairman for 2016/2017.

2. To receive apologies for absence and lateness

Absence – Cllr Naylor, Cllr Russell

Lateness –

3. To review the Terms of reference of the Communication Committee

The Committee reviewed the Terms of Reference.

4. To approved the Minutes of the meeting held on Wednesday 30th March 2016

CC2017-02 Resolved in a motion by Cllr J Smith and seconded by Cllr Potts that the minutes are accepted as a true and correct record of the meeting held on Wednesday 30th March 2016.

5. Matters arising from the last meeting

The Deputy Clerk informed the meeting that the new letterheads had been printed. The annual report had been printed and was with Go-Local ready for delivery in July. The Clerk had completed the Economic Festive Funding Grant review and this had been returned to Calderdale Council.

6. Website

Cllr J Smith informed the meeting that the website had been done. Cllrs' comments about the website had been compiled and forwarded to Fab Spider. Confirmation was awaited from Fab Spider to say that the necessary amendments had been made.

7. Social Media

The meeting discussed an article which Cllr J Smith had prepared for the Parish Council's Facebook page. The meeting discussed a number of items which had been posted on Facebook. The Deputy Clerk was asked to email committee members the Facebook guidelines which had been adopted by the Parish Council. The matter will be an agenda item for the next meeting.

8. Press Releases

The meeting discussed the schedule for press releases. It was agreed that Cllr Potts should prepare a press release regarding the Parish Council's work on the parish becoming 'Dementia Friendly' and this would need to be presented to Full Council, for approval, no later than 11th August for inclusion in the September Go-Local.

Cllr M Smith agreed to prepare press releases for the Good Citizens Award, Civic Sunday and Remembrance Sunday.

The Deputy Clerk was asked to send the current media list to Cllr M Smith for up-dating if required.

9. Office Window

The meeting discussed the schedule for use of the office window. Cllr Potts informed the meeting that it may become necessary to alter the date for the 'Friends of Rishworth Mill Pond' display.

Discussion took place regarding the forthcoming garden competition and Yorkshire in Bloom displays.

The Deputy Clerk informed the meeting that an email had been received from a local resident regarding the office window and the meeting agreed that the email should be referred to Full Council for discussion.

The meeting discussed the feasibility of resurrecting the village window competition and agreed that this might be something to consider for the Rushbearing weekend.

The meeting agreed that St Bartholomew's could have use of the office window for late November/early December to promote their Xmas Village Festival. The church would be asked to put together a display which could incorporate the Parish Council's light switch-on.

10. Good Citizen Award

The Deputy Clerk was asked to make this a future agenda item.

11. Cycle & Walking Leaflets

The Deputy Clerk informed the meeting that the cycle and walking leaflets had proved very popular and additional supplies were regularly requested by the Halifax TIC and Ripponden library. The Deputy Clerk was asked to ascertain what stocks remained of both leaflets. The Deputy Clerk was asked to let Cllr M Smith have details regarding the costs and number of leaflets which had been printed and it was agreed that Cllr M Smith should make enquiries regarding any future printing costs. The meeting agreed that the matter should be an agenda item at a future meeting.

12. Welcome pack

The Deputy Clerk informed the meeting that to reduce paper usage and being mindful of the on-going costs for the printing and spine binders for the welcome pack she had started putting together the pack in the same format as the annual report which would allow in-house printing. The meeting agreed in principle to the idea and subject to approval by Full Council. The Deputy Clerk was asked if it would be possible to complete the pack before the end of June.

Cllr M Smith suggested that local estate agents should be approached to gauge their interest in the welcome pack and to ascertain whether they would be willing to sponsor the packs. The matter will be a future agenda item.

13. Future Strategy, Planning and Key Goals

Cllr M Smith was asked to up-date the Community Plan Strategy where items had been actioned.

The meeting agreed that during the forthcoming year the committee would look at the feasibility of reprinting the cycle and walking leaflets and review the welcome pack. The committee would manage the office window and prepare the newsletters, press releases and annual report in a timely manner.

14. To approve any spending from the Communication Committee

None

15. Date of next meeting

The next meeting is to be arranged.

The meeting closed at 9.26pm

RIPPONDEN PARISH COUNCIL

**Environment Committee Meeting
held on Tuesday 31st May 2016 at 7.30pm**

The Clerk welcomed Committee members to the meeting.

Present: - Cllr Johnson, Cllr Naylor, Mr Sofield (BIB), Mr Hart (RIB), Mr Fisher (REG), Mr Winrow (SIB)

1. To elect a Chairman for 2016/2017

ENV2016-01 Resolved in a motion by Cllr Johnson and seconded by Cllr Naylor that Cllr Naylor be elected Chairman of the Environment Committee for 2016/17.

Cllr Naylor took the chair

ENV2016-02 Resolved in a motion by Cllr Johnson and seconded by Cllr Naylor that Cllr Johnson be elected Vice Chairman of the Environment Committee for 2016/17.

2. To appoint co-opted members for 2016/2017

ENV2016-03 Resolved in a motion by Cllr Naylor and seconded by Cllr Johnson that a representative from Rishworth Environmental Group, Barkisland in Bloom, Soyland in Bloom and Ripponden in Bloom be co-opted members of the Environment Committee for 2016/2017, and that Mr Lister (PH2K) and Ms Mitchell (CMBC) be partners of the Committee.

3. To accept apologies for absence and lateness

Absence – Cllr Carter, Cllr Potts, Ms Firth (CMBC), Mr Lister (PH2K)

4. To discuss Terms of Reference of the Environment Committee

ENV2016-04 Resolved in a motion by Cllr Johnson and seconded by Cllr Naylor that the Terms of Reference for the Environment Committee should be:

- 1) To handle items passed from the main Council associated with horticulture, the environment and any lands that the Parish Council owns, rents or manages
- 2) To manage the annual Michaelmas show, Shop Window Competition and Garden Competition
- 3) To enter the Yorkshire In Bloom competition for Ripponden
- 4) To work in partnership with Calderdale Council, Pennine Housing and local community groups over horticulture and environmental issues
- 5) To manage and maintain the Councils burial grounds and consult with local residents in particular regarding the Ebenezer Graveyard
- 6) The Committee is made up of elected Councillors, co-opted members of the community and representatives from Calderdale Council and Pennine Housing. No Councillor, who is a member of the co-opted community groups can hold the chairmanship of the Committee. They can be members of the committee but must declare a prejudicial interest.
- 7) To examine the provision of allotments
- 8) To manage environment issues

The Meeting discussed whether the Michaelmas Show should be retained by the Environment Committee or transferred to the Events Committee. It was agreed that it should remain under the Environment Committee for 2016/17 and reviewed for 2017/18.

5. To approve the minutes of the meeting held on Tuesday 22nd March 2016

ENV2016-05 Resolved in a motion by Cllr Johnson and seconded by Cllr Naylor that the Minutes are accepted as a true and correct record of the meeting held on 22nd March 2016.

6. Matters arising from previous meetings

The Clerk read out an e-mail from Ms Firth of Calderdale Council. She advised of the replacement officer for Mr Harrop who would be in post 6th June 2016. The officer is Dawn Mitchell. Ms Firth also provided an update regarding the weeds at Royd Lane carpark.

The Clerk reminded the in Bloom groups that Ward Forum grants of up to £500 were available from Calderdale Council, if not already applied for. The Clerk felt that this may be of use to Mr Sofield to assist with grass cutting in Barkisland.

7. Members Reports

Mr Sofield on behalf of Barkisland in Bloom reported that the tulip bulbs had been taken out and the geraniums planted by the ladies of the group. Three of the tubs had been repaired but the group needed to replace some of the barrels that were now rotten. Mr Sofield asked if it would be possible for the group to apply for an Environment grant from the Parish Council for <£400. The meeting agreed that Mr Sofield should make enquiries and provide the Committee with costings. Mr Sofield also reported that he was due to have an operation so would be out of action for a while. He had spoken with Calderdale Council who have agreed to assist with more grass cutting around the village.

Mr Sofield mentioned that a tree at Bar Lane, Rishworth was leaning into the road causing problems. Cllr Johnson said that he would take a look at the tree and report back to the Clerk. The tree was possibly on Rishworth School land.

Mr Fisher on behalf of Rishworth Environmental Group reported that the group had been out gardening a couple of times since the last meeting. The tubs and entrance to Rishworth St Johns had been replanted and the millennium Garden and land by the Toy Box had been tidied up. The group were to do a display for the Flower Festival at St Bartholomew's Church. Mr Fisher advised that three of the planters needed to be replaced and asked if the group could apply for a grant. He was advised to write to the Clerk and provide costings for the next meeting.

Mr Winrow on behalf of Soyland in Bloom reported that the group had organised a working party last week for a general tidy up of the Hob Lane including the barrels which were to be replanted for the summer. Mr Winrow went on to update the Meeting on the recent work undertaken at Ebenezer Graveyard.

Mr Hart on behalf of Ripponden in Bloom reported that the all pots, barrels and flower beds had been replanted. He also informed the Meeting of two recent vandalism incidents in the village. The group still intend to extend the snowdrop trail to incorporate the village gateway in August/September. He also reported that Calderdale Council had partially completed the weeding at Royd Lane carpark.

8. To agree the Ripponden Brownie grant be met from the Environment Committee budget

ENV2016-06 Resolved in a motion by Cllr Johnson and seconded by Cllr Naylor that the 1st Ripponden Brownies grant for £30 is met out of the Environment Committee budget.

9. Garden Competition

The Clerk reported that entry forms had been posted out to all residents on the mailing list for the competition and Annual Parish Meeting. Mr Tooby had agreed to do the judging once again and had mentioned the possibility of additional marking criteria to include sustainability. The Meeting agreed that the Clerk should liaise with Mr Tooby regarding the criteria.

10. Yorkshire in Bloom

The Clerk reported that summer judging was to be on 18th July 2016. It was agreed that the hanging baskets should be replaced with the summer ones towards the end of June and that the Clerk should liaise with Mr Tooby regarding this. It was also agreed that the three tier planter and other planters at the memorial garden be totally cleared and replanted. The Clerk asked if Ripponden in Bloom could provide a review of their work over the year including photographs for the portfolio by the end of June.

The Clerk advised that the Parish Council had received a letter from Yorkshire in Bloom regarding the awards ceremony and asked the meeting how many tickets should be purchased. It was agreed that two should be purchased.

11. Refurbishment of Mill Fold Play area

The Clerk updated the Meeting on recent progress and that she had started the Tesco Grant application for funding towards the play area surface. She asked if a councillor could check the application before it was submitted. Cllr Johnson agreed to liaise with the Clerk.

Mr Winrow was asked if he could take a look at the quotes provided by Calderdale Council to see if they were reasonable. He agreed to this and requested that the Clerk forward copies onto him.

12. Michaelmas Show

The Clerk provided copies of last year's schedule to Committee members to agree the categories for the 2016 Show.

It was agreed that the Clerk should ask the judges from last year if they were willing to judge this year's show.

13. Refurbishment of Parish Council owned benches

It was agreed that Cllr Johnson and Cllr Naylor would meet and go through the spreadsheet and report back at the next meeting what action if necessary needs to be provided for all the benches.

Cllr Naylor also agreed to take a look at the St Johns estate bench to see if he could secure the broken panel.

14. To approve spending from the Environment Committee

ENV2016-07 Resolved in a motion by Cllr Johnson and seconded by Cllr Naylor that the Committee approves the expenditure for:

The replanting of the three tier planter and other memorial garden planters <£200.00

ENV2016-08 Resolved in a motion by Cllr Johnson and seconded by Cllr Naylor that the Committee approves the expenditure for:

A grant to Barkisland in Bloom for replacement barrels <£400.00

ENV2016-09 Resolved in a motion by Cllr Johnson and seconded by Cllr Naylor that the Committee approves the expenditure for:

2 x Yorkshire in Bloom Awards Ceremony tickets £50.00

16. To arrange the date of the next meeting

To be arranged at a later date.

The meeting closed at 9.05p