

The 1122nd Meeting of the Ripponden Parish Council held in the Ripponden Parish Council Office on Thursday 23rd February 2017 at 7.15pm.

Councillors Present: - Cllr J Smith chaired the meeting.

Cllr Johnson, Cllr Naylor, Cllr Potts, Cllr M Smith, Cllr Watson, Cllr Hunt, Cllr McCarley, Cllr Moran, Cllr Robins

1. To accept apologies for absence and lateness

Absence – Cllr Carter, Cllr Russell

2. To accept the Minutes of the 1121st Meeting held on Thursday 9th February 2017

Page 6053 Agenda item 3, paragraph 7 – amend ‘Rishworth Mill Lane’ to ‘Rishworth New Road’

Page 6053 Agenda item 3 – insert before paragraph 7 ‘**Cllr Watson** asked if the Assistant Clerk’s holidays had been resolved’.

16658 Resolved in a motion by Cllr M Smith and seconded by Cllr Potts that, after the above amendments, the Minutes be accepted as a true and correct record of the Meeting held on Thursday 9th February 2017.

Cllr Johnson left the meeting at 7.21pm.

The Chairman asked that the correspondence concerning Calder Valley Skip Hire be discussed under Agenda Item 12.

Cllr Johnson returned to the meeting at 7.23pm.

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

The Assistant Clerk reported that:

An email response had been received from Calderdale Council concerning the replacement tree for the memorial garden. The officer advised that the Council is dealing directly with the family and the matter is in hand.

An email response had been received from Calderdale Council’s Highway Services. The officer advised that funding for Oldham Road cat’s eyes, would be sourced from the council’s capital maintenance programme. The officer confirmed that he would be able to let the Parish Council know when the work would commence, once the Calderdale wide scheme had been approved. The Meeting agreed that the Clerk should diarise the matter for three months and see if any action had been taken and if not the matter should be included as an Agenda item at the next available meeting.

The Assistant Clerk advised that an email had been received requesting that the Parish Council withdraws its objections to the planning application for Delf Barn, to convert an existing out building to a holiday let. The Meeting agreed that the Clerk thanked the resident for the additional information, but advise that a discussion on the matter had already taken place and a decision made.

An email had been received from Cllr Russell advising that the memorial located in the Krumlin Methodist Church cemetery had been made safe.

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

An email had been received from DCI Chesters advising the Parish Council of his re-deployment as of 4th March. His replacement would probably be Chief Inspector Justine Plumb and she had already been informed of the issues relating to the valley. The Clerk was asked to send an invitation to Chief Inspector Plumb to attend a future Parish Council meeting and to enquire as to whether she would be attending the ward forum on 28th March 2017.

The Assistant Clerk had received a telephone call from the resident complaining about 62 Stonelea, Barkisland. The resident advised that Calderdale Council had made a final decision on the extension to the property and that nothing further could be done to challenge this. The resident was extremely unhappy with the outcome and felt that his complaint had not been handled correctly by either the Parish Council or Calderdale Council. He informed the Assistant Clerk that he was going to take the matter to the local and national press.

Cllr Watson advised that he had taken the memorial stone down at Krumlin graveyard and anticipated that it would be restored for the 100 Year commemoration of the end of WW1 in 2018.

Cllr Johnson advised that the vegetation on Rochdale Road had been cut back. Cllr Johnson also advised that there had been an exchange of intelligence information between West Yorkshire and Greater Manchester Police regarding recent burglaries in the Ripponden area. He also advised the Meeting that the number of Community Officers in Calderdale would be reduced from 19 to 10.

16659 Resolved in a motion by Cllr Naylor and seconded by Cllr Watson that the Parish Council should write to the West Yorkshire Police and Crime Commissioner asking specific questions detailing numbers. Cllr Naylor and Cllr Johnson agreed to liaise with the Clerk to draft a suitable letter.

Cllr Moran reported that the streetlights at Royd Lane car park were not working again.

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 release for a Dementia Friendly Update

16660 Resolved in a motion by Cllr Watson and seconded by Cllr Hunt that after a few minor amendments the Parish Council approves the press release for the Dementia Friendly Update.

The Assistant Clerk reported that:

The Clerk had confirmed the booking of St Bartholomew's church, for the initial public consultation on the Neighbourhood Plan for the Parish, on Saturday 1st April, 10am until 3pm. There was no charge for the hire of the space; however, a donation to the church fund would be gratefully received.

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

An invoice had been received from Hi-Tech Security & Fire Systems for the reconnection of the Monitoring line. The Clerk and Assistant Clerk had both queried the invoice, as the monitoring system was disconnected approximately 18 months ago, when the office refurbishment took place. The system should have been reconnected then on the call out to Hi Tech, for which the Parish Council had been invoiced and payment made paid.

16661 Resolved in a motion proposed by Cllr Johnson and seconded by Cllr M Smith that the Parish Council should not pay the invoice from Hi-Tech Security & Fire Systems at this time. The Clerk should enquire further, regarding both the service contract and the monitoring that the Parish Council has been paying for since the refurbishment.

It was agreed that alternative service providers should be investigated for the Parish Council office alarm system.

The insurance renewal proposal had been received from Zurich, which shows an overall increase in cost for the year, of 3.97%, rising from £1565.15 to £1627.41 (£62.26 difference).

16662 Resolved in a motion proposed by Cllr Robins and seconded by Cllr Watson that the Parish Council accept the Zurich Insurance renewal quotation.

An email had been received from Cllr Russell reporting on the issue of mud on Saddleworth Road resulting from the work at Clockface Quarry. An Environment Officer at Yorkshire Area Landfill Team had responded to contact from Cllr Russell regarding this issue. He confirmed that he had taken the matter up with the operator of Clockface Quarry and advised that any further complaints regarding mud should be reported directly through the incident hotline number at the time that an incident occurs.

Cllr Johnson presented the completed Economic Festive Funding Questionnaire to the meeting. Cllr Moran suggested that, in future, local businesses be notified so that they may take advantage of the increased footfall. The Meeting agreed that the Clerk should report at a future meeting on how the VAT reclaim would be administered. Cllr Johnson also reported that on land south of Barr Lane woods, a gentleman had been given permission to shoot deer by the landowner. Cllr Naylor advised that, under current legislation this activity was legal. It was agreed that no further action needed to be taken.

Cllr McCarley asked that the Clerk clarify, on the Parish Council website and Facebook page, what the assistance the Parish Council gives regarding dog waste within the Parish. Cllr Robins advised that Cllr Holden had received a quite a lot of feedback, from residents, via Facebook, that there are not enough dog waste bins provided. Particular areas of concerns were noted as Baitings Bridge and Barr Lane.

Cllr Potts advised that a wall had collapsed into the river at Holme House Lane. It was agreed that the Clerk should report the matter to Calderdale Council. Cllr Potts also advised that there had been a lot of positive response from local business owners regarding attendance at the upcoming Dementia Friendly training session.

Cllr Robins advised that in addition to keeping a record of crime reported in the area, she was photographing incidents that appear on PC Sutton's Facebook page. The Meeting agreed that it would also be useful to keep a record of the crime figures that he provides, in order that it could be compared to the information held by the Parish Council.

Cllr Moran asked the Meeting whether it would be useful to encourage public involvement in the 'Big Weekend', taking place on 17/18th June, by offering support to local community groups. It was agreed that the 'Big Weekend' should be mentioned at the Annual Parish Meeting on the 30th March 2017.

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

Cllr Hunt advised that the A672 had been cleared of litter at the side of the road. Cllr Naylor reported that a lot of rubbish remains, as he had witnessed today whilst working along that road. Cllr Naylor also advised that there would be a litter pick in the summer, as planned by Calderdale Council 'Safer, Cleaner, Greener' and 'Ripponden in Bloom'.

Cllr M Smith asked that the Minutes from the Neighbourhood Planning Committee held on 24th January 2017 be included in the minutes of this meeting.

16663 Resolved in a motion by Cllr Potts and seconded by Cllr M Smith that the Minutes of the Neighbourhood Planning Committee meeting held on 24th January 2017 be included in the Minutes of this meeting. (See appendix 1).

Cllr M Smith reviewed the Neighbourhood Planning Committee meeting held on 15th February, the main points being the appointment of a consultant, booking the venue and date for the first public consultation event, developing a consultation strategy and a new website.

Cllr J Smith reviewed the recent Town and Parish Council Liaison Group meeting and made the notes from the meeting available to the Parish Council. She reported that the next meeting will be held on 9th May 2017 at Ripponden Parish Council office. Cllr J Smith also requested that Parish Councillors remind invitees to the Civic Ball to submit their bookings.

16664 Resolved in a motion by Cllr M Smith and seconded by Cllr Naylor that the Clerk contact Calderdale Council to request that the officer responsible for completing the CCTV project in Ripponden, be able to do so before his retirement and that copies of the letter be forwarded to the Ward Councillors.

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

None present

8. To agree accounts for payment

16665 Resolved in a motion by Cllr M Smith and seconded by Cllr Moran that the accounts listed on the schedule with a total value of £13,554.67 be passed for payment.

It was agreed that the Clerk should investigate a new printer, given the expense of the replacement cartridges and drum for the current model. It was suggested that a local supplier might be used.

9. To receive correspondence

Correspondence

Information

Calderdale Council	Senior Duty Officer Rota for 2017
Calderdale Council	Upper Valley Neighbourhood News
Calderdale Council	Review of parking charges across Calderdale
North Bank Forum	Funding Advice Service – Customer Survey
North Bank Forum	Sector Support Update - 10 th & 17 th Feb 2017
Ryburn United AFC	Community Sport Event – Easter Sunday
Cllr J Smith	Meeting Notes – Town & Parish Council 14.02.17
War Memorials Trust	Bulletin - February 2017
WY Police & Crime Commissioner	Newsletter – February 2017

9. To receive correspondence (continued)**Invitations**

Whitworth Town Council

Mayor's Annual Celebration and Awards 8th April 2017**Agendas**

27/02/2017

Council Meeting

28/02/2017

Adults Health & Social Care Scrutiny Panel

01/03/2017

CAFM Asset Management Board

02/03/2017

Economy & Environment Scrutiny Panel

02/03/2017

Cabinet Local Plan Working Party

Matters arising from correspondence

Cllr J Smith confirmed that with her Consort, she would be attending the Whitworth Town Council Mayor's Annual Celebration and Awards 8th April 2017.

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

An email had been received from a Calderdale resident, advising the Parish Council that Calder Valley Skip Hire had again applied to install an incinerator and extend their hours of operation to 24 hours a day 5 days a week at their Belmont site. This is in addition to their application to install an incinerator at their Mearclough site. The Parish Council was asked to view all of the information that had been provided by the resident. The Meeting extended its thanks for the information and agreed that the Parish Council's objections to previous applications remain the same in this instance.

16666 Resolved in a motion by Cllr M Smith and seconded by Cllr McCarley that, on behalf of the Parish Council, the Clerk write to Calderdale Council requesting that an Environmental Impact Assessment be included in the planning application submitted by Calder Valley Skip Hire, for both sites.

10.1. Planning Applications & Decisions**New Plans for this meeting****Application No: 17/20015/TPO**

Case Officer: Keith Grady

Site: 43 Spinners Hollow Sowerby Bridge

Proposal: Prune five trees (Tree Preservation Order)

Applicant: Ms S Carson

Allocation: Wildlife Corridor, Primary Housing Area

History: Three applications to undertake pruning have been submitted since the trees were protected in 1987. Most recently consent to prune one tree was approved in 2016 (16/20112/TPO).

Main Issues: The amenity value of the trees 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:

16667 Resolved in a motion by Cllr M Smith and seconded by Cllr Moran that the Parish Council has no objections to this application subject to the Planning officer being satisfied that it is good arboricultural practise.

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

Planning decisions:

16/01625/LBC Barkisland Hall Stainland Road Barkisland	Internal and external alterations (Listed Building Consent)	Granted
16/01585/FUL Heights Green Barn Quakers Lane Sowerby Bridge	Demolition of existing shed and construction of replacement agricultural building	Granted
16/01559/HSE 15A Pinfold Close Barkisland	Conversion of garage to living space	Granted
16/01546/HSE Highfield Farm Lane Bank Hey Bottom Lane Ripponden	Raise height of roof on existing detached garage to create first floor and external staircase to east elevation (retrospective)	Granted
16/01401/FUL Park View 36 Stainland Road Barkisland	Conversion of garage to dwelling (Revised Scheme to 16/00603)	Granted
16/01549/FUL Hill House Farm Clough House Lane Barkisland	Agricultural Building	Granted

10.2. Planning Enforcement

None

The meeting closed at 8.34pm

Appendix 1

Neighbourhood Planning Committee Meeting held on Tuesday 24th January 2017 at 7.00pm

The Clerk welcomed Cllrs to the meeting.

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

NPC2017-05 Resolved in a motion by Cllr Potts and seconded by Cllr Russell that Cllr M Smith Chair this meeting in the Chairman's absence.

1. To receive apologies for absence and lateness

Absence – Cllr Carter, Cllr Robins, Cllr Watson

2. To approve the Minutes from the meeting held on Wednesday 4th January 2017

NPC2017-06 Resolved in a motion by Cllr Potts and seconded by Cllr Russell that the Minutes be accepted as a true and correct record of the meeting held on Wednesday 4th January 2017.

3. Any Matters arising from previous Meetings

The Clerk confirmed that the working agreement between the Parish Council and Calderdale Council had now been duly signed by both parties and a copy retained in the Parish Councils files.

The Clerk also confirmed that three places had been booked on the YLCA Neighbourhood Planning Seminar in York on 29th April 2017. She advised that because the booking and payment had to be done prior to applying for funding this would need to be paid out of the Parish Council Training Budget.

4. To discuss and agree an Action Plan

Cllr Russell provided a brief synopsis of her visit to Hebden Royd Town Council and highlighted the key points – Consultation, that a Neighbourhood Plan sits under the Local Plan in the Planning system and that it is a legally binding policy to control planning.

Cllr Russell suggested that the Parish Council should use a questionnaire distributed to all households similar to the one used for the Community Plan developed in 2008 as its first consultation point. All consultation needs to be properly documented and evidenced. She felt that important considerations for Ripponden Parish would be infrastructure, Fast Broadband and the Flood Plains.

Hebden Royd Town Council provided details of their consultant who they strongly recommended. Cllr Russell advised that she had e-mailed the consultant who had responded provided an outline of her experience and a price for Consultation - £250 per day.

NPC2017-07 Resolved in a motion by Cllr Russell and seconded by Cllr Potts that the Committee recommends to Full Council that Lindsay Smailes should be appointed as the Parish Council's consultant for the purpose of assisting with the development of a Neighbourhood Plan.

The Meeting went on to discuss its initial action plan to be recommended to Full Council and agreed the following:

	Action	Description	Lead Officer	Date to be completed
1	Appoint a Consultant	To appoint a consultant to assist the Parish Council with the initial stages of the Neighbourhood Plan process.	Cllr Russell/Clerk	As soon as practical
2	Funding	To apply for DCLG funding to cover: 7 days consultation to assist with the development of a strategy as a Team and to facilitate open forums supported by the Team. (Committee). To develop a website Printing of Business cards	Cllr Russell/Clerk	End of January 2017
3	Consultation	Arrange a Committee meeting with the Consultant and develop a Public Consultation Strategy.	Neighbourhood Planning Committee	15/02/17
4	Information Boards	To purchase 3 – 4 Information Boards for displays at public meeting around the Parish to publicise the Neighbourhood Plan development	Clerk to get costings	15/02/17
5	Logo	To look at updating and using the logo designed for the Community Plan	Cllr Russell	15/02/17
6	Hosting & set up of a website	Developing a website for the Neighbourhood Plan that can be linked to the Parish Council's website and Facebook. It was agreed that the Clerk should contact FabSpider being the Councils	Cllr Potts/Clerk	15/02/17
7	Business Cards	Printing of easily identifiable Business cards that can be handed out or picked up by the public providing contact details. These should include the Logo	Clerk	End of March 2017

Cllr M Smith suggested a title for the website as 'Ripponden Parish Signpost to the future'. It was agreed that discussion as to the name for the website should be held over to the next meeting when costings for a new website are known.

It was agreed that Committee Members should familiarise themselves with the Hebden Royd and Hill Tops Neighbourhood Plan website for the next meeting to get an idea as to what could be included.

5. To agree the Date of the next meeting

The provisional date for the next meeting will be Wednesday 15th February 2017 at 7.00pm

The meeting closed at 7.30pm