

The 1103rd Meeting of the Ripponden Parish Council held in the Ripponden Parish Council Office on Thursday 2nd June 2016 at 7.15pm.

Councillors Present: - Cllr J Smith chaired the meeting.

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

1. To accept apologies for absence and lateness

Absence – Cllr Carter

2. To accept the Minutes of the 43rd Annual Meeting held on Thursday 19th May 2016

Page 5919 Agenda item 1, remove paragraph 6

Page 5919 Agenda item 3, amend the ratio of votes to 3:7

16396 Resolved in a motion by Cllr Johnson and seconded by Cllr McCarley that after the above amendments, the Minutes be accepted as a true and correct record of the Annual Meeting held on Thursday 19th May 2016.

Cllr Robins abstained from the vote.

Cllr J Smith did ask that her thanks to Cllr Johnson for his hard work and service to the Parish Council over the past year as Chairman be recorded.

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 the response letter from the Environment Agency regarding Clock Face Quarry

16397 Resolved in a motion by Cllr Russell and seconded by Cllr Watson that the Clerk writes to the Environment Agency to request that it facilitates a site visit for the Parish Council to Clock Face Quarry.

It was agreed that Cllr Russell, Cllr Naylor, Cllr Watson and Cllr M Smith be the Parish Council's representatives for this site visit.

It was also agreed that the issue of mud and debris be referred to the Parish Council's Environment Committee for further investigation.

3.2. To discuss the future leasing of Riverside Meadows

16398 Resolved in a motion by Cllr Hunt and seconded by Cllr Watson that due to the recent sewage contamination of the site, the Parish Council does not renew the lease for Riverside Meadows. The Clerk was asked to advise Calderdale Council accordingly.

The Clerk reported that:

A further e-mail had been received from Ripponden in Bloom concerning vandalism in the village. On Saturday 21st May a number of plants had been uprooted from the barrels and planters at the bus stop in the centre of the village. The group confirmed that the incident had been reported to the police.

An e-mail had been received from the Neighbourhood Co-ordinator confirming that all the rubbish had been removed by the landowner from the side of Crown Buildings.

The Clerk informed the Meeting that an e-mail had been received from the landlord of 107 Halifax Road enquiring as to the intentions of the Parish Council as regards to the renewal of the

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

lease. The landlord advised that a four year term was the only lease that he was prepared to offer due to the investment that both he and the Parish Council had put into the property.

Cllr Naylor confirmed that he had spoken with Mr Broadley at length and since the lease would be backdated to January 2016 it would be for a term of three and a half years by the time the contract was drawn up. Cllr McCarley asked about the possibility of a break clause. It was felt that this would not be an option. It was agreed that the lease would be reviewed six months before the end of the next lease.

16399 Resolved in a motion by Cllr M Smith and seconded by Cllr Watson that the Clerk writes to Mr Broadley and instruct that the Parish Council wishes to continue with a lease for 107 Halifax Road with effect from 6th January 2016.

It was agreed that the voting be fully recorded in the minutes:

Cllr Johnson, Cllr Moran, Cllr Naylor, Cllr Potts, Cllr Russell, Cllr J Smith, Cllr M Smith and Cllr Watson voted in favour.

Cllr McCarley and Cllr Robins voted against: Cllr Hunt abstained.

The Clerk reminded the Meeting that the YLCA South Pennine Branch Annual meeting was to be held in the Parish Council office on Wednesday 8th June 2016. The Clerk was asked to organise refreshments for the Meeting and Cllr Robins confirmed that she would like to attend in addition to Cllr Naylor and Cllr M Smith. Cllr Naylor asked if any Councillor had anything to raise at the meeting could they let him know.

The Clerk reported that she had received two resignations from Committee's. Cllr Carter had resigned from the Building Committee and Cllr Robins from the Communication Committee. The Clerk asked if the Parish Council wanted to appoint replacements.

16400 Resolved in a motion by Cllr Watson and seconded by Cllr M Smith that Cllr Moran be appointed to the Building Committee for 2016/17.

The Chairman asked that Agenda item 5 be brought forward to enable members of the public to address the Meeting.

16401 Resolved in a motion by Cllr Russell and seconded by Cllr M Smith that Standing Orders be suspended to enable members of the public to address the meeting.

5. Public Participation

The Chairman welcomed Mr Cockcroft and Mr Brown to the meeting.

Mr Brown as Mr Cockcroft's Agent presented new plans for Heald Wall Nook to the Parish Council and provided a brief history of the recent planning issues. Cllr J Smith advised Mr Brown of the limited powers available to the Parish Council on planning but confirmed that the details provided would be considered when the Parish Council was consulted on the future planning application. Mr Brown left copies of the plans for the Parish Council's references.

The Chairman thanked Mr Brown and Mr Cockcroft for their attendance and they then left the meeting.

16402 Resolved in a motion by Cllr Robins and seconded by Cllr Johnson that Standing Orders be re-instated.

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

Cllr Johnson reminded the Meeting of the questions and concerns raised by the public at the recent Annual Parish Meeting and requested that a list be published on the Parish Council's Facebook page, which could be updated when items had been progressed. The Meeting agreed that this would be a good idea and asked Cllr Johnson to liaise with the Clerk.

Cllr Robins advised that she had been appointed onto the Events Committee in her absence and requested that she be withdrawn.

16403 Resolved in a motion by Cllr M Smith and seconded by Cllr Russell that Cllr Johnson be appointed to the Events Committee for 2016/17.

Cllr Robins requested that parking issues within the Parish be an Agenda item at the next meeting to be held on 16th June 2016.

Cllr Moran referred to the previous minutes and the Clerks report on redundant trophies. She reminded the Meeting that it was the intention to purchase a cabinet to display the trophies in the office. The Clerk advised that she had not been able to find a suitable cabinet. Cllr Robins said that she was aware of a company that might be able to assist and would forward the details onto the Clerk.

Cllr Naylor asked if the Clerk could chase the resurfacing of Branch Road with Calderdale Council.

4. To receive Parish Councillors declarations of Interest

None

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

6.1. To approve the Communications Committee Press Releases for the Michaelmas Show and the Chairman's first official function

16404 Resolved in a motion by Cllr Watson and seconded by Cllr Russell that after a couple of minor amendments the press releases for the Michaelmas Show and the Chairman's first official function be approved for publication.

6.2. To approve the recommendations of the Standards Committee with regard to amendments to the Parish Council's Financial Regulations, Ebenezer Burial Charges, Community Engagement Strategy & Action Plan and a Scheme of Delegation

Cllr Russell asked that the Minutes of the Standards Committee meeting held on 23rd February 2016 be included in the Minutes of this meeting.

16405 Resolved in a motion by Cllr McCarley and seconded by Cllr Johnson that the Minutes of the Standards Committee meeting held on 23rd February 2016 be included in the Minutes of this meeting. (See appendix 1)

Cllr Russell reviewed the Standards Committee meeting held on 27th April 2016, the main points being the review of the Financial Regulations, Burial Charges the draft Community Engagement Action & Strategy plan and the Scheme of Delegation.

16406 Resolved in a motion by Cllr M Smith and seconded by Cllr Naylor that the updated Financial Regulations be adopted by the Parish Council.

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

16407 Resolved in a motion by Cllr M Smith and seconded by Cllr McCarley that the updated Burial Charges be adopted by the Parish Council.

16408 Resolved in a motion by Cllr Moran and seconded by Cllr M Smith that the Community Engagement Action and Strategy Plan be adopted by the Parish Council.

16409 Resolved in a motion by Cllr M Smith and seconded by Cllr Naylor that the Scheme of Delegation be adopted by the Parish Council.

6.3. To elect Cllr McCarley as the administrator of the Parish Council's Facebook page

16410 Resolved in a motion by Cllr Robins and seconded by Cllr Potts that Cllr McCarley be elected as the administrator of the Parish Council's Facebook page.

The Clerk reported that:

The Parish Council received notification regarding the 2016-2018 National Salary Award

An incident concerning a suspicious vehicle at Mill Fold had been reported to PC Sutton by Cllr Johnson and Cllr J Smith, a vehicle registration number had also been provided and the Police have now confirmed that they are to make enquiries.

The Clerk informed the Meeting that a resident had contacted the Parish Council concerning a sign that had appeared on the land adjacent to Brig Royd. The Deputy Clerk had forwarded the complaint onto Pennine Housing. The Clerk reported that a response had now been received advising that the land had recently been sold off to a private occupant living on Halifax Road.

The Clerk asked that dates be arranged for the Building Committee and Christmas Lights Committee. It was agreed that the Building Committee would meet on 7th June 2016 at 7.30pm and the Christmas Lights Committee on the same date at 6.30pm.

Cllr M Smith reported that the Grievance Committee had met. He also provided a verbal and written report of the recent meeting with Calderdale Council regarding the installation of CCTV within the Parish. The Officer was to provide a Feasibility Report with costings as soon as possible. Cllr Watson reminded Cllr Johnson and Cllr M Smith of his e-mail regarding the inclusion of Barkisland in any recommendations.

Cllr Johnson reported that he too had met with officers from Calderdale Council regarding CCTV. He had also attended several civic functions over the past month which included the Halifax Minster, Ripponden Schools PTA Ball, the Overgate garden party and Saddleworth Parish Council's Civic Sunday.

Cllr Johnson went on to report that he had spoken with PC Sutton regarding the recent vandalism and the Mill Fold incident. He had also presented the final cheque to Overgate Hospice and thanked Councillors for their support during his term of office.

Cllr Moran asked on behalf of Soyland in Bloom if a bin could be installed at Redan corner. The Clerk advised that she would put in a request to Calderdale Council.

Cllr Russell reported that following the recent incidents at the cross roads of Stainland Road and Scammonden Road she felt that a 'Stop' sign needed to replace the 'Give way' signs to try and prevent further accidents. She also reported that trees were overhanging at the 'Give Way' sign at the same junction coming from Ripponden. The Clerk was asked to report both matters to Calderdale Council.

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

Cllr Potts advised that he was to meet with the new Calderdale Action Officer for Dementia Friendly affiliation. He also reported that letters had been sent to local groups and the Parish Council had received positive feedback. Cllr Robins asked if Dementia Friendly stickers had been received. Cllr Potts advised that he was chasing the matter up with the Alzheimer's Society.

Cllr McCarley asked that when any Councillor had articles to publish on the Council's Facebook page to get them to him as soon as possible.

Cllr J Smith reported that with her Consort she had attended the Barkisland Old Peoples Welfare Committee Annual Tea and Whitworth Town Council Mayor Making & Annual Meeting. Both occasions had been very enjoyable. She updated the Meeting on the vandalism at the Ripponden Bus Stop and the damage caused to the water butts.

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

None present

8. To agree accounts for payment

16411 Resolved in a motion by Cllr Hunt and seconded by Cllr Johnson that the accounts listed on the schedule with a total value of £2,621.90 be passed for payment.

9. To receive correspondence

Correspondence

Saddleworth Parish Council
Mr C Parkinson
Mr M Wilson-Wright

Thank you from retiring Chairman
Parking in the Ripponden area
Commemorative Bench

Information

Calderdale Council
Calderdale Council
Centenary Fields
Ministry of Defence
North Bank Forum
Ryburn Valley Greenway
Cllr M Smith
War Memorial Trust
WY Police & Crime Commissioner
WY Police & Crime Commissioner
YLCA
YLCA

Annual Conference for Town & Parish Council Councillors
Alternative Christmas Celebration
Protecting valuable green spaces
Armed Forces day
Sector Support Update 26th May
Newsletter
Meeting Notes re: CCTV
Bulletin Magazine May 2016
Newsletter June 2016
Consultation – Your Priorities Your Plan
NALC Strategic Plan Delivery 2016-2017
New External Audit Regime

Invitations

Barkisland School
1st Ripponden Brownies
St Bartholomews Church

Summer Concert 11th July 2016
Celebratory Patrons Lunch 14th June 2016
Flower Festival 24th – 26th June 2016

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

06/06/16

Cabinet

07/06/16

Adults Health & Social Care Scrutiny Panel

Matters arising from correspondence

The Clerk was asked to copy Mr Parkinson's letter to all Councillors for the next meeting.

The Clerk was asked to advise Mr Wilson-Wright to contact Calderdale Council who could assist him regarding a Commemorative Benches.

It was agreed that the Centenary Fields letter should be directed to the Environment Committee and that Cllr McCarley would attend the alternative Christmas lunch event if possible.

10. To approve the Parish Council's Annual Return for 2015/16

16412 Resolved in a motion by Cllr M Smith and seconded by Cllr Robins that the Annual Return be approved by the Parish Council and signed by the Chairman.

11. To elect a Vice-Chairman for 2016/17

16413 Resolved in a motion by Cllr Robins and seconded by Cllr Russell that Cllr Johnson be elected as Vice Chairman for 2016/17.

12. To consider Grant applications received under the Local Government Act 1972 Section 137 for Ryburn United AFC and Ryburn United Juniors

Cllr M Smith declared an interest in this item as president of the Ryburn United AFC and took no part in the decision making.

16414 Resolved in a motion by Cllr Robins and seconded by Cllr McCarley that the Parish Council approves a grant of £1500 for Ryburn United AFC for the purchase of a team strip on the condition that the words 'Sponsored by Ripponden Parish Council' appear on the strip

16415 Resolved in a motion by Cllr Naylor and seconded by Cllr Watson that the Parish Council approves a grant of £1200 for Ryburn United (Juniors) AFC for the purchase of two Girls' team strips on the condition that the words 'Sponsored by Ripponden Parish Council' appear on the strip.

The Meeting agreed that since the budget was now over-spent a decision as to where the additional money would be vired from would be left until later in the year.

Cllr M Smith thanked the Parish Council on behalf of both groups for its continued support.

13. To discuss Planning Applications, to receive Planning Decisions and to discuss Planning and Enforcement Issues**13.1. Planning Applications & Decisions****New plans for this meeting**

Cllr Potts declared an interest in the next application

Application No: 16/00642/HSE

Officer: Steven Emery

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

Applicant: Mr R Worthington
 Site: Lower Goat House Oldham Road Ripponden
 Proposal: Two storey extension to East elevation
 History: None
 Main Issues: UDP allocation: GB, SLA
 NPPF section 9, UDP policies GNE1, BE1, NE12, BE2

RPC Comments:

16416 Resolved in a motion by Cllr M Smith and seconded by Cllr Watson that the Parish Council objects to this application on the grounds of design, Policies BE1 and BE2, the development is not in keeping with the listed building which is a significant historic building in the area and NE12 protection of Green Belt land.

Application No: 16/00643/LBC

Officer: Steven Emery
 Applicant: Mr R Worthington
 Site: Lower Goat House Oldham Road Ripponden
 Proposal: Two storey extension to East elevation (Listed Building Consent)
 History: None
 Main Issues: NPPF section 12, UDP policy BE14

RPC Comments:

16417 Resolved in a motion by Cllr M Smith and seconded by Cllr Watson that the Parish Council objects to this application on the grounds of design, Policies BE1 and BE2, the development is not in keeping with the listed building which is a significant historic building in the area and NE12 protection of Green Belt land.

Application No: 16/00611/HSE

Officer: Janine Branscombe
 Applicant: Mr M Thompson
 Site: The Barn Upper Booth Farm Pike End Road Rishworth
 Proposal: Detached double garage and replacement/repair to chimney stacks
 History: 06/02220/HSE, 00/00251/COU, 09/00930/HSE
 Main Issues: Garage ok in principle already existing parking. Concerns re chimneys which will domesticate the property.

RPC Comments:

16418 Resolved in a motion by Cllr Naylor and seconded by Cllr Moran that the Parish Council has no objections to this application.

Cllr Naylor declared an interest in the next application and took no part in the decision making process.

Application No: 16/00559/FUL

Officer: Sara Johnson
 Applicant: Rishworth School
 Site: Rishworth School Oldham Road Ripponden
 Proposal: Single storey extension to form link block and external alterations
 History: Too many to mention.
 Main Issues: Whether the extension is appropriate in open space allocation, and appropriate in character. Policies: RCUDP OS1, and BE1 and NPPF8.

RPC Comments:

16419 Resolved in a motion by Cllr Robins and seconded by Cllr Moran that the Parish Council has no objections to this application.

13. To discuss Planning Applications, to receive Planning Decisions and to discuss Planning and Enforcement Issues (continued)**Application No: 16/00685/HSE**

Officer: Steven Emery
Applicant: Mr M Taylor
Site: 37 Stainland Road Barkisland
Proposal: Replacement of existing garden room
History: None
Main Issues: NPPF section 12, UDP policies BE1, BE2 and BE15

RPC Comments:

16420 Resolved in a motion by Cllr Naylor and seconded by Cllr Hunt that the Parish Council has no objections to this application

Application No: 16/00680/HSE

Officer: Steven Emery
Applicant: Mr J Bland
Site: 22 Stonelea Barkisland
Proposal: Conservatory to rear elevation
History: None
Main Issues: NPPF section 7, UDP policies BE1, BE2

RPC Comments:

16421 Resolved in a motion by Cllr Johnson and seconded by Cllr Hunt that the Parish Council has no objections to this application

Application No: 16/00671/FUL

Officer: Steven Emery
Applicant: Mr M Greenwood
Site: Land Adjacent To Oak Bank Excelsior Close Ripponden
Proposal: Amended design for one dwelling on plot 5 pursuant to planning permission 13/01469/FUL
History: 13/01469FUL - Amended Design for plot 5 pursuant to extant Planning Permission 10-01164-FUL (permit)
Main Issues: NPPF section 7, UDP policies BE1, BE2, T18, BE5

RPC Comments:

16422 Resolved in a motion by Cllr Robins and seconded by Cllr Naylor that the Parish Council has no objections to this application provided that the Planning Officer is satisfied that it meets policy.

Application No: 16/00625/LBC

Officer: Steven Emery
Applicant: Mr C Campbell
Site: Lower Cottage Rishworth Hall Rishworth New Road Rishworth
Proposal: Internal and external damp proofing works. (Listed Building Consent)
History: None
Main Issues: NPPF section 12, UDP policy BE14

RPC Comments:

16423 Resolved in a motion by Cllr Robins and seconded by Cllr Naylor that the Parish Council has no objections to this application.

Application No: 16/00605/HSE

Officer: Steven Emery
Applicant: Mr Smith-Moorhouse
Site: Brooklands Manor Bank Hey Bottom Lane Ripponden

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

Proposal: Extension and car port to South elevation and extension to East elevation
 History: 79/03338/FUL - Erection of a detached house and helicopter hangar (permit)
 Main Issues: NPPF – section 9 and section 7, UDP policies GNE1, NE12, BE1, BE2

RPC Comments:

16423 Resolved in a motion by Cllr Robins and seconded by Cllr Naylor that the Parish Council has no objections to this application.

Planning Decisions:

| | | |
|---|--|------------------|
| 16/00105/FUL Land East Of 91 Bar Lane Ripponden | Detached dwelling | Granted |
| 16/00069/FUL The Riverside Complex Mill Fold Way Ripponden | Residential development of three two-bedroom apartments (Amended scheme to 15/00543) | Withdrawn |
| 15/01050/NMA Milton Ing 23 - 25 Hob Lane Ripponden | Non Material Amendment to application 15/01050 - Reduce the size of the building and internal modifications. | Refused |
| 16/00454/HSE 73 Stonelea Barkisland | Two storey extension to side and single storey extension to rear of existing property | Granted |
| 16/00424/HSE 80 Stonelea Barkisland | Two storey extension to front elevation | Granted |
| 16/00278/FUL Land North East Of Lightcliffe Royd Lightcliffe Royd Lane Barkisland | `Conversion of existing garage and store to form dwelling | Granted |
| 16/00126/HSE 72 Brig Royd Ripponden | Two storey side extension | Granted |
| 16/00127/FUL 72 Brig Royd Ripponden | Demolition of existing store and construction of dwelling | Granted |

13.2. Planning Enforcement

None

The meeting closed at 9.30pm

Appendix 1

Standards Committee Meeting held on Tuesday 23rd February 2016 at 7.30pm

The Clerk welcomed Cllrs to the meeting

Present:- Cllr Carter, Cllr Johnson, Cllr McCarley, Cllr Russell, Cllr M Smith

1. To elect a Chairman 2015/2016

SC2015-001 Resolved in a motion by Cllr McCarley and seconded by Cllr Johnson that Cllr Russell be elected as Chairman of the Standards Committee for 2015/16. Cllr Russell accepted the position.

2. To receive apologies for absence or lateness

Absence: Cllr Naylor

Lateness: Cllr Carter

3. To approve the Minutes of the meeting held on Thursday 19th February 2015

SC2015-002 Resolved in a motion by Cllr M Smith and seconded by Cllr McCarley that the Minutes be accepted as a true and correct record of the meeting held on Thursday 19th February 2016.

4. To review the Committee's Terms of Reference

SC2015-003 Resolved in a motion by Cllr McCarley and seconded by Cllr M Smith that the Terms of Reference for the Standards Committee should remain the same: -

1. To review the recommendations of the annual Internal Auditors report
2. To review the Financial Regulations of the Parish Council on an annual basis and agree recommendations to be reported back to Full Council for approval.
3. To review the Council's annual Risk Assessment and agree recommendations for amendment to be reported back to Full Council for approval.
4. To review the Standing Orders of the Parish Council and agree any recommendations for amendment to be reported back to Full Council for approval.
5. To review and agree any miscellaneous procedural documentation to be reported back to Full Council for approval.

5. Matters arising from previous meetings

The Clerk informed the Meeting that the Parish Council had received revised model Financial Regulation from the YLCA . It was agreed that a review of the Parish Council's Regulations should be an Agenda item at the next meeting.

Cllr Russell reiterated her concern regarding the adopted procedure for Bank Transfers although she did acknowledge that the system appeared to be working well and that the six monthly internal audit provided the necessary checks and had found no issues.

6. To review the Standing Orders with recommendations to be reported back to Full Council, in particular electing a Chairman and Public Contract Regulations

The Clerk reminded the Meeting of the concerns raised about the validity of the election of Chairman for 2015/16 and the recommendations provided by the YLCA to amend the Standing Orders. The Meeting discussed the recommendations with reference to clarifying what a signed ballot would be and removal of any reference to 'secret ballot'.

The Meeting agreed that 'signed ballot' should be added to Standing order 5 (h) 3rd paragraph and the following wording should be added to clarify what a signed ballot meant:

'A signed ballot means each Councillor will receive a piece of paper upon which they will write their name and the name of the nominated candidate they wish to vote for. They will sign that ballot paper and hand it to the Clerk, who will act as the Returning Officer and announce the result. The Clerk will report which way each Councillor voted.'

Paragraph 4 will then be amended to read:

'If more than two candidates are nominated and should there be a tied vote then a second ballot will take place of the two candidates who obtained most votes. Any tie in this vote shall be settled by the Chairman's casting vote.'

In Paragraph 5, add 'signed' in front of ballot'.

Cllr Carter arrived at 7.55pm.

The Clerk had circulated a draft document to all Councillors prior to the meeting which provided the YLCA's recommended amendment to wording for Standing Order 18 – Financial Controls and procurement. The Meeting agreed that the Standing Order should be amended accordingly.

SC2015-004 Resolved in a motion by Cllr M Smith and seconded by Cllr McCarley that the above amendments to the Standing Orders be recommended to Full Council at the meeting to be held on 10th March 2016.

Cllr Carter suggested that perhaps the format of the Parish Council minutes should be reviewed at a future meeting to assist with the Clerks increasing workload.

7. To review the Parish Council's Risk Assessment with recommendations to be reported back to Full Council

The Clerk had provided a copy of the current risk assessment and a draft document with enhancements for discussion.

SC2015-005 Resolved in a motion by Cllr M Smith and seconded by Cllr McCarley that the Clerks draft Risk Assessment be recommended to Full Council at the meeting to be held on 10th March 2016.

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

The Clerk provided a draft document for a Community Engagement Strategy and Action Plan not as yet adopted by the Parish Council.

SC2015-006 Resolved in a motion by Cllr M Smith and seconded by Cllr Johnson that the document be recommended to Full Council at its next meeting.

It was agreed that Cllr M Smith and Cllr Russell liaise with the Clerk to ensure that the Parish Council now complies with the Quality Status criteria.

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

It was agreed that the next meeting would be Wednesday 30th March 2016 at 6.00pm

The meeting closed at 8.30pm