

The 1142nd Meeting of the Ripponden Parish Council held in the Ripponden Parish Council Office on Thursday 30th November 2017 at 7.15pm.

Councillors Present: Cllr Naylor chaired the meeting.

Cllr Johnson, Cllr McCarley, Cllr Moran, Cllr Potts, Cllr Russell, Cllr J Smith, Cllr M Smith

1. To accept apologies for absence and lateness

Absence – Cllr Carter, Cllr Hunt, Cllr Robins, Cllr Watson

2. To accept the Minutes of the 1141st Meeting held on Thursday 16th November 2017

16967 Resolved in a motion by Cllr J Smith and seconded by Cllr Johnson that the Minutes be accepted as a true and correct record of the Meeting held on Thursday 16th November 2017.

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:

A letter had been received from Calderdale Council Planning Services concerning Planning application 17/00799 – 5 Woodside, Branch Road, Barkisland. The officer advised that an appeal had been made to the Secretary of State.

An e-mail response had been received from West Yorkshire Combined Authority regarding Bus Services in Barkisland. The officer advised that passenger numbers have not met the required criteria to continue supporting the evening service after 8.15pm and as such could not be reinstated.

The Clerk informed the Meeting that an e-mail had been received from a resident complaining about the lack of gritting on Blue Ball Lane, she also enclosed a copy of the Calderdale Council list of roads no longer to be gritted, which had been posted on its website. The list had been circulated to all Councillors prior to the meeting. Cllr McCarley read out a statement that had been posted on Calderdale Council's website advising that the decision to reduce the gritting routes had been partially revoked. The Clerk was asked to contact Calderdale Council to request confirmation that the situation as regards to gritted roads within the Parish was the same as previous years.

The Clerk asked for a new date for the Neighbourhood Planning Committee meeting that had been cancelled due to not being quorate. It was agreed that the meeting should be on Tuesday 19th December 2017 at 7.00pm.

Cllr Potts reported that as a consequence of the motorway being closed earlier in the week, an accident had occurred on Rishworth Mill Lane/Hay Lane due to drivers using SatNav, which directed them onto the unsuitable road. Since this issue had already been reported to Calderdale Council requesting new signage, the Clerk was asked to chase the matter up.

Cllr Moran observed the response from Post Office Ltd reported at the last meeting regarding its comments about re-opening the service in Ripponden as soon as possible.

4. To receive Parish Councillors declarations of Interest

Cllr Johnson for planning application 17/01365 under Agenda item 11.

5. Public Participation

None present

6. To receive reports from the Clerk, Chairman, Committees, Councillors and Outside Bodies by Council Representatives**The Clerk reported that:**

An e-mail had been received from the Huddersfield Examiner requesting information under the Freedom of Information Act regarding police funding and expenditure met by the Parish Council. The Clerk confirmed that she had responded to advise that this did not affect Ripponden.

The Clerk informed the Meeting that a letter had been received from Lloyds Bank requesting that the Parish Council confirmed its residency for tax purposes. The self-certification form needed to be completed by 13th February 2018.

An e-mail had been received from a member of the public requesting the display of 'Drop in' sessions posters around Ripponden for post-natal issues. It is a small business based in Huddersfield and offers support to new Mums and Dads on a voluntary basis. The Meeting agreed that as long as the sessions were non-profit making, posters could be displayed on the Parish Council notice boards.

An e-mail had also been received from Seafarers UK enclosing a certificate for the Parish Council in recognition of its support of Merchant Navy Day.

The Clerk advised that two Councillor signatures would be needed for setting up Direct Debit for British Telecom. It was agreed that the Councillors listed to sign the invoices for payment under Agenda item 8 should sign the Instructions.

16968 Resolved in a motion by Cllr J Smith and seconded by Cllr Russell that Press and Public be excluded for the next item.

The Clerk provided an update on civic protocol issues raised by Calderdale Council.

16969 Resolved in a motion by Cllr Russell and seconded by Cllr J Smith that Press and Public be allowed back into the meeting.

Cllr McCarley reported that he had attended the Ward Forum meeting together with Cllr Moran and Cllr Johnson.

Cllr Moran provided a verbal report on the Ward Forum meeting, which had been poorly attended by the public. The main issues discussed were the Stay Well Initiative, the West Yorkshire Police & Crime Commissioner's update on the Police recruitment programme, speed checks in the area, challenging the parish crime figures and a new initiative for 'In Bloom' groups – Corridors of Colour. The Chairman thanked Cllr Moran for her report.

Cllr Johnson reported that in addition to attending the Ward Forum he had also attended the Christmas Lights Switch On event, co-ordinated the temporary road closure and organised the putting up and taking down of banners and advanced warning signs.

Cllr Johnson advised that he had received a complaint from a resident concerning the run-off water from surrounding land onto the road on Blue Ball Road opposite Durham Cottage. This was causing an issue due to the drains also being blocked. The Clerk was asked to report the matter to Calderdale Council. Cllr Johnson also advised that there was an issue on Withens End Lane regarding a road being put in across a field near Croft House Farm/Barn. He asked if the Clerk could make enquiries with Calderdale Council in respect of planning permission.

Cllr Potts reported that he had attended the Christmas Lights Switch On and that the Riverside Café had received a large donation from the West Vale lodge.

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

Cllr Naylor thanked all Councillors who had contributed to the success of the Light Switch On event. In his capacity as Chairman he had attended the family carol service at St Bartholomew's Church and together with his consort had handed out chocolates and glow stick to the children. Father Christmas had attended and had been assisted by the local Scout group. Cllr M Smith thanked the Clerk for helping out in the Parish Council office where many residents had congregated before and after the switch on. He also thanked Ryburn United for providing the marshals and PCSO Serban for attending.

Cllr Naylor asked if the Minutes from the Christmas Lights Switch On Committee Meeting held on 15th September 2017 be included in the Minutes of this meeting.

16970 Resolved in a motion by Cllr Naylor and seconded by Cllr Moran that the Minutes of the Christmas Lights Switch On Committee meeting held on 15th September 2017 be included in the Minutes of this meeting. (See appendix 1).

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

None present

8. To agree accounts for payment

16971 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 £1,764.11 be passed for payment.

9. To receive correspondence

Correspondence

Chris Harris DL	Thank you for Remembrance Sunday Services
Mr Manning	Speed signs for Upper Brig Royd
Mr Thwaite	Gridlock on Rochdale Road
Cllr Thornber	Upper Bottomley House, Barkisland

Information

North Bank Forum	Sector Support Update 24 th & 29 th November 2017
Small Authority Audit Appointments	Notification of External Auditors 2017/18
YLCA	NALC Chief Executive bulletin 42
YLCA	NALC continued campaign for removal of Business Rates on public toilets

Invitations

Mossley Town Council	Around the World Civic Dinner 24 th February 2018
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Agendas

04/12/2017	Cabinet
06/12/2017	Strategy & Performance Scrutiny Panel

Matters arising from correspondence

The Clerk was asked to pass on Mr Manning's details to the Ward Councillors regarding the current initiative to get members of the public involved in speeding issues.

9. To receive correspondence (continued)

Cllr McCarley reported that he had received correspondence from a resident regarding the feasibility of a community group asset transfer for Mill Fold Tennis Courts. Cllr M Smith provided some background information as a member of the Ripponden Bowling Club. The meeting agreed that since the correspondence had not been addressed to the Parish Council, the matter could not be discussed. Cllr McCarley was asked to advise the resident to contact the Clerk direct.

10. To consider a Grant application received under the Local Government Act 1972 Section 137 for the Greenacres Informal Residents Group

16972 Resolved in a motion by Cllr Johnson and seconded by Cllr Russell that the Parish Council approves a grant of £225 to the Greenacres Informal Residents Group towards the cost of a Christmas Party.

11. To discuss Planning Applications, to receive Planning Decisions and to discuss Planning and Enforcement Issues**11.1. Planning Applications & Decisions****New Plans for this meeting**

Cllr Johnson declared a pecuniary interest in the next application and took no part in decision making. All Cllrs present declared an interest in that they knew the applicant.

Application No: 17/01365/HSE

Case Officer: Steven Emery
 Site: 20 Stones Drive Ripponden
 Proposal: Single storey extension to rear with roof terrace above
 Applicant: Mr C Johnson
 History: None
 Main Issues: Bat alert, smoke control area, public right of way – Bridle path Ripponden 041, Building stone mineral safeguarding area.

RPC Comments:

16973 Resolved in a motion by Cllr M Smith and seconded by Cllr Moran that since precedence had already been set with a neighbouring property, the Parish Council had no objections to this application, subject to the Planning Officer being satisfied that it meets policy.

Application No: 17/01358/HSE

Case Officer: Sara Johnson
 Site: Heights Green Barn Quakers Lane Sowerby Bridge
 Proposal: Single storey link extension from barn to garage
 Applicant: Mr D Hilton
 Allocation: Green Belt, SLA, Wildlife Corridor
 History: 07/01230/CON Conversion of barn to residential dwelling – permit;
 16/00179/HSE Reconstruction of existing garage – permit; 16/01536/HSE Sun lounge extension – permit; 16/01585/FUL Demolition of existing shed and construction of replacement agricultural building - permit
 Main Issues: Bat alert, Green Belt, General Design BE1 & BE2, development within green belt and SLA, smoke control area, Building stone mineral safeguarding area.

RPC Comments:

16974 Resolved in a motion by Cllr M Smith and seconded by Cllr Russell that the Parish Council objects to this application on the grounds that it is Green Belt development and over intensive use of the site. This has been stated for previous applications and the Parish Council repeats its concerns.

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

Application No: 17/00855/FUL

Case Officer: Janine Branscombe

Site: Rishworth Congregational Church Long Causeway Rishworth

Proposal: Conversion of listed church to dwelling comprising internal and external alterations which include the construction of a garden/bike store and reduction in height of existing organ tower. (Amended scheme)

Applicant: Mr K Hawley

Allocation: Green Belt, Grade II Listed Building

History: None.

Main Issues: Green Belt, Listed Building, public right of way (no 140), non-main sewage, bat alert

RPC Comments:

16884 Resolved in a motion by Cllr Russell and seconded by Cllr McCarley that the application be held over to the next meeting

16899 Resolved in a motion by Cllr M Smith and seconded by Cllr McCarley that the Parish Council objects to this application on the grounds that it is not sympathetic to the building, loss of heritage features and contents and solar panels on the south facing roof are not appropriate for a Grade II listed building. BE1 & BE2 and Green Belt.

16975 Resolved in a motion by Cllr M Smith and seconded by Cllr McCarley that after looking at the revised plans and taking into consideration the comments made by Heritage England and the Conservation officer detailed in the Heritage statement, the Parish Council would like to reiterate its previous objections that the application is not sympathetic to the building and the loss of heritage features and contents.

Application No: 17/00856/LBC

Case Officer: Janine Branscombe

Site: Rishworth Congregational Church Long Causeway Rishworth

Proposal: Conversion of listed church to dwelling comprising internal and external alterations which include the construction of a garden/bike store and reduction in height of existing organ tower. (Amended scheme)(Listed Building Consent)

Applicant: Mr K Hawley

Allocation: Green Belt, Grade II Listed Building

History: None

Main Issues: Green Belt, Listed Building, public right of way (no 140), non-main sewage, bat alert

RPC Comments:

16835 Resolved in a motion by Cllr Watson and seconded by Cllr Hunt that the Parish Council objects to this application on the grounds that it is not sympathetic to the building, loss of heritage features and contents and solar panels on the south facing roof are not appropriate for a Grade II listed building.

16976 Resolved in a motion by Cllr M Smith and seconded by Cllr McCarley that after looking at the revised plans and taking into consideration the comments made by Heritage England and the Conservation officer detailed in the Heritage statement, the Parish Council would like to reiterate its previous objections that the application is not sympathetic to the building and the loss of heritage features and contents.

Planning Decisions:

17/42037/42DAYS

Glenholme Krumlin
Road Scammonden
Road Barkisland

Prior approval application for proposed single storey sun room to rear, extending out by 4.1m, maximum height 3.5m, 2.7m to eaves.

**Refuse Prior
Approval**

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

17/56017/CLAS3Q Barn At White Goose Farm Scammonden Road Barkisland	Prior approval application for the conversion of agricultural building to dwelling (C3) including new pitched roof.	Prior Approval Not Required
17/01133/HSE 1 Villa Terrace Scammonden Road Barkisland	Front extension (revised scheme to 17/00470/HSE)	Granted
17/01161/FUL Riverside Harley House Mill Fold Way Ripponden	Revised House Type to Plot 1 (Part retrospective)	Granted

11.2. Planning Enforcement

None

The meeting closed at 8.55pm

**Christmas Lights & Lights Switch On Event Committee Meeting
held on Friday 15th September 2017 at 11.00am**

The Clerk welcomed Cllrs to the meeting.

Present:- Cllr Moran, Cllr Naylor

1. To elect a Chairman for 2017/2018

EVC2018-01 Resolved in a motion by Cllr Naylor and seconded by Cllr Moran that Cllr Moran is elected as Chairman for 2017/2018.

2. To receive apologies for absence and lateness

Absence: Cllr Carter, Cllr McCarley, Cllr Potts, Cllr Johnson (by invitation)

3. To agree the Terms of Reference for the Events Committee

EVC2018-02 Resolved in a motion by Cllr Naylor and seconded by Cllr Moran that the terms of reference should be:

1. To review the provision of Christmas lights for the four wards and make recommendation to Full Council regarding the purchase of new lights.
2. To liaise with Calderdale Council and its contractors regarding the installation of Parish lights and timescales
3. To facilitate and explore event provision on behalf of the Parish Council
4. To support the Clerk in the organisation and advertisement of events

4. Any Matters Arising

The Clerk advised that as yet there had been no notification from Calderdale Council that the Festive Fund would be available for this year. If approval is given the officer will contact the Clerk to enable an application to be completed.

The Clerk confirmed that the date of Saturday 25th November was okay for St Bartholomew's Church and Bradford Council.

It was agreed that the switch on should remain as last year at 5.30pm and the Family Carol Service at 4.30pm to minimise the delay in between.

The Clerk reported that Cllr Johnson would be liaising with the Police regarding a short road closure in consideration of Hostile Vehicle Mitigation.

The Clerk also informed the meeting of a telephone conversation with Lite Festive Lighting who may have an alternative to Christmas panel that may be usable in Soyland and on LED street lights, which may be an issue over the next few years. The Clerk advised that the company had diarised contact with the Parish Council for February 2018 to arrange a site visit to look into alternative lighting and provide costings. This would be dependent on Calderdale Council giving approval for the lights to be installed on its street lights.

5. Provision of Christmas Lights & Christmas trees

The meeting agreed that Soyland should have a tree with lights this year and the Clerk was asked to chase Cllr Carter up about contact details for Making Place to see if management would be prepared to allow a Christmas tree on their land.

The Clerk advised that she had a contact name for Christmas tree provision at Calderdale Council. It was agreed that the Clerk should write and enquire as to whether a tree could be purchased and erected by Calderdale Council and the cost.

It was agreed that Barkisland should also have a tree so that all villages are the same. Two set of Christmas tree lights would also need purchasing

The Clerk was asked to liaise with Bradford Council and Robert Chapman to arrange a site meeting as soon as possible to discuss the lights switch on and timer switches.

6. Publicity & Entertainment

It was agreed that Mrs Sheard (ex-deputy clerk) should be asked to do artwork for the flyer and banners.

The Clerk was asked to get a quote for the Flyers and Banners from Simprint and also check availability to have a flyer distribution with the November Go local. It was also agreed that the schools including Mill Bank and Triangle be once again asked to distribute flyers to all pupils.

The Clerk was asked to contact Ripponden J & I School and Barkisland Primary school to see if the details could be sent out via their text service newsletter.

Cllr Moran agreed to draft a letter to the local shops advising them of the date and asking them to participate in the event.

The Meeting discussed the Parish Council office being open for the event and agreed that this should be recommended to Full Council. It was felt that refreshments should be kept simple perhaps mulled wine, red & white wine, fruit juice, mince pies, tub of chocolates and shortbread/gingerbread.

It was felt that the Parish Council should invest in a new space saving Christmas tree and lights that would fit in the office window to create more space in the office for the opening. Cllr Moran would make enquiries and obtain a costing.

Discussion took place as to having a Father Christmas and/or Christmas elves wandering around the village distributing bags of chocolate coins to the children. It was felt that this should be a Full Council decision. It was suggested that the scouts/guides be approached to see if they could provide elves.

Cllr Moran also agreed to look into the purchase of a leaflet holder for the office

7. To discuss and agree an action plan

The action plan was agreed as follows:

- Cllr Naylor to liaise with Rev Ball regarding the Family Christmas Carol Service for the 25th November at 4.30pm
- The Clerk was asked to confirm with Bradford Council for the Light Switch On to be at 5.30pm and request a site meeting as soon as possible.
- Cllr Moran to look into the purchase of a new office Christmas trees and lights.
- The Clerk was asked to contact the holder of the Good Citizens Award 2016 Mrs Sue Ball to assist the Chairman in the Light Switch On Ceremony.
- Cllr Moran to draft a letter to shop owners to see if they would be willing to do a late night opening.
- The Clerk to liaise with Cllr Carter regarding a Christmas tree for Soyland and contact Calderdale Council to check if we can purchase 2 further trees – what cost. Also speak with Terry Jowett re Christmas tree lights.
- Clerk to contact Ryburn United to see if they will Marshall the event once again.
- Cllr McCarley be asked to be the compere again and provide music

- Check with Cllr Johnson re PA system and speakers – do we need a generator again and if so could Cllr McCarley organise?
- Cllr Johnson to liaise with the police and Calderdale Council regarding a road closure
- The Clerk to progress the printing of a flyer and banners and check availability for a flyer distribution with the November Go Local
- Cllr Moran to look into the purchase of a leaflet holder for the office
- Office clearing for October

8. Any other business

None

9. To approve any spending

EVC2018-03 Resolved in a motion by Cllr Naylor and seconded by Cllr Moran that expenditure is approved for:

Artwork for the Flyer <£100

EVC2018-04 Resolved in a motion by Cllr Naylor and seconded by Cllr Moran that expenditure is approved for:

Office Christmas Tree & Lights <£200

EVC2018-05 Resolved in a motion by Cllr Naylor and seconded by Cllr Moran that expenditure is approved for:

Printing of 4000 Flyers <£200

EVC2018-06 Resolved in a motion by Cllr Naylor and seconded by Cllr Moran that expenditure is approved for:

Purchase of 6 x Banners <£250

EVC2018-07 Resolved in a motion by Cllr Naylor and seconded by Cllr Moran that expenditure is approved for:

Distribution of Flyers with Go Local <£120 + VAT

10. Date of the next meeting

The next meeting is to be arranged at a later date.

The meeting closed at 12.15pm