

The 1102nd Meeting of the Ripponden Parish Council held in the Ripponden Parish Council Office on Thursday 5th May 2016 2016 at 7.15pm.

Councillors Present: - Cllr Johnson chaired the meeting.
Cllr McCarley, Cllr Moran, Cllr Naylor, Cllr Potts, Cllr Robins, Cllr J Smith, Cllr M Smith

1. To accept apologies for absence and lateness

Absence – Cllr Carter, Cllr Hunt, Cllr Russell, Cllr Watson
Lateness – Cllr Naylor

2. To accept the Minutes of the 1101st Meeting held on Thursday 21st April 2016

16335 Resolved in a motion by Cllr Robins and seconded by Cllr Potts that the Minutes be accepted as a true and correct record of the Meeting held on Thursday 21st April 2016.

Cllr Naylor arrived at 7.16pm

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 renewal of the lease for 107 Halifax Road, Ripponden

The Meeting discussed the renewal of the lease and it was felt that a four year lease was too long a period to commit to at the present time. It was agreed that the landlord should be approached to obtain details of a two year lease, to give the Parish Council time to look into the feasibility of asset transfer alternatives.

16336 Resolved in a motion by Cllr Robins and seconded by Cllr McCarley that Cllr Naylor acts on behalf of the Parish Council to discuss with the landlord the possibility of a shorter two year lease for 107 Halifax Road and report back at a future meeting.

3.2. To discuss the response letter from the Environment Agency regarding Clock Face Quarry

16337 Resolved in a motion by Cllr Robins and seconded by Cllr Moran that this item be held over to the 2nd June 2016 meeting to enable Cllr Russell and Cllr Watson to be present for the discussion.

The Clerk was asked to confirm the date of the meeting to Cllr M Smith by e-mail.

3.3. To discuss providing Councillors with access details to the NALC members' website

16338 Resolved in a motion by Cllr J Smith and seconded by Cllr McCarley that Councillors be given access details to the NALC website.

The Clerk reported that:

An e-mail response had been received from Calderdale Council's Asset Manager advising the Parish Council that the Invoice for the rent for land at Riverside Meadows should be paid until new terms have been agreed. The Clerk was asked to request a hold on payment for a minimum four week period to allow the Parish Council to discuss the renewal of the lease. In addition the Clerk was asked to contact the Asset Manager and check if the payment would be reimbursed if a new lease was agreed.

A response e-mail had been received from Highway Services regarding the state of A672 advising that the road is subject to a condition survey undertaken late 2015. Cllr J Smith felt that the road was in a dangerous state and increasingly used by heavy traffic due to continuing

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

issues with the motorway. The Meeting agreed that a copy of the response should be forwarded to Ward Councillors to see if they can pursue the matter on the Parish Councils behalf.

The Clerk informed the Meeting that a letter had been received from Calderdale Council's Planning Services advising of the planning appeal notice for 15/20177/TPO – 3 Stony Croft Lane. The appeal was to be determined under the fast track process and a decision would be made within 4 weeks.

The Clerk advised that the Parish Council had been copied in to an e-mail from PC Sutton to Calderdale Council following discussion at the Annual Parish Meeting. PC Sutton requested that a mobile SID set up on Rochdale Road. Cllr Johnson reported that SID had been set up on Rochdale Road this week.

The Clerk updated the Meeting on the rubbish at the side of Crown Buildings. She had sent a further e-mail to Environmental Services to chase up the issue of a Notice to the landlord.

The Clerk confirmed that she had e-mailed Fountain Forestry and Yorkshire Water concerning the Restoration and Enhancement of Ancient Woodland, Ryburn to request an extension to the deadline. A response had been received confirming a short extension would be possible. The Clerk was asked to progress the matter with Cllr Carter.

A follow up e-mail had been received from a resident regarding the Planning Contravention Notice for land south of Fairways. The Clerk was asked to advise the resident to contact Planning Enforcement who should be able to provide an update.

Cllr Naylor requested that the press and public be excluded from his report.

16339 Resolved in a motion by Cllr Naylor and seconded by Cllr McCarley that the Press and Public be excluded from the next item.

Cllr Naylor raised issues concerning the repair of roads within the Parish and the use of contractors.

16340 Resolved in a motion by Cllr J Smith and seconded by Cllr Robins that the Press and Public be re-admitted to the meeting.

Cllr Potts advised that the redundant signage at Godly Lane still had not been removed. The Clerk was asked to chase the matter up with Calderdale Council.

Cllr McCarley asked if a response had been received from Calderdale Council regarding a gateway sign from Rishworth to Ripponden. The Clerk confirmed that she would chase the matter up with Calderdale Council.

Cllr Johnson asked Cllr Naylor if he had checked that the concrete slab outside St Bartholomew's church had been replaced with stone. Cllr Naylor advised that he hadn't as yet checked, but would do so and report back at a future meeting.

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

The Clerk reported that:

6.1. To approve the Parish Council Annual Report for 2015-2016

16341 Resolved in a motion by Cllr McCarley and seconded by Cllr Potts that the Parish Council approves the Annual Report for 2015/2016.

6.2. To discuss a Press release for Social Media

The Chairman provided an explanation as to why the draft press release had been prepared and gave Councillors an opportunity to discuss whether or not there was a necessity for its posting on the Parish Council's Facebook page. Very strong arguments were made by both sides and the Chairman put the matter to a vote. The result being 2 in favour of the press release: 4 against. Cllr Robins abstained.

Cllr McCarley as Chairman of the Communications Committee presented a draft Press Release for the Annual Parish Meeting.

16342 Resolved in a motion by Cllr Naylor and seconded by Cllr McCarley that the Parish Council approves the Press Release for the Annual Parish Meeting.

6.3. To accept the Quarterly Bank Reconciliation and Budget as at 31st March 2016

The Clerk had previously sent copies of the two reports to all Councillors with the Agenda. Cllr Robins raised concerns about the format of the final budget for 2015/2016 and felt that this needed to be addressed by the Finance Committee when formed.

16343 Resolved in a motion by Cllr J Smith and seconded by Cllr Potts that the Parish Council accepts the Quarterly Bank Reconciliation.

16344 Resolved in a motion by Cllr J Smith and seconded by Cllr Potts that the Parish Council accepts the Budget report as at 31st March 2016.

It was agreed that the full vote should be recorded for this resolution:

Cllr McCarley, Cllr Moran, Cllr Naylor, Cllr Potts, Cllr J Smith and Cllr M Smith in favour.
Cllr Robins against accepting the Budget.

6.4. To review the Clerks report on outstanding Action and Correspondence

The Clerk provided an update report on outstanding correspondence for Councillors references. The Clerk was asked to chase up Calderdale Council regarding the stop sign for Ivy Cottages/Barkisland Crossroads and after discussions three other items were signed off as complete.

The Clerk reported that:

A letter had been received from the Brownies requesting an Environmental grant for £30 to buy plants for the log at St Bartholomew's Church. The Meeting agreed that this request should be discussed at the Annual Meeting on 19th May 2016. The Clerk was asked to inform the Brownie Leader.

The Clerk informed the Meeting that an invoice has been received from the SLCC for the Clerks membership for 2016/17. The cost remained as last year a £167.

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

16345 Resolved in a motion by Cllr J Smith and seconded by Cllr Robins that the Parish Council pays the SLCC Membership for 2016/2017.

The Clerk advised that she had received a telephone call from Mrs Riley requesting that the Friends of the FOP Society be allowed a display in the office window to raise awareness of the condition. The Meeting had no objections to this request.

The Clerk advised that Cllr Hunt had sent two enquiries by e-mail for the Parish Council's attention, firstly, a resident complaint regarding the state of the grassed area at land adjacent to Fountain Street. Cllr Johnson reported that Calderdale Council had been working on this area this week. Cllr Naylor advised that the land was owned by Retained Housing and within its budget the land was mowed twice a year. The Clerk was asked to raise the matter with the Ward Councillors.

The second issue was concerning financial assistance for Bar Lane Resident Association for resurfacing of the road. Cllr Naylor advised that the road was under private ownership and as such not under the remit of either the Parish Council or Calderdale Council.

16346 Resolved in a motion by Cllr J Smith and seconded by Cllr Naylor that the Press and Public be excluded from the next item.

The Clerk reported on a Freedom of Information request.

16347 Resolved in a motion by Cllr J Smith and seconded by Cllr McCarley that the Press and Public be re-admitted to the meeting.

Cllr J Smith reported that she had attended the recent Town & Parish Council Liaison Group meeting at the Parish Council office. She provided a verbal update and a written report of the meeting, the main points of which were A672, Christmas Lights, Flood Commission report, Facebook, parking and the Annual Conference change of venue.

Cllr Robins reported that she had attended the Annual Parish Meeting. She advised that the meeting had been good and well attended by community groups. She asked for future meetings that the draft minutes be issued to residents who had attended the previous year. The Meeting agreed that this would be a good idea and that the attendance register should be altered to allow residents to provide their e-mail address for the minutes to be sent electronically.

Cllr M Smith reported on a recent anti-social behaviour incident at Mill Fold involving a couple of teenagers. He advised that the Police had been informed.

Cllr Johnson asked if the Minutes of the Civic Dinner Committee meeting held on 2nd March 2016 be included in the Minutes of this meeting.

16348 Resolved in a motion by Cllr McCarley and seconded by Cllr J Smith that the Minutes of the Civic Dinner Committee meeting held on 2nd March 2016 be included in the Minutes of this meeting. (See appendix 1)

Cllr Johnson reviewed the minutes of the Civic Dinner Committee meeting held on 4th April 2016, the main points being receipts and payments, ticket sale, total raised for the Chairman's Charity, ticket sales and the use of a professional photographer for future events.

16349 Resolved in a motion by Cllr J Smith and seconded by Cllr Robins that the Press and Public be excluded from the next item.

Cllr Johnson reviewed the Employment Committee meeting held on 18th April 2016

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

16350 Resolved in a motion by Cllr J Smith and seconded by Cllr Robins that the Press and Public be re-admitted to the meeting.

Cllr Johnson reported on the use of SID on Rochdale Road and his recent attendance with his Consort at the Holmfirth Civic Lunch. Cllr Johnson suggested that due to recent social media concerns about the future of the Ripponden library a feasibility study should be carried out by the Parish Council as to an Asset Transfer. He re-affirmed that to date no plans to close the library had been notified to the Parish Council by Calderdale Council. It was agreed that this should be an Agenda item at the next meeting to be held on 19th May 2016.

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

None present

8. To agree accounts for payment

16351 Resolved in a motion by Cllr McCarley and seconded by Cllr Robins that the accounts listed on the schedule with a total value of £2080.20 be passed for payment.

9. To receive correspondence

Correspondence

Barkisland Old Peoples Welfare	S137 Grant application
Mr M Bromyard	Ripponden & Barkisland Handcraft centre
Mr & Mrs Denton	Thank you letter for Annual Parish Meeting
Mr & Mrs Denton	C.C letter to Co-op re disabled parking
Mr S Kennedy	Complaint about motor cross bikes

Information

Calderdale Council	Emergency Planning rota 2016
Calderdale Council	Calderdale Flood Commission Report
Clerks & Councils Direct	Magazine May Issue
Mytholmroyd Marmaladies WI	Bish Bash Bosh event 10 th May 2016
North Bank Forum	Sector Support Update 28 th April
Cllr J Smith	Notes from T & PC Liaison Group meeting 3 rd May
YLCA	Delivering and Devolving Conference 1 st June
YLCA	South Pennine Branch Meeting 8 th June

Invitations

Barkisland Old Peoples Welfare	Annual Tea & Entertainment 21 st May 2016
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Agendas

10/05/2016	Planning Committee 1
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Matters arising from correspondence

The Clerk was asked to forward a copy of Mr Bromyard's e-mail onto Ryburn Historical Society to see if the group can assist.

9. To receive correspondence (continued)

The Clerk was asked to acknowledge receipt of Mr Denton's letter and write to the Co-operative about disabled parking spaces.

The Meeting agreed that Mr Kennedy's e-mail should be forwarded onto the Ward Councillors for the matter to be investigated.

The Clerk was asked to confirm to Barkisland Old Peoples Welfare Committee that a representative from the Parish Council would attend the Annual Tea.

Cllr Robins thanked the Clerk for her assistance in clarifying a recent query she had raised.

10. To approve the Accounts for the Year ended 31st March 2016 and the Parish Council's Annual Return

The Clerk had provided copies of the financial statements to all Councillors with the Agenda prior to the meeting. The Clerk explained the new regulation changes and briefly went through the accounts.

16352 Resolved in a motion by Cllr M Smith and seconded by Cllr Potts that the Accounts for the Year ended 31st March 2016 be approved subject to the Internal Audit being satisfied of their correctness.

16353 Resolved in a motion by Cllr J Smith and seconded by Cllr Robins that the Annual Governance Statement be approved by the Parish Council and signed by the Chairman.

The Clerk advised that approval of the Annual Return would be an Agenda item at the meeting to be held on 2nd June 2016 once audited by Internal Audit.

11. To approve the Job Description, Person Specification and Advert for the Deputy Clerk's replacement

The Clerk had provided copies of all documentation to Councillors prior to the meeting. It was agreed that the closing date for applications should be 31st May 2016 and that the post should be advertised in the YLCA, Job Centre Plus, Calderdale Council's job sheet, Facebook and the Website.

The Clerk advised that to place an advert in the Halifax Courier would cost £1000. It was agreed that this was cost prohibited.

16354 Resolved in a motion by Cllr Robins and seconded by Cllr Moran that the Job Description, Person Specification and Advert be approved by the Parish Council.

16355 Resolved in a motion by Cllr McCarley and seconded by Cllr Potts that Standing Order 3(w) be suspended for 10 minutes to allow business to be completed

Cllr Robins and Cllr M Smith left the meeting at 9.30pm

12. To discuss Planning Applications, to receive Planning Decisions and to discuss Planning and Enforcement Issues**12.1. Planning Applications & Decisions****New plans for this meeting**

Application No: 16/00424/HSE

Officer: Steven Emery

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

Applicant: Mr D Moffat
 Site: 80 Stonelea Barkisland
 Proposal: Two storey extension to front elevation
 History: 04/00514 - Extension to front & rear to create WC, kitchen, dining, enlargement of bedrooms & re-siting conservatory (permit and implemented)
 Main Issues: RCUDP allocation is PHA and therefore extensions are acceptable in principle. The application will be assessed against NPPF section 7 (Design) and RCUDP policies BE1 and BE2.

RPC Comments:

16356 Resolved in a motion by Cllr J Smith and seconded by Cllr McCarley that the Parish Council has no objections to this application.

Application No: 16/00392/FUL

Officer: Sara Johnson
 Applicant: C Wood
 Site: Heights Barn Quakers Lane Sowerby Bridge
 Proposal: Stable
 History: None
 Main Issues: Would be assessed against Section 9 of NPPF, BE1, EP8 and E16.

RPC Comments:

16357 Resolved in a motion by Cllr J Smith and seconded by Cllr McCarley that the Parish Council has no objections to this application.

Application No: 16/00394/FUL

Officer: Claire Dunn
 Applicant: Mrs S Pitchforth
 Site: Land opposite the Steeps Nursery Lane Ripponden
 Proposal: Agricultural building to replace existing store

RPC Comments:

16358 Resolved in a motion by Cllr J Smith and seconded by Cllr Potts that the Parish Council objects to this application on the grounds that the construction does not appear to be of an agricultural nature, Green Belt development, NE7, NE15, NPPF, BE1 & BE5 and over intensive use of the site.

Application No: 16/00543/HSE

Officer: Sara Johnson
 Applicant: Mr D Criscione
 Site: Sammar 11 Jackson Meadows Barkisland
 Proposal: Two storey and single storey rear extension (Revised scheme to 15/01227)
 History: Revised scheme to 15/01227/HSE involving ground floor windows
 Main Issues: H2, BE1, BE2 and EP16.

RPC Comments:

16357 Resolved in a motion by Cllr J Smith and seconded by Cllr Moran that the Parish Council has no objections to this application.

Application No: 16/20062/TPO

Officer: Keith Grady
 Applicant: Mrs N Holland
 Site: 1 Ringstone Barkisland
 Proposal: Prune trees (Tree Preservation Order)
 History: Only one tree application considered for this property since the TPO was made in 1988. It was submitted in 1997 (97/20122/TPO) and related to the removal of one hawthorn and the pruning of four other trees. The application was approved.

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

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:

16358 Resolved in a motion by Cllr J Smith and seconded by Cllr McCarley that the Parish Council has no objections to this application subject to the Planning Officer being satisfied that it is good arboricultural practice.

Planning Decisions:

16/00306/HSE The Barn Moor Farm Cote Road Ripponden	Detached Garage	Granted
16/00301/HSE Ingleboro Krumlin Road Scammonden Road Barkisland	Two storey side extension	Granted

12.2. Planning Enforcement

None

The meeting closed at 9.40pm

Appendix 1

Civic Dinner Committee Meeting held on Wednesday 2nd March 2016 at 1.00pm

Cllr Johnson chaired the meeting.

Present: - Cllr McCarley, Cllr J Smith

1. To receive apologies for absence and lateness

Absence – Cllr Carter, Cllr Moran

2. To approve the minutes of the meeting held on Friday 15th January 2016

CD2016-09 Resolved in a motion by Cllr J Smith and seconded by Cllr McCarley that the minutes are accepted as a true and correct record of the meeting held on 15th January 2016.

3. Matters arising from previous meetings

The Clerk confirmed that Cllr Carter was to do the table decoration which would utilise the artificial black roses used previously and purchase red ostrich feathers to compliment the red and black theme in the vases.

Cllr Johnson confirmed that he had spoken with the band to ensure that everything was in order for them.

4. Ticket Sales

The Clerk reported on ticket sales which at the last count stood at 150 guests and provided a spread sheet which confirmed that the Civic Dinner would break even based on the current sales.

Cllr Johnson advised on the unexpected death of ex-Cllr Cullen from Saddleworth. The meeting agreed that Mrs Firth be reimbursed for their ticket.

5. Raffle Prizes

The Clerk informed the Meeting of two kind offers of raffle prizes which will enable 12 to 13 good prizes. She also reported that Nestle had sent a box full of small packets of chocolates which it had been decided would form a good tombola. The Deputy Clerk had purchased 20 red and black loot bags for the tombola and it was agreed that the Clerk should purchase 10 small Easter eggs to make up tombola prizes to 30.

6. Programme

It was agreed that Cllr Johnson would do the Loyal Toast and Rev Ball would be attending to say Grace.

The procession would be paying Chains, Non-paying Chains, Chairman, Mayor and lastly the DL.

Timing was discussed for the evening to ensure that the bands performance could be maximised.

7. Any other business

The Clerk was asked to contact CMBC to check what the Deputy Mayor and Deputy Mayoress would drink at the table.

Cllr J Smith suggested that an area be marked off for the chains at the far end, which would make it easier to keep the chains in one area to assist with the procession.
It was agreed that Cllr Carter be asked to arrange the bouquets

8. To approve any spending from the Civic Dinner Committee

None

9. Date of next meeting

The next meeting to review the Civic Dinner will be held on Wednesday 13th April 2016 at 1.00pm.

The meeting closed at 1.45pm