

The 41st Annual Meeting of the Ripponden Parish Council held in the Ripponden Parish Council Office on Thursday 8th May 2014 at 7.15pm.

Councillors Present: - Cllr M Smith opened the meeting.
Cllr B Carter, Cllr G Carter, Cllr Johnson, Cllr McCarley, Cllr Naylor, Cllr Potts, Cllr Riley,
Cllr Russell, Cllr J Smith

Apologies for absence - Cllr Ogden, Cllr Watson
Lateness – Cllr Riley

1. To appoint the Chairman of the Parish Council for 2014/15

The outgoing Chairman asked for nominations for Chairman

15617 Resolved in a motion by Cllr M Smith and seconded by Cllr Johnson that Cllr McCarley is elected Chairman of the Ripponden Parish Council for 2014/15.

The Meeting voted unanimously to appoint Cllr McCarley as Chairman for 2014/15.

Cllr McCarley took the Chair and on behalf of the Parish Council thanked Cllr M Smith for his service and all the hard work he had undertaken as Chairman during 2013/14.

2. To receive the Chairman's declaration of acceptance of office or, if not then received, to decide when it shall be received

Cllr McCarley signed the declaration of acceptance of office.

3. To elect the Vice Chairman of the Parish Council for 2014/15

The Chairman asked the Meeting for nominations

15618 Resolved in a motion by Cllr McCarley and seconded by Cllr M Smith that Cllr Johnson is elected Vice-Chairman of the Ripponden Parish Council for 2014/15.

The Meeting voted unanimously to appoint Cllr Johnson as Vice-Chairman for 2014/15.

4. To amend and accept the Minutes of the 1053rd meeting held on Thursday 24th April 2014

15619 Resolved in a motion by Cllr M Smith and seconded by Cllr Naylor that the Minutes be accepted as a true and correct record of the meeting held on Thursday 24th April 2014.

5. To appoint Representatives to Committee's and Outside Bodies:-

a). Yorkshire Local Councils Associations

15620 Resolved in a motion by Cllr J Smith and seconded by Cllr Johnson that Cllr B Carter, Cllr Naylor and Cllr M Smith are appointed to be the representatives to the Yorkshire Local Councils Associations.

b). Soyland Charity

15621 Resolved in a motion by Cllr M Smith and seconded by Cllr G Carter that Cllr Naylor and Cllr Russell are appointed to be the representatives to the Soyland Charity.

c). Town and Parish Council Liaison Committee

15622 Resolved in a motion by Cllr Naylor and seconded by Cllr Johnson that Cllr J Smith is appointed to be the representative to the Town and Parish Council Liaison Committee.

6. To appoint Members to the Ripponden Parish Council Committees**a). Employment Committee**

15623 Resolved in a motion by Cllr J Smith and seconded by Cllr Johnson that Cllr Naylor, Cllr Russell, and Cllr M Smith are appointed to the Employment Committee for 2014/15.

Cllr Riley arrived at 7.30pm

b). Grievance Committee

15624 Resolved in a motion by Cllr M Smith and seconded by Cllr Naylor that Cllr Johnson, Cllr Potts and Cllr J Smith are appointed to the Grievance Committee for 2014/15.

c). Disciplinary Committee

15625 Resolved in a motion by Cllr Naylor and seconded by Cllr J Smith that Cllr G Carter, Cllr Riley and Cllr Watson are appointed to the Disciplinary Committee for 2014/15.

d). Le Tour Local Planning Committee

15626 Resolved in a motion by Cllr Potts and seconded by Cllr J Smith that Cllr Johnson, Cllr McCarley, Cllr Naylor and Cllr M Smith are appointed to the Le Tour Local Planning Committee for 2014/15

e). Environment Committee

15627 Resolved in a motion by Cllr Russell and seconded by Cllr J Smith that Cllr G Carter, Cllr Johnson, Cllr Naylor and Cllr Riley are appointed to the Environment Committee for 2014/15.

f). Civic Dinner Committee

15628 Resolved in a motion by Cllr Johnson and seconded by Cllr J Smith that Cllr G Carter, Cllr Johnson, Cllr McCarley, Cllr Russell and Cllr M Smith are appointed to the Civic Dinner Committee for 2014/15.

g). Communication Committee

15629 Resolved in a motion by Cllr Naylor and seconded by Cllr G Carter that Cllr Johnson, Cllr McCarley, Cllr Potts, Cllr Russell, Cllr J Smith and Cllr M Smith are appointed to the Communication Committee for 2014/15.

h). Building Renovation Committee

15630 Resolved in a motion by Cllr J Smith and seconded by Cllr Potts that Cllr B Carter, Cllr G Carter, Cllr McCarley, Cllr Naylor, Cllr M Smith and Cllr Watson are appointed to the Building Renovation Committee for 2014/15.

i). Standards Committee

15631 Resolved in a motion by Cllr J Smith and seconded by Cllr Russell that Cllr G Carter, Cllr McCarley, Cllr Naylor, Cllr Riley and Cllr M Smith are appointed to the Standards Committee for 2014/15.

j). Community Market Committee

15632 Resolved in a motion by Cllr Naylor and seconded by Cllr J Smith that Cllr G Carter, Cllr Johnson, Cllr McCarley, Cllr Potts and Cllr M Smith are appointed to the Community Market Committee for 2014/15.

k). Flag Master

15633 Resolved in a motion by Cllr Naylor and seconded by Cllr Russell that Cllr B Carter is appointed as Flag Master for 2014/15.

7. To review and adopt the Council's Standing Orders and Financial Regulations for 2014/15

15634 Resolved in a motion by Cllr Naylor and seconded by Cllr M Smith that Council's Standing Orders and Financial Regulations would be reviewed and where necessary updated during the year 2014/15.

8. To review Representation on or Work with External Bodies and arrangements for reporting back

15635 Resolved in a motion by Cllr J Smith and seconded by Cllr Potts that representatives of the Parish Council on outside body meetings should provide a verbal and written report of all meetings attended to the Full Council.

9. To review the Inventory of land and Assets including buildings and office equipment

The Clerk provided an up to date inventory list for discussion and approval

15636 Resolved in a motion by Cllr G Carter and seconded by Cllr J Smith that after a few minor amendments the inventory list be approved for 2014/15. It was agreed that the values attached to individual assets would be reviewed during the year.

10. To confirm the arrangements for Insurance cover in respect of all insured risks

15637 Resolved in a motion by Cllr Naylor and seconded by Cllr M Smith that whilst the Parish Council had a 5 year agreement for Insurance, the amount of cover should be reviewed during the year to ensure that the Parish Council is sufficiently covered.

11. To review the Council's and /or employee membership of other bodies

The Clerk advised the Meeting that the Parish Council was currently members of Yorkshire Local Council's Association, National Association of British Market Authorities and Rural Action Yorkshire. The Clerk was a member of the Society for Local Council Clerks.

Cllr G Carter reminded the Meeting of her membership on the NABMA Board.

15638 Resolved in a motion by Cllr J Smith and seconded by Cllr Naylor that the Parish Council's membership of the individual associations should be reviewed annually as and when membership is due.

12. To review the Council's complaints procedure

15639 Resolved in a motion by Cllr Naylor and seconded by Cllr Riley that the Parish Council reviews its Complaints procedure when it is deemed necessary by the Clerk.

13. To establish the Council's procedure for handling requests under the Freedom of Information Act 2000 and Data Protection Act 1998 (as amended)

15640 Resolved in a motion by Cllr Potts and seconded by Cllr G Carter that the Parish Council reviews its procedure for handling requests under the Freedom of Information Act 2000 and Data Protection Act 1998 when it is deemed necessary by the Clerk.

14. To establish the Council's policy for dealing with the press/media.

15641 Resolved in a motion by Cllr G Carter and seconded by Cllr Johnson that Council's Media Policy would be reviewed and where necessary updated during the 2014/15 year.

15. To set the dates, times and place of ordinary Meetings of the Full Council for the year ahead

15642 Resolved in a motion by Cllr Naylor and seconded by Cllr J Smith that in accordance with the Standing Orders, the Parish Council continues to meet every alternate Thursday in 2014/15 commencing on 22nd May 2014.

Cllr G Carter reminded the Meeting that adjustments may be necessary to accommodate the Local Elections 2015/16 when all Councillors would be up for re-election.

16. To consider and a Grant applications received under the Local Government Act 1972 Section 137**16.1. Ripponden Children's Day Committee**

15643 Resolved in a motion by Cllr Naylor and seconded Cllr M Smith, that the Parish Council awards a grant of £371 to Ripponden Children's Day Committee towards the cost of the event.

16.2. Sowerby Division Trefoil Guild

15644 Resolved in a motion by Cllr Johnson and seconded Cllr Russell that the grant application from Sowerby Division Trefoil Guild was not appropriate for a Section 137 grant and as such should be referred to the Environment Committee.

16.3. Barkisland Old Peoples Welfare Committee

15645 Resolved in a motion by Cllr Naylor and seconded Cllr G Carter, that the Parish Council awards a grant of £300 to Barkisland Old Peoples Welfare Committee towards the cost of the annual tea and annual trip to Llandudno.

16.4. Ryburn United Seniors AFC

Cllr M Smith advised the Meeting that he was president of the club and as such would not take any part in the decision process for this application.

It was proposed by Cllr Johnson and seconded Cllr G Carter, that the Parish Council awards a grant of £703.20 to Ryburn United Seniors AFC for the purchase of a Line Marker.

An amendment to the value of grant to £800 was subsequently proposed by Cllr Naylor and seconded Cllr J Smith.

15646 Resolved in a motion by Cllr Naylor and seconded Cllr J Smith, that the Parish Council awards a grant of £800 to Ryburn United Seniors AFC for the purchase of a Line Marker and its subsequent maintenance.

Cllr M Smith abstained from voting.

16. To consider and a Grant applications received under the Local Government Act 1972 Section 137 (continued)

16.5. Ryburn United Juniors AFC

15647 Resolved in a motion by Cllr Naylor and seconded by Cllr J Smith that the Parish Council awards a £800 grant for the purchase of two team strips on the understanding that the sponsorship is publicised on the strips.

Cllr M Smith abstained from voting.

17. To agree accounts for payment

17.1 To approve payment for the erection of the Christmas banner and festive lights

The Clerk reported that Calderdale Council had replied to the Parish Council's query regarding a reduction in price due to the fact that the banner had not been lit over the Christmas period. Calderdale Council advised that there had been no faulty switch and any recourse the Parish Council felt it had should be referred to Bradford Festive Lighting.

It was proposed by Cllr Naylor and seconded Cllr Russell that the Parish Council make payment of the invoice and send a letter to Calderdale Council concerning the issue with the starter switch and request that this be rectified for next year.

An amendment to this was proposed by Cllr Johnson and seconded by Cllr J Smith that the Parish Council does not make payment until the matter of the starter switch has been resolved.

The Meeting voted on the amendment 4 in favour of the motion and 4 against.

The Chairman used his casting vote in favour of the amendment

15648 Resolved in a motion by Cllr Johnson and seconded by Cllr J Smith that the Parish Council temporarily withholds payment and writes to Calderdale Council requesting a reduction due to the starter switch not working and the delay in replacing it.

15649 Resolved in a motion by Cllr Naylor and seconded by Cllr Potts that the accounts listed on the schedule with a total value of £1,976.80 be passed for payment.

18. To receive Correspondence

Correspondence

Calderdale Council	Public Footpath 'Ripponden 67'
Calderdale Council	TTRO Footpath Closure Baitings Gate Road
Calderdale Council	Update re Nooke Lane fly tipping
Calderdale Council	Order No 6 2010 Riverside Meadow
Stones Church	Thank you note
Oil Club	Request to display leaflets

Information

Calderdale Council	Meetings for the period 5/5/14 to 11/6/14
Calderdale Council	Highways & Engineering Annual Report 2013/14
Clerks & Councils Direct	May 2014 Issue of Magazine
Fantastic Landscape Ltd	Introductory letter

18. To receive Correspondence (continued)

NABMA
Rural Action Yorkshire

NABMA Updates 28th April 2014 & 5th May 2014
Country Air Magazine – Spring Issue

Agendas

08/05/14
14/05/14

Health & Wellbeing Board
Council Meeting

Matters arising from the Correspondence

The Meeting agreed that a letter should be sent to Calderdale Council to thank the Rights of Way Team for their prompt action regarding public footpath 'Ripponden 67' and advise that it is understood that the landowner has submitted a planning application that may affect the route of the footpath and request that the matter be looked into.

Cllr G Carter updated the Meeting regarding the Nook Lane fly tipping. Apparently the rubbish cannot be removed due to safety issues and the fact that it is covering a large hole in the ground. Cllr Johnson reported that this was not the case and Cllr G Carter agreed to take the matter further.

The Meeting noted the letter from the Oil Club and asked the Clerk to keep it on file for future references.

The Clerk was asked to e-mail a copy of the Highways 2013/2014 report to all Councillors on e-mail.

Cllr J Smith reminded the Meeting that she was soon to attend the next Town and Parish Council Liaison Group meeting and if any Councillor had anything to raise to please let her know. It was agreed that the issue of Scrutiny Panel meeting attachments should be referred back to the Meeting for further guidance.

Cllr Johnson reported that he had received crime figures from the Neighbourhood Policing Team in a new format and that these would be sent to the Parish Council on a monthly basis. He provided a hard copy of the figures for the Meetings reference.

Cllr G Carter brought to the attention of the Meeting that Rural Action Yorkshire had vacancies on its Trustee Board and if the Meeting was agreeable she would like to pursue this on behalf of the Parish Council. The Meeting agreed that the Clerk should contact Rural Action Yorkshire to obtain further information to enable the matter to be progressed.

19. To set Meeting dates for the Communication, Community Market and Environment Committees

The Meeting agreed the following dates:

Communications Committee Tuesday 20th May 2014 at 7.00pm
Community Market Committee Tuesday 20th May 2014 at 7.45pm
Environment Committee Wednesday 28th May 2014 at 7.15pm

Cllr B Carter also enquired when the next Buildings Committee meeting was to be and it was agreed as Wednesday 28th May 2014 at 6.30pm.

20. To discuss Planning Applications, to receive Planning Decisions and to discuss Planning and Enforcement issues

15650 Resolved in a motion by Cllr M Smith and seconded by Cllr B Carter that Standing Orders are suspended for 15 minutes to complete business.

New Plans for this Meeting

Application No 14/00427/HSE

Officer: Deborah Croot
 Applicant: Mr M Eastwood
 Site: 26 Silk Mill Chase Ripponden
 Proposal: Conversion of garage to living space
 History:
 Main Issues: Application will be assessed against NPPF – section 7 (Design), UDP policies BE1 (Design), BE2 (Privacy) and T18 (parking). Highways have raised no objections and 2 car spaces are available to the front of the house

RPC Comments:

15651 Resolved in a motion by Cllr Naylor and seconded by Cllr Johnson that the Parish Council has no objections to this application, but would like a condition that permission be granted on the proviso that there will be no Highway parking and no further development to the driveway area.

Application No 14/00423/HSE

Officer: Deborah Croot
 Applicant: Mr & Mrs Daniel
 Site: 42 Stonelea Barkisland
 Proposal: Two storey and single storey side extension
 History: 05/01018 two storey side extension and conservatory alterations – refused. 05/01712 single storey side extension and conservatory alterations - permit
 Main Issues: Application will be assessed against NPPF – section 7 (Design), UDP policies BE1 (Design), BE2 (Privacy) and T18 (parking)

RPC Comments:

15652 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 over intensive use of the site, not in keeping with the area, parking, designs and privacy issues.

Application No 14/00411/FUL

Officer: Steven Emery
 Applicant: Mr S Hinsley
 Site: Land South Of Fairways Lower Park Royd Drive Triangle
 Proposal: Detached dwelling
 History: 13/62304 - alleged breach of planning permission 09/00003 - removal of existing double garage and construction of new double garage with one bed annexe above (pending)
 Main Issues: Application will be assessed against NPPF – section 7 (Design), UDP policies BE1 (Design), BE2 (Privacy) and T18 (parking) & BE5 (New access)

RPC Comments:

15653 Resolved in a motion by Cllr G Carter and seconded by Cllr Naylor that the Parish Council objects to this application on the grounds that the development should be sited in the original position of the house demolished, privacy, lighting design and overlooking issues, parking and the new access being unclear on the plans submitted.

20. To discuss Planning Applications, to receive Planning Decisions and to discuss Planning and Enforcement issues (continued)

Application No 14/00364/FUL

Officer: Claire Marshall
 Applicant: Mr & Mrs Shafiq
 Site: Field at Eccles Parlour Off Lighthazels Road Soyland
 Proposal: Extension to agricultural building
 History: 10/00125/FUL Construction of Agricultural Building (Allowed at Appeal)
 Main Issues: Green Belt policy, design and impact on landscape.

RPC Comments:

15654 Resolved in a motion by Cllr Potts and seconded by Cllr Naylor that the Parish Council objects to this application on the grounds that there is no justification for an agricultural building of the size proposed, its impact on landscape, Green Belt and design.

Application No 14/00352/FUL

Officer: Janine Branscombe
 Applicant: Mr J Worthington
 Site: Hall Green Wicking Lane Soyland
 Proposal: Conversion of first floor of remaining barn to form extension to dwelling including glazed corner for proposed study
 History:
 Main Issues: BE1, BE2, Probably ok in principle as it is an existing building.

RPC Comments:

15655 Resolved in a motion by Cllr Naylor and seconded by Cllr Riley that the Parish Council has no objections to this application.

Cllr M Smith and Cllr J Smith left the meeting at 9.45pm

Application No 14/00249/LBC

Officer: Sara Johnson
 Applicant: Mrs M Clarke-Davy
 Site: Apartment 46 Rishworth Palace Rishworth Mill Lane Rishworth
 Proposal: Replacement windows (Listed Building Consent)
 History:
 Main Issues:

RPC Comments:

15656 Resolved in a motion by Cllr Naylor and seconded by Cllr Riley that the Parish Council has no objections to this application as long as the replacement windows are in line with the previously agreed specification.

Planning Decision:

14/00251/FUL	Agricultural building for the storage of hay/animal feed & tractors/farm machinery required to harvest hay (Amended scheme to 13/01148)	Granted
Lower Hey House Farm Scammonden Road Barkisland		

The meeting closed at 9.50pm