

# Lothersdale Parish Council

## Minutes of Lothersdale Parish Council held on Thursday 12<sup>th</sup> November 2015 at 7.30pm In the Clubhouse

**Present:** Councillors E Cullen, E Mitchell, N Wilson and C Cowgill

**In Attendance:** 2 members of the public, Cllr P Mulligan and A Mallinson clerk.

### 11/1 Apologies:

Apologies accepted from Cllr Fairbanks and Cllr Barrows due to other commitments

### 11/2 Declaration of Interest:

Cllr Cowgill declared a pecuniary interest in item 5, quotations for maintenance work, as he is tendering for the work and agreed to leave the meeting when the item was to be discussed.

### 11/3 Minutes

**Resolved:** That the minutes of the meeting held on the 8<sup>th</sup> October were approved.

### 11/4 Reports from invited guests

Cllr Mulligan reported that the Local Plan for CDC, which covered 2012 to 2032, had gone to the policy committee for further scrutiny. Within the plan Lothersdale had not been allocated any housing. CDC continue to look for alternative sustainable sources of funding to support their budget.

### 11/5 Review of quotes for maintenance work as previously agreed

Cllr Cowgill left the room for this item and there were no members of the public in attendance.

Councillors considered the three quotes obtained for each of the three proposed projects, which included 1) further works to trees in and around the recreational space and the woodland walk, 2) creating a new entrance into the Millennium walk, 3) creating new steps at the far end of the woodland walk to remedy the eroding bank footpath.

**Resolved:** 1) That Total Tree Services be appointed to replace the fencing and create a new entrance in to the Millennium walk area as per agreed specification at a cost of £600.  
2) That Chris Cowgill be appointed to carry out works to trees as per specification at a cost of £1,000.  
3) That subject to an agreed design that Chris Cowgill be appointed to construct a new set of steps made of wood at a cost of £3,250 and that the design is presented to a future Parish Council meeting for agreement.

### 11/6 Village maps

Cllr Barrows was not available to give an update at the meeting

**Resolved:** That the item be deferred until the December meeting.

### 11/7 External funding under the new Government Transparency Code

The clerk advised the Council that funding was available for Councils with a turnover of less than £25k to facilitate the purchasing of new IT equipment. The equipment is to enable the council to store and upload onto a web site its financial accounts and to allow training time for the clerk to do this. The clerk has estimated the total cost to be £513 which is just over the maximum allowed.

**Resolved:** That the clerk is authorised to complete an application form and submit it to the National Association of

Signed –

Cllr E Cullen

Date – 10<sup>th</sup> December 2015

Local Councils, based on the clerks estimate.

#### **11/8 External funding from the County Councillor**

The clerk had obtained an application form where bids of between £500 and £1,000 can be applied for. There is only £5k available between 11 different parishes.

**Resolved:** That the clerk is authorised to submit an application on behalf of the Council for funds to go towards extending the footpath beyond the new Millennium entrance so as to make it more accessible for people with disabilities.

#### **11/9 Village signs**

The proposer of this item was not in attendance for it to be discussed.

**Resolved:** That the item be deferred until the December meeting.

#### **11/10 Social media**

Cllr Cowgill proposed that other forms of electronic media, like Face Book, be looked at to help promote the work that the Parish Council does and to inform residents of issues as they arose. The clerk and Cllr Cowgill will look at different options including a new policy to safeguard the Council in the event of a social media site being set up.

**Resolved:** That Cllr Cowgill and the clerk will report back to a future meeting to set out options of using social media to promote the village and the Council.

#### **11/11 Bins in the recreational field**

It was reported that the new wheelie bin had still not been delivered by CDC and that the bins in the park were still full. This will be chased up by the clerk.

**Resolved:** That the situation will continue to be monitored

#### **11/12 Street sweeping**

Cllr Cowgill gave a verbal update on the November mechanical street sweep and a large amount of material had been removed. Some residents had assisted the exercise by sweeping the paths in front of their properties onto the road for collection. Leaves continue to fall at this time of year, creating a slip hazard and create blockages in drains. The bulk of this will be removed next time but additional hours would be required for the machine to do this effectively. The clerk advised that there were sufficient funds in the budget to do this.

**Resolved:** That the next mechanical sweep through the village will take place on the morning of the 10<sup>th</sup> December.

#### **11/13 Designation of local green space**

There was a very limited time to submit any evidence to CDC regarding this as the closing date was the 2<sup>nd</sup> December.

**Resolved:** That the opportunity to nominate local green spaces be noted.

#### **11/14 Budget setting for 2016/17**

The clerk outlined the budget setting process whereby any new projects are proposed for the December meeting and the final precept is set in January 2016. Local residents are encouraged to participate in the process at all times in setting the budget. The chair and the deputy chair will arrange a meeting prior to the December meeting with the clerk to discuss budget proposals. Councillors are to put forward any items for consideration as soon as possible. Part of the budget setting will include re-tendering the maintenance contract for 2016.

**Resolved:** That the chair, deputy chair and the clerk meet to discuss budget proposals and redefine the tender for the maintenance contract.

Signed –

Cllr E Cullen

Date – 10<sup>th</sup> December 2015

**11/15 Finance****Resolved:** That the accounts presented for payment were agreed.

<b>Payee</b>	<b>Cheque No.</b>	<b>Details</b>	<b>Amount</b>
A Mallinson	300007	Clerks wages October	£200.49
HMRC	300008	PAYE	£45.60
Lothersdale Village Trust	300009	July + Sept room hire inv 140	£28.00
J C Cowgill	300010	Inv 863 grounds maintenance	£226.00
Playsafety Ltd	300011	Inv 14315 Safety inspection 15/10/14	£96.00
A Mallinson	300012	Contribution towards training costs	£15.00
Stubbs Haulage	300013	Inv 2820 Hire of street sweeper	£132.00
British Recycled Plastic	300014	To purchase 4 new picnic benches*	£1,300.80
		*previously agreed by Council	
		<b>Total</b>	<b>£2,043.89</b>

**11/16 Planning**

Application 53/2015/16329 West Fold had only just been received by the clerk and will be discussed at the December meeting. The clerk will request an extension to the deadline to submit comments.

**11/17 Correspondence**

Planning decisions noted and community funds have been made available from CDC and the clerk is obtaining an application form.

**11/18 Members community reports**

The wall mounted defibrillator kit is available for collection from either Settle or Keighley ambulance station and either Cllr Wilson or the clerk will collect this.

**11/19 To agree and note the time and date of the next Parish Council Meeting**

**Resolved:** That the next meeting is to be held on Thursday 10<sup>th</sup> December 2015 at 7.30pm in the Club House.

Meeting closed at 9.00pm

Signed –

Cllr E Cullen

Date – 10<sup>th</sup> December 2015