



RIPPONDEN PARISH COUNCIL

**Minutes of the Meeting
held on
16 May 2024**

Ripponden Parish Council - Full Council Meeting

The 1,254th Meeting of Ripponden Parish Council, held on Thursday 16 May 2024.

Location: Ryburn Utd Football Club, Ripponden.

Start time: 19:15pm.

Present: Cllr A Naylor (Chair), Cllr C Johnson, Cllr G Carter, Cllr K Naylor, Cllr G Whitworth, Cllr C Green, Cllr J Crossley, Cllr A Greenwood.

Absent: Cllr G Potts, Cllr Matthews.

Lateness: Cllr P Hunt, Cllr R Thornber.

MINUTES

1. Reminder by the Chairman of the expectations for audio or visual recording of the meeting.

Noted.

2. To elect the Chairman of the Parish Council.

24/25 – 19106: RESOLVED for Cllr A Naylor to be elected as Chairman of Ripponden Parish Council for the year 24/25: term dates from 16 May to the Annual Meeting 2025. Proposed by Cllr GC, seconded by Cllr GW.

3. To receive the Declaration of Acceptance of Office from the newly elected Chairman.

24/25 – 19107: RESOLVED to receive the Declaration of Acceptance of Office from Cllr A Naylor, co-signed by Cllr A Naylor as Acting Proper Officer, and witnessed by Cllr G Carter.

4. To elect the Vice Chairman of the Parish Council.

24/25 – 19108: RESOLVED for Cllr C Johnson to be elected as Vice- Chairman of Ripponden Parish Council for the year 24/25. Proposed by Cllr GC, seconded by Cllr CG.

5. To receive the Declaration of Acceptance for Office from the newly elected Vice-Chairman.

24/25 – 19109: RESOLVED to receive the Declaration of Acceptance of Office from Cllr C Johnson, co-signed by Cllr A Naylor as Acting Proper Officer, and witnessed by Cllr G Carter.

6. To receive apologies for absence and lateness. *Cllrs are reminded of the need to tender apologies to the Acting Clerk or Chairman if they are unable to attend.*

Apologies received from Cllr Hunt, Cllr Thornber, Cllr Potts.

7. Public Participation - An opportunity for members of the public to address the Parish Council on any issues concerning them about the Parish.

None present.

8. To accept the minutes of the 1253rd Meeting held on Thursday 2nd May 2024.

24/25 – 19110: RESOLVED to accept the minutes as a lawful record of the meeting held on Thursday 2 May. Proposed by Cllr CG, seconded by Cllr GW.

9. To receive Parish Councillors' declarations of interest.

None declared.

10. To consider and agree arrangements and the time and place for holding full council meetings after 16 May 2024.

24/25 – 19111: RESOLVED that Ripponden Parish Council meetings would continue to take place at Ryburn Football Club every two weeks on Thursday evenings at 7.15pm. Proposed by Cllr AG, seconded by Cllr CG.

Cllr G Whitworth will continue to make enquiries around alternative meeting venues, and the Parish Council would consider any further premises as the opportunity arises over the coming council year.

11. To accept the terms of reference for the committees.

- 11a - Standards and Finance Committee
- 11b - Employment Committee
- 11c - Environment Committee
- 11d - Disciplinary Committee
- 11e - Grievance Committee

24/25 – 19112: RESOLVED to accept all TORS due to them all being reviewed within the previous council year, with the view for them to be further reviewed during the coming council year. Proposed by Cllr AG, seconded by Cllr CG.

12. To appoint Members and Chairmen for the Ripponden Parish Council Committees.

- 12a - Standards and Finance Committee: 5
- 12b - Employment Committee: 5
- 12c - Environment Committee: 6
- 12d - Disciplinary Committee: 3
- 12e - Grievance Committee: 3

24/25 – 19113: RESOLVED that Cllrs Greenwood, K Naylor, Carter, A Naylor and Whitworth would sit on the Standards and Finance committee. Proposed by Cllr CJ, seconded by Cllr JC.

Item 12b: held over until such time as the Council is able to hire a clerk.

24/25 – 19114: RESOLVED that Cllrs Potts, Crossley, Johnson, Green, Carter and A Naylor would sit on the Environment Committee. Proposed by Cllr AG, Seconded by Cllr KN.

Items 12d&e: held over until such time as the Council is in a position to hire a clerk.

13. To decide upon the next committee meeting dates:

- 13a - Standards.
- 13b - Employment.
- 13c - Environment.

19:47pm: Cllr R Thornber arrived.

24/25 – 19115: RESOLVED that the next Standards and Finance Committee will be held on 6 June 2024 at 7.15pm. Proposed by Cllr CG, seconded by Cllr GW.

Item 13b: to be advised when required.

24/25 – 19116: RESOLVED that the next Environment Committee is already arranged for 4 June 2024 at 7.15pm. Proposed by Cllr CG, seconded by Cllr GW.

14. To review and agree Parish Council representation on external bodies and arrangements for reporting back.

24/25 – 19117: RESOLVED that Cllr A Naylor and Cllr C Johnson would attend and represent RPC. Proposed by Cllr AG, seconded by Cllr JC.

15. To appoint a Representative to the Town and Parish Council Liaison Group.

24/25 – 19118: RESOLVED that Cllr G Whitworth would attend and represent RPC. Proposed by Cllr CG, seconded by Cllr RT.

16. To appoint a Councillor to attend the Ryburn Valley Ward Forum

24/25 – 19119: RESOLVED that Cllr C Green would attend and represent RPC. Proposed by Cllr KN, seconded by Cllr JC.

17. To appoint a Representative to the Safer Cleaner Greener Group

24/25 – 19120: RESOLVED that Cllr J Crossley would attend and represent RPC. Proposed by Cllr CG, seconded by Cllr CJ.

18. To review and adopt Standing Orders and Financial Regulations.

24/25 – 19121: RESOLVED that RPC adopts the current Standing Orders and Financial Regulations with a view to review them in the next 12 months. Proposed by Cllr AG, seconded by Cllr GW.

19. To authorise the reviewed Risk Assessment policy.

24/25 – 19122: RESOLVED to authorise the reviewed Risk Assessment Policy. Proposed by Cllr RT, seconded by Cllr CG.

20. To discuss and decide upon a system for the review of Council policies throughout the year.

24/25 – 19123: RESOLVED to continue with the current system of working through the YLCA checklist of policies. Proposed by Cllr AG, seconded by Cllr GW.

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

Cllr G Carter raised the on-going discussions around reinstating the railings at Ripponden War Memorial. Cllr Carter advised she had been in discussion with CMBC and was awaiting feedback regarding the quotes RPC has for reinstating them.

Cllr G Carter also advised she had had discussions with Calderdale MBC regarding the lack of maintenance around the parish, particularly the bowling green, war memorials, verges, and re-wilding area in the centre of Ripponden.

Cllr A Naylor raised how well the Annual Report looked and how positively pleasing this was. Discussed that the report is currently being distributed via the Go Local magazine.

Cllr C Johnson advised he has finally heard back from CMBC to advise that the new CCTV camera funded by RPC is now up and running as of 15 May 2024.

Cllr C Johnson also advised that the Police alongside CMBC had now managed to remove the vehicle at the traffic lights in the centre of Ripponden which had been there for over two months.

Cllr C Johnson raised that the RPC's name is still not yet acknowledged as a donator to the Ryburn FC development.

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

Cllr G Carter discussed the recent road works on Rochdale Road and the dangerous way in which they had been left. These are now cleared and work is completed.

Cllr Carter discussed the on-going issues at Baitings Dam including rubbish and bins, car parking, intimidation of local residents. It was agreed that all relevant authorities are currently aware and working with the on-going issues. It was agreed that Cllr Crossley would continue to report to Safer, Cleaner Greener group regarding the issues.

Cllr Crossley advised that the new dog poo bag dispenser has arrived and will soon be erected at Baitings Dam.

Cllr K Naylor advised fly tipping on Moselden Lane had been reported to Calderdale MBC.

Cllr K Naylor raised that a resident has requested a notice/information board be placed at Redann Crossroads in Soyland. Agreed that this would be passed to the Environment Committee for discussion.

Cllr C Green provided information regarding the abandoned building by entrance to the M62.

Cllr J Crossley provided an update regarding the recent Safer, Cleaner, Greener meeting.

Cllr Crossley advised that good feedback had been received regarding grass being mown at Rishworth paid for by RPC. Cllr Crossley advised that JLA have also given back-word on working in the community now.

Cllr Crossley advised that the telephone box on Rochdale Road has now also had its first coat of paint.

Cllr A Greenwood discussed positive feedback from the internal auditor but also that the internal auditor had queries over the historic 22-23 accounting figures, which had required that Cllr A Greenwood go back to the 22-23 cashbook and bank statements to restate the former RFO's figures and, in doing so, had found significant errors.

Cllr Carter requested that it was minuted that the accounting that had taken place between 2019 and May 2023 was the cause of the issues raised by the internal auditor, and that a report be produced to formally document what had occurred.

Cllr Greenwood advised that changes will need to be made to the RPC website in order for the RPC to meet the new accessibility legislation coming in later this year.

Cllr C Johnson requested that the election of a new flag master is on the next agenda.

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

None present and no reports received.

24. To receive on going report about Rishworth War Memorial and discuss quotations for work.

Cllr A Greenwood advised they are still awaiting a further 3rd quotation for the work.

25. To receive an update that the council no longer holds the General Power of Competence (GPC).

24/25 – 19124: RESOLVED to note that the council no longer holds the General Power of Competence (GPC). Proposed by Cllr GC, seconded by Cllr RT.

26. To note that the S137 expenditure limit for 2024-25 is £10.81.

24/25 – 19125: RESOLVED to note that the s137 expenditure limit for 24-25 is £10.81 per elector. Proposed by Cllr AG, seconded by Cllr AN.

27. To agree Accounts for payment and note payments made.

24/25 – 19126: RESOLVED to cancel the PRS Music license, continue to pay the VAC subscription, and authorise the accounts for payment with the money for the repair work done to the plaque to be taken from the odd job man budget, and note payments made. See attached schedules.

28. To discuss any updates on CAT of the Ripponden Library.

No further updates to report.

29. To receive Correspondence

- a. Information only
- b. Invitations
- c. Correspondence received after the agenda went out.

The Council received an email from a member of the public about rubbish at the Ripponden War Memorial.

Cllr Carter has been sent a letter from a resident via the MP in relation to concerns over the amount of money in the Parish Council bank account. Cllr Carter will formulate a reply and invite the resident to a future meeting of the Parish Council.

24/25 – 19127: RESOLVED to suspend standing orders to extend the meeting by ten minutes. Proposed by Cllr GC, seconded by Cllr AG.

30. To consider any updates regarding premises for use as a storage facility and office for the Parish Council including any update on the current storage facility.

Ongoing.

31. To discuss Planning Applications.

[Construction of 11 houses](#)

Planning Application

Land Opposite Rishworth School Oldham Road Ripponden Sowerby Bridge Calderdale

Ref. No: 24/00317/FUL | Received: Wed 03 Apr 2024 | Validated: Mon 29 Apr 2024 | Status: Pending Consideration

24/25 – 19128: RESOLVED to object on the grounds that RPC endorses Yorkshire Water's comments, and believes the development is an over-intensive use of the site. The traffic survey does not account for M62 closure periods, does not accurately depict the current speeding situation on Oldham Road, and underplays a recent road traffic incident. Ingress and egress is opposite a school, and near the S-bend of Slitheroe Bridge.

32. To discuss and authorise the purchase of a new dog poo bag dispenser for Barkisland.

24/25 – 19129: RESOLVED to authorise the purchase of the dog poo bag dispenser for Barkisland. Proposed by Cllr AG, seconded by Cllr GC.

Meeting ended at 21:29pm.



RIPPONDEN PARISH COUNCIL

DECLARATION OF ACCEPTANCE OF OFFICE

I, Andrew Naylor, having been elected to the office of Chairman of Ripponden Parish Council, declare that I take that office upon myself, and will duly and faithfully fulfil the duties of it according to the best of my judgment and ability.

Signed 

Date 16th May 2024

This declaration was made and signed before me

Signed 

Date 16 May 2024 -

Proper Officer of the Council.

Witnessed by 

Date 16th May 2024



RIPPONDEN PARISH COUNCIL

DECLARATION OF ACCEPTANCE OF OFFICE

I, CRAIG JOHNSON, having been elected to the office of Vice-Chairman of Ripponden Parish Council, declare that I take that office upon myself, and will duly and faithfully fulfil the duties of it according to the best of my judgment and ability.

Signature 

Date 16.05.2024

This declaration was made and signed before me.

Signed 

Date 16 May 2024

Proper Officer of the Council.


Witnessed by 


Date 16th MAY 2024


16 May 2024 (2024 - 2025)

Ripponden Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
15 Stationery & supplies	17/05/2024		Business Account (R)		Printer ink	Amazon (Via RFO)	S	18.96	3.79	22.75
19 Contingency	17/05/2024		Business Account (R)		Dog Poo Bag Dispenser	JRB Enterprises Ltd	S	79.00	15.80	94.80
16 VAC	17/05/2024		Business Account (R)		VAC subscription	VAS (Voluntary & Commun	Z	50.00		50.00
20 Odd job man	17/05/2024		Business Account (R)		Memorial plaque repair	Ryburn Men in Sheds	Z	165.00		165.00
Total								312.96	19.59	332.55

Prepared by:  Date: 16/05/24

Approved by:  Date: 16-5-24

Approved by:  Date: 16.05.2024

Ripponden Parish Council
PAYMENTS LIST

14 May 2024 (2024 - 2025)

Voushe Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
11 Contingency	05/05/2024	19095	Business Account (R)	5581	CWBC By-election payment	Calderdale Metropolitan Bo	Z	95.64		95.64
14 Community grants	05/05/2024	19095	Business Account (R)		Grant to RCD	Ripponden Children's Day	Z	252.00		252.00
17 Office 365	07/05/2024	19025	Business Account (R)		Microsoft 365 subscriptions	Microsoft	S	58.80	11.76	70.56
18 Office 365	07/05/2024	19025	Business Account (R)		Microsoft 365 subscriptions	Microsoft	S	10.30	2.06	12.36
Total								416.74	13.82	430.56