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## Minutes of the 1255th Meeting of Ripponden Parish Council

Held at Ryburn Utd Football Club, Ripponden, on Thursday 30 May 2024 at 7:15pm

**Councillors present:** *Cllrs C Johnson (Vice-Chair), G Carter, K Naylor, C Green, J Crossley, A Greenwood, and P Hunt.*

	<p><b>1. Reminder by the Chairman of the expectations for audio or visual recording of the meeting.</b></p> <p>No audio or visual recordings made.</p>
	<p><b>2. To receive apologies for absence and lateness.</b></p> <p>Apologies were received from Cllrs Potts, Whitworth, Matthews, A Naylor.</p> <p>Absent: Cllr Thornber.</p>
	<p><b>3. Public Participation: an opportunity for members of the public to address the Parish Council on any issues concerning them about the Parish.</b></p> <p>No public participation.</p>
24/25 – 19130	<p><b>4. To accept the minutes of the 1254th Meeting held on Thursday 16th May 2024.</b></p> <p><b>Proposed</b> by Cllr CG. <b>Seconded</b> by Cllr GC.</p> <p><b>RESOLVED:</b> <i>That the minutes of the 1254<sup>th</sup> meeting held on 16 May 2024 with the rephrasing of “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” on page 6877 and the correction to CMBC on page 6878 be accepted as a true and correct record.</i></p>
	<p><b>5. To receive Parish Councillors’ declarations of interest.</b></p> <p>None received.</p>
	<p><b>6. To receive information on any on-going items identified in these and previous Minutes and decide further action where necessary.</b></p> <p>None received.</p>
	<p><b>7. To receive reports from the Chairman, Committees, Councillors and Outside Bodies by Council Representatives.</b></p>

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	<p>Cllr Crossley spoke about the Rishworth turning circle, and the discovery that CMBC believed REG was looking after the plantings; CMBC will now put the site back onto the maintenance schedule. The telephone box renovation is progressing well. The Baitings dog poo bag dispenser had been installed. Exploring the possibility of an information board about Operation Starfish on Flints Moor should go to Environment Committee. No representatives from CMBC attend the Environment Committee.</p> <p>Cllr Hunt has visited businesses about the hanging baskets and forwarded the details onto Cllr Crossley.</p> <p>Cllr Carter requested that all councillors feed into a master list of severely damaged roads in the parish with a view to making representations to CMBC about the situation: Dyson Lane was given as an example. Cllr Carter also suggested making representations about the consequences of the current significant roadworks in Ripponden centre.</p>
	<p><b>8. To receive reports from Calderdale Councillors who represent Ryburn Ward.</b></p> <p>None received.</p>
24/25 – 19131	<p><b>9. To authorise the minutes of the Environment Committee of 30 April 2024.</b></p> <p><i>Proposed by Cllr PH. Seconded by Cllr GC.</i></p> <p><b>RESOLVED:</b> to authorise the minutes of the Environment Committee of 30 April 2024.</p>
24/25 – 19132	<p><b>10. To accept the minutes of the Environment Committee of 30 April 2024 into the legal record.</b></p> <p><i>Proposed by Cllr AG. Seconded by Cllr GC.</i></p> <p><b>RESOLVED:</b> to accept the minutes of the Environment Committee of 30 April 2024 into the legal record.</p>
24/25 – 19133	<p><b>11. To authorise the minutes of the Annual Assembly of 23 May 2024.</b></p> <p><i>Proposed by Cllr AG. Seconded by Cllr CG.</i></p> <p><b>RESOLVED:</b> to authorise the minutes of the Annual Assembly of 23 May 2024.</p>
	<p><b>12. To elect a new flag master for 2024-25.</b></p> <p>Item held over to the next full council meeting.</p>
24/25 – 19134	<p><b>13. To consider the excess copies of the Annual Report for 23-24 and agree upon action to be taken.</b></p> <p><i>Proposed by Cllr AG. Seconded by Cllr CG.</i></p> <p><b>RESOLVED:</b> to disseminate the excess copies of the Annual Report to key locations around the parish.</p>
24/25 – 19135	<p><b>14. To consider the matter of the Chairman receiving short-notice invitations to community activities and agree upon necessary action.</b></p> <p><i>Proposed by Cllr AG. Seconded by Cllr GC.</i></p> <p><b>RESOLVED:</b> that the Chairman of the Council makes the decision whether to attend a short-notice community activity and gives a report to Council after the event.</p>

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	<p><b>15. To receive on going report about Rishworth War Memorial and discuss quotations for work.</b></p> <p>Cllr Hunt updated the council on the difficulty of gaining a third quotation for the work. Cllr Crossley suggested contacting Peter Madden.</p>
	<p><b>16. To discuss Ripponden Memorial Gardens.</b></p> <p>Cllr Carter is to discuss the matter with CMBC officers at a meeting on Thursday 6 June 2024 to discover the current litter bin emptying policy and schedule. There is a need for a greater PCSO presence. Cllr Crossley will enquire about possible warden presence at the site on Friday evenings. The Council is not inclined to remove the seating bench.</p>
24/25 – 19136	<p><b>17. To note the Annual Internal Audit Report for 23/24 included at page three of the Annual Governance and Accountability Return 23/24.</b></p> <p><i>Proposed by Cllr PH. Seconded by Cllr CG.</i></p> <p><b>RESOLVED:</b> to note the Annual Internal Audit Report for 23/24 included at page three of the Annual Governance and Accountability Return 23/24.</p>
24/25 – 19137	<p><b>18. To approve Section 1 - Annual Governance Statement for 23/24 for Ripponden Parish Council on page 4 of the Annual Governance and Accountability Return 23/24.</b></p> <p>The statements were considered line-by-line by councillors present.</p> <p><i>Proposed by Cllr GC. Seconded by Cllr JC.</i></p> <p><b>RESOLVED:</b> to approve Section 1 - Annual Governance Statement for 23/24 for Ripponden Parish Council on page 4 of the Annual Governance and Accountability Return 23/24.</p>
24/25 – 19138	<p><b>19. To approve Section 2 - Accounting Statements for 23/24 for Ripponden Parish Council on page 5 of the Annual Governance and Accountability Return 23/24.</b></p> <p><i>Proposed by Cllr GC. Seconded by Cllr CG.</i></p> <p><b>RESOLVED:</b> to approve Section 2 - Accounting Statements for 23/24 for Ripponden Parish Council on page 5 of the Annual Governance and Accountability Return 23/24.</p>
24/25 – 19139	<p><b>20. To consider the Internal Auditor's detailed written report and agree necessary action arising from it.</b></p> <p><i>Proposed by Cllr AG. Seconded by Cllr CG.</i></p> <p><b>RESOLVED:</b> that recommendations arising from the internal auditor's report, namely the need to use a gov.uk domain name and ready the website for the new accessibility requirements, and to use a different format for the minutes, be actioned as soon as possible, and that the requirement to strengthen the small grants policy in terms of requests for S137 reports and to create and implement an investment policy for EMRs go to the Standards and Finance Committee for consideration.</p>
24/25 – 19140	<p><b>21. To agree Accounts for payment and note payments made.</b></p> <p>To agree accounts for payment totalling £412.57, and note payments made of £342.75 between 16 May 2024 and 30 May 2024. See attached schedule.</p>

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	<p><b>Proposed by Cllr AG. Seconded by Cllr JC</b></p> <p><b>RESOLVED:</b> to pay accounts totalling £412.57, and note payments made of £342.75 between 16 May 2024 and 30 May 2024, and for the payment schedule to be signed by Cllr AG as ARFO, Cllr KN as APO and Cllr CJ as Vice-Chair.</p>
	<p><b>22. To discuss the purchase of a noticeboard for Redan Corner and decide upon action to be taken.</b></p> <p>This item will be discussed at the Environment Committee of 4 June 2024.</p>
24/25 – 19141	<p><b>23. To note that NALC have published new Model Financial Regulations and discuss what action to take.</b></p> <p><b>Proposed by Cllr AG. Seconded by Cllr GC.</b></p> <p><b>RESOLVED:</b> for the NALC new Model Financial Regulations to be sent to Standards and Finance Committee for consideration.</p>
	<p><b>24. To discuss speeding issues in the parish: the request for a 20mph limit through Ripponden village centre and the situation on Oldham Road from Excelsior Close to Boothwood.</b></p> <p>Cllr Carter suggested asking P Stubbs at CMBC to consider coming to the Parish Council to discuss speeding and other issues. Cllr Crossley will raise the matter at SCG.</p>
24/25 – 19142	<p><b>25. To discuss approaching WYCA about the public conveniences on Halifax Road and agree what action to take.</b></p> <p><b>Proposed by Cllr AG. Seconded by Cllr PH.</b></p> <p><b>RESOLVED:</b> for the Council to approach WYCA in writing about the public conveniences on Halifax Road with a view to funding their operation.</p>
24/25 – 19143	<p><b>26. To discuss Mill Fold play area.</b></p> <p><b>Proposed by Cllr AG. Seconded by Cllr CG.</b></p> <p><b>RESOLVED:</b> for Cllr Carter to approach Grant Matthews at CMBC about the Mill Fold area.</p>
24/25 – 19144	<p><b>27. To discuss the health and safety checking, and cleanliness, of playground equipment in the parish, and decide upon action to be taken.</b></p> <p><b>Proposed by Cllr PH. Seconded by Cllr GC.</b></p> <p><b>RESOLVED:</b> for Cllr Crossley to approach Emma Marvin at CMBC about the Mill Fold area.</p>
24/25 – 19145	<p><b>28. To decide upon the communications schedule items over the next fortnight.</b></p> <p><b>Proposed by Cllr PH. Seconded by Cllr GC.</b></p> <p><b>RESOLVED:</b> for the communications stories to be the installation of the Baitings dispenser, the new flowers in the telephone box, action taken over the litter at RWM, action taken over the Rishworth turning circle, the AOL email address problem, and the brownies story when the photos are received.</p>
	<p><b>29. To discuss any updates on CAT of the Ripponden Library.</b></p>

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	No further updates from CMBC have been received.
	<p><b>30. To receive Correspondence</b></p> <p>i. Information only ii. Invitations iii. Correspondence received after the agenda went out.</p> <ul style="list-style-type: none"> <li>The Chairman has received an invitation to the 2024 Rush-bearing.</li> <li>The Council recognised it cannot take any action over the correspondence concerning a civil matter.</li> <li>The Council recognised the guidelines concerning two sets of nearby traffic lights and audible signals to cross.</li> <li>The Council has no view on the naming of Saxon Rise.</li> <li>The RFC poster adheres to the Council's noticeboard policy and can therefore be displayed.</li> <li>The flag-flying correspondence requires further investigation before a decision can be made.</li> </ul>
	<p><b>31. 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.</b></p> <p>There are currently no further updates.</p>
	<p><b>32. To discuss Planning Applications.</b></p>
24/25 – 19146	<p><a href="#">Single storey side and rear extension</a> Planning Application 35 Causeway Head Cross Wells Road Ripponden Sowerby Bridge Calderdale HX6 4NJ Ref. No: 24/00470/HSE   Received: Tue 14 May 2024   Validated: Tue 14 May 2024   Status: Pending Consideration</p> <p><b>Proposed by Cllr PH. Seconded by Cllr AG.</b></p> <p><b>RESOLVED:</b> that Ripponden Parish Council defers to the opinion of the CMBC planning officer.</p>
24/25 – 19147	<p><a href="#">Construction of single storey extension and detached garage</a> Planning Application Crow Wood Farm Crow Wood Lane Barkisland Sowerby Bridge Calderdale HX4 9QH Ref. No: 24/00481/HSE   Received: Fri 17 May 2024   Validated: Fri 17 May 2024   Status: Pending Consideration</p> <p><b>Proposed by Cllr CG. Seconded by Cllr AG.</b></p> <p><b>RESOLVED:</b> that Ripponden Parish Council defers to the opinion of the CMBC planning officer.</p>
24/25 – 19148	<p><a href="#">Prune one tree (Tree Preservation Order)</a> Planning Application Land At Junction Of Rylands Park Ryestone Drive Ripponden Sowerby Bridge Calderdale Ref. No: 24/20082/TPO   Received: Wed 08 May 2024   Validated: Wed 08 May 2024   Status: Pending Consideration</p> <p><b>Proposed by Cllr PH. Seconded by Cllr GC.</b></p> <p><b>RESOLVED:</b> that Ripponden Parish Council leaves this matter to the CMBC arboriculturalist.</p>
24/25 – 19149	<p><a href="#">conversion of existing public house and holiday lets to 5No dwellings and the erection of 1No detached dwelling with detached single garage</a> Planning Application Butchers Arms Rochdale Road Ripponden Sowerby Bridge Calderdale HX6 4JU Ref. No: 24/00418/LBC   Received: Thu 02 May 2024   Validated: Thu 02 May 2024   Status: Pending Consideration</p> <p><b>Proposed by Cllr JC. Seconded by Cllr GC.</b></p>

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**RESOLVED:** that Ripponden Parish Council objects to this application as the proposals as stated would not be sympathetic to the listed building adjacent. The Council objects to a property built so near the listed building, and the impact that inadequate parking would have on the listed building.

The meeting closed at 21:20h.

## Schedules

### Ripponden Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

29 May 2024 (2024 - 2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
22	Audit fees	31/05/2024		Business Account (R)		Internal Auditor	Account-Ant	Z	360.00		360.00
23	Telephone box repair (R)	31/05/2024		Business Account (R)		Telephone box plants, planters	Judith Crossley	Z	37.33		37.33
21	Telephone box repair (R)	31/05/2024		Business Account (R)		Starlock washers	Ebay	Z	15.24		15.24
<b>Total</b>									<b>412.57</b>		<b>412.57</b>

Prepared by:  (CAREFO) Date: 29/05/24.

Approved by: \_\_\_\_\_ Date: 30/05/24.

Approved by: \_\_\_\_\_ Date: 30/05/2024.

CHAM

### Ripponden Parish Council PAYMENTS LIST

29 May 2024 (2024 - 2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
15	Stationery & supplies	17/05/2024	19126	Business Account (R)		Printer ink	Amazon (via RFO)	S	18.96	3.79	22.75
19	Contingency	17/05/2024	19128	Business Account (R)		Dog Poo Bag Dispenser	JRB Enterprises Ltd	S	87.50	17.50	105.00
16	VAC	17/05/2024	19126	Business Account (R)		VAC subscription	VAS (Voluntary & Commun	Z	50.00		50.00
20	Odd job man	17/05/2024	19126	Business Account (R)		Memorial plaque repair	Ryburn Men in Sheds	Z	165.00		165.00
<b>Total</b>									<b>321.46</b>	<b>21.29</b>	<b>342.75</b>

Signature:

Minutes of the Ripponden Parish Council Environment Committee Meeting  
Held at Ryburn United Football Club Ripponden on Tuesday 30 April 2024 at 7.15pm

The Committee Chair took the minutes for the meeting.

Councillors Present: Cllr Carter, Cllr Crossley, Cllr Hunt, Cllr Johnson, Cllr Potts.

Co-opted members present: Mr Brian Winrow, Lynda Porter.

1. To receive apologies for absence or lateness

Cllr A Naylor (ex officio).

2. To discuss matters arising from the previous meeting.
  - a. To receive an update on conversations with Andrew Pitts regarding improvements to parish War Memorials and other sites.

Cllr Crossley had emailed Matthew Crow and Andrew Pitts. Mr Pitts replied with enquiries over joint funding agreement with the parish council. Cllr Carter noted her efforts to get an answer regarding War Memorial Trust funding.

**ENV2023/24-16 – Resolved** for Cllr Crossley to approach A. Pitts to agree joint funding of new railings and report back. Proposed by Cllr JC, Seconded by Cllr CJ.

- b. To discuss updates on the K6 telephone box on Rochdale Road.

JLA are to begin work soon.

3. To discuss any updates on the Garden Competition

Leaflets have been distributed to residents and the noticeboards updated. Cllrs Crossley and Carter are to continue contacting prospective judges.

4. To discuss updates on the Rishworth War Memorial.

Cllr Hunt will conclude a third quote so that the matter can be progressed.

5. To discuss the Rishworth turning circle island.

Cllr Carter noted the Council's current resolution to write to WYCA Mayor Tracy Brabin regarding funding.

6. To discuss updates on the replacement of noticeboards.

The new board is still in the hands of Men in Sheds. Cllr Crossley will query whether the parish council emblem can be installed into the boards.

7. To discuss any potential future projects for the year ahead.

The concept of an Autumn Show was discussed, but in the current circumstances, this is an idea for next year with an agreed venue.

8. To hear reports from councillors, co-opted members and outside groups.
  - a. To hear plans from In Bloom and environmental groups for the year ahead.

The meeting discussed summer hanging baskets. There will be one free basket, and the option of another to be paid for, for local businesses. Cllr Carter will enquire with a hanging basket provider with Cllr Johnson's assistance. Cllr Hunt will approach local businesses.

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Brian Winrow gave a Soyland in Bloom report, further to a written year ahead plan being provided.

Cllr Potts as REG chair gave a report.

**ENV2023/24-17 – Resolved** for the Council to pay for grass cutting in Rishworth: six cuts a year at £90 a cut, with the provider being Peter Madden. Proposed by Cllr GC, seconded by Cllr CJ.

The meeting heard a report from CROWS on their CAT of the toilet block by Mill Fold. More work parties are dedicated for Ripponden.

Cllr Crossley will get the costings for a board for Soyland.

Cllr Johnson reported a need for Ground Nesting Bird signs for Baitings to protect birds from dogs. The council should write to Yorkshire Water to gather their intentions.

Cllr Crossley will chase up warden and ranger contacts.

9. To agree a date for next meeting.

The Council agreed to meet on 4 June 2024 at 7.15pm at RFC.

The meeting closed at 21:00.

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Signature: