A logo with a tree

Description automatically generated with low confidence

**RIPPONDEN PARISH COUNCIL**

**Minutes of the Meeting**

**held on**

**22nd February 2024**

Ripponden Parish Council - Full Council Meeting

The 1,248th Meeting of Ripponden Parish Council held on Thursday 22 February 2024.

Location: Ryburn Utd Football Club, Ripponden.

Start time: 19:15

Present: Cllr A Naylor (Chair), Cllr G Whitworth, Cllr P. Hunt, Cllr G Potts, Cllr A Greenwood, Cllr J Matthews, Cllr C Johnson, Cllr K Naylor, Cllr G Carter.

Absent: Cllr R Thornber and Cllr J Crossley.

MINUTES

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

Noted.

1. To note apologies for absence and lateness.

These were noted from Cllrs R Thornber and J Crossley.

1. *Cllrs are reminded of the need to tender apologies to the Chairman if they are unable to attend.*
2. Public Participation.

None in attendance.

1. An opportunity for members of the public to address the Parish Council on any issues concerning them about the Parish.

N/A

1. To accept the minutes of the 1247th meeting held on Thursday 25th January 2024.

**19005 RESOLVED** to accept the minutes as a lawful record of the meeting held on Thursday 8 February 2024**.** Proposed by Cllr G Potts, seconded by Cllr A Greenwood.

1. To receive Parish Councillors’ declarations of interest.

None.

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

Cllr K Naylor noted an email received from Mr Roger Greenwood about speeding in the Parish. This is to be referred to Cllr R Thornber.

Cllr Carter has received contact from Cllr Lynn (CMBC) and she will be speaking with Andrew Pitts of CMBC soon.

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

Cllr Hunt gave a report on his recent communications with the office of the Deputy Mayor of WYCA in relation to crime concerns, specifically around recent reports concerning women and girls’ safety. He brought to council the offer of a visit by the Deputy Mayor to discuss these issues.

**19006 RESOLVED** For Cllr Carter to invite the Deputy Mayor for a meeting with the Parish Council before the end of March. Proposed by Cllr Johnson, seconded by Cllr Matthews.

Cllr Greenwood discussed concerns about low light levels emitted by the latest LED streetlights.

Cllr Whitworth discussed the quotes on more price competitive storage and gave quotes he had obtained to help the Parish Council save money.

Cllr Greenwood noted that Cllrs K Naylor and Potts have been set up on banking access. Also, that the Parish Council’s Amazon account has been retrieved. Cllr Greenwood further noted that she and Cllr K Naylor have been set up as the Proper Officer and Responsible Finance Officer (temporarily) respectively. SCRIBE, the new accounting software, is to go live from 1 March 2024.

**RESOLVED 19007** To appoint Cllr J Matthews to the Standards Committee. Proposed by Cllr K Naylor, seconded by Cllr A Greenwood.

Cllr Greenwood flagged up upcoming policies for discussion and authorisation. YLCA advice has come back on document retention and the new Biodiversity policy will be presented to the new full council meeting.

Cllr Greenwood noted that the library valuations are now in and that the Parish Council has now renewed its registration with the Information Commissioner’s Office.

The meeting noted that Cllr Crossley’s Safer Cleaner Greener report has shown that car crime is up in Ryburn.

The meeting noted that like-for-like quotes are being obtained in respect of the Rishworth War Memorial.

Cllr Carter noted her conversation with Cllr Lynn of CMBC and that the Parish Council should work with CMBC on the proposed works to the grounds behind Rishworth War Memorial.

Cllr A Naylor discussed Christmas Lights and the progress in securing new ones for Christmas 2024. He reported a conversation with Dave Proctor and it was recommended that the Parish Council approach Blachere for lights which would be covered by a warranty. The next agenda will feature an item on buying replacement lights to the value of £12,000.

Cllr A Naylor also noted the pencilled meetings with CMBC staff on the library and the Joint Working Agreement (JWA).

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

None. Cllr Johnson noted his disappointment and dissatisfaction with the lack of written reports in the absence of ward councillors.

**RESOLVED 19008** that the Parish Council will issue requests from hereon to ward councillors for their written reports, which should include bullet point updates. This will take place once a month. Proposed by Cllr Johnson, seconded by Cllr Potts.

**RESOLVED 19009** that the Parish Council will send ward councillors Agendas and Minutes as part of the invites. Proposed by Cllr Carter, seconded by Cllr Johnson.

1. To agree accounts for payment and note payments made.

Accounts for payment:

* CMBC Highways for Ripponden festive lighting: £1390.58
* CMBC Highways for Rishworth festive lighting: £330.29

Payments made:

* JRB Enterprises for dog poo bags: £325.44
* ICO: £35
* YLCA for cllr training: £66.80

**RESOLVED 19010** to accept the accounts for payment. Proposed by Cllr A Greenwood, seconded by Cllr K Naylor.

1. To receive update about the internal auditor and decide upon action to be taken.

Cllr Greenwood discussed enquiries made with viable, new and available internal auditors.

**RESOLVED 19011** that Cllr Greenwood will approach Rachel Pearson at “Account ANT” to ask her to be our new Internal Auditor. Proposed by Cllr A Naylor, seconded by Cllr Whitworth.

1. To receive an update on festive lights and decide on action to be taken – to include cost of 2023 festive lights (Ripponden £1390.98, Rishworth £330.29, Barkisland TBC).

An update was provided.

1. To receive ongoing report about Rishworth War Memorial.

RPC is in the process of obtaining like-for-like quotes. The meeting noted JLA want to do a day’s work in the community.

An issue around mortar around the gate post failing has been sent to Cllr Thornber to address.

1. To authorise Cllr Crossley to liaise with Yorkshire Water.

**RESOLVED 19012** to authorise.

1. To discuss and authorise a councillor communications lead (including social media / Facebook / Instagram).

**RESOLVED 19013** to authorise Cllrs Whitworth and Potts as the communications leads where they can work together on placing factual information to the public with Cllrs having 48 hours to tender any objection to a proposed posting. Proposed by Cllr Hunt, seconded by Cllr Matthews.

1. To update on the current status of the RPC Website.

Cllr Greenwood discussed the necessary data cleanse and the Notice of Election.

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

An update was provided. The meeting noted that in the absence of a clerk, surveyors are having to liaise with Cllrs and not a clerk regarding the matter.

1. To discuss confirming local connections for residential applications.

Cllr K Naylor led with the discussion about Sanctuary Housing’s recent enquiries. The meeting noted the identity and existence of a certain resident.

**RESOLVED 19014** that the Parish Council will confirm the residency of a named individual due to the council’s knowledge of the person’s antecedents. Proposed by Cllr Matthews, seconded by Cllr Carter.

1. To discuss CCTV.

Cllr Johnson led with this item and discussed the old resolution of 2019 which ear marked money for the purpose of installing new CCTV for Ripponden. He noted that at the time, there were technical concerns around signalling issues

**RESOLVED 19015** that the Parish Council will get an update on the situation from CMBC, that the project will be resurrected and that the Parish Council will identify what funding was provided. Cllr Johnson is to work with Cllr Whitworth on this matter. Proposed by Cllr Whitworth, seconded by Cllr Greenwood.

1. To receive Correspondence

Information only

Invitations

Correspondence received after the agenda went out

Cllr Greenwood noted that Landscapes for Water have pledged a plan of action for after Easter.

1. 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.

Cllr Whitworth led the discussion on this item. He explained the recent quotes for storage and that he found much cheaper storage provision to that secured under the prior council. Cllr Hunt noted his disappointment with the amount of money wasted by the previous council on storage. There was a discussion around the removal and transportation of Parish Council property from the current unit to a new storage unit. Cllrs Hunt and Whitworth noted the moneys that could be saved by the Parish Council hiring a van and utilising free voluntary labour via Cllrs to do the work, rather than enlist the services of a removal firm.

**RESOLVED 19016** that Cllrs Hunt and Whitworth will go to Calderdale Self Storage to conduct a full inventory of Parish Council property held therein and to note suggestions for what, if anything, could be scrapped (to be presented to full council). The Cllrs will go in possession of our Asset Registry. Proposed by Cllr Whitworth, seconded by Cllr Hunt.

1. To discuss and decide upon the grant application from 2nd Ripponden Rishworth St John’s Brownies.

This item is held over to the next meeting, pending the presentation of further documentation.

Cllr K Naylor left.

1. To set a date for the Standards Committee (Data retention policy and Grants policy)

The date agreed was Tuesday 19 March 2024.

1. To discuss Planning Applications

**RESOLVED 1917** to suspended standing orders to extend the meeting by a short period to conclude the final items of business. Proposed by Cllr Hunt, seconded by Cllr Johnson

[**Construction of a detached outbuilding comprised of a garage (retrospective) Amended scheme to 23/01149/HSE**](https://portal.calderdale.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S84ADPDWKCE00&prevPage=inTray)

Planning Application

The Mistal Firth House Barn Scammonden Road Barkisland Sowerby Bridge Calderdale HX4 0EL

Ref. No: 24/00086/HSE | Received: Wed 31 Jan 2024 | Validated: Wed 31 Jan 2024 | Status: Pending Consideration

**RESOLVED 19018 to** object to this application on the grounds that the application is for a garage, but the plans show a garage and an office as well.

[**Convert existing building to annexe**](https://portal.calderdale.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S47VQGDWGBH00&prevPage=inTray)

Planning Application

Clay Clough Blue Ball Road Ripponden Sowerby Bridge Calderdale HX6 4LR

Ref. No: 23/01156/FUL | Received: Thu 16 Nov 2023 | Validated: Tue 30 Jan 2024 | Status: Pending Consideration

**RESOLVED 19019 to** object to this application on the grounds of greenbelt development, the application shows the building is a standalone building and is not annexed to an existing building, plus there are no visible signs of access.

[**Septic tank**](https://portal.calderdale.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S86P3UDWKHX00&prevPage=inTray)

Planning Application

The Mistal Firth House Barn Scammonden Road Barkisland Sowerby Bridge Calderdale HX4 0EL

Ref. No: 24/00097/HSE | Received: Thu 01 Feb 2024 | Validated: Thu 01 Feb 2024 | Status: Pending Consideration

**RESOLVED 19020 to** object to this application on the grounds that it is too near the garage and habitable space. It should be in the existing location, and a biodigester should be considered instead.

[**Removal of internal chimney stack (at ground floor), internal wall removal, relocation of fire surround**](https://portal.calderdale.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S84AE6DWKCG00&prevPage=inTray)

Planning Application

Old School House Barkisland CE Primary School Scammonden Road Barkisland Sowerby Bridge Calderdale

Ref. No: 24/00087/LBC | Received: Wed 31 Jan 2024 | Validated: Mon 12 Feb 2024 | Status: Pending Consideration

**RESOLVED 19021:** no objection, provided the planning officer is satisfied it meets with all appropriate planning regulations.

1. To discuss the appointment of Parish Council Staff.

Held over.

The meeting concluded at 21:40