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**RIPPONDEN PARISH COUNCIL**

**Minutes of the Meeting**

**held on**

**7th March 2024**

Ripponden Parish Council - Full Council Meeting

The 1,249th Meeting of Ripponden Parish Council held on Thursday 7 March 2024.

Location: Ryburn Utd Football Club, Ripponden.

Start time: 19:15

Present: Cllr A Naylor (Chair), Cllr P. Hunt, Cllr A Greenwood, Cllr C Johnson, Cllr K Naylor, Cllr C Green, Cllr R Thornber, Cllr J Crossley

Absent: Cllr G Carter, Cllr G Whitworth, Cllr G Potts, and Cllr J Matthews

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 Whitworth, Potts and Carter.

**Cllr C Green signed and handed over his Acceptance of Office forms, thereby formally entering the council as a new member.**

1. *Cllrs are reminded of the need to tender apologies to the Chairman if they are unable to attend.*
2. Public Participation.
3. An opportunity for members of the public to address the Parish Council on any issues concerning them about the Parish.

A member of the public (Mr Lassie) attended to ask questions about the library and raise concerns over the time taken to asset transfer the building. Mr Chairman gave an explanation and an update on the situation with the library and where the council is in the process.

1. To accept the minutes of the 1248th meeting held on Thursday 22nd February 2024.

**19022 RESOLVED** to accept the minutes as a lawful record of the meeting held on Thursday 22 February 2024**.** Proposed by Cllr Greenwood, seconded by Cllr Crossley with the amendment added that Cllr K Naylor had left the meeting at 9pm.

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.

None.

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

Cllr Johnson updated the meeting on his discussions concerning CCTV. Progress to be reported in due course.

An update on the obstruction on Rochdale Road.

Cllr Crossley discussed speeding on Rochdale Road and a recent accident. She has requested speed checks of CMBC. CROWS have been down Pretoria Bridge and Cllr Crossley has tried to meet with CMBC about drainage issues on the footpath.

Cllr Crossley reported that JLA have responded regarding their proposal to help improve the environment of the area. Cllr Crossley believes they should be referred to the planter opposite the Tate petrol station. Cllr Crossley reported the work that has been done by CMBC on Whiteley Park.

Cllr Crossley discussed a noticeboard replacement and the K9 phone box, which will be discussed at the following week’s Environment Committee meeting.

Cllr K Naylor reported that pot holes had been reported to CMBC. She requested permission to attend a YLCA training course to support her role as temporary Proper Officer.

**19023 RESOLVED** that the council will pay for Cllr K Naylor’s YLCA course.

Cllr Greenwood gave an update on the training she has undertaken to support her acting finance role, and also an update on the council’s new accounting system “SCRIBE”. Cllr Greenwood gave a detailed update as to the council’s current financial condition and the situation with the council’s financial reserves.

Cllr Greenwood requested permission to approach YLCA for three areas of advice: on the annual report, the power required for Remembrance Sunday expenditure, and appropriate declarations for the annual assembly and annual parish council meeting.

**19024 RESOLVED** to provide permission. Proposed by Cllr A Naylor, seconded by Cllr C Johnson.

Cllr Greenwood discussed the Annual Report, and the new duty to protect against sexual harassment in the workplace, which will come in October 2024.

Cllr Hunt reported the fixed wall at Jubilee Park, Rishworth New Road. He also noted the deterioration of this road and that he would report this to CMBC. Cllr Hunt reported that he is due to conduct a full inventory of council assets at the storage unit with Cllr Whitworth on Sunday.

Cllr A Naylor gave an update about dog poo waste bags.

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

Cllr Thornber reported that speed reduction measures are being implemented in Barkisland on Saddleworth Road. Speed limits on sections of the road have been reduced.

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

No accounts for payment. Payments noted.

* 29/02/2024 - VODAFONE (parish mobile): £14
* 29/02/2024 - SERVICE CHARGES (bank charges): £7
* 05/03/2024 - MS 365 (standard license): £12.36
* 05/03/2024 - MS 365 (basic licenses): £65.63
* 15/03/2024 - CALDERDALE SELF STORAGE (assets storage): £312.80

1. To authorise the following direct debits, standing orders and regular payments for the financial year 2024-2025. (Note: room hire, insurance, internal and external audit fees and HMRC payments are no longer included here).
2. ICO: £45 annually
3. YLCA: £1,100 annually
4. Storage: £320 monthly
5. 365: £85 monthly
6. Bank charges: £7 monthly
7. Vodafone: £25 monthly
8. Antivirus: £30 annually
9. Website SSL: £60 annually
10. Website domain name: £30 annually
11. Website hosting: £75 annually.

**RESOLVED 19025** to authorise. Proposed by Cllr A Greenwood, seconded by Cllr K Naylor.

1. To discuss and decide upon whether to move the general and earmarked reserves out of the operational business account, and whether to open into an interest-bearing account (either notice or fixed term) with Lloyds Bank (35 days - 2.6% or 95 days- 4%) or fixed term (3 months to 2 years - 2% to 4.37%) for the general reserve and earmarked reserves.

**RESOLVED 19026** to move the earmarked reserves out of the general revenue account and into the treasurer’s account at the beginning of the new financial year, with a view to looking at a higher interest-bearing account. Proposed by Cllr Greenwood, seconded by Cllr Green.

1. To decide whether to renew the SLCC Membership.

**RESOLVED 19027** that the council does not renew the membership. Cllr A Naylor proposed, Cllr Greenwood seconded.

1. To receive an update about the internal auditor and decide whether to accept the quotation.

**RESOLVED 19028** to appoint Account ANT for £360. Proposed by Cllr Greenwood, seconded by Cllr Green.

1. To discuss the insurance policy with Zurich and authorise payment.

The council needed to alter some details before bringing the matter back to the next full council meeting.

1. To discuss the Biodiversity policy and accept it.

**RESOLVED 19029** to accept the policy. Proposed by Cllr K Naylor, seconded by Cllr C Johnson.

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

Cllrs Hunt and Greenwood to liaise with Cllr Johnson so he can progress communications with contractors.

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

The council noted the key purposes and amenities to be offered by the library building once it comes under Parish Council ownership and control. Cllr Naylor noted the meeting with CMBC officers next week which will be important in progressing matters.

1. To discuss Christmas Lights and the purchase of replacements (budget of £12,000).

The council agreed with the suggestion that all of the lights need to be replaced. Lights for Barkisland and Soyland were discussed. Connectivity issues were discussed and the need for the council to establish more details.

**RESOLVED 19030** for Cllr A Naylor to investigate further. Cllr Greenwood proposed, Cllr Green seconded.

1. To receive Correspondence

Information only

Invitations

Correspondence received after the agenda went out

**RESOLVED 19031** for there to be a fixed agenda item each year allowing for the yearly payment of £500 for CROWS.

**RESOLVED 19032** to release a statement to the public on social media about the library (wording agreed). Proposed by Cllr Thornber, seconded by Cllr Green.

1. To discuss correspondence from Calderdale MBC regarding the application For Modification Order To Add A Public Bridleway.

**RESOLVED 19033** that Cllr A Naylor will write a response. Proposed Cllr Greenwood, seconded by Cllr Green

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 Hunt gave a report and discussed the progress also made by Cllr Whitworth. He reported on Cllr Whitworth’s enquiries regarding a local temporary office premises that may be of interest to the council.

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

**RESOLVED 19034** to provide the full grant request on the proviso that any unspent moneys are returned to the parish council. Proposed by Cllr Greenwood, seconded by Cllr Hunt.

1. To discuss Planning Applications

[**Fell one tree (Tree Preservation Order)**](https://portal.calderdale.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S93S6QDWLO700&prevPage=inTray)

Planning Application

2 Sandyfoot Barkisland Sowerby Bridge Calderdale HX4 0JA

Ref. No: 24/20031/TPO | Received: Mon 19 Feb 2024 | Validated: Mon 19 Feb 2024 | Status: Pending Consideration

**RESOLVED 19035:** to leave the matter to the opinion of the CMBC arboriculturalist**.**

Prop. Cllr Hunt, Sec. Cllr Johnson

1. To discuss the appointment of Parish Council Staff.

Held over.

The meeting concluded at 21:15

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