



To all members of the Ripponden Parish Council:

You are hereby summoned to attend the 1232rd. meeting of the Ripponden Parish Council to be held at Ryburn United Football Club on Thursday 15th June 2023 at 7:15 pm for the purpose of transacting the following business.

A handwritten signature in black ink, appearing to read 'A. Naylor', with a horizontal line underneath.

Councillor A Naylor.

Chairman of Ripponden Parish Council.

AGENDA

- 2023/2024 – 66. Reminder by the Chairman of the expectations for audio or visual recording of the meeting.
- 2023/2024 – 67. Public participation.
- 2023/2024 – 68. To receive apologies and approve the reasons for absence or lateness given by councillors.
- 2023/2024 – 69. To receive any declarations of interest.
- 2023/2024 – 70. To confirm the minutes of the Meeting held on 1 June 2023 as a true and honest record.
- 2023/2024 – 71. To confirm the minutes of the Annual Meeting held on 11 May 2023 as a true and honest record.
- 2023/2024 – 72. To receive the Chairman’s report.
- 2023/2024 – 73. To receive an administrative report.
- 2023/2024 – 74. To decide the key financial authorisers for the month: councillors with banking access are Cllrs Greenwood, Hunt, Nicholls and, possibly, Thornber.

Matters Arising From Previous Meeting Minutes

- 2023/2024 – 75. To receive an update as to the redirection of the Parish Council’s mail from the clerk’s address, consider the change of banking address, and decide on further action to be taken.
- 2023/2024 – 76. To note that the supplied passwords for the clerk’s MS 365 account do not appear to be valid and decide on action to be taken.
- 2023/2024 – 77. To receive an update on the response of local accountants as to the matter of payroll duties and decide upon action to be taken.
- 2023/2024 – 78. To receive an update on the addition of new councillors to the bank account and decide upon action to be taken.
- 2023/2024 – 79. To consider and decide upon an initial meeting date for the following committees:
2023/2024 – 79.1. Standards
2023/2024 – 79.2. Employment
- 2023/2024 – 80. To consider and decide upon the appropriate action to be taken for the amendment of the circulated asset list.

New Parish Business

- 2023/2024 – 81. To receive a verbal briefing on the status of the Annual Governance and Accountability Report (AGAR) for 2022/23 and decide upon action to be taken.
- 2023/2024 – 82. To decide upon the establishment of an Environment Committee and appoint members to that committee.
- 2023/2024 – 83. To consider and decide upon the repainting of Pretoria Bridge.
- 2023/2024 – 84. To receive an update on the Microsoft 365 software and decide upon whether to purchase two extra Microsoft Business Basic licenses at a cost of £4.90 per month per user (+ tax) so all councillors have access.

Reports from councillors

- 2023/2024 – 85. To receive councillors’ reports.

Finance

- 2023/2024 – 86. To note the bank balances of the following Ripponden Parish Council Accounts as of 13.06h, 08 June 2023:
- Business Account: £131,617.51
 - Treasurers Account: £5,194.56
 - Bus Bank Instant (Working Capital Account: 0.75% GIR): £50,862.45
- 2023/2024 – 87. To note the following currently active direct debits and standing orders from the business account:
- ICO - annual - £35 (direct debit)

- Vodafone – monthly - £34.96 (direct debit)
- Calderdale Self storage - monthly - £312 (standing order)

- 2023/2024 – 88. To receive the following invoices and authorise their payment.
- 2023/2024 88.1 Town Parish Audit invoice 232401 for £235.
 - Previous resolution no: 2022-18589.4
 - 23/24: admin expenditure: audit fees
 - 2023/2024 88.2 Briggs Priestley Signs & Graphics. Invoice number 59700 for £376.32
 - Resolution no: 2022-18545
 - 23/24: budget heading required for this spend.
 - 2023/2024 88.3 Ryburn United Football Club. Invoice number 222318 for £90.
 - Previous resolution number: 2022-18589.12
 - 23/24: contingency.
 - 2023/2024 88.4 VAC. Invoice number: INV – 00670 for £50.
- 2023/2024 – 89. To receive the quotation from Skill Tech (Northern) and decide upon action to be taken.
- 2023/2024 – 90. To note the remaining budget for grants in 23/24 is **£2808** (£4000 budget minus Crows payment of £400, minus BAT payment of £500, minus RDC payment of £292), and decide upon action to be taken.
- 2023/2024 – 91. To discuss and decide upon the grant application from Ripponden Bowling Club for £1085 for the refurbishment of four benches.
- 2023/2024 – 92. To discuss and decide upon the grant application from Soyland in Bloom for £390 for the purchase of a plastic self-watering planter and soil and perennials.
- 2023/2024 – 93. To note the listed bank payments and receipts.

06/06/2023	RIPPONDEN CHILDREN 400000001149960970 RPC GRANT 309376 10 06JUN23 16:02	292		131617.5
26/05/2023	SERVICE CHARGES REF : 396782900	7		131909.5
16/05/2023	MSFT * E0100NCI57 CD 6610	52.2		131916.5
16/05/2023	MSFT * E0100NCW6E CD 6610	11.28		131968.7
15/05/2023	CALDERDALE SELF ST	312.8		131980
12/05/2023	CO-OP GROUP 108298 CD 6628	8.8		132292.8

Correspondence

- 2023/2024 –94. To receive the letter from Go Local and consider the action to be taken.
- 2023/2024 – 95. To receive the correspondence from George Jenkins, the Band Manager of West Yorkshire Fire and Rescue Service, offering a small band to accompany the Remembrance Sunday service for £350, and consider the action to be taken (Budget is £1300).

2023/2024 – 96. To receive the letter from Karen Jackson and consider the action to be taken.

Planning

2023/2024 – 97. To note the following consultee comment has been submitted to CMBC.

- 25 Sandyfoot Barkisland Sowerby Bridge Calderdale HX4 OJA: Ref. No: 23/00325/HSE: No objection.

For the next meeting

2023/2024 – 98. To note items to be placed on the agenda for the next council meeting.

Ward Councillors' reports

2023/2024 – 99 To note ward councillors' reports.

Date of next meeting

2023/2024 – 100 To agree the date of the next ordinary meeting of the Ripponden Parish Council.

For reference: items to be included with this agenda.

1. Draft set of Full Council Meeting minutes for 1 June 2023.
2. Draft set of Annual Meeting minutes for 11 May 2023.
3. PDF of Lloyd Business Address Change form.
4. RPC asset list.
5. Scanned email chain from Naomi Goddard.
6. Folder of AGAR docs.
7. PDF file of ...
 - a. Town Parish Audit invoice 232401 for £235.
 - b. Briggs Priestley Signs & Graphics. Invoice number 59700 for £376.32
 - c. Ryburn United Football Club. Invoice number 222318 for £90
 - d. VAC. Invoice number: INV – 00670 for £50
 - e. Skill Tech (Northern) quotation.
8. 23/24 Budget.
9. Ripponden Bowling Club grant application.
10. Ripponden Bowling Club supporting information pdf.
11. Soyland in Bloom grant application pdf.
12. Go Local letter.
13. PDF of George Jenkins and Karen Jackson emails.