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**RIPPONDEN PARISH COUNCIL**

**Minutes of the Meeting**

**held on**

**25th January 2024**

Ripponden Parish Council - Full Council Meeting

The 1,246th Meeting of Ripponden Parish Council held on Thursday 25th January 2024.

Location: Ryburn Utd Football Club, Ripponden.

Start time: 19:15

Present: Cllr A Naylor (chairing), Cllr G. Potts, Cllr A. Greenwood, Cllr J. Matthews, Cllr C. Johnson, Cllr J. Crossley, Cllr P. Hunt.

Absent: Cllr G Carter, Cllr K. Naylor.

Lateness: Cllr R. Thornber.

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 Cllr G Carter and Cllr K Naylor.

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 1245th meeting held on Thursday 14th December 2023.

**18975 RESOLVED** to accept the minutes as a lawful record of the meeting held on Thursday 14th December 2023**.** Proposed by Cllr Greenwood, seconded by Cllr Hunt.

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.

The meeting noted that the Annual Report should cover information about the library. Cllr Potts will draft copy and circulate amongst councillors.

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

Cllr Hunt gave a review of the recent Environment Committee meeting. Cllr Greenwood noted that the Garden Competition categories should include an A-Road front facing gardens category and that flyers should go out advertising the competition.

Cllr Crossley reported her attendance at the Safer Cleaner Greener meeting, where various local issues were raised and discussed. Cllr Crossley updated the meeting on positive progress made with refurbishment to local Parish noticeboards. She noted that she would raise the subject of the closed toilet facilities with SCG.

Cllr Johnson reported his attendance at the recent Ryburn Ward Forum and the issues that were raised. He reported that fly tipping had occurred around Baitings Dam and this has been handled. An obstruction on Rochdale Road has also been reported to authorities.

Cllr Greenwood reported that Landscapes for Water would like to know if councillors would attend their sessions in schools. More details to come. She further reported that M365 subscription rates have risen, and that JLA had asked about any volunteering opportunities the could help with.

Cllr Greenwood updated the meeting about library valuation enquiries. She will return to the council with an update on what the re-instatement value of the building is and provide the council with a recommendation.

**18976 RESOLVED** to exclude press and public.

**18977 RESOLVED** to return press and public to the meeting.

Cllr Greenwood reported communication from Ms Pygott enquiring about Parish Council vacancies. The meeting agreed that she would provide appropriate advice on how to progress these enquiries.

Cllr Greenwood noted a discrepancy on information held in the CMBC in-tray on planning applications and application data on the CMBC portal on planning applications. The two do not match. The meeting agreed this issue would be taken forward by Cllr Thornber.

Cllr Greenwood reported that SCRIBE have offered a free month of accounting software in their package and so the council could begin the subscription a month earlier than anticipated. This will be brought back to the next full council for approval.

Cllr Greenwood raised the subject of Christmas lights and that there are likely funding cuts on these from CMBC. The meeting agreed there would be further contact with CMBC to establish more detail on the situation. Cllrs Naylor and Johnson will take up this matter and the council will also obtain a price list from suppliers.

Cllr Potts reported a downed tree from a storm by Boothwood. He has liaised with the landowner.

Cllr Naylor reported that discarded tyres have been left by Royd Lane. Cllr Naylor also discussed a possible sign purchase for Ebenezer graveyard. He will take this up with Cllr Thornber.

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

Cllr Thornber reported his attendance at the recent Ward Forum and that he is chasing up the Reservoir Road query.

Cllr Johnson noted his displeasure at the contents of a local political party leaflet which included details about the library, on the basis that this material potentially spoke for the decision-making of the Parish Council inappropriately.

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

There were no accounts for payment.

Payments made were:

* Calderdale Self-storage: £312.80
* MS 365 Standard: £11.28
* MS 365 Basic: £47.52
* Vodafone: £14
* Service charges: £7
* Fab Spider: £28.80
* Calderdale self-storage: £312.80

**18978 RESOLVED** to accept the accounts for payment. Proposed by Cllr Hunt, seconded by Cllr Matthews.

1. To accept and authorise the cashbook and bank reconciliation for Q3.

**18979 RESOLVED** to accept and authorise the Q3 cashbook and bank reconciliation. Proposed by Cllr Johnson, seconded by Cllr Potts.

1. To authorise a letter to go to CMBC finance to request £58,344 as the precept request for 2024/25.

**18980 RESOLVED** to authorise the precept request letter. Proposed by Cllr Matthews, seconded by Cllr Potts.

1. To discuss the GDPR renewal.

Cllr Greenwood discussed this within her councillor report.

1. To discuss the situation with the internal auditor and decide on any action to be taken.

Cllr Greenwood updated the meeting on current communication issues with the auditor.

**18981 RESOLVED** Cllr Naylor and Cllr Greenwood will pursue enquiries, and Cllr Greenwood will contact Katie Smith of Dalton Smith.

1. To receive correspondence.

Correspondence was discussed and the meeting agreed that Facebook post scheduling should become a regular standing agenda item.

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.

The meeting noted this is still a matter in progress and we remain on the waiting list for a different storage unit at the storage facility.

1. To receive an update on the forming of a Business and Tourism Committee.

The meeting noted this is still a matter in progress.

1. To discuss the library lease.

This matter was moved under the next item, item 20, for discussion.

1. To discuss the Library Joint Working Agreement – meeting arranged for 31st January, 12:00 noon at the library.

Cllr A Naylor reminded councillors about the upcoming meeting and encouraged councillors to attend.

1. To authorise the revised Standing Orders.

**18982 RESOLVED** to authorise the revised Standing Orders. Proposed by Cllr Greenwood, seconded by Cllr Hunt.

1. To authorise the revised Financial Regulations.

**18983 RESOLVED** to authorise the revised Standing Orders. Proposed by Cllr Johnson, seconded by Cllr Crossley.

1. To discuss and authorise a date for the annual assembly.

**18984 RESOLVED** to authorise 25 April 2024 at 7.15pm at Ryburn Football club as the date, time and venue for the annual assembly. Proposed by Cllr Greenwood, seconded by Cllr Thornber.

1. To discuss the potential contents of the annual report.

Cllr Greenwood reported that she had spoken to Rachel Taylor to make enquiries and details around the publication were discussed. Distribution should occur around May this year. Delivery costings were discussed and content ideas identified and noted. Cllr Greenwood will draft copy.

1. To receive a report on Sharepoint Directory data and decide on action to be taken.

**18985 RESOLVED** to exclude press and public to discuss matters of sensitivity.

**18986 RESOLVED** to bring back press and public.

1. To discuss Planning Applications.

[**Conversion of part of an agricultural building to dwellinghouse**](https://portal.calderdale.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S556T2DWH5300&prevPage=inTray)

Planning Application

Agricultural Storage Shed Brink Knowle Farm Pike End Road Rishworth Sowerby Bridge Calderdale

Ref. No: 23/01219/FUL | Received: Mon 04 Dec 2023 | Validated: Thu 14 Dec 2023 | Status: Pending Consideration

**18987 RESOLVED** to object on ground of greenbelt and access.

[**Single storey rear extension, construction of rear dormers in place of existing dormers and partial re-roof to rear**](https://portal.calderdale.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S5CADKDWHC800&prevPage=inTray)

Planning Application

Brookfield Stainland Road Barkisland Sowerby Bridge Calderdale HX4 0AQ

Ref. No: 23/01243/HSE | Received: Fri 08 Dec 2023 | Validated: Fri 08 Dec 2023 | Status: Pending Consideration

**18988 RESOLVED** no objection.

[**Conversion and partial rebuild of existing building to form one dwelling**](https://portal.calderdale.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=S18OHADWKR200&prevPage=inTray)

Planning Application

Peat Pitts Farm Saddleworth Road Barkisland Sowerby Bridge Calderdale HX4 0DX

Ref. No: 23/00966/FUL | Received: Tue 19 Sep 2023 | Validated: Tue 05 Dec 2023 | Status: Pending Consideration

**18989 RESOLVED** to object on the grounds that the existing building is not a substantial structure.

1. To discuss the appointment of Parish Council Staff.

Item held over.

The meeting concluded at 21:12h.

CCTV to be an agenda item for the next meeting.

