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Minutes for the 1266th Meeting of Ripponden Parish Council

Held at The Ripponden Parish Council Office, Central Hall, Ripponden
on Thursday 14th November 2024 at 7:15pm.

Councillors summoned: Councillors A Naylor (Chair), C Johnson (Vice-Chair), G Carter, K Naylor, C Green, J Crossley, A Greenwood, P Hunt, G Potts, G Whitworth, J Matthews, R Thornber.

	<p>1. Reminder by the Chairman of the expectations for audio or visual recording of the meeting.</p> <p>No recordings made.</p>
	<p>2. To receive apologies for absence and lateness.</p> <p>Apologies received: Councillors Johnson, Thornber, Whitworth, Hunt (lateness: arrived: 20.30h)</p> <p>Absent: Councillor Matthews.</p>
	<p>3. Public Participation: an opportunity for members of the public to address the Parish Council on any issues concerning them about the Parish.</p> <p>None.</p>
<p>24/25 – 19312</p> <p>24/25 - 19313</p>	<p>4. To accept the minutes of the 1265th Meeting held on Thursday 31st October 2024.</p> <p>RESOLVED: that the minutes of the 1265th meeting held on Thursday 31st October 2024 be accepted as a true and correct record.</p> <p>RESOLVED: to remove proposer and seconder information from the minutes.</p> <p>Councillor Carter requested that councillors' initials no longer be used in minutes.</p>
	<p>5. To receive Parish Councillors' declarations of interest.</p> <p>Councillor Green declared an interest in item 18.</p>
	<p>6. To receive information on any on-going items identified in these and previous Minutes and decide further action where necessary.</p> <p>None.</p>
	<p>7. To receive reports from the Chairman, Committees, Councillors and Outside Bodies by Council Representatives.</p>

Signature:

24/25 – 19314	<p>Councillor Green updated the Council that the winter hanging basket project is now complete; all requested baskets have been given out and all payments made.</p> <p>Councillor Potts reported that there is no update on the gateway litter, and that Councillor Johnson has requested a date for column poppy removal. Council decided it should be this weekend.</p> <p>Councillor Carter reported that the new CMBC gritting schedule greatly reduces gritting in the parish and that the Council should not be prepared to accept anything less than the schedule as currently stands to 30 November.</p> <p>RESOLVED: to write to CMBC to insist on the integrity of the current gritting list for the parish be carried forward.</p>
24/25 – 19315	<p>Councillor Carter also suggested the Council write to Grant Matthews to thank him and his team for the work they did on the Ripponden War Memorial gardens prior to Remembrance Sunday.</p> <p>RESOLVED: to write to Grant Matthews to thank him and his team for the work done on Ripponden War Memorial Gardens.</p>
24/25 – 19316	<p>Councillor K Naylor reported that Derek Benn at CMBC cannot attend meetings on a Thursday evening.</p> <p>RESOLVED: to write to Derek Benn to ask for availability on Tuesday evenings in January 2025.</p>
24/25 - 19317	<p>Councillor K Naylor reported that the new chairs have arrived, that the skatepark will be cleaned, that the Council is still awaiting a final copy of the lease from CMBC, and that she has raised a complaint about the lack of action on Reservoir Road to CMBC. She also updated Council on the situation with Royd Lane.</p> <p>Councillor Crossley reported that Northern Gas Network has left a mess on the pavement between Stones Drive and the Butchers Arms.</p> <p>RESOLVED: to write to Alison Stott at CMBC and request that the pavement is cleaned.</p> <p>Councillor Crossley also informed the Council that the Ripponden signs have been installed into the Rochdale Road phone box, and that there were difficulties logging into the SCG meeting on 11 November.</p> <p>Councillor Greenwood reported that the new website is currently in build, and should go live at the end of December, but Aubergine insist that she do training before they allow her access to the CMS. She has booked training for 3 December. Also, the website requires as many 300dpi 2400x1200 landscape images as possible, and any assistance from fellow councillors would be appreciated.</p> <p>Councillor Greenwood also reported that no EON refund has been recorded in the cashbook for 21/22; however, there is a refund on the bank statement for 21 Sep 2021 for £112.47 from Eon.</p>
	<p>8. To receive reports from Calderdale Councillors who represent Ryburn Ward.</p> <p>None.</p>
24/25 - 19318	<p>9. To agree accounts for payment and note payments made. (See attached schedules).</p> <p>RESOLVED: to agree accounts for payment of £254.85 and note payments of £1430.66</p>
	<p>10. To discuss outcome of sifting panel and decide upon actions to be taken.</p>

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<p>24/25 – 19319</p> <p>24/25 - 19320</p>	<p>Councillor Potts informed the Council that eight candidates out of 33 applicants had passed the sifting process. Councillor Carter pointed out the need for a question criteria list.</p> <p>RESOLVED: for the interviewing panel to be Councillors Potts, Greenwood and K Naylor.</p> <p>RESOLVED: for the interview panel to decide times and dates for the interview and contact the eight candidates.</p>
<p>24/25 - 19321</p>	<p>11. To authorise the minutes of the Standards and Finance Committee Meeting held on Thursday 07 November 2024 as a true and correct record.</p> <p>RESOLVED: to authorise the minutes of the Standards and Finance Committee Meeting held on Thursday 07 November 2024 as a true and correct record.</p>
<p>24/25 - 19322</p>	<p>12. To accept the minutes of the Standards and Finance Committee Meeting held on Thursday 07 November 2024 into the legal record.</p> <p>RESOLVED: to accept the minutes of the Standards and Finance Committee Meeting held on Thursday 07 November 2024 into the legal record.</p>
<p>24/25 - 19323</p>	<p>13. To request advice from YLCA as to whether we can create an Earmarked Reserve to cover the cost of the first year of operation of a building we hope to acquire. – Councillor Greenwood.</p> <p>RESOLVED: to request advice from YLCA as to whether we can create an Earmarked Reserve to cover the cost of the first year of operation of a building we hope to acquire.</p>
<p>24/25 - 19324</p>	<p>14. To discuss the recommendations of the Standards and Finance Committee for the budget for 25/26 and decide upon action to be taken.</p> <p>RESOLVED: to accept the recommendations of the Standards and Finance Committee for the budget for 25/26</p>
<p>24/25 - 19325</p>	<p>15. To discuss the recommendations of the Standards and Finance Committee for the reserve allocation for 25/26 and decide upon action to be taken.</p> <p>RESOLVED: to accept the recommendations of the Standards and Finance Committee for the reserve allocation for 25/26.</p>
<p>24/25 - 19326</p>	<p>16. To discuss the recommendations of the Standards and Finance Committee for the precept request for 25/26 and decide upon action to be taken.</p> <p>RESOLVED: to accept the recommendations of the Standards and Finance Committee and set the precept request for 2025/26 at £65,000.</p>
	<p>17. To discuss the preventative measures at Mill Fold Park and decide upon action to be taken.</p> <p>Hold over.</p>
<p>24/25 - 19327</p>	<p>18. To discuss Pretoria Bridge.</p> <p>RESOLVED: to refer the matter to the Environment Committee.</p>

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24/25 - 19328	<p>19. To discuss potential names for the Old Ripponden Library building.</p> <p>RESOLVED: <i>to name the old Ripponden Library building as The Old Library.</i></p>
24/25 - 19329	<p>20. To discuss the Christmas flags and decide upon action to be taken.</p> <p>RESOLVED: <i>to put up the flags for 1st December.</i></p>
	<p>21. To discuss reintroducing wall hung Christmas trees and lights for Ripponden village.</p> <p>Hold over.</p>
24/25 - 19330	<p>22. To discuss the defibrillator in Soyland Town phone box and decide on action to be taken.</p> <p>RESOLVED: <i>to purchase service items for the defibrillator for no more than £400.</i></p>
24/25 - 19331	<p>23. To discuss and authorise the purchase of Dog poo bags.</p> <p>RESOLVED: <i>to purchase dog poo bags for no more than £300, including delivery.</i></p>
	<p>24. To receive an update on the CAT of the Ripponden Library.</p> <p>The Council is still awaiting the final copy of the lease from CMBC.</p>
24/25 - 19332	<p>25. To discuss the purchasing of equipment for an office.</p> <p>RESOLVED: <i>that Councillor Greenwood will research office desks and bring the information and costings back to council.</i></p>
24/25 – 19333	<p>26. To receive Correspondence</p> <ul style="list-style-type: none"> i. Information only ii. Invitations iii. Correspondence received after the agenda went out. <p>Chairman Naylor reported that a debt recovery agency had contacted the Council saying that a debt had been incurred to EON for energy costs in 2021. He is investigating the matter with Councillors K Naylor and Greenwood.</p> <p>Councillor K Naylor reported that CMBC has sent notice of the possibility of applying for a register of electors to be used under Section 107 legislation.</p> <p>RESOLVED: <i>to apply for the Register of Electors.</i></p>
24/25 – 19334	RESOLVED: <i>to exclude press and public.</i>
24/25 - 19337	RESOLVED: <i>to readmit press and public.</i>
24/25 - 19338	<p>27. To decide upon the communications schedule items over the next fortnight.</p> <p>RESOLVED: <i>that the communications items for the next two to three weeks will be the winter hanging baskets, coverage of Remembrance Sunday, representations to CMBC over the new gritting schedule, and the new Ripponden signs in the telephone box.</i></p>

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24/25 – 19339	<p>28. To discuss Planning Applications.</p> <p><u>New Agricultural Workers Dwelling</u></p> <p>Planning Application</p> <p>Land South East Of Longley Cottage Longley Lane Norland Sowerby Bridge Calderdale</p> <p>Ref. No: 24/00917/FUL Received: Mon 09 Sep 2024 Validated: Mon 21 Oct 2024 Status: Pending Consideration</p> <p>RESOLVED: <i>that the site is not in Ripponden Parish.</i></p>
24/25 - 19340	<p><u>Construction of 11 houses</u></p> <p>Planning Application</p> <p>Land Opposite Rishworth School Oldham Road Ripponden Sowerby Bridge Calderdale</p> <p>Ref. No: 24/00317/FUL Received: Wed 03 Apr 2024 Validated: Mon 29 Apr 2024 Status: Pending Consideration</p> <p>RESOLVED: <i>to object to this application on the grounds that the design is not in keeping with the surrounding landscape, the flood report refers to an incorrect number of proposed homes, and there are concerns from YW biodiversity team.</i></p>
24/25 - 19341	<p><u>Replacement windows</u></p> <p>Planning Application</p> <p>Barkisland CE Primary School Scammonden Road Barkisland Sowerby Bridge Calderdale HX4 0BD</p> <p>Ref. No: 24/01080/LBC Received: Wed 23 Oct 2024 Validated: Wed 23 Oct 2024 Status: Pending Consideration</p> <p>RESOLVED: <i>to leave this matter to the recommendation of CMBC planning officers.</i></p>
24/25 - 19342	<p><u>Management of trees (Inc fell one prune others) (Tree Preservation Order)</u></p> <p>Planning Application</p> <p>St John The Divine Church Godly Lane Rishworth Sowerby Bridge Calderdale HX6 4QR</p> <p>Ref. No: 24/20224/TPO Received: Wed 30 Oct 2024 Validated: Wed 30 Oct 2024 Status: Pending Consideration</p> <p>RESOLVED: <i>to leave this matter to the opinion of the CMBC arboriculturalists.</i></p> <p>The meeting ended at: 21:17h</p>

Payment schedules

Signature:

Ripponden Parish Council
PAYMENTS (AWAITING AUTHORISATION) LIST

14 November 2024 (2024 - 2025)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
81	Contingency	15/11/2024			Noticeboard magnets	Judith Crosley	Z	5.95		5.95
82	Storage	15/11/2024			Calderdale Self Storage	Calderdale Self Storage	S	60.83	12.17	73.00
75	Telephone box repair (R)	15/11/2024	19305		Telephone box signs	Pennine Signs	S	80.00	16.00	96.00
80	Horticultural goods and service	15/11/2024	19238		Hanging basket hooks	Judith Crosley	S	66.58	13.32	79.90
Total								213.36	41.49	254.85

Prepared by:

Approved by:

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Ripponden Parish Council
PAYMENTS LIST

14 November 2024 (2024 - 2025)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
74	Contingency	04/11/2024	19170		Office rental	Central Hall	Z	700.00		700.00
71	Horticultural goods and service	04/11/2024	19302		Hanging baskets	Charlie's Wooden Crafts Ltd	Z	510.00		510.00
71	Horticultural goods and service	04/11/2024	19302		Hanging baskets	Charlie's Wooden Crafts Ltd	Z	17.00		17.00
76	Office 365	06/11/2024	19025		Microsoft 365 subscriptions	Microsoft	S	58.80	11.76	70.56
77	Office 365	07/11/2024	19025		Microsoft 365 subscriptions	Microsoft	S	10.30	2.06	12.36
78	Contingency	07/11/2024	19306		First Aid Kit	Amazon (Via RFO)	S	17.28	3.46	20.74
79	Contingency	07/11/2024	19308		Folding chairs	The Range	S	83.33	16.67	100.00
Total								1,396.71	33.95	1,430.66

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Signature:

Ripponden Parish Council
RECEIPTS LIST

14 November 2024 (2024 - 2025)

Vouche	Code	Date	Minutes	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
13	Horticultural goods and service	06/11/2024		Business Account (R)		Hanging baskets	VG Estate Agents	Z	17.00		17.00
14	Horticultural goods and service	06/11/2024		Business Account (R)		Hanging baskets	Barkisland Post Office	Z	17.00		17.00
15	Horticultural goods and service	06/11/2024		Business Account (R)		Hanging baskets	Holiday Hamster	Z	17.00		17.00
16	Horticultural goods and service	06/11/2024		Business Account (R)		Hanging baskets	Jacs Boutique	Z	17.00		17.00
16	Horticultural goods and service	06/11/2024		Business Account (R)		Hanging baskets	Jacs Boutique	Z	17.00		17.00
17	Horticultural goods and service	11/11/2024		Business Account (R)		Hanging baskets	Alex Greenwood	Z			
18	Horticultural goods and service	12/11/2024		Business Account (R)		Hanging baskets	The Old Post Office	Z	17.00		17.00
18	Horticultural goods and service	12/11/2024		Business Account (R)		Hanging baskets	The Old Post Office	Z	17.00		17.00
Total									119.00		119.00

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Minutes for the Standards and Finance Committee of Ripponden Parish Council

Held at Central Hall, Ripponden, on Thursday 7th November at 7:00pm.

Councillors summoned: *Cllrs A Naylor, G Carter, K Naylor, A Greenwood (Chair of Committee), G Whitworth.*

	<p>1. Reminder by the Chairman of the expectations for audio or visual recording of the meeting.</p> <p>None.</p>
	<p>2. To receive apologies for absence and lateness.</p> <p>Cllr G Whitworth did not receive the correct documentation due to a summons error.</p>
	<p>3. Updates and reports from committee members.</p> <p>Cllr Greenwood updated the committee on the status of the Policy Handbook.</p>

Signature:

SF-24-25: 07	<p>Cllr K Naylor reported on a letter received by the Council concerning a requested payment for Eon Energy from June 2021 to April 2022.</p> <p>Proposed by Cllr AG. Seconded by Cllr KN.</p> <p>RESOLVED: to find evidence for the EON refund in the 21/22 cashbook and the 21/22 bank statements, locate hard copies of the bills in storage to discover the customer number, and check the password book for any account details.</p> <p>Cllr GC reported on the asset status of Rishworth Turning Circle: it belongs to WYCA.</p>
SF-24-25: 08	<p>4. To discuss the operational revenue budget for 25/26 and decide upon recommendation to full council.</p> <p>Proposed by Cllr GC. Seconded by Cllr AN.</p> <p>RESOLVED: to recommend to Full Council the following budgetary allocations for 25/26:</p> <ul style="list-style-type: none"> • £160 website hosting and SSL to move to Aubergine. • Chairman’s expenses to be created with an allocation of £500. • Chairman’s allowance to be £500. • Civic regalia to be £1000. • Members’ training to be £500. • Member’s travel and expenses to be £100. • To have no Christmas lights switch-on event. • Christmas lighting and trees to be £9000. • Community grants to be £3000. • Employer’s NI to be £2500 to cover increase caused by new government budget. • Clerk training to be £600 to cover ILCA and other introductory training sessions. • Graveyard maintenance to be £1000 to cover the cost of a health and safety check on the gravestones. • Horticultural goods and services to include odd job budget and be £5000.
SF-24-25: 09	<p>5. To review earmarked and capital reserves for 25/26 and decide upon recommendations to full council.</p> <p>Proposed by Cllr AN. Seconded by Cllr GC.</p> <p>RESOLVED: to recommend the following reserve allocations for 25/26.</p> <ul style="list-style-type: none"> • Car parking provision (£3000) to vire to Elections/co-options in preparation for 2027. • For noticeboard replacement (£140), telephone box repair (£1431.25), website update and redesign (£1400), and CCTV purchase (£470) to vire to the EMR for Employment mitigation to further fund absence/sickness/maternity costs and cover associated with the employment of new members of staff. • For an EMR for the cost of the first year’s operation of The Old Library to be created and funded to £9290. • For the possible underspend at YE 24/25 of roughly £38000 to go to a) the EMR for horticultural projects (possible: £8000) to fund the multi-year projects of the gateway sign and the memorial gardens work, b) fund the creation of a first year operating cost mitigation EMR for TOL (£9290) and for £20,000 to fund the General Reserve to roughly £50,000 to mitigate against unexpected costs, inflation and emergencies.
	<p>6. To consider the precept request for 25/26 and decide upon recommendations to full council.</p>

Signature:

SF-24-25: 10	<p>Proposed by Cllr AN. Seconded by Cllr GC.</p> <p>RESOLVED: to recommend that the precept request for 25.26 be £65,000.</p>
	<p>7. To decide a date for the next meeting. TBC.</p>
	<p>The meeting ended at 21:02h.</p>

Signature: