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Minutes for the 1267th Meeting of Ripponden Parish Council

Held at The Ripponden Parish Council Office, Central Hall, Ripponden,

on Thursday 28th November 2024 at 7:15pm.

Councillors summoned: Cllrs 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: Councillor Potts Absence: Councillor Whitworth, 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>
24/25 - 19343	<p>4. To accept the minutes of the 1266th Meeting held on Thursday 14th November 2024.</p> <p>RESOLVED: that the minutes of the 1266th meeting held on Thursday 14 November 2024 be accepted as a true and correct record.</p>
	<p>5. To receive Parish Councillors' declarations of interest.</p> <p>None.</p>
24/25 – 19344	<p>6. To receive information on any on-going items identified in these and previous Minutes and decide further action where necessary.</p> <p>Councillor Johnson reported that the supplier has agreed to redo the Remembrance Sunday correx signs next year at no cost, due to the cross-grain print creating sign bend when installed on a column. He also reported that the British Legion poppies have been taken down and cleaned, that he has raised concerns about the speed checks that took place in the early morning of Remembrance Sunday, that the Christmas flags will go up for the 1st December, and queried the location of the snowman palettes, which are believed to be with Councillor Thornber. Councillor Johnson also updated the Council on the situation regarding the scaffolding tower.</p> <p>RESOLVED: that the scaffolding tower will be an item on the next agenda.</p>

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<p>24/25 – 19345</p> <p>24/25 – 19346</p> <p>24/25 – 19347</p> <p>24/25 - 19348</p>	<p>Councillor Carter expressed concern over the Remembrance Sunday timings and was assured that 30 minutes for the parade from Rishworth was enough. She also reported on the costings of a scheme currently running in the village centre.</p> <p>RESOLVED: to exclude press and public.</p> <p>RESOLVED: to readmit press and public.</p> <p>RESOLVED: that the Parish Council intends to form a Tourism and Business Committee in 2025.</p> <p>Councillor K Naylor reported that she had emailed Grant Matthews, and then updated the Council on the damaged stone cross at Barkisland. Councillor Carter advised her to email highways at CMBC as the Parish Council is happy to pay for the reinstatement of its property but would appreciate the pursuit of an insurance claim.</p> <p>RESOLVED: that the stone cross repair be an item on the next agenda.</p>
<p>24/25 – 19349</p>	<p>7. To receive reports from the Chairman, Committees, Councillors and Outside Bodies by Council Representatives.</p> <p>Councillor Crossley reported that she has purchased and installed the festive lights for the Rochdale Road telephone box. She also presented posters from St Barts for approval.</p> <p>Councillor Greenwood also presented posters from Ryburn 3-Step for approval.</p> <p>RESOLVED: to authorise the placement of posters from St Barts and Ryburn 3-step in the noticeboards.</p> <p>Councillor Greenwood requested an audit of the festive lights.</p> <p>Councillor Crossley updated the Council on the work of CROWS: that the depo at Mill Fold is now up and running, that the ginnel from Rochdale Road has been cleared, and the group has begun work on Shaw Lane.</p> <p>Councillor Green asked after the Parish council plaques for external planters.</p> <p>Councillor Carter reported on behalf of Environment Chair Councillor Potts. Thanks have been given to Grant Matthews for the work at the Ripponden War Memorial. There is no progress yet on the railings, as new quotes need to be achieved for the height of 1.5m. Health and Safety and Building Control have said there is no risk of the old toilets collapsing. Enquiries into Pretoria Bridge are still with Jane Leary. Environment Committee also requests details of the bench adoptions. Some of the hanging baskets have still not been put up.</p> <p>Soyland in Bloom reported that the verges have been cut. There needs to be n RPC plaque on the planter at the Beehive.</p> <p>A suggestion was made that the Council could hold a daytime meeting and invite Grant Matthews and Jane Leary.</p> <p>There are removal conflicts with the planter opposite the Tate garage. A vote took place to allow £20 to be spent on lights for the phone box.</p> <p>The permit has been granted for the Incinerator in Triangle, and the gritting schedule is to be retained and not cut.</p>

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<p>24/25 – 19350</p> <p>24/25 - 19351</p>	<p>Councillor K Naylor reported that Derek Benn has not responded to her email. She reported the poor clean of the skate park to CMBC and has been told that the team will come back to finish the job. Alison Stott has been emailed, and the situation with Reservoir Road has now been escalated after she lodged a complaint with CMBC.</p> <p>Councillor Johnson reported that the bin at the top of Stones Drive has disappeared, and now people are piling up dog poo bags at the site. Councillor Carter reported that CMBC are reducing the number of bins across the parish due to cost.</p> <p>RESOLVED: to write to CMBC to ask to replace the bin at Stones.</p> <p>Councillor Johnson also voiced concern at the electricity consumption of the lights during the day.</p> <p>RESOLVED: to write to CMBC to enquire as to the day lighting of the festive lights.</p> <p>Councillor Greenwood reported that the dog poo bags had arrived, the website is nearly done and training is on the 3rd December, that she will do councillor details for noticeboards in wards, that Shazia at CMBC has given a precept request deadline of 7th February, the rent has been paid for the office, and that the Treasurer’s Account is likely to convert into a Community Account and a monthly fee will be charged. She also reported that nets have been put up in the Mill Fold tennis courts, which seems peculiar for the winter period. She also reported that there are a number of excess items that have come from the storage unit, and that she and Councillor K Naylor will be sorting the office on Wednesday 4th December. A £5 note has also been recovered in a file in storage.</p> <p>Councillor A Naylor reported that Mr Denton has asked whether the Council would prefer “crossroads” or “x-roads” on the Redan sign. Councillor K Naylor will speak to him about it. He also thanked everyone involved in relocating the assets from the storage unit to the new office address.</p> <p>Councillor Thornber reported a legacy problem with the clerk’s email address. Councillor Greenwood will investigate.</p>
	<p>8. To receive reports from Calderdale Councillors who represent Ryburn Ward.</p> <p>None.</p>
<p>24/25 - 19352</p>	<p>9. To agree accounts for payment and note payments made. (See attached schedules).</p> <p>RESOLVED: to agree accounts for payment of £1265.00 and note payments of £1308.13.</p>
<p>24/25 - 19353</p>	<p>10. To discuss the grant application from The Young at Heart Club.</p> <p>RESOLVED: to authorise the payment of £175 to The Young at Heart Club for their Christmas party entertainment.</p>
	<p>11. To receive an update on the recruitment of a new clerk and responsible financial officer.</p> <p>Councillor Greenwood reported that, of the eight candidates that passed the sift, two candidates are unavailable; of the six candidates invited to interview, responses have only been received from three. Interviews will take place on Thursday 5 December and Friday 6 December.</p>
	<p>12. To discuss asking Optimal HR to review Parish Council Employment policies and the job contract and decide upon action to be taken.</p> <p>Councillor Greenwood requested that the Council consider commissioning a HR specialist a) to review the Council’s employment policy provision from both a legal perspective and what would</p>

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24/25 - 19354	<p>make sense for the Council in terms of processes and expectations, b) to review the wording of the employment contract, c) to advise on how to organise an appropriate probation period, and d) how to ensure the line management process works appropriately.</p> <p>Councillor Carter advised that CMBC provides a traded HR service.</p> <p>RESOLVED: <i>to contact relevant HR bodies to enquire as to their services in terms of advice and support with employment policies, job contracts, the probation period, and line management processes.</i></p>
	<p>13. To discuss the requirements for a probation policy and agree on necessary features and elements.</p> <p><i>Item discussed under item 12.</i></p>
24/25 - 19355	<p>14. To discuss the revamping of the five play areas in the parish.</p> <p>RESOLVED: <i>to forward the matter for discussion to the Environment Committee.</i></p>
	<p>15. To discuss the preventative measures at Mill Fold Park and decide upon action to be taken.</p> <p><i>Nothing has yet been heard from Jane Leary at CMBC.</i></p>
	<p>16. To discuss the Christmas flags and decide upon action to be taken.</p> <p><i>Item covered by resolution 19329 on 14 November 2024.</i></p>
	<p>17. To discuss reintroducing wall hung Christmas trees and lights for Ripponden village.</p> <p><i>Item discussed under item 7.</i></p>
	<p>18. To discuss the defibrillator in Soyland Town phone box and decide on action to be taken.</p> <p>Councillor K Naylor reported that the company in question no longer supplies parts for the specific defibrillator and needs to outsource them. Councillor A Naylor volunteered to keep Mr Greenwood in the loop over the matter.</p>
	<p>19. To receive an update on the CAT of the Ripponden Library.</p> <p><i>No update received from CMBC.</i></p>
24/25 - 19356	<p>20. To discuss and review documents from Calderdale MBC regarding the Expression of Interest of the Brig Royd Public Conveniences and decide on next steps to be taken.</p> <p>RESOLVED: <i>to return to CMBC and ask what the next steps are, request an inspection of the building, and enquire as to the nature and purpose of the ground rent payment.</i></p>
	<p>21. To discuss the purchasing of equipment for an office.</p> <p>Councillor Greenwood and K Naylor are to continue the organisation of the Central Hall office on 5th December. This will enable the Council to understand what it owns, and what supplies and resources it already has at its disposal.</p>
	<p>22. To receive Correspondence</p>

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	<ul style="list-style-type: none"> i. Information only ii. Invitations iii. Correspondence received after the agenda went out. <p>Councillor Hunt reported that he had received an email pertaining to criminal justice sentencing. The council agreed the reply should be to advise the correspondent to contact the local MP.</p>
24/25 - 19357	<p>23. To decide upon the communications schedule items over the next fortnight.</p> <p>Festive lights, Xmas trees,</p> <p>RESOLVED: <i>that the communications items for the next two to three weeks will be the festive lights, the Christmas trees, CROWS update, and the gritting schedule remaining the same.</i></p>
24/25 – 19358	<p>24. To discuss Planning Applications.</p> <p>Extension to front elevation and rear of property, replacement of flat roof to family room and construction of double detached garage.</p> <p>Planning Application Fairway Lower Park Royd Drive Triangle Sowerby Bridge Calderdale HX6 3HR Ref. No: 24/01103/HSE Received: Tue 29 Oct 2024 Validated: Mon 04 Nov 2024 Status: Pending Consideration</p> <p>RESOLVED: <i>no objection, provided the application conforms to planning policy.</i></p>
24/25 – 19359	<p>Construction of a detached outbuilding comprised of a garage (retrospective)</p> <p>Planning Application The Mistal Firth House Barn Scammonden Road Barkisland Sowerby Bridge Calderdale HX4 0EL Ref. No: 24/01148/HSE Received: Fri 08 Nov 2024 Validated: Mon 11 Nov 2024 Status: Pending Consideration</p> <p>RESOLVED: <i>no objection, provided the application conforms to planning policy.</i></p>
24/25 – 19360	<p>Detached dwelling (revised plans)</p> <p>Planning Application Land South Of Coombe House Higher Park Royd Drive Triangle Sowerby Bridge Calderdale Ref. No: 24/00867/FUL Received: Fri 25 Oct 2024 Validated: Tue 12 Nov 2024 Status: Pending Consideration</p> <p>RESOLVED: <i>no objection, provided the application conforms to planning policy.</i></p>
24/25 - 19361	<p>First floor extension to garage to provide ancillary accommodation & single storey rear extension</p> <p>Planning Application New Highlee Farm Highlee Lane Ripponden Sowerby Bridge Calderdale HX4 0DE Ref. No: 24/00878/HSE Received: Wed 30 Oct 2024 Validated: Thu 14 Nov 2024 Status: Pending Consideration</p> <p>RESOLVED: <i>to object on the grounds of greenbelt development.</i></p>
	The meeting ended at 21:30h.

Signature:

Payment schedules

Ripponden Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

28 November 2024 (2024 - 2025)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
86	29/11/2024		Business Account (R)		Expenses claim for Wednesday	Harlequins	Z	25.00		25.00
83	29/11/2024		Business Account (R)		Noticeboard	Acorn Joinery and Renovat	Z	120.00		120.00
85	29/11/2024		Business Account (R)		Grass cutting	Peter Madden	Z	580.00		580.00
85	29/11/2024		Business Account (R)		Grass cutting	Peter Madden	Z	540.00		540.00
Total								1,265.00		1,265.00

Prepared by:

Approved by:

Approved by:

Ripponden Parish Council PAYMENTS LIST

28 November 2024 (2024 - 2025)

Vouche Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
81	15/11/2024	19318	Business Account (R)		Noticeboard magnets	Judith Crossley	Z	5.95		5.95
82	15/11/2024	19025	Business Account (R)		Calderdale Self Storage	Calderdale Self Storage	S	60.83	12.17	73.00
80	15/11/2024	19238	Business Account (R)		Hanging basket hooks	Judith Crossley	S	66.58	13.32	79.90
75	15/11/2024	19305	Business Account (R)		Telephone box signs	Pennine Signs	S	80.00	16.00	96.00
84	25/11/2024	19331	Business Account (R)		Dog Poo Bags	JRB Enterprises Ltd	S	294.40	58.88	353.28
87	28/11/2024	19170	Business Account (R)		Office rental	Central Hall	Z	700.00		700.00
Total								1,207.76	100.37	1,308.13

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