

CLAYTON PARISH COUNCIL

MEETING AT THE VILLAGE HALL, CLAYTON. THURSDAY 21st SEPTEMBER 2017– 7PM

MINUTES

- 2017/413** **PRESENT**
Councillors: C Kaushal- Bolland (Chairman), J Pitts, J Vasey, J Smith, J Pearson, A Cunningham, S. Gudgeon, I Hepton, C Thirkill, J Andrew and V Dharni
- 2017/414** **IN ATTENDANCE**
C. Hepton, Clerk
H. Rankin, Asst clerk
12 members of the public.
- 2017/415** **APOLOGIES FOR ABSENCE**
Cllr Brar. Absence authorised.
Proposed: Cllr Vasey Seconded: Cllr Gudgeon
All in favour
- 2017/416** **DISCLOSURES OF INTEREST**
(Members Code of Conduct)
To receive disclosures of interests from Members on matters to be considered at the meeting as detailed in the Parish Council Code of Conduct adopted at the Parish Council meeting on 15 November 2012.

Cllr Vasey item 6 and Cllr Hepton item 7B
- 2017/417** **ADMISSION OF THE PUBLIC**
(Public Bodies (Admission to Meetings) Act 1960, Local Government Act 1972 s100/100a Ss2/Schedule 12A and Clayton Parish Council Standing Order No.67)

No items were recorded.
- 2016/418** **PREVIOUS PARISH COUNCIL MINUTES AND PROGRESS REPORT**

Proposed: Cllr Pitts **Seconded:** Cllr Pearson
All in favour

Resolved: That the presented minutes are signed by the Chairman as a true record of the meeting held on 20th July 2017.
- 2017/419** **CHAIRMAN'S REMARKS AND CORRESPONDENCE**

The chairman delivered the following report:
Clayton in Bloom awards – the event ran very well. I would like to personally thank the clerk's son Thomas, 11 yrs. for all his hard work that afternoon. He spent all afternoon helping, serving, clearing up etc. I have a token of appreciation to pass on to him. There was a shortage of help for this event. The clerk and the Village Hall team had a lot to do between a very small team of volunteers. This brings me onto the Dickensian Market meeting which again lacked support from many members. I appreciate that members aren't always available for every event but if all contributed in one way or another the tasks could be spread out fairly rather than the same people always doing the work. I members can

confirm via the Office 365 meeting request then that at least helps us know who is available when. The next meeting is on Tuesday 10th October at 7.30pm please can members try to attend? There is a planning committee meeting this Monday 25th September at 5.30pm at St. John's community rooms. This is an extra meeting which has been scheduled to look at the proposed Barratts development on the land near Westminster Ave. All welcome. With the resignation of Cllr Boyle on medical grounds this vacancy will soon be advertised.

2017/420

QUEENSBURY TUNNEL

There was a very informative presentation by Dr McWilliams explaining the vision for the Queensbury tunnel. They recognised the transport, health, tourism and environmental benefits for the local community. The group are trying to protect the tunnel from permanent destruction. Talks had been held with key partners i.e. Bradford Council. Should a letter of support for the proposal be required then the council were in full support.

Proposed: Cllr Kaushal-Bolland **Seconded:** Cllr Hepton
All in favour

2017/421

COMMITTEE REPORTS/WORKING GROUPS

a) **PLANNING**

Report from the Planning Chairman

Cllr Kaushal-Bolland provided a report on planning matters since the last parish council meeting

b) **STAFFING**

Report from the Staffing Chairman

Cllr Pitts provided a report on staffing matters since the last parish council meeting.

Changes to the working hours of the clerk and assistant clerk

Cllr Pitts presented the paper on the proposed changes to the parish councils' staff. The roles of both members of staff had increased and if council wanted to continue with the administration required for all the extra services then this was necessary. The council voted on each role separately.

Proposed: Cllr Pitts **Seconded:** Cllr Smith
All in favour

Resolved: That the clerk's hours be increased by 4 taking her weekly hours to 22.

Proposed: Cllr Smith **Seconded:** Cllr Gudgeon
All in favour

Resolved: That the assistant clerk's hours be increased by 10 taking her weekly hours to 22.

These changes would take effect from Monday 2nd October 2017.

c) **FINANCE**

Report from the Finance Chairman

Cllr Pitts provided a report on finance matters since the last parish council meeting.

Annual return

The clerk informed members that the annual return had been approved by the external auditor and was available should anyone wish to review the accounts.

Monitoring statement

The clerk went through the monitoring statement.

Invoices due for payment

Proposed: Cllr Hepton
All in favour

Seconded: Cllr Gudgeon

d) EVENTS

Report from the Events Chairman

Cllr Cunningham provided a report on events matters since the last parish council meeting.

Remembrance Sunday Wreath

Proposed: Cllr Smith

Seconded: Cllr Pearson

Resolved: That a wreath be ordered.

Clayton Dickensian market

Santa's grotto

A proposal for £500 was suggested to fund the Santa's grotto.

Proposed: Cllr Kaushal-Bolland

Seconded: Cllr Pitts

Resolved: That £500 used for the Santa's grotto.

Insurance and Marketing

Proposed: Cllr Kaushal-Bolland

Seconded: Cllr Pitts

All in favour

Resolved: That £1000 is approved to pay towards insurance and printing/marketing materials.

2017/422

REPORTS FROM REPRESENTATIVES TO OUTSIDE BODIES

Parish Council Liaison Meeting – Cllr Kaushal-Bolland updated the council. They had been discussions amongst other Parish Councils about the increase in asset transfers taking place. Also discussions from other councils about their library provisions.

Glenholme Allotments Association – Cllr Cunningham confirmed one tenant had been served their final notice but had yet to remove their property. Clerk to write to them giving them 14 more days to remove anything they wish to keep otherwise it will become the property of CPC.

2017/423

PUBLIC CONSULTATION AND QUESTION TIME

Questions were raised regarding the categories for Clayton in Bloom. These would be re-visited once the events committee started to prepare for the year's event.

It was confirmed that a grant of £10,000 had been awarded to Clayton Community cinema from the National lottery fund. This would be used to purchase equipment to enhance the viewing i.e. projector, surround sound etc. The cinema had been running for a while now and was proving very successful.

2017/424

TO NOTIFY THE CLERK ON MATTERS FOR INCLUSION ON THE NEXT MEETING'S AGENDA

None received

2017/425

DATES OF MEETINGS – 2017/18

16th November 2017

18th January 2018

15th March 2018

17th May 2018

The meeting closed at 8.40pm